



**1503 N. IMPERIAL AVENUE, SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410**

**TRANSPORTATION COMMISSION AGENDA**

**LARGE CONFERENCE ROOM  
1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243  
AND ZOOM MEETING**

**WEDNESDAY, SEPTEMBER 28, 2022  
6:00 PM**

**To Join by Zoom Meeting please click on the following link:**

**<https://us06web.zoom.us/j/86090529496?pwd=Yy9ZOFYvaDJic0dWYkxBaTZBTGNOUT09>**

**To Join by phone dial (720) 707-2699**

**Meeting ID: 860 9052 9496#**

**Passcode: 593437#**

**CHAIR: MARIA NAVA-FROELICH**

**VICE CHAIR: MIKE GOODSSELL**

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In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the Commission's website: [www.imperialctc.org](http://www.imperialctc.org).

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, Executive Order N-29-20, and the Federal Transit Administration Title VI, please contact the Secretary to the Commission at (760) 592-4494 if special assistance is needed to participate in a Commission meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

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**I. CALL TO ORDER AND ROLL CALL**

**II. ACTION CALENDAR**

- A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361 Page 5

The Executive Director forwards this item to the Commission for review and approval after public comment, if any:

1. Approve the resolution of the Imperial County Transportation Commission authorizing remote meetings in accordance with the provisions of the State Assembly Bill (AB) 361.
2. Authorize the Chairperson to sign the resolution.

**III. EMERGENCY ITEMS**

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

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

**IV. PUBLIC COMMENTS**

This is an opportunity for members of the public to address the Commission on any subject matter within the Commission's jurisdiction, but not an item on the agenda. Any action taken because of a public comment shall be limited to direction to staff. In compliance with the Assembly Bill 361, the meeting will be held remotely and in person. Each speaker should contact the Secretary to the Commission at (760) 592-4494 or by email to [crستيرma@imperialctc.org](mailto:crستيرma@imperialctc.org). When addressing the Commission, state your name for the record prior to providing your comments. Please address the Commission as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Commission; groups or topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct: No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats, or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, obey the direction of the Chair and Secretary to the Commission.

**V. CLOSED SESSION CALENDAR**

- A. Motion to Adjourn to Closed Session
- B. PUBLIC EMPLOYEE APPOINTMENT (Government Code §54957)  
Title: ICTC Executive Director
- C. Announcement of Closed Session Action(s)

**VI. CONSENT CALENDAR**

- A. ICTC Commission Minutes: August 24, 2022 Pages 8-20
- B. Receive and File:
  - 1. ICTC Management Committee Minutes: September 14, 2022
  - 2. ICTC TAC Minutes: July 28, 2022
- C. 2023 Active Transportation Program Regional Guidelines and 20 Point Scoring Methodology Page 22

The ICTC Management Committee met on September 14, 2022, and forwards this item to the Commission for their review and approval after public comment, if any:

- 1. Approve the following methodology for assigning points of the 2023 Active Transportation Program Regional Guidelines:
  - a. 20 points for projects that have been identified in an adopted local and/or regional plan; and
  - b. Zero points for projects that have not been identified in an adopted local and/or regional plan.

**VII. INFORMATION CALENDAR**

- A. Updates on the Southern Border Broadband Consortium (SBBC) and the Brawley Transit Corridor Brownfield Assessment Projects Pages 25-105
  - Presentation by Imperial Valley Economic Development Corporation (IVEDC) Staff

**VIII. REPORTS (Up to 5 minutes per staff report)**

- A. ICTC Executive Director
  - Executive Director Report Page 107
- B. Southern California Association of Governments
  - See attached report Page 113
- C. California Department of Transportation – District 11
  - See attached report Page 118
- D. Commission / Committee Member Reports (if any)

**IX. ACTION CALENDAR**

- A. Extension of the ICTC Lease and Sublease Agreements – 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, Addendum 4 Page 129

The Management Committee met on September 14, 2022, and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve the fourth amendment of the current lease and sub-lease agreements with Pico Group, LLC for the property on 1503 N. Imperial Ave., Suite 104 in El Centro; and authorize the Executive Director to execute the lease agreement.
2. Authorize the Executive Director to sign the sub-lease amendments between ICTC and SCAG with same terms as the original agreement.

- B. Proposed Distribution plan for the 2020 Cycle 3 and 2022 Cycle 4 Local Partnership Formulaic Program (LPP) Page 134

The Management Committee met on September 14, 2022, and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve Proposed Distribution Plan for the Local Partnership Formulaic Program funds;
  - a. Cycle 3 Option #2 2 Flat Distribution Plan
  - b. Cycle 4 Option #2 2 Flat Distribution Plan
  - c. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 3 and Cycle 4
2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).

**X. MEETING DATE AND PLACE**

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, October 26, 2022, at 6:00 p.m.**, at the ICTC Offices located at 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243 and remotely via Zoom Meeting.

**XI. ADJOURNMENT**

- A. Motion to adjourn

# II. ACTION CALENDAR

## II. ACTION CALENDAR

- A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361

**RESOLUTION OF THE IMPERIAL COUNTY TRANSPORTATION COMMISSION  
AUTHORIZING REMOTE MEETINGS IN ACCORDANCE WITH THE PROVISIONS  
OF STATE ASSEMBLY BILL 361.**

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the County of Imperial is committed to preserving and nurturing public access and participation in meetings of the Imperial County Transportation Commission and other public meetings subject to the Ralph M. Brown Act (“Brown Act”); and

**WHEREAS**, with the adoption of State Assembly Bill 361 (“AB 361”), section 54963(e) of the California Government Code was amended to make provisions for remote teleconferencing participation in meetings by members of a local legislative body, without compliance with the requirements of 54953(b)(3) of the California Government Code, subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to section 8625 of the California Government Code, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in section 8558 of the California Government Code; and

**WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under 8625 of the California Government Code, that a state of emergency exists with regard to the novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021, did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

**WHEREAS**, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to section 8629 of the California Government Code to lift the state of emergency, either by proclamation or by concurrent resolution in the State Legislature; and

**WHEREAS**, the Local Health Officer for the County of Imperial has recommended that the local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19; and

**WHEREAS**, Imperial County Transportation Commission believes that it is in the best interest of the public to continue holding remote meetings during the existing state of emergency in accordance with the requirements of AB 361.

**NOW, THEREFORE**, the Imperial County Transportation Commission resolves as follows:

- (1) The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
- (2) A proclaimed state of emergency exists as a result of the COVID-19 pandemic.
- (3) The Local Health Officer recommends that all local legislative bodies local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19
- (4) The staff of the Imperial County Transportation Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including implementing social distancing measures at meetings, and conducting meetings in accordance with section 54953(e) of the California Government Code, and other applicable provisions of the Brown Act.
- (5) This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the Imperial County Transportation Commission takes action to extend the time during which it may continue to meet remotely without compliance with section 54953(b)(3) of the California Government Code.

**PASSED AND ADOPTED** by the Imperial County Transportation Commission, County of Imperial, State of California, this \_\_\_\_\_, by the following roll call vote:

<b>Agency</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Brawley				
Calexico				
Calipatria				
El Centro				
Holtville				
Imperial				
Westmorland				
County of Imperial				
County of Imperial				
Imperial Irrigation District				

\_\_\_\_\_  
 MARIA NAVA-FROELICH  
 Chair of the Commission

ATTEST:

\_\_\_\_\_  
 CRISTI LERMA  
 Secretary to the Commission

# VI. CONSENT CALENDAR

## VI. CONSENT CALENDAR

- A. ICTC Commission Minutes: August 24, 2022
- B. Receive and File:
  - ICTC Management Committee Minutes: September 14, 2022
  - ICTC TAC Minutes: August 25, 2022

**IMPERIAL COUNTY TRANSPORTATION COMMISSION**  
**DRAFT MINUTES FOR AUGUST 24, 2022**  
**6:00 p.m.**

**VOTING MEMBERS PRESENT:**

- |                              |                              |
|------------------------------|------------------------------|
| City of Brawley              | George Nava via zoom         |
| City of Calipatria           | Maria Nava-Froelich via zoom |
| City of Calexico             | Raul Urena via zoom          |
| City of El Centro            | Cheryl Viegas-Walker         |
| City of Imperial             | Robert Amparano via zoom     |
| City of Holtville            | Mike Goodsell via zoom       |
| City of Westmorland          | Ana Beltran via zoom         |
| County of Imperial           | Ryan Kelley via zoom         |
| County of Imperial           | Luis Plancarte               |
| Imperial Irrigation District | Javier Gonzalez              |

**NON-VOTING MEMBERS PRESENT:**      Caltrans District 11      Ann Fox for Gustavo Dallarda

**STAFF PRESENT:**      David Aguirre, Virginia Mendoza, Cristi Lerma, Michelle Bastidas, Marlene Flores, Angela Delgadillo

**OTHERS PRESENT:**      David Salgado: SCAG; Eric Havens: Counsel; Mario Orso, Margie Perez, Everett Townsend, Rafael Reyes, Erwin Gojuangco: Caltrans; Tomas Oliva: City of El Centro

**PUBLIC:**      Javier Lopez, Sylvia Chavez

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, August 24, 2022, 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 6:00 p.m. Roll call was taken, and a quorum was present.

**II. ACTION CALENDAR**

A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361

1. Approved the resolution of the Imperial County Transportation Commission authorizing remote meetings in accordance with the provisions of the State Assembly Bill (AB) 361.
2. Authorized the Chairperson to sign the resolution.

A motion was made by [Viegas-Walker](#) and seconded by [Plancarte](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Kelley	Yes



City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion Carried.**

**III. EMERGENCY ITEMS**

There were none.

**IV. PUBLIC COMMENTS**

There were none.

**V. CONSENT CALENDAR**

- A. ICTC Commission Minutes: June 22, 2022
- B. Receive and File:
  - 1. ICTC Management Committee Minutes: August 10, 2022
  - 2. ICTC TAC Minutes: June 23, 2022
- C. State of Good Repair Grant Program, FY 2022-23

- 1. Approved 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 2022-23 financial assistance, provided by the State of California Department of Transportation under the State of Good Repair Grant Program.

A motion was made by [Viegas-Walker](#) and seconded by [Goodsell](#) to approve the consent calendar as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Kelley	Yes
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion Carried.**

**VI. REPORTS**

- A. ICTC Executive Director
  - Updates were provided by Mr. Aguirre and Ms. Mendoza.
  - All updates are on the Executive Director report on page 26 of the agenda.
- B. Southern California Association of Governments (SCAG)
  - Updates were provided by Mr. Salgado.
  - All updates are on the SCAG report on page 32 of the agenda.
- C. California Department of Transportation (Caltrans)- District 11
  - Updates were provided Ms. Fox, Mr. Orso and Ms. Perez.
  - All updates are on the Caltrans report on page 35 of the agenda.
- D. Commission Member Reports

- Updates were provided by various commissioners.

**VII. ACTION CALENDER**

- A. Imperial County Long Range Transportation Plan – First Amendment to Agreement for Services – Michael Baker International

The ICTC Management Committee met on August 10, 2022, and forwarded this item to the Commission for their review and approval after public comment, if any:

1. Approved the First Amendment to Agreement for Services for the Imperial County Long Range Transportation Plan – to Michael Baker International in the amount of \$24,396.60.
2. Authorized the Chairperson to sign the Services Agreement.

A motion was made by [Viegas-Walker](#) and seconded by [Amparano](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Kelley	Yes
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion Carried.**

**VIII. MEETING DATE AND PLACE**

- A. The next meeting will be on October 26, 2022, at 6:00 p.m. at the ICTC Offices, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243 and via Zoom Meeting.

**IX. ADJOURNMENT**

- A. Meeting Adjourned at 7:25 p.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE  
MINUTES OF September 14, 2022  
10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

City of Brawley	Tyler Salcido
City of Calexico	Esperanza Colio-Warren
City of Calipatria	Rom Medina
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Dennis Morita
County of Imperial	Miguel Figueroa
County of Imperial	Rebecca Terrazas-Baxter
Imperial Irrigation District	Absent
City of Westmorland	Absent
ICTC	David Aguirre

**STAFF PRESENT:** Cristi Lerma, Angela Delgadillo, Marlene Flores, Daveline Villasenor

**OTHERS PRESENT:** David Salgado: SCAG, Rafael Reyes, Ben Guerrero, Alex Araiza: Caltrans, Tim Kelly, Alessandra Muse: IVEDC, 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, September 14, 2022, together with staff reports and related documents attached thereto and incorporated therein by reference.

**I. CALL TO ORDER AND ROLL CALL**

Chair Nick Wells called the meeting to order at 10:40 a.m., roll call was taken, and a quorum was present.

**II. ACTION CALENDAR**

- A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361
1. Approved the resolution of the Imperial County Transportation Commission authorizing remote meetings in accordance with the provisions of the State Assembly Bill (AB) 361.
  2. Authorized the Chairperson to sign the resolution.

A motion was made by [Terrazas-Baxter](#) seconded by [Salcido](#) to approve this item; Roll call was taken:

<b>Agency</b>	<b>Roll Call</b>
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Absent
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Absent

County of Imperial Terrazas-Baxter	Yes
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried unanimously.**

**III. EMERGENCY ITEMS**

There were none.

**IV. PUBLIC COMMENTS**

There were none.

**V. CONSENT ITEMS**

A motion was made by [Morita](#) seconded by [Piedra](#) to approve the consent calendar as presented; Roll call was taken:

<b>Agency</b>	<b>Roll Call</b>
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Absent
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Absent
County of Imperial Terrazas-Baxter	Yes
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried unanimously.**

**VI. REPORTS**

**A. ICTC Executive Director**

- Mr. Aguirre had the following updates:

- o State Route 86 Border Patrol Checkpoint is currently in design and has been some additional design features that have been incorporated.
- o IVRMA has been working with all member agencies towards completing an amendment to the existing IVRMA JPA. It is anticipated that the member agencies will approve the amended JPA via individual board action in the August to early September 2022 timeframe and the IVRMA board will approve the amended JPA at the September 2022 board meeting. IVRMA is attempting to amend the JPA prior to the October reporting deadline.
- o The design of the Calexico Intermodal Transportation Center (ITC) is 100% complete, and staff is working on right-a-way acquisition. We are hoping to accomplish this in the next few months and move forward with construction. Multiple grants have been submitted for a variety of funding opportunities.
- o Calexico East Port of Entry Bridge Widening Project is fully in construction. About 55% of construction has been completed. Currently, tunnel work is being constructed. This allows CBP to access the east and the west sides of the bridge. Hoping to have the project completed by late April or early May 2023.
- o The Free Fares Program grant was approved for \$492K which will cover about 9 months of free fares for transit riders.

- B. Southern California Association of Governments (SCAG)
- Mr. Salgado had the following updates:
    - o SCAG 33<sup>rd</sup> Annual Demographic Workshop: Part 1 - September 14<sup>th</sup> and Part 2 - September 21<sup>st</sup> from 1:30 – 4:45 p.m. To register go to [scag.ca.gov/demographics](https://scag.ca.gov/demographics)
    - o REAP 2.0 Housing Supportive Infrastructure Development Program Outreach: SCAG will be receiving about \$240 million for the REAP 2.0 program and supporting housing opportunities. This money does need to be spent rather quickly. The timeframe to spend this amount is until 2024/2025.
    - o The fourth Sustainable Communities Program (SCP) Call for Applications is anticipated to be released in Fall 2022, with a focus on Civic Engagement, Equity, and Environmental Justice. Due to the availability of new funding sources for this program, the guidelines for Call 4 are still in development. More information can be found here: <https://scag.ca.gov/scp>
    - o SCAG Transportation Broadband Strategies to reduce VMT and GHG Study [https://www.cetfund.org/wp-content/uploads/2022/06/Caltrans-Grant-to-SCAG-Final-Report-PRINT\\_web.pdfAttachments](https://www.cetfund.org/wp-content/uploads/2022/06/Caltrans-Grant-to-SCAG-Final-Report-PRINT_web.pdfAttachments)
- C. Caltrans Department of Transportation – District 11
- Mr. Reyes had the following updates:
    - o SR-98 Widening Project has restarted work on Stage 1. The anticipated completion date is set to Mid-November.
    - o The District 11 Active Transportation Plan (D11-CATPLAN) has been completed. A summary report has been published and can be accessed using the link provided:
    - o <https://dot.ca.gov/-/media/dot-media/programs/transportation-planning/documents/active-transportation-complete-streets/caltrans-reconnecting-communities-program/district11-finalreport-a11y.pdf>
    - o <https://storymaps.arcgis.com/stories/807af02be4084bb1bb1854a112b56d5c>
  - Mr. Guerrero had the following updates:
    - o There is a new District 11 Local Assistance engineer, Bryan Ott. Please make sure that all staff include his name as the new DLAE for any type of communication with their office. His email is [bryan.ott@dot.ca.gov](mailto:bryan.ott@dot.ca.gov).
    - o The FHWA has established a goal of 22.2%. If there are any projects that are FHWA funded do, make sure to aim for that goal. This goal is based on a survey that was done along the last three years that states that there are enough subcontracting opportunities for DBE up to 22.2%.
    - o The next CTC meeting is December 7, 2022 and the deadline for any documentation for that is October 10, 2022. Any state funded projects that need to go to the CTC meeting, please submit all documentation by October 10, 2022 to Caltrans office.
    - o FHWA Announcement: FHWA Project Bundling Peer Exchange October 4 and 5, 2022
    - o [https://www.fhwa.dot.gov/ipd/alternative\\_project\\_delivery/defined/bundled\\_facilities/](https://www.fhwa.dot.gov/ipd/alternative_project_delivery/defined/bundled_facilities/)
- D. Committee Member Reports
- There were no updates.

## VII. INFORMATION CALENDAR

- A. Updates on the Southern Border Broadband Consortium (SBBC) and the Brawley Transit Corridor Brownfield Assessment Projects
- A presentation by Tim Kelly from the Imperial Valley Economic Development Corporation (IVEDC) was given.
  - Mr. Kelly provided program updates for EPA Brownfields.
  - The Chai Property has its phase 1 complete and the phase 2 was not required. The property is not listed and being marketed for redevelopment.
  - The Finnell Property has its phase 1 and 2 completed, the contamination identified, and the property owners are now equipped to secure independent clean up funding.
  - The Lesika Property has its phase 1 and 2 completed and blighted property has been redeveloped.
  - The Pioneers Property has its phase 1 completed and its phase 2 in process. A developer has chosen this property due to the grant funding that is offered.
  - The Texaco Property had its phase 1 completed and its phase 2 in process. The property will be marketed for redevelopment.
  - The Dek Property was poorly executed phase 1 completed by another firm. The brownfields program completed phase 2 and provided the technical assistance for project completion. The business is now in operation.
  - Mr. Kelly also provided program updates for Southern Border Broadband Consortium (SBBC). In 2016, IVEDC formed the SBBC utilizing an initiative from the California Advanced Services Fund (CASF) along with representatives from all economic sectors to improve the availability and adoption of affordable broadband technology for unserved and underserved areas of Imperial and San Diego counties.
  - Regional Broadband Consortium: In 2020, SBBC was approved for a second 3-year grant cycle with the CPUC's California Advanced Services Fund as the RBC for San Diego and Imperial Counties. Current Grant Cycle: November 1, 2020 - October 31, 2023 Ongoing Efforts: SBBC continues to work with ISPs to identify funding opportunities and project locations in San Diego and Imperial.
  - In 2019, SBBC participated in the development of a Preferred Scenario for 98% broadband deployment of broadband in the region submitted to the CPUC.
  - In 2022, SBBC completed a project facilitated by Caltrans to identify Transportation Broadband Strategies to Reduce Vehicle Miles Traveled and Greenhouse Gases. Partners included SCAG and CETF
  - Get Connected California: A statewide mobilization to register low-income households with the Affordable Connectivity Program (ACP), which offers discounted high-speed home internet. For more information: [Internet for All Now: Bridging the Digital Divide in California](#)
  - For more information or any questions/comments, please contact the Imperial Valley Economic Development Corporation at (760) 353-8332.

## VIII. ACTION CALENDAR

- A. Imperial Valley Resource Management Agency (IVRMA) - Amendment to the Joint Powers Agreement

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

1. Approve the Amendment to IVRMA Joint Powers Agreement.
2. Authorize the Chairperson to sign the agreement.

A motion was made by [Salcido](#) seconded by [Colio-Warren](#) to approve Action A. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Yes
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried unanimously.**

- B. Extension of the ICTC Lease and Sublease Agreements – 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, Addendum 4

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

1. Approve the fourth amendment of the current lease and sub-lease agreements with Pico Group, LLC for the property on 1503 N. Imperial Ave., Suite 104 in El Centro; and authorize the Executive Director to execute the lease agreement.
2. Authorize the Executive Director to sign the sub-lease amendments between ICTC and SCAG with same terms as the original agreement.

A motion was made by [Salcido](#) seconded by [Morita](#) to approve Action B. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Yes
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried unanimously.**

- C. Proposed Distribution plan for the 2020 Cycle 3 and 2022 Cycle 4 Local Partnership Formulaic Program (LPP)

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

1. Approve Proposed Distribution Plan for the Local Partnership Formulaic Program funds.
  - a. Cycle 3 Option #2 2 Flat Distribution Plan
  - b. Cycle 4 Option #2 2 Flat Distribution Plan
  - c. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 3 and Cycle 4
2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).

A motion was made by [Morita](#) seconded by [Colio-Warren](#) to approve Action C. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	No
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Yes
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

**VIII.** The next meeting is scheduled for **October 12, 2022, at 10:30 a.m.** tentatively in the City of El Centro and via Zoom Meeting.

**IX. ADJOURNMENT**

- A. Meeting adjourned at 12:06 p.m.





1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

**TECHNICAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**

**August 25, 2022**

**Present:**

Guillermo Sillas	City of Brawley
Lily Falomir	City of Calexico
George Galvan	City of Calipatria
Abraham Campos	City of El Centro
Adriana Anguis	City of Holtville
Jesus Villegas	City of Imperial
Ramiro Barajas	City of Westmorland
Veronica Atondo	County of Imperial
Ismael Gomez	Imperial Irrigation District

**Others:**

David Aguirre	ICTC
Virginia Mendoza	ICTC
Marlene Flores	ICTC
Angela Delgadillo	ICTC
Phillip Ramirez	City of Brawley
Juan Manuel Cabrera	City of Brawley
Ana Gutierrez	City of Brawley
Livier Lau	City of Calexico
Felix De Leon	City of El Centro
Andres Miramontez	City of El Centro
Christian Rodriguez	City of El Centro
Alex Chavez	City of Holtville
Othon Mora	City of Holtville
Marco Coronel	City of Imperial
Jim Minnick	County of Imperial
Ismael Garcia	County of Imperial
Nicole Falvey	Caltrans
Alex Araiza	Caltrans
Rafael Reyes	Caltrans
Bryan Ott	Caltrans
Nick Ventrilla	Caltrans
Anna Strahan	Caltrans

David Salgado	SCAG
Manuel Ortiz	IID
Yoli Viviana Sanchez	Health Program Coordinator

1. The meeting was called to order at 10:04 a.m. A quorum was present, and introductions were made. There were no public comments made.
2. Adopted resolution authorizing remote teleconference meeting in accordance with Assembly Bill 361. ICTC requested a motion to adopt. (Galvan/Campos). **Motion Carried.**
3. A *motion* was made to adopt the minutes for June 23, 2022 (Atondo/Galvan) **Motion Carried.**
4. **2022 Walk to School Presentation:**  
(Presented by: Yoli Viviana Sanchez, Health Program Coordinator)
  - The benefits of children doing physical activity are building strong bones and muscles, reduces anxiety and depression, and reduces risk of diseases such as, cancer, heart disease, obesity, etc.
  - The benefits of walking to and from school are reduces harmful greenhouse gas emissions, contributes to their daily amount of exercise, and facilitates social bonds among peers and parents.
  - To implement Safe Routes to School: school districts faculty, law enforcement, city hall, students, parents, signs and banners, stickers, etc.
  - Walk Audits are a great tool in creating communities where residents can participate in making their vision of healthy, safe, walkable streets real.
  - Walk Audits on Streets Near the School: Identify school drop-off and pick-up areas, engage students in understanding their neighborhoods, lead to a reduction in traffic flow, and assist with attendance and tardiness issues.
  - Kit of Parts: The mission is to develop dynamic strategies to engage children in physical activity and reduce greenhouse gas emissions.
  - For more information on the Imperial County Safe Routes to School Project please contact Yoli Viviana Sanchez at [Yoli Viviana Sanchez@co.imperial.ca.us](mailto:Yoli_Viviana_Sanchez@co.imperial.ca.us)
  - For more information, on the Kit of Parts please contact David Salgado at [salgado@scag.ca.gov](mailto:salgado@scag.ca.gov).
5. **2023 Active Transportation Program Regional Guidelines and 20 Point Scoring Methodology:**  
(Presented by: Virginia Mendoza & Marlene Flores)
  - ICTC staff forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any:
    1. Approve the following methodology for assigning points of the 2023 Active Transportation Program Regional Guidelines:
      - a. 20 points for projects that have been identified in an adopted local and/or regional plan; and
      - b. Zero points for projects that have not been identified in an adopted local and/or regional plan.
  - A *motion* was made to approve the Active Transportation Program Regional Guidelines and 20 Point Scoring Methodology. (Falomir/Campos) **Motion Carried.**

**6. Surface Transportation Block Grant Program and Congestion Mitigation and Air Quality Program 2022 Project Selection for Programming in – FFY 2025/2026:**

*(Presented by: Virginia Mendoza & Marlene Flores)*

- TAC members received a copy of both CMAQ and STBG Scoring and ranking of the projects in the last call for projects in addition to the highest-ranking list of projects not selected for funding. TAC members discussed and deliberated all possible ways of distributing the CMAQ and STBG funds in accordance with the CMAQ and STBG guidelines.
- Based on the recommendation of the TAC members on August 25, 2022, the following recommendations were proposed:
- Based on the recently completed Call for projects in 2022, and the selection of the next priority projects being minimal; the collective group opted to conduct a Mini Call for projects for CMAQ and STBG for FFY 2025-2026.
- Every local agency will submit a project, whether it is an existing project, additional funds for existing projects or a new project; and
- Taking into consideration all agencies and the amounts available for each program, TAC members recommended to keep project request amounts between \$500 to \$800 (federal request) and remind all local agencies of the minimum local match requirement of 11.47% for both CMAQ and STBG program funds.
- Local agencies please note that the request to use the “Expedited Project Selection Procedures” (EPSP) process will be an option if you have a project that needs to move forward.
- A timeline was also created and distributed to all TAC Members.

**7. Proposed Distribution plan for the 2020 Cycles 3 & 2022 Cycle 4 Local Partnership Formulaic Program (LPP):**

*(Presented by: Virginia Mendoza & Marlene Flores)*

- ICTC staff forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any:
  1. Approve a Proposed Distribution Plan for the Local Partnership Formulaic Program funds.
    - a. Cycle 3 Option #1 Population and Maintained Mileage Distribution Plan or
    - b. Cycle 3 Option #2 Flat Distribution Plan
    - c. Cycle 4 Option #1 Population and Maintained Mileage Distribution Plan or;
    - d. Cycle 4 Option #2 Flat Distribution Plan
    - e. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 3 and Cycle 4
  2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).
- A *motion* was made to approve Cycle 3 Option #2 Flat Distribution Plan and Cycle 4 Option #2 Flat Distribution Plan. **(Campos/Villegas) Motion Carried.**

**8. Caltrans Updates / Announcements:**

*(Presented by: Rafael Reyes)*

- As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Blvd were widened and improved to serve the expansion to the west

- The project is expected to be “Provide a safe and reliable transportation network that serves all people and respects the environment” substantially completed and open to traffic in late 2022. The total project cost is estimated at \$8.2 million.
- SR-98 Widening Project: Construction has restarted. A part of their executive team went out and met with Local Officials in the business community there to take in their suggestions.
- The Stage 1 of the project completion date is by mid-November. The intent is to avoid further impacts on the holiday season. The subsequent stages are also planned to start to avoid the holiday season.
- The construction team has had close coordination/communication with the business community to make sure that those start dates are done to minimize any future impacts.

**9. SCAG Updates / Announcements:**

*(Presented by: David Salgado)*

- **2022 SCAG Regional Conference and General Assembly May 5-6, 2022:** On May 5-6, local leaders from throughout Southern California will convene for SCAG’s 57th annual Regional Conference and General Assembly at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA. This two-day conference will bring together state and local elected officials, CEOs, business and civic leaders, transportation and environmental stakeholders, local government staff, and others.
- **SCAG Regional Data Platform (RDP):** The Regional Data Platform will standardize regionally significant datasets, provide opportunities for local partners to update their data in real-time, and draw insights from local trends. More specifically, it will be an online tool for SCAG and local jurisdictions to access data necessary.
- **Go Human Update Call for Application Released for Community Engagements Mini-Grants:** On March 28, with support from the California Office of Traffic Safety (OTS), SCAG released its Call for Applications for the Go Human Community Engagement Mini-Grants Program to support creative, community-driven traffic safety and engagement projects. SCAG will award up to \$15,000 to 25 selected projects. To access the application or to learn more about the upcoming information sessions and eligibility, please visit the Go Human webpage. Applications are due Friday, April 29.

**10. Cities and County Planning / Public Works Updates:**

- No updates were given during the meeting.

**11. ICTC Updates / Announcements**

*(Presented by ICTC Staff)*

**a. Transit Planning Updates**

- In the process of pursuing Federal Transit Funding to reinstate the free fare program that was ongoing during the pandemic.

**b. Transportation Planning Updates**

**12. General Discussion / New Business**

Next TAC meeting will be September 22, 2022 via Zoom at ICTC offices

**13. Meeting adjourned at 12:02 p.m.**

# VI. CONSENT CALENDAR

## VI. CONSENT CALENDAR

- C. 2023 Active Transportation Program Regional Guidelines and 20 Point Scoring Methodology



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

September 19, 2022

Maria Nava-Froelich, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

**SUBJECT:** 2023 Active Transportation Program Regional Guidelines and 20 Point Scoring Methodology

Dear Commission Members:

Imperial County Transportation Commission (ICTC) staff has been working with staff from the Southern California Association of Governments (SCAG) in the review of the Active Transportation Program (ATP) guidelines. The ATP is funded from various federal and state funds including the federal Transportation Alternatives Program (TAP), the Highway Safety Improvement Program (HSIP), State Highway Account, and Safe Routes to Schools (SR2S).

As a part of Senate Bill (SB) 1, the 2023 ATP Cycle 6 Call for Projects at the state level is expected to include about \$1.1billion funding made up of Federal funding, State SB1 and State Highway Account (SHA) funding. The funding programming years include FY2023/2024, FY2024/2025 FY2025/2026 and FY2026/2027 funding years.

Per the 2023 guidelines issued by the California Transportation Commission (CTC), the program is divided into state and regional shares. Project applications that are not selected for funding from the state's share of the funds will be passed on to the other Metropolitan Planning Organizations (MPOs) for consideration for regional share funding.

The goals of the ATP are to:

- Increase the proportion of trips accomplished by biking and walking;
- Increase the safety and mobility of non-motorized users;
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reductions goals as established pursuant to SB 375;
- Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding;
- Ensure that disadvantaged communities (DAC) fully share in the benefits of the program; and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

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

Per the 2023 ATP Statewide Guidelines, Regional Program funding must be administered by Metropolitan Planning Organizations (MPOs) working with Regional Planning Agencies and Transportation Commissions like ICTC to recommend projects receiving ATP Regional funds.

In this sixth call for projects of ATP funds, SCAG does not intend to host a separate Call for Projects. Caltrans will instead forward grant proposals from the SCAG region that were not awarded funding at the statewide selection round for consideration in the Regional Program. Therefore, all project applications must meet the state's criteria and be submitted to Caltrans first. Imperial received a total of five (5) applications during Cycle 6. Imperial County has an approximate ATP Regional fund amount of \$1.2 million.

ICTC is responsible for scoring from within Imperial County for their consistency with plans adopted by local and regional governments within the county.

Assigning a methodology for assigning the twenty (20) points needs to be completed by ICTC. During past cycles, ICTC has established point scoring methodology with guidance of SCAG. For ATP Cycle six (6) ICTC staff is recommending the following scoring methodology: 20 points for projects that have been identified in an adopted local and/or regional plan; zero points for projects that have not been identified in an adopted local and/or regional plan.

The Technical Advisory Committee met on August 25, 2022. The ICTC Management Committee met on September 14, 2022 and forwards to the Commission for review and approval after public comments, if any:

1. Approve the following methodology for assigning points of the 2023 Active Transportation Program Regional Guidelines:
  - a. 20 points for projects that have been identified in an adopted local and/or regional plan; and
  - b. Zero points for projects that have not been identified in an adopted local and/or regional plan.

Sincerely,



VIRGINIA MENDOZA  
Program Manager

# VII. INFORMATION CALENDAR

## VII. INFORMATION CALENDAR

- A. Updates on the Southern Border Broadband Consortium (SBBC) and the Brawley Transit Corridor Brownfield Assessment Projects
  - Presentation by Imperial Valley Economic Development Corporation (IVEDC) Staff



# Program Updates

IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION

September 14, 2022

Imperial County Transportation Commission

[www.ivedc.com](http://www.ivedc.com)



# PROGRAM UPDATES

*EPA Brownfields*



# PROGRAM UPDATES

## *EPA Brownfields*

### **Chai Property:**

- Phase 1 completed
- Phase 2 not required
- Property is now listed and being marketed for redevelopment





# PROGRAM UPDATES

## *EPA Brownfields*

### **Finnell Property**

- Phase 1 and 2 completed
- Contamination identified
- Clean up planning and process
- Property owners are now equipped to secure independent clean up funding



# PROGRAM UPDATES

## *EPA Brownfields*

### **Lesika Property: Before and After**

- Phase 1 and 2 completed
- Blighted property has been redeveloped
- Functioning business and operation





# PROGRAM UPDATES

## *EPA Brownfields*

### **Pioneers Property**

- Phase 1 completed
- Phase 2 in process
- A developer has chosen this property due to the grant funding that is offered



# PROGRAM UPDATES

*EPA Brownfields*

## Texaco Property

- Phase 1 completed
- Phase 2 in process
- Property will be marketed for redevelopment





# PROGRAM UPDATES

## *EPA Brownfields*

### **Dek Property**

- Poorly executed Phase 1 completed by other firm
  - failed to find contamination and project halted
- The Brownfields program completed Phase 2 and provided the technical assistance for project completion
- Business is now in operation





# PROGRAM UPDATES

*EPA Brownfields*

## Upcoming Federal EPA Site Visit:

### WHEN

Friday, September 16, 2022

### PURPOSE

To identify properties countywide that need environmental assessment funding



# PROGRAM UPDATES

*Southern Border Broadband Consortium*



# ABOUT US

The **Imperial Valley Economic Development Corporation (IVEDC)** is a partnership of private enterprise and local government that is united by the common vision of expanding and diversifying our economy.

IVEDC's Mission is to help grow the regional economy by aggressively marketing the region to attract business.

IVEDC has a commitment to enhance the quality of life experienced in Imperial Valley by engaging in initiatives that contribute to the diversification of the regional economy. In 2016, IVEDC formed the **Southern Border Broadband Consortium (SBBC)** utilizing an initiative from the California Advanced Services Fund (CASF) along with representatives from all economic sectors to improve the availability and adoption of affordable broadband technology for unserved and underserved areas of Imperial and San Diego counties.

# CORE VALUES

## **SBBC works to close the digital divide by:**

- addressing community needs for adoption of the underserved and unserved,
- identifying opportunities and strategic planning of broadband deployment,
- and improving regional collaboration between ISPs, local and state governments

ADDRESSING  
COMMUNITY NEEDS

STRATEGIC  
PLANNING

REGIONAL  
COLLABORATION

# PROGRAM UPDATES

## *Southern Border Broadband Consortium*

- **Regional Broadband Consortium:** In 2020, SBBC was approved for a second 3-year grant cycle with the **CPUC's California Advanced Services Fund** as the RBC for San Diego and Imperial Counties.
  - *Current Grant Cycle: November 1, 2020 - October 31, 2023*
  - Ongoing Efforts: SBBC continues to work with ISPs to identify funding opportunities and project locations in San Diego and Imperial.
- In 2019, SBBC participated in the development of a **Preferred Scenario for 98% broadband deployment of broadband** in the region submitted to the CPUC.
  - Reporting Priorities: identify unserved and underserved areas, survey local ordinances and dig-smart policies, address infrastructure needs and demand

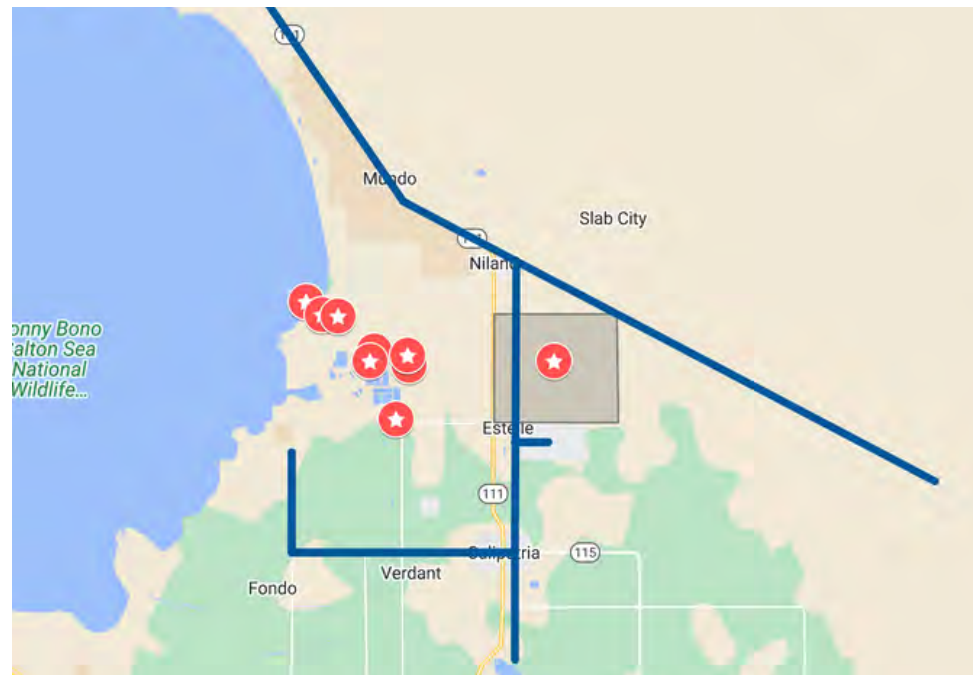
# STRATEGIC PLANNING

**Project:** Preferred Scenario for 98% Deployment in Imperial County

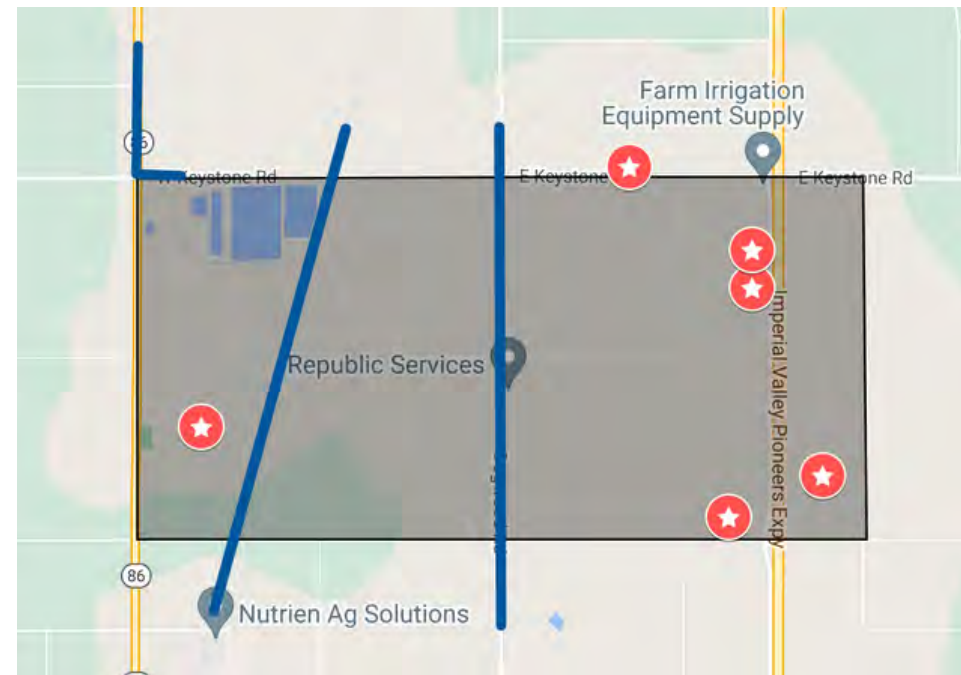
**Outreach:** Cities, County, Utilities, Caltrans, Imperial County Transportation Commission

**Results:** Up-to-date survey of local assets, policies, challenges and needs  
Identification of priority areas in Imperial County

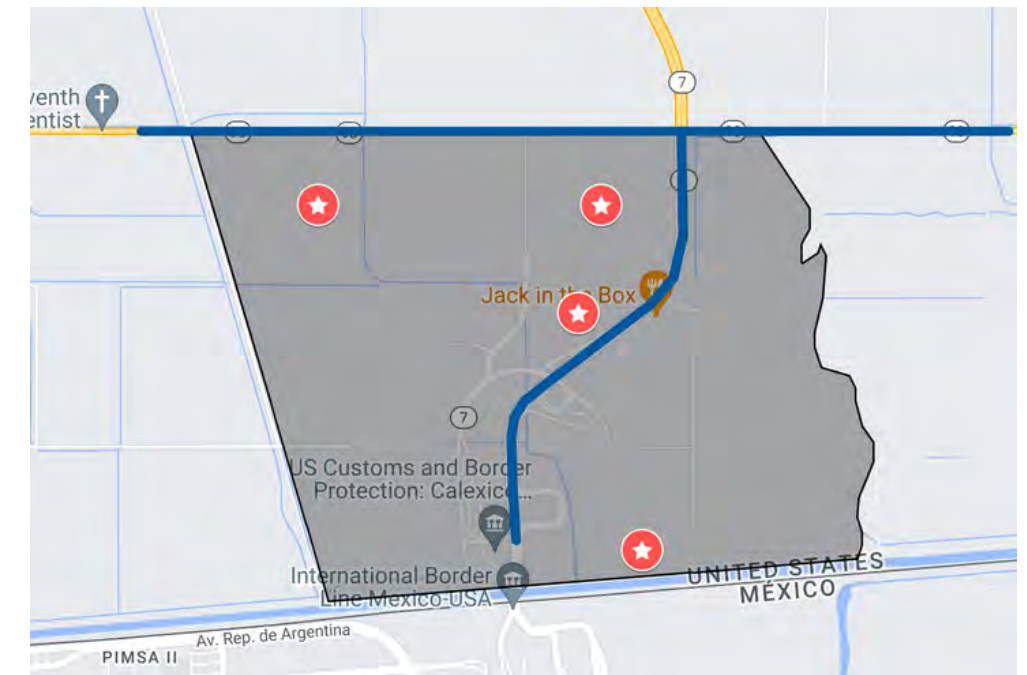
## Priority Areas



[Interactive Map of North County](#)



[Interactive Map of Mesquite Lake Industrial Park](#)



[Interactive Map of Gateway Industrial Park](#)



# PROGRAM UPDATES

## *Southern Border Broadband Consortium*

- In 2022, SBBC completed a project facilitated by Caltrans to identify **Transportation Broadband Strategies to Reduce Vehicle Miles Traveled and Greenhouse Gases**. Partners included SCAG and CETF
- **Key Findings:**
  - the potential to reduce GHG emissions is 1-15%
  - public agencies could reduce vehicle trips for 50-80% of recipients of benefit programs
  - top rated strategies to reduce VMT included
    - construction of high-speed internet infrastructure
    - assisting households with securing affordable home internet and a computing device

## Recommendations

### COMMUNITY PULL

- incentivize employers to adopt telework
- collaborate to transform neighborhoods through adoption

### POLICY PUSH

- accelerate deployment of infrastructure
- adopt processes that promote adoption of home internet

SBBC will continue to expand efforts to identify and relate broadband and environmental solutions to optimize "**broadband as a green strategy.**"



**Caltrans Sustainable Communities Grant to  
Southern California Association of Governments**



**Transportation Broadband Strategies to  
Reduce Vehicle Miles Traveled and Greenhouse Gases Project**

SCAG Overall Work Program No: 155-4863U8.01

**April 2022**







## **Caltrans Sustainable Communities Grant to Southern California Association of Governments Overall Summary**

The Potential of Broadband Ubiquitous Deployment and Universal Adoption  
to Reduce Vehicle Trip Generation to Decrease Greenhouse Gas Emissions

### **Introduction and Overview**

The California Department of Transportation (Caltrans) awarded a Sustainable Communities Grant to the Southern California Association of Governments (SCAG) to study the potential of broadband ubiquitous deployment and universal adoption to reduce vehicle trip generation, and associated vehicle miles traveled (VMT), to decrease greenhouse gas (GHG) emissions to help fight climate change. Broadband is a generic term for high-speed Internet infrastructure that includes both wireline and wireless technology networks. This study is a groundbreaking investigation of the potential of “broadband as a green strategy” to reduce traffic congestion and decrease impacts on the environment. The study included a comprehensive set of methodologies to determine with intellectual integrity a qualitative and quantitative projection of the potential for broadband to reduce VMT and GHG that can be used by policymakers and regulators. This is vital because the California Air Resources Board (CARB) has assigned to SCAG a target of reducing GHG by 19%. The Overall Conclusion is:

**Broadband is a “green strategy” to reduce VMT and GHG qualitatively  
with a quantitative benefit to reduce GHG by 1-15%.**

Therefore, SCAG may use this Overall Conclusion as part of a compendium of information and data to incorporate strategies for broadband ubiquitous deployment and universal adoption into the Regional Transportation Plan and the Sustainable Communities Plan.

## Community Engagement, Stakeholder Surveys and Stakeholder Forums

### Description of Methodology

CETF and the RBCs developed a comprehensive Stakeholder Survey which was approved by SCAG. To achieve comparable stakeholder input as envisioned in the original Work Plan, each RBC committed to obtaining 15 Surveys from each of 3 Primary Stakeholder Groups for a total of 45 Surveys and no less than 180 Surveys in the SCAG Region:

- Private-Sector Business
- Public Agency or Service Provider
- Education or Health Organization

Each RBC identified a target list of at least 15 Leaders in each Primary Stakeholder Group and distributed the Survey directly to them as well as to all their contacts. A total of 251 Surveys representative of the Primary Stakeholder Groups were obtained with a good cross-section geographically from the SCAG Region.

### Findings

The complete findings from the Stakeholder Surveys are included in Attachment B. The following are the highlights most relevant for the promulgation of public policy:

- All Stakeholders support a level of remote working; hybrid and flexible work arrangements are preferred, rather than a specific number of days weekly.
- Private-Sector Business Leaders identified their top strategy to reduce trips as “Construction of high-speed internet infrastructure throughout the region to connect all locations.” followed by “Employer Tax Credits to implement Telecommuting.”
- Public Agencies or Service Providers and Education or Healthcare Leaders identified their top strategy as, “Assisting clients, customers, students and patients with securing affordable home internet service and a computing device.”
- Overall, “Policymakers” in each Primary Stakeholder Group are taking a lead in identifying top trip reduction strategies with “Policy Advisors” either slightly ahead of them or having to catch up to the Policymakers, depending on the Stakeholder Group.
- Lack of high-speed Internet infrastructure limits the number of employees who can work remotely for all Stakeholder Groups: 40.6% Private-Sector Business; 50.6% Public Agencies or Service Provider; and 56.4% Education or Health Organization.
- There is potential for additional vehicle trip reduction among all Primary Stakeholder Groups.
- Top-Rated Strategies for reducing vehicle trips reflect need for both “deployment” and “adoption”—both high-speed Internet infrastructure and assistance to get all households online with affordable home Internet service and a computing device.

All respondents to the Survey were invited to an online Stakeholder Forum to discuss the results and explore strategies for reducing vehicle trips to reduce GHG and help fight climate change. The results of the Stakeholder Forums are summarized as part of the record for the Grant. Overall, the Stakeholder Forums underscored the value of engaging Civic Leaders to think together about actions to reduce vehicle trips to help fight climate change.

## Recommendations

The following 5 Recommendations promote policy “push” and community “pull” strategies for broadband ubiquitous deployment and universal adoption.

- Affirm substantively that telework (especially hybrid and flexible work arrangements) are here to stay. Validate that public and private employers have embraced this concept as the “new normal” and there is no desire or intent to return to old behaviors (post pandemic). Optimize telehealth and distancing learning for both reduction of trip generation and quality experiences for participants.
- Accelerate deployment of high-speed Internet infrastructure. Evaluate the perceived gap in broadband infrastructure by the private sector to determine and quantify if the need is middle-mile construction (connecting facilities) or last-mile deployment (connecting employees to work)—or both—and identify the obstacles and solutions.  
[Deployment: Policy Push]
- Incent employers to achieve target outcomes. Consider fostering a “tipping point” for telework to be the “new norm” and the extent to which it can be triggered locally or needs to occur at higher levels.  
[Deployment: Community Pull]
- Develop and adopt policies, strategies and programs to promote adoption of technology and home Internet use to optimize opportunities to reduce vehicle trips. Identify specific processes for how municipalities, hospitals, and schools can accelerate use and support training for digital skills competency.  
[Adoption: Policy Push]
- Design and implement a pilot project (and then expand if demonstrated to be effective) a true stakeholder-driven, collaborative approach to transforming neighborhoods that achieves and accelerates adoption to get online all households. Ideally, use investment in middle-mile infrastructure as a catalyst for last-mile deployment and adoption.  
[Adoption: Community Pull]

Caltrans should fund the next phase of investment to engage relevant State Agencies to work with SCAG, CARB, Transportation Agencies, Regional Broadband Consortia, and public and private stakeholders to develop and implement a strategic plan to achieve an agreed-upon reduction of greenhouse gas emissions through ubiquitous deployment and universal adoption of broadband as a “green strategy” to reduce vehicle trips.

# ADDRESSING COMMUNITY NEEDS

**Project:** Get Connected California

**Outreach:** Local Government, CBOs, Low-Income Households and Students

**Goals:** Increase in public awareness and increase in ACP registrations

## Priority Areas

DISTANCE  
LEARNING



FINANCING  
OPTIONS



JOBS/  
E-COMMERCE



HEALTH/  
TELEMEDICINE



# GET CONNECTED CALIFORNIA

## BACKGROUND

- A statewide mobilization to register low-income households with the Affordable Connectivity Program (ACP), which offers discounted high-speed home internet

## GOALS

- To reach 90% registration of eligible households in Imperial County and San Diego

## EVENTS

- SBBC hosted enrollment events in Calipatria and Heber on Aug. 27, 2022

## FOR MORE INFORMATION

<https://www.internetforallnow.org/>



# REGIONAL COLLABORATION

**Project:** Digital Equity Checklist and Best Practices for Local Governments

**Outreach:** Local and Regional Government

**Goals:** Increase of public sector awareness

## Priority Areas for the Community

CIVIC/CULTURAL  
PARTICIPATION

EMPLOYMENT

LIFELONG  
LEARNING

ACCESS TO  
SERVICES

## Focus Areas of Local Government

POLICY LEADERS/  
REGULATORS

PLANNERS

CONSUMER  
PURCHASERS

SERVICE  
PROVIDERS



# BEST PRACTICES FOR DIGITAL EQUITY

## BACKGROUND

- The COVID-19 pandemic laid bare the Digital Divide as more and more Californians fell off into deeper poverty and greater isolation. The crisis calls for increased state investment in broadband infrastructure and urgent actions at the local regional level to accelerate deployment and adoption.

## GOALS

- To implement the Digital Equity Best Practices in Imperial and San Diego Counties.

## FOR MORE INFORMATION

- Download the Best Practices Checklist and Resource Guide:

<https://www.cetfund.org/report/getting-connected-a-broadband-deployment-and-adoption-resource-guide/>





## DIGITAL EQUITY BILL OF RIGHTS

Digital Equity is defined by the National Digital Inclusion Alliance as condition in which all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy. Digital Equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services. Digital Equity requires deployment and adoption of information technologies enabled by access to broadband, a generic term for high-speed Internet infrastructure, including wireline and wireless technologies.

To insure [Digital Equity](#) for all Californians, residents have the right to:

1. **Broadband that is Sufficient and Reliable**
2. **Broadband that is Ubiquitous**
3. **Broadband that is Affordable**
4. **Broadband that Provides Educational Opportunities and Supports Digital Skills Proficiency**
5. **Broadband that Ensures Public Safety and Maintains Peace of Mind**
6. **Broadband that Improves Quality of Life**
7. **Broadband that Supports Economic Prosperity**
8. **Broadband that Attracts Capital Investment**
9. **Broadband that Supports Innovation and Research**
10. **Broadband that Empowers and Enables Participation in the Democracy**

Sign the CETF [Digital Equity Bill of Rights](#)<sup>1</sup> at [InternetForAllNow.org](#)<sup>2</sup> and Join [List of Supporters](#)<sup>3</sup>.

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<sup>1</sup> <https://www.cetfund.org/action-and-results/public-awareness-and-education-get-connected/digital-equity-bill-of-rights/>

<sup>2</sup> <http://www.internetforallnow.org/>

<sup>3</sup> [http://www.internetforallnow.org/digital-equity-bill-rights\\_supporters](http://www.internetforallnow.org/digital-equity-bill-rights_supporters) 2021





**Dear Local Government Leader:**

Enclosed is the new Digital Equity Best Practices Check List for Local Government Leaders as a framework to help develop a Strategic Action Plan to promote Digital Inclusion and achieve Digital Equity in your jurisdiction. It is based upon the updated Resource Guide for Local and Regional Leaders [website link] released earlier this year and organized according to the 5 Roles identified for Local Government Leaders.

The Check List sets forth 5 Best Practices for each of the 5 Roles—a total of 25 Best Practices that constitute the most essential actions in a “critical path” to achieve Digital Equity. The Check List is easy to use by both Elected Officials and Administrators to “check off” quickly what you’ve already done and then focus on filling in the gaps. You also can “score” your progress and benchmark it on a scale of 100% by applying 4 points to each of the Best Practices you’ve implemented.

If you are interested in a briefing about the Digital Equity Best Practices Check List and the Resource Guide, please contact your local Regional Broadband Consortium or the California Emerging Technology Fund (CETF) at [contact\\_cetf@cetfund.org](mailto:contact_cetf@cetfund.org) or (415) 744-2383.



*Geoff Neill*  
Geoff Neill, Legislative Representative  
California State Association of Counties



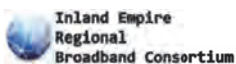
*Trish Kelly*  
Trish Kelly, Managing Director  
Valley Vision



*Eduardo Gonzalez*  
Eduardo Gonzalez, Office of Community and Economic  
Development, California State University, Fresno



*Jason Schwenkler*  
Jason Schwenkler, Executive Director  
North State Planning and Development Collective



*Martha van Rooijen*  
Martha van Rooijen, Executive Director  
Inland Empire Regional Broadband Consortium



*Timothy E. Kelley*  
Timothy Kelley, President and CEO  
Southern Border Broadband Consortium



*Bruce Stenslie*  
Bruce Stenslie, President and CEO  
Broadband Consortium of the Pacific Coast



*William R. Simmons*  
Dr. Bill Simmons, Collaborative Developer  
Broadband Consortium of the Pacific Coast



*Kevin Harbour*  
Kevin G. Harbour, Sr., President  
BizEd Institute



*Bill Allen*  
Bill Allen, Chief Executive Officer and President  
Los Angeles County Economic Development Corporation



*David Rattray*  
David Rattray, Co-Convenor  
LA Digital Equity Action League (LA DEAL)



*Cole Przybyla*  
Cole Przybyla, Innovation and Business Assistance  
County of Tuolumne



*Kari Sinoff*  
Kari Sinoff, Project Manager  
Gold Country Broadband Consortium



*Steve Frisch*  
Steve Frisch, President  
Sierra Business Council



*Sunne Wright McPeak*  
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**Achieving Digital Equity in California**  
**Check List of Best Practices for Local Governments**  
**Roles of Local Government Leaders**

Role	Best Practice	Yes
		√
<b>Policy Leader</b>		
Promulgate policies that determine the jurisdiction’s attention and attitude about broadband technology and define the approach to facilitating or discouraging capital investment in deployment and adoption by residents.	Adopt a resolution or policy to accelerate broadband deployment and adoption to achieve Digital Equity.	
	Request all Departments to identify and implement strategies that integrate Digital Inclusion into ongoing services and programs.	
	Participate in a Regional Leadership Group to coordinate plans and actions to achieve economies of scale and optimal impact.	
	Post on website and distribute information to low-income residents about affordable home Internet service offers and lower-cost devices.	
	Establish a remote-work program to reduce vehicle trips (embrace broadband as a green strategy) that maintains workforce productivity.	
<b>Planner</b>		
Prepare land use and other related plans (such as for economic development) that guide the development in the jurisdiction, thus determining “how smart” growth will be and defining quality of life for residents.	Convene community meetings in-language and in-culture to obtain public input on broadband infrastructure needs and affordable access.	
	Prepare a map of unserved areas and digitally-disadvantaged neighborhoods with preferred broadband strategic corridors and identified public assets to accelerate broadband deployment.	
	Share the map with appropriate Regional Leadership Groups and California Department of Technology for middle-mile planning.	
	Identify strategies and adopt policies to accelerate broadband deployment and adoption, including consideration of incentives for ISPs to reach the unserved areas and assist low-income residents.	
	Incorporate the broadband map, strategies, and policies into the General Plan with an analysis of overall programmatic impacts and benefits to streamline compliance with CEQA.	
<b>Regulator</b>		
Adopt implementing ordinances for policies and plans that promote “smart” infrastructure, facilities, and buildings consistent with “Dig Once, Dig Smart” objectives.	Adopt ordinances to implement policies and procedures to accelerate broadband deployment, including online submission of plans and permit applications with ministerial procedures to minimize delays.	
	Enact procedures to streamline broadband project approvals and permitting, including priority focus for partnerships with ISPs.	
	Conduct briefings for ISPs about how to comply with policies and procedures in ordinances to minimize delays in approvals.	
	Incorporate high-speed Internet infrastructure into all public projects, especially major transportation and public utility projects.	
	Require high-speed Internet infrastructure as a condition of approval for all private construction (with public access where appropriate).	

Role	Best Practice	Yes
<b>Consumer Purchaser</b>		
Purchase and utilize technology which can enable residents to access information and services, increasing demand for the technology and encouraging innovation and competition to develop new applications that will increase productivity.	Inventory information technology (IT) and ISP contracts to determine total amount being paid annually for IT and Internet services. Share the inventory with Regional Leadership Group(s) to explore demand aggregation in negotiating for IT and Internet services.	
	Meet with IT and ISP vendors to identify strategies for accelerating broadband deployment and adoption. Consider requiring assistance with adoption programs as a condition of procurement contracts.	
	Ensure all IT and ISP contracts require periodic updates to state-of-art technology with user-friendly interfaces and applications for residents.	
	Develop a robust “green technology ecosystem” to refurbish retired computing devices for donation to unconnected low-income households participating in adoption programs. Encourage other public agencies and larger employers to donate retired devices.	
	Purchase computing devices and hotspots in bulk to be loaned and/or sold at a discounted price for residents in adoption programs.	
<b>Service Provider</b>		
Provide information and services online through broadband that increases the relevance of the technology to consumers, which encourages adoption and reduces impacts on the environment.	Provide online access to all policies, plans, ordinances, and services information, including remote participation in public meetings.	
	Deliver online as many services as possible to reduce vehicle trips and improve efficiency and productivity.	
	Designate the library as a “community digital hub” to help residents become digitally literate and learn how to get online at home.	
	Promote telehealth (as a health provider and/or encourage other providers) to optimize effective healthcare and reduce vehicle trips.	
	Encourage and support schools to implement effective technology and Digital Inclusions programs such as School2Home.	
<b>Total Best Practices</b>	Add up the number of completed Best Practices (Total 25 Best Practices).	
<b>Score</b>	Assign 4 points per Best Practice for your Score (Total Possible Score of 100).	
<b>Progress Rating</b>	Benchmark progress as a percentage of your Score / 100 = % Progress.	<b>%</b>

September 2021

Notes:

Broadband is defined in State law as high-speed Internet infrastructure including wireline and wireless technologies. Threshold speeds for adequate broadband is define by State law and regulations. State law currently defines “unserved” as less the 25/3 Mbps and minimums for publicly-subsidized Internet infrastructure as 100/20 Mbps.

Regional Leadership Groups include: Regional Broadband Consortium; Metropolitan Planning Organization; Council of Governments; Regional Transportation Agency; Countywide Work Group; and Other Voluntary Work Group involving multiple Local Governments. It is vital to work with the Regional Broadband Consortium.

Adoption Programs help unconnected low-income households get online at home and generally include: (a) outreach in-language and in-culture by trusted messengers, such as community-based organizations (CBOs), schools, libraries, and community agencies; (b) awareness about the relevance and value of being online; (c) assistance with selecting and signing up for affordable home Internet service; (d) delivery of digital literacy training; and (e) assistance with acquiring an affordable and appropriate computing device.





# Getting Connected

A Broadband Deployment and Adoption  
Resource Guide

*For Local and Regional Government Leaders*



## How to Use This Resource Guide

This **Resource Guide** is a **starting point** for local and regional government leaders who are looking to advance access, deployment, and adoption of broadband through their many leadership roles. It includes:

- An overview of select broadband policies and ordinances across the state for potential replication or adaptation;
- Case studies for broadband deployment and adoption, including for 5G investments; and
- A list of additional resources from national and state broadband agencies and organizations. While the focus is primarily on cities and counties, there are some examples of additional approaches being used by joint powers agencies and councils of governments.

The broadband landscape is constantly evolving with new innovations in technology and policy. To keep abreast of these developments, local and regional government leaders are encouraged to look at the additional resources provided, as well as contact their respective [Regional Broadband Consortium](#) for further guidance and support. This includes connecting with the efforts of the California Broadband Council as it implements the “**Broadband for All**” **Action Plan**, in collaboration with other state agencies and a broad network of public, private and civic sector partners. California Forward, in partnership with the California Emerging Technology Fund, convenes a Broadband for All Working Group, open to all, to support state policy efforts and action for the annual California Economic Summit.

State Associations of local government agencies also are engaged in leadership efforts around broadband policy and action. They include the California League of Cities (CLC), the California State Association of Counties (CSAC), the Local Government Commission (LGC), the Rural County Representatives of California (RCRC), and the California Association of Councils of Governments (CALCOG).

The original CETF Resource Guide, “[Getting Connected for Economic Prosperity and Quality of Life](#)” (2010) remains a valuable resource and includes examples of resolutions that local governments have used to express commitment and the call to action for closing the Digital Divide. Please also see p. 31 for the **Digital Equity Bill of Rights** prepared by the California Emerging Technology Fund which sets forth the foundation for equitable, ubiquitous, affordable broadband infrastructure investment, access and adoption.

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**Dear Local Government Leader:**

Enclosed is the new Digital Equity Best Practices Check List for Local Government Leaders as a framework to help develop a Strategic Action Plan to promote Digital Inclusion and achieve Digital Equity in your jurisdiction. It is based upon the updated Resource Guide for Local and Regional Leaders [website link] released earlier this year and organized according to the 5 Roles identified for Local Government Leaders.

The Check List sets forth 5 Best Practices for each of the 5 Roles—a total of 25 Best Practices that constitute the most essential actions in a “critical path” to achieve Digital Equity. The Check List is easy to use by both Elected Officials and Administrators to “check off” quickly what you’ve already done and then focus on filling in the gaps. You also can “score” your progress and benchmark it on a scale of 100% by applying 4 points to each of the Best Practices you’ve implemented.

If you are interested in a briefing about the Digital Equity Best Practices Check List and the Resource Guide, please contact your local Regional Broadband Consortium or the California Emerging Technology Fund (CETF) at [contact\\_cetf@cetfund.org](mailto:contact_cetf@cetfund.org) or (415) 744-2383.



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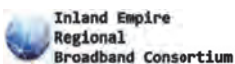
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## **DIGITAL EQUITY BILL OF RIGHTS**

Digital Equity is defined by the National Digital Inclusion Alliance as condition in which all individuals and communities have the information technology capacity needed for full participation in our society, democracy, and economy. Digital Equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services. Digital Equity requires deployment and adoption of information technologies enabled by access to broadband, a generic term for high-speed Internet infrastructure, including wireline and wireless technologies.

To insure **Digital Equity** for all Californians, residents have the right to:

- 1. Broadband that is Sufficient and Reliable**
- 2. Broadband that is Ubiquitous**
- 3. Broadband that is Affordable**
- 4. Broadband that Provides Educational Opportunities and Supports Digital Skills Proficiency**
- 5. Broadband that Ensures Public Safety and Maintains Peace of Mind**
- 6. Broadband that Improves Quality of Life**
- 7. Broadband that Supports Economic Prosperity**
- 8. Broadband that Attracts Capital Investment**
- 9. Broadband that Supports Innovation and Research**
- 10. Broadband that Empowers and Enables Participation in the Democracy**

Sign the CETF **Digital Equity Bill of Rights**<sup>1</sup> at **InternetForAllNow.org**<sup>2</sup> and Join **List of Supporters**<sup>3</sup>.

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<sup>1</sup> <https://www.cetfund.org/action-and-results/public-awareness-and-education-get-connected/digital-equity-bill-of-rights/>

<sup>2</sup> <http://www.internetforallnow.org/>

<sup>3</sup> [http://www.internetforallnow.org/digital-equity-bill-rights\\_supporters](http://www.internetforallnow.org/digital-equity-bill-rights_supporters) #021





# Getting Connected

A Broadband Deployment and Adoption  
Resource Guide

*For Local and Regional Government Leaders*



## Foreword

The California Emerging Technology Fund (CETF) is honored to partner with Valley Vision on behalf of the Connected Capital Area Broadband Consortium to update and distribute this **Resource Guide for Local and Regional Government Leaders** to accelerate the deployment and adoption of broadband, a generic term for high-speed Internet infrastructure, including both wireline and wireless network technologies. This **Resource Guide** was first developed a decade ago in partnership with the Orange County Business Council Center for a New Orange County, with input from the California State Association of Counties, League of California Cities, and Rural County Representatives of California.

This updated **Resource Guide** is especially timely in light of the Governor’s Executive Order to pursue Broadband For All and adopt an Action Plan to achieve the goal. The Governor’s initiative advances the Legislature’s commitment in law to the Internet For All Now in 2017. The value of State leadership came into sharper focus as the COVID-19 pandemic and shelter-in-place orders laid bare the Digital Divide—actually revealing a “**Digital Cliff**” as more and more Californians fell off into deeper poverty and greater isolation. The crisis calls for increased state investment in broadband infrastructure and urgent actions to accelerate deployment and adoption.

However, the “rubber meets the road” in local communities within regions. This **Resource Guide** provides a policy framework and blueprint for local action facilitated and supported by the Regional Broadband Consortia funded through the California Advanced Services Fund administered by the California Public Utilities Commission. It builds upon and augments the groundbreaking effort by Regional Consortia to identify Strategic Broadband Corridors which have been recognized by the California Department of Transportation and the California Transportation Commission to facilitate broadband deployment in conjunction with transportation projects. It also assists Local Government and Regional Leaders lay a foundation for partnering with the State and new federal Administrations.

We are grateful to Valley Vision for decades of exemplary civic leadership as stewards of the regional economy and for principled partnership with CETF on Digital Inclusion, School2Home, and Neighborhood Transformation. We also appreciate the commitment and courage of Valley Vision as a trailblazer in seeking State and federal funding for broadband coupled with effective public policy in the quest for Digital Equity.

Sunne Wright McPeak  
President and CEO

California Emerging Technology Fund

March 2021

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## Introduction

**Our ability to connect through high-speed Internet access — referred to generically as “broadband” — is indispensable to social equity, economic prosperity, and environmental sustainability.** “It is an engine of economic possibility, educational opportunity and access to health care. People and communities that lack available broadband and the means to use it are increasingly left behind.”<sup>1</sup>

**California’s Digital Divide persists.** An [issue brief prepared by the Little Hoover Commission](#) in December 2020 included an estimate by BroadbandNow that roughly 2.3 million Californians lack access to broadband.<sup>2</sup> In the [2019 Statewide Survey on Broadband Adoption](#) — conducted by the UC Berkeley Institute of Governmental Studies, and sponsored by the California Emerging Technology Fund — it was found that one in eight homes still do not have access to high-speed Internet at home (8.4 million residents), **reflecting both infrastructure access and adoption challenges.** Gaps persist especially for low-income, rural, African-American, and Latino households, and for tribal lands. Adoption is limited by factors related to educational attainment, income, age, ethnicity, and disability.<sup>3</sup>

**The COVID-19 pandemic brought the disparities embodied in the Digital Divide into stark contrast, highlighting the need for Digital Equity, investment, and innovative solutions.** High-speed, affordable, ubiquitous broadband is needed more than ever to support remote work, distance learning, telehealth, public safety, and other urgent needs.

**At the state-level, multiple efforts are underway to close the Digital Divide.** In November of 2019, Governor Newsom [announced at the California Economic Summit](#) that he would convene stakeholders, the private sector, education institutions, and government agencies to develop an inclusive “Broadband for All” Action Plan. In August of 2020, Governor Newsom issued an [Executive Order](#) aimed at addressing the urgent broadband access, adoption, and training needs of Californians, in light of the COVID-19 pandemic. The Order directed the California Broadband Council to produce a [State Broadband Action Plan](#) by December 31, 2020 that incorporates a goal of a 100 Mbps download speed for infrastructure investment, and directs proactive state actions to address five core roadblocks: availability (speed and reliability); affordability; access to devices; digital skills; and data.

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<sup>1</sup> “Broadband Action Plan 2020, California Broadband for All,” California Broadband Council, December 2020, p. 2.

<sup>2</sup> “Issue Brief: California’s Digital Divide,” Little Hoover Commission, December 2020, p. 5.

<sup>3</sup> Ibid, p. 7.

The Plan includes a roadmap to accelerate deployment and adoption of broadband by state agencies; supports such deployment and adoption by local governments; and calls for new investments and partnerships to meet the challenges of 21<sup>st</sup> century connectivity, including leveraging new federal and philanthropic funding.

**In December 2020, the California Emerging Technology Fund (CETF) finalized its Strategic Broadband Corridors (SBC) report**, the result of a multi-year effort. The report identified “corridor gaps” — strategic corridors where no internet service provider (ISP) or public agency was prepared for installation of broadband infrastructure in alignment with a transportation project. The SBC project engaged the Regional Broadband Consortia, the California Association of Councils of Governments, the California Department of Transportation (Caltrans), the California Transportation Commission, the California Broadband Council, the California Public Utilities Commission (CPUC), and others, to coordinate planning and development of joint use broadband and transportation projects. Caltrans dedicated broadband leadership is working on project mapping, rights of way, and consistent project permitting processes and project collaboration across its district offices.

**Legislative leaders have responded to the call for urgent action on broadband, with several legislative proposals poised to be enacted in 2021.** The magnitude of required investment is large. According to the CPUC, delivering Gigabit service to **unserved** Californians will require at least \$7 billion in new private, federal, and state investments.<sup>4</sup> Legislative priorities include extending and expanding funding for infrastructure, access, and adoption projects through the CPUC’s California Advanced Services Fund (CASF), which provides subsidies to reach unserved and underserved households, and through other funding mechanisms such as bonds.

**There is consensus about the value of broadband access to individuals and their communities, but multiple barriers remain, including insufficient speeds, costs and pricing, lack of competition, and regulatory processes, among others.** As California continues to grapple with the COVID-19 pandemic and its effects on daily life and the economy, the Digital Divide grows. Distance learning, telecommuting, and telehealth are ever more critical, and it is clear that there can be no real equity without ubiquitous broadband.

**State, regional, and local solutions must be pursued concurrently, in an “all hands-on deck,” multi-pronged approach.** This *Resource Guide* is intended to help catalyze investment and connectivity in communities across the state — with public sector leaders leveraging streamlined and coordinated plans and policies, to lower the barriers for entry, accelerate private sector investments, and spur new partnerships to achieve broadband for all.

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<sup>4</sup> Ibid, p. 11, based on California Broadband Cost Model prepared for the California Public Utilities Commission.



## How to Use This Resource Guide

This **Resource Guide** is a **starting point** for local and regional government leaders who are looking to advance access, deployment, and adoption of broadband through their many leadership roles. It includes:

- An overview of select broadband policies and ordinances across the state for potential replication or adaptation;
- Case studies for broadband deployment and adoption, including for 5G investments; and
- A list of additional resources from national and state broadband agencies and organizations. While the focus is primarily on cities and counties, there are some examples of additional approaches being used by joint powers agencies and councils of governments.

The broadband landscape is constantly evolving with new innovations in technology and policy. To keep abreast of these developments, local and regional government leaders are encouraged to look at the additional resources provided, as well as contact their respective [Regional Broadband Consortium](#) for further guidance and support. This includes connecting with the efforts of the California Broadband Council as it implements the “**Broadband for All**” **Action Plan**, in collaboration with other state agencies and a broad network of public, private and civic sector partners. California Forward, in partnership with the California Emerging Technology Fund, convenes a Broadband for All Working Group, open to all, to support state policy efforts and action for the annual California Economic Summit.

State Associations of local government agencies also are engaged in leadership efforts around broadband policy and action. They include the California League of Cities (CLC), the California State Association of Counties (CSAC), the Local Government Commission (LGC), the Rural County Representatives of California (RCRC), and the California Association of Councils of Governments (CALCOG).

The original CETF Resource Guide, “[Getting Connected for Economic Prosperity and Quality of Life](#)” (2010) remains a valuable resource and includes examples of resolutions that local governments have used to express commitment and the call to action for closing the Digital Divide. Please also see p. 31 for the **Digital Equity Bill of Rights** prepared by the California Emerging Technology Fund which sets forth the foundation for equitable, ubiquitous, affordable broadband infrastructure investment, access and adoption.

## The Role of Local and Regional Government

Although many barriers need to be addressed at the federal or state-level, **local and regional government officials can have a substantial impact on the deployment, access, and adoption of broadband through their many leadership roles.** These roles are embedded in the elected governing bodies of city councils and boards of supervisors, whether or not the jurisdictions appoint specific staff to function in these roles. The following tables illustrate key roles of local jurisdictions and examples of activities that can be undertaken in each area.

Key Roles	
<b>As Policy Leaders</b>	Policy Leaders promulgate policies that determine the jurisdiction’s attention and attitude towards broadband technology. They also define the approach to facilitating capital investment.
<b>As Planners</b>	Planning, public works, and economic development officials prepare land use and other related plans that guide economic development policy in their jurisdiction, charting a course for “smart” growth.
<b>As Regulators</b>	Regulators adopt implementing ordinances for policies and plans that promote “smart” infrastructure and facilities.
<b>As Consumers</b>	Consumers purchase and utilize technology that enables residents to access information and services, encouraging innovation and competition.
<b>As Service Providers</b>	Service Providers provide information and services online that increases the relevance of the technology to consumers, thus encouraging adoption.

Examples of Activities for Each Role	
<b>As Policy Leaders</b>	Declare broadband as essential 21 <sup>st</sup> century infrastructure; commit to helping close the Digital Divide and promote Digital Inclusion; set an example for other agencies and employers, such as developing a program for telecommuting employees or providing digital literacy training; designate a responsible person or agency for implementing the jurisdiction’s policies, such as a Chief Information Officer or Innovation Officer; appoint as appropriate residents to advise the elected officials and policymakers, through a task force or committee.
<b>As Planners</b>	Incorporate the need for broadband into general plans; prepare broadband action plans; monitor deployment and adoption; update relevant plans to ensure infrastructure is adequate for future demand; identify and pursue funding and other resources for infrastructure planning and projects.
<b>As Regulators</b>	Adopt ordinances to facilitate and streamline the approval of permits to use rights of way or public facilities; analyze and approve land use and construction permits, or Dig Once, Dig Smart permits; develop and execute lease agreements and other mechanisms for public assets; coordinate with relevant state, federal, and other agencies on joint use projects.
<b>As Consumers</b>	Develop and adopt a technology plan for the jurisdiction that utilizes state of the art equipment and software; establish a process to monitor technology innovations, along with a process to regularly update technology plans; consider joint ventures or collaboration with other local governments in purchasing equipment.
<b>As Service Providers</b>	Provide online all policies, plans, ordinances, and information about the jurisdiction; facilitate real-time online participation of residents in all public meetings; establish online public forums and mechanisms (email, surveys, exchange of views) to increase civic engagement and participation; deliver online as many public services as possible to increase access to vital services, decrease trips, and reduce impacts on the environment.

The wildfires and the COVID-19 pandemic have shown the critical importance of connectivity for public safety and emergency services. Delegating responsibility for communications, public safety, and emergency services is another important role that local governments play. Also essential is participation in regional bodies such as councils of government, special districts, and transportation agencies, where regional infrastructure planning and investment decisions are made.

Local governments first to activate these roles to adopt broadband, most frequently cited the following reasons:

Purpose	Explanation
<b>Critical Infrastructure</b>	Broadband infrastructure is essential and is comparable to water, sewer, and transportation infrastructure, in terms of how critical it is to economic development, access to essential services public safety, and civic engagement.
<b>Economic Development and Prosperity</b>	Broadband increases innovation and productivity. This in turn attracts capital investments and talent, thereby accelerating job creation in the community, along with equity, as it also can support smaller, minority and women-owned businesses with e-commerce. It is a core enabling technology for multiple industries, including: agri-food tech; smart manufacturing; future mobility (i.e., EV infrastructure, autonomous vehicles, etc.); e-health; ICT; and sustainability.
<b>Telecommuting and Quality of Life</b>	Broadband enables telecommuting/telework, which improves quality of life and reduces <a href="#">Vehicle Miles Traveled</a> . The COVID-19 pandemic has made telework necessary for many, and given rise to new models of work, such as “hybrid” combinations of remote and on-site work.
<b>Public Security and Safety</b>	Broadband increases the effectiveness of emergency response, law enforcement, public security and safety services, as well as disaster recovery strategies.
<b>Public Services</b>	Broadband allows community members to more efficiently and effectively access wide-ranging and vital government services and information, including voting, and now, vaccine information.
<b>Public Interest and Education</b>	Broadband enables distance learning. It empowers educational institutions with a broader range of teaching and learning techniques, to reach more residents, including working students.
<b>Digital Inclusion</b>	Broadband increases connectivity among residents in a community, and empowers them to take full advantage of online information and opportunities, including distance learning, remote work, telehealth, job searches, and more.

## Broadband Masterplans and Ordinances

The following tables provide a summary of selected model broadband masterplans and ordinances throughout the state of California. The tables are organized by subject (e.g., broadband masterplans, Dig Once, Dig Smart policies, license agreements, municipal fiber-to-the-home, etc.) and then by county, city, or town. They contain data on population and number of households for each jurisdiction, to illustrate which masterplans or ordinances could be most effective vis-à-vis the size and demographics of a jurisdiction (data on population and number of households is based on the Census Bureau's [2018 American C192ommmunity Survey 5-Year Estimates](#)). This inventory does not include broadband strategies and plans that have been prepared by Regional Broadband Consortia. See the *List of Additional Resources* for further information.

### BROADBAND MASTERPLANS

*What are broadband masterplans?*

Broadband masterplans are comprehensive plans that outline a jurisdiction or region's priorities and policies. They often contain an in-depth assessment of the community's broadband capability and accessibility; an asset inventory including public rights of way, conduit, fiber, poles, antennas, towers, buildings, and other assets such as anchor institutions that can be used for broadband deployment; and regulations and ordinances with respect to leasing and permitting. They often identify priority broadband project areas, feasibility studies, and funding strategies. Broadband masterplans can be incorporated into a jurisdiction's General Plan; economic development strategy including Comprehensive Economic Development Strategies (CEDS), which are prepared for eligibility for federal funding; or exist as a separate document.

*How does a jurisdiction develop a broadband masterplan?*

Broadband masterplans are an important starting point for advancing broadband deployment and adoption. Jurisdictions that do not have the in-house staff or capacity to develop a broadband masterplan should consider bringing on a consultant to lead the effort. Reaching out to the [Regional Broadband Consortium](#) also can be a helpful first step.



COUNTY OR CITY	MASTER PLAN	SUMMARY
<i>Counties</i>		
<p><b>El Dorado County</b> Population: 192,843 Households: 70,794</p>	<p><a href="#">Broadband Feasibility Study and Funding Strategies</a></p> <ul style="list-style-type: none"> <li>- Roadmap Report (adopted in 2018)</li> <li>- Other documents (ongoing through 2020)</li> </ul>	<p>El Dorado County received a grant from the United States Economic Development Administration (EDA) in 2017 to conduct a broadband feasibility study and associated financial modeling and project planning activities. The County has been working with a consultant and is currently in the implementation phase. It is proactively seeking funding from EDA and other agencies for priority projects. The Project is led by the Board of Supervisors and the Broadband Ad Hoc Committee, along with the County Chief Administrative Office.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Assesses the current broadband environment and infrastructure, including policies and ordinances that facilitate broadband deployment, and financial considerations.</li> <li>2. Conducts financial modeling and route verification for priority projects.</li> <li>3. Evaluates financial implications, explores investment models and strategies, and suggests several implementation options.</li> <li>4. Details funding needs for a middle mile fiber project for three community areas, to be built within the County's or the California Department of Transportation public right-of-way. It will address lack of Internet and broadband access, as well as cell phone coverage.</li> </ol>
<p><b>Humboldt County</b> Population: 135,768 Households: 54,267</p>	<p><a href="#">Chapter 6 of its General Plan: Telecommunications</a></p> <ul style="list-style-type: none"> <li>- Adopted by the county on October 3, 2017.</li> </ul>	<p>Humboldt County has a Chapter in their General Plan for telecommunications as a whole, including basic telephone, wireless telephone, and broadband Internet. It lists the benefits of broadband to the community; provides an overview of broadband availability in the county; and identifies broadband goals and policies, priorities, standards, and implementation measures.</p>

<p><b>Lake County</b> Population: 64,148 Households: 25,966</p>	<p><a href="#">Master Broadband Plan for Lake County</a> - Adopted by the county in March of 2020</p>	<p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Encourages service providers to size underground and overhead facilities, to accommodate future expansion, changes in technology, and the facilities of other providers.</li> <li>2. Encourages utilizing permit processes that vary depending upon the physical characteristics of the facility, its location, and its compliance with standards.</li> <li>3. Seeks grant funding to deliver improved communications to outlying rural areas and other underserved communities.</li> </ol> <p>The Lake County Master Broadband Plan has a comprehensive assessment of the broadband landscape in the Lake County, including both wireline and fixed wireless services offered by Internet service providers for residential and business customers. It also provides recommendations. The county's telecommunications infrastructure was severely challenged by the wildfires over the past few years.</p> <p><b>Notable Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. Improves broadband infrastructure by expanding, upgrading, or launching new broadband networks using wireline or wireless technologies.</li> <li>2. Develops and implement policies to reduce barriers for broadband deployment by making available municipal online services; enacting dig once ordinances and conduit standard specifications; generating an inventory of publicly owned assets and a master lease agreement, among others.</li> <li>3. Improves broadband adoption by establishing partnerships with existing organizations working on internet adoption, digital literacy, and digital skills training.</li> </ol>
<p><b>Mendocino County</b> Population: 86,749</p>	<p>County Broadband Goals and Strategies - Adopted by the County in 2017</p>	<p>Mendocino County's broadband efforts are supported by the Broadband Alliance of Mendocino County (BAMC), the North Bay Broadband Consortium, and the Mendocino County Economic Development and Financing Corporation. BAMC is a partnership of the Mendocino County Board of Supervisors and the Community Foundation of Mendocino County.</p>

<p><b>Households:</b> 34,408</p>	<p><a href="#">2019-2025 Strategic Plan for Digital Infrastructure Development</a></p> <ul style="list-style-type: none"> <li>- Approved by the County in 2019</li> </ul>	<p><b>Notable Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. Develops digital infrastructure for available and affordable high-speed internet to 98% of households by 2025, at speeds of 100 Mbps/down, 20 Mbps/up.</li> <li>2. Cultivates projects to deploy fiber and fixed wireless to remote and rural areas of the County.</li> <li>3. Prepares cost estimates and financing strategies.</li> <li>4. Utilizes inland streamlined wireless tower permit ordinances and develop a coastal ordinance.</li> <li>5. Includes strategies for digital inclusion.</li> </ol>
<p><b>Mono County</b> Population: 14,174 Households: 4,847</p>	<p><a href="#">The Circulation Element and Regional Transportation Plan</a> section of the <a href="#">2015 County General</a></p>	<p>This Mono County General Plan provides broadband distribution and quality of service goals for the County. Under each goal are a corresponding objective, policy, and action.</p> <p><b>Notable Actions and Objectives:</b></p> <ol style="list-style-type: none"> <li>1. Encourages new infrastructure projects to use high-capacity wireline solutions (such as Fiber-to-the-Premise). Providers should demonstrate a justification for alternative technology requirements when wireline is impractical.</li> <li>2. Coordinates and work with Regional Broadband Consortia and other entities to locate funding opportunities for providers interested in building projects in unserved and underserved communities.</li> <li>3. Requires all projects conducted on county property, including rights of way, to follow a Dig Once, Dig Smart objective. Interested parties shall be notified of any opportunity for installing additional conduit or infrastructure in open trenches in County right-of-way.</li> </ol>
<p><b>Riverside County</b> Population: 2,470,546</p>	<p><a href="#">Riverside County Broadband to the Premise Master Plan</a></p> <ul style="list-style-type: none"> <li>- Adopted by the County in September 2016</li> </ul>	<p>Riverside County is a long-time leader in addressing the Digital Divide. Rivco Connect is a county initiative supported by the Board of Supervisors and Executive Office, led by the Riverside County Information Technology. The Rivco Connect program provides refurbished computers to county students, in partnership with the Riverside County Office of Education. The program also provides digital equity workshops and more.</p>

<p>Households: 724,900</p>		<p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Seeks to remove barriers that obstruct service providers from building out an improved communications infrastructure.</li> <li>2. Presents a Request for Proposal inviting private sector partnerships to deliver at speeds of 1 Gbps and above.</li> <li>3. Recommends expediting permitting procedures, providing low-cost locations for broadband equipment, and offering incentives for anchor tenancy.</li> <li>4. Seeks to provide service to all residents at an affordable cost.</li> </ol>
<p><b>Santa Cruz County</b> Population: 273,765 Households: 95,756</p>	<p><a href="#">Broadband Master Plan</a> - Adopted by the County in 2015</p>	<p>The Santa Cruz County Master Plan recommends a fiber initiative, based on either a passive-infrastructure model or an active lit fiber network model. It discusses business models and ownership, financing options, best practices, policy recommendations, and project phases. The county adopted a Dig Once, Dig Smart policy. It is also implementing standardized design policies for broadband infrastructure and creating a Fiber Initiative Team, which includes local officials and business leaders.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Encourages public-private partnerships.</li> <li>2. Sets as a goal the continued development of a common fiber overlay and Dig Once, Dig Smart policy (i.e., conduit and handholes should be included where appropriate in all new public private construction, and shared trenching should be vigorously pursued).</li> </ol>
<p><b>Yolo County</b> Population: 220,500 Households: 74,296</p>	<p><a href="#">Yolo Broadband Strategic Plan</a> - Adopted 2015</p>	<p>The Yolo Broadband Strategic Plan was a coordinated effort involving the Yolo County Local Agency Formation Commission (LAFCo), the County, and the County's four jurisdictions. It identifies priority areas to connect unserved and underserved households and anchor institutions, especially in the county's rural areas. It also advances agricultural technology and other economic and business uses. There is a County partnership team working on implementation, which collaborates with the Connected Capital Area Broadband Consortium, including mapping and project development with ISPs.</p>

		<p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Prepares community profiles for each jurisdiction.</li> <li>2. Addresses household, business, and community anchor institution needs.</li> <li>3. Includes surveys of stakeholders.</li> <li>4. Conducts widespread speed testing to validate and update actual levels of service.</li> <li>5. Includes policy and project recommendations including model ordinances.</li> </ol>
<i>Cities</i>		
<p><b>City of Brentwood</b> Population: 60,446 Households: 19,543</p>	<p><a href="#">Advanced Technology Master Plan</a></p> <ul style="list-style-type: none"> <li>- Adopted in August 2000; most recent revision done in December 2013</li> </ul>	<p>The Brentwood Master Plan <a href="#">builds upon a revision to the Municipal Code</a> that added an advanced technology systems subdivision to the Code. It is a citywide master plan for a fiber optic communication system. Since 2000, the city has extended conduit to over 8,000 homes and businesses, beginning with installations in new homes. In 2015 the city began offering Gigabit services through a partnership with an internet service provider, through a lease agreement with the city. The city receives a revenue stream and Gigabit services at no charge.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Installation of a fiber optic master ring (trunk line system), and interconnection from the ring to the individual residential developments.</li> <li>2. Implementation of a set of rules for conduit placement within new developments.</li> <li>3. Support for details such as joint trench construction and termination of services in residences.</li> </ol>
<p><b>City of Loma Linda</b> Population: 24,184 Households: 8,932</p>	<p><a href="#">Loma Linda Connected Community Program</a></p>	<p>The Loma Linda Program centers on the development and execution of a fiber optic-based city network utility.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Provides for modifications to building regulations, to ensure that development will be designed to meet broadband needs.</li> <li>2. Provides for the “Loma Linda Standard,” which mandates that new construction connect to the city’s fiber optic communications infrastructure.</li> </ol>



<p><b>City of Oakland</b> Population: 421,042 Households: 161,483</p>	<p><a href="#">Fiber-Optic Network Master Plan and Broadband Development Policy</a> - Adopted 2015, with Update adopted 2019</p>	<p>Prior to the Oakland Master Plan, the design and installation of fiber-optic links to connect essential city facilities in the city of Oakland were done on an as-needed basis with projects led by separate city departments. The result was a disjointed fiber-optic network that was not fully integrated. The Master Plan lays the groundwork for a city-wide fiber-optic network that will increase connections, reliability, and redundancy.</p> <p>The Broadband Development Policy proposes guidelines for ownership and sharing of fiber communications infrastructure, access, and partnership with other public agencies/private sector, as well as permitting and construction guidance.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Includes a Dig Once, Dig Smart policy, managed by the city’s Information Technology Department, with the objective of installing city-owned broadband conduit and/or fiber optic cables in excavations and other construction projects when appropriate.</li> <li>2. Provides that the city will make city-owned telecommunication assets available to qualified public and private sector partners on an open and non-exclusive basis.</li> <li>3. Provides that the city’s Information Technology Department is responsible for maintaining a geodatabase of all city-owned, leased or controlled communication assets, including fiber optic cable and conduit, among others.</li> </ol>
<p><b>City of Ontario</b> Population: 173,580 Households: 49,624</p>	<p><a href="#">Fiber Optic Master Plan</a> - Adopted 2013</p>	<p>The Ontario Master Plan provides for the planning, budgeting, and implementation of a fiber optic infrastructure project. In 2019 the City received a grant from the Southern California Association of Governments (SCAG) to implement a Smart City Corridor in its historic downtown where community members, businesses, and government agencies can access technology and data as part of Future Communities Pilot Program.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Identifies the infrastructure locations for fiber and Points of Presence.</li> <li>2. Provides for a multi-phase implementation plan.</li> <li>3. Includes a capacity and demand analysis, and broken-down implementation costs.</li> </ol>

<p><b>City of Redding</b> Population: 91,580 Households: 36,836</p>	<p><a href="#">Redding Broadband Master Plan</a> - Approved June 2020</p>	<p>The Redding Broadband Master Plan focuses on three potential projects leading to the completion of a municipal fiber network for the City of Redding. The municipal fiber network would leverage its city-owned electric utility (Redding Electric Utility, or REU) to create an autonomous, open-source network that any internet service provider can then use to provide service. The three projects are as follows:</p> <ol style="list-style-type: none"> <li>1. Increasing the fiber count for the REU broadband project for city use.</li> <li>2. Building a fiber optic network to connect city assets.</li> <li>3. Implementing a pilot, followed by a potential city-wide fiber optic network to residents and businesses.</li> </ol> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Offers current telecommunications assessment and upgrade options.</li> <li>2. Provides policy recommendations to implement smart city capabilities.</li> <li>3. Provides policy recommendations for promoting telecommunications infrastructure, including a Dig Once, Dig Smart policy, conduit specifications, master lease agreements, and streamlining for application processes and permit fees.</li> <li>4. Makes available assessment of phasing and feasibility of a pilot for the fiber ring.</li> </ol>
<p><b>City of Salinas</b> Population: 156,550 Households: 40,623</p>	<p><a href="#">Broadband Plan</a> - Updated in May 2019; <a href="#">first phase of municipal fiber network approved by the City Council in October 2019</a></p>	<p>The most recent update to the Salinas Plan builds on broadband-friendly policies and actions that the city had adopted in prior years, including encouraging investment in mobile service; embarking on a municipal fiber project in Downtown Salinas; and significant infrastructure and service upgrades by the two primary telecommunications carriers in the cities.</p> <p><b>Notable Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. Develops and implement an open access policy for the city's new municipal dark fiber network.</li> <li>2. Offers incentives to wireless and wireline companies to expand service and infrastructure upgrades across the entire city, including coordinating municipal fiber development with the city's asset leasing program.</li> </ol>

<p><b>City of San Leandro</b> Population: 90,103 Households: 31,727</p>	<p><a href="#">Fiber Optic Master Plan</a> - Approved in September 2018</p>	<p>The San Leandro Master Plan has a Smart City Strategy that identifies areas where San Leandro can further expand its vision as a Smart City. It includes a market assessment, network design and implementation strategy, and fiber-friendly public policies. With funding from the Economic Development Administration, the city constructed a high-speed fiber loop for businesses. San Leandro Dark Fiber LLC owns the asset, and Lit San Leandro maintains and manages the assets, partnering with internet service providers who lease the fiber.</p> <p><b>Notable Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. Undergoes “Digital Transformation,” the process of creating a digital city government experience, often called “e-Government,” including digital services and open data.</li> <li>2. Encourages smart buildings and facilities, connecting facilities and using integrated management systems for climate control, HVAC, energy and IoT.</li> <li>3. Deploys smart streetlights and small cells, in preparation for 5G.</li> <li>4. Installs intelligent traffic signal systems that adapt to real-time traffic conditions, to make San Leandro streets more efficient.</li> <li>5. Encourages Digital Inclusion; expand public Wi-Fi and infrastructure.</li> </ol>
<p><b>City of West Sacramento</b> Population: 52,826 Households: 18,174</p>	<p><a href="#">Broadband Infrastructure Assessment and Action Plan</a> - Identified as a high priority in the city's 2017 Strategic Plan</p>	<p>The West Sacramento Assessment and Action Plan provide a report card for the city's broadband infrastructure, service, and adoption, as well as effective policies that the city can adopt and implement.</p> <p><b>Notable Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. Lease the conduit owned by the city to competitive and/or new telecommunications companies interested in upgrading service to industrial and commercial areas; consider creating a smaller pilot network as a public-private partnership.</li> <li>2. Adopt policies that reduce barriers for telecommunications companies to build or upgrade broadband infrastructure, e.g., permit process streamlining, or standards for inclusion of broadband infrastructure in construction projects.</li> </ol>

**DIG ONCE, DIG SMART POLICIES**

*What is Dig Once, Dig Smart?*

As defined by [Next Century Cities](#):

“A ‘Dig Once’ policy encourages the placement of fiber or conduit in the ground any time the road is dug up for a public works project.

“Because construction costs represent the most expensive line item in a broadband deployment budget, as opposed to the fiber and conduit itself, a Dig Once policy is a common-sense method of reducing the cost of communications infrastructure deployment. By lowering cost of deployment, Dig Once breaks down barriers of entry for new market entrants, creating a competitive marketplace that ultimately can result in more options, lower prices, and higher quality of service for consumers. Dig Once can also greatly reduce strain on a community by minimizing traffic, noise, and safety concerns of constant construction work.”

*Note: Many of the Master Plans described above also contain Dig Once, Dig Smart Policies.*

COUNTY OR CITY	ORDINANCE OR BEST PRACTICE	SUMMARY
<i>Counties</i>		
<p><b>Calaveras and Tuolumne Counties</b> Population: 45,905 Households: 28,181</p>	<p><a href="#">General Permit Conditions and Specifications for Trench Cuts and Street Resurfacing</a></p>	<p>The Calaveras and Tuolumne Counties Trench Restoration Policy are directed at all contractors and utility companies who perform excavation work within the public Right-of-Way. The Policy focuses on trench restoration, resurfacing, and maintenance, including detailed road resurfacing requirements in an attempt to protect county roads and road infrastructure from the effects of trench installation. The Policy recognizes that a “one size fits all” approach may not be appropriate, and includes the following scenarios: roads repaved or resurfaced within the last 3 year; roads with a Pavement Condition Index (PCI) above 80; and roads in good or fair condition (PCI between 45 and 80), etc.</p>

		It includes exceptions to trenching prohibitions (e.g., service for buildings where no other reasonable means of providing service exists) and opportunities for alternative solutions that may benefit the county, contractors, and utility companies.
<b>San Benito County</b> Population: 59,416 Households: 17,740	<a href="#">Multi-Use Streets Policy</a> - Adopted in October 2015	The San Benito County Policy provides for a full range of infrastructure main line and distribution, above and below ground, in initial roadway design and construction and in reconstruction projects involving more than surface pavement treatment.
<i>Cities</i>		
<b>City of San Benito</b> Population: 4,855 Households: 2,132	<a href="#">Telecommunications Infrastructure Improvements, or "Dig Once" Ordinance</a> - Adopted December 2019	The San Benito Ordinance provides that companies leading construction, reconstruction, or repaving projects involving excavation of city rights-of-way shall notify, advise, and coordinate with other companies (i.e., telephone or telecommunications companies or broadband service providers) regarding construction work to install telecommunications infrastructure in the right-of-way to a practical and feasible extent. As a result of the coordination, installation of, or upgrades to, telecommunications facilities or infrastructure will be included as needed.
<b>Town of Paradise</b>	<a href="#">Dig Once Policy</a> - Approved in October 2019	<p>The Town of Paradise Dig Once Ordinance implements an open trench approach that requires coordination between the Town, public utilities and telecommunications companies to cost-efficiently (incremental costs) install conduit for telecommunications services and/or any other utility.</p> <p>The objectives of this ordinance are:</p> <ol style="list-style-type: none"> <li>1. To support an open and transparent process for notifying telecom companies.</li> <li>2. To coordinate between public works, public utilities that are planning to trench within the Town right of-way, and telecom companies for the installation of conduit.</li> </ol>

	<p>The Town of Paradise would be the facilitator in this process by requiring the utilities to obtain a permit prior to excavating within a Town right-of-way. The expected result is that telecom companies will join PG&amp;E to install conduit along its infrastructure undergrounding projects.</p>		
<p><b>City of Salinas</b> Population: 156,550 Households: 40,623</p>	<p>The Salinas Ordinance provides that all construction, reconstruction, repaving of a city right-of-way shall include a provision for the installation of a public utility infrastructure, such as conduit, tube, duct, or other device designed for enclosing telecommunications wires, fibers, or cables, wherever practical and feasible.</p>	<p><a href="#">Dig Once Resolution</a> - <a href="#">Approved by the City Council in February 2017</a></p>	
<p><b>City of South San Francisco</b> Population: 323,016 Households: 21,083</p>	<p>The South San Francisco Broadband Policy Options contains policies and ordinances that make-up the city's Dig Once, Dig Smart policy. The Ordinance standardizes city procedure to coordinate the installation of third-party telecommunications facilities when certain projects meet the triggers in the Ordinance.</p> <p><b>Notable Elements:</b></p> <ol style="list-style-type: none"> <li>1. Open Trench Notification Policy – The Public Works Department will develop a procedure for notifying interested parties when excavations are planned in the public right of way, or when the city performs street improvement work, and facilitates proactive colocation of utility facilities when appropriate.</li> <li>2. Shadow Conduit Policy – In accordance with the city's Broadband Master Plan, the Information Technology Department will evaluate and respond to open trench notifications and advise the Economic and Community Development Department as it administers the Broadband Impact Mitigation Policy and Broadband Impact Fee Ordinance.</li> </ol>	<p><a href="#">Broadband Policy Options</a> <a href="#">Dig Once Ordinance and Open Trench Notification and Policy and Procedure</a> - Adopted in January 2019</p>	



<p>3. Broadband Impact Fee Ordinance – The ordinance establishes a fee that will be collected from project developers and used to offset the corresponding increase in demand for city information technology network support resulting from the additional burden on city services. Any broadband impact fees collected will be deposited in an account, and used to fund qualifying capital improvements, including conduit and other facilities installed in response to the Notification Policy.</p>	
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<p style="text-align: center;"><b>MUNICIPAL FTTP (“FIBER TO THE PREMISES”)</b></p> <p><i>What is FTTP?</i></p> <p>The term is often used interchangeably with FTTH (“Fiber to the Home”) and FTTU (“Fiber to the User”). As defined by <a href="#">Next Century Cities</a>:</p> <p>“As most telecommunications networks use fiber in some part of it, FTTH is used to specify those that use fiber to connect the subscriber. Some claim they have a fiber-optic network because they use fiber to the node even when they use phone lines or a cable network over the last mile. FTTH may be more expensive to install, but offers significant savings in terms of maintenance when compared to copper alternatives.”</p> <p><i>Note: Some of the initiatives described above also include fiber projects.</i></p>	
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COUNTRY OR CITY	ORDINANCE OR BEST PRACTICE	SUMMARY
<p><b>City of Santa Cruz</b></p> <p>Population: 162,204</p> <p>Households: 22,363</p>	<p><a href="#">Santa Cruz Fiber Public-Private Partnership Approval</a></p> <p>- <a href="#">Approved by the City Council in December 2015</a></p>	<p>The Santa Cruz public-private partnership with Cruzio Internet was entered into in line with the City Council’s approval of a broadband master plan focused on developing an FTTP network. The partnership provides for the analysis and negotiation of a model to develop a municipally owned, but privately-operated fiber optic network to provide affordable, world-class gigabit-speed, ubiquitous internet service to city of Santa Cruz residents and businesses.</p>

**MASTER LICENSE AGREEMENTS**

*What is a Master License Agreement?*

A Master License Agreement is made between the Licensor (i.e., the jurisdiction, such as a county or city) and Licensee (i.e., the internet service or infrastructure provider). It allows the Licensee to use and make attachments to certain structures, according to the terms set forth in the Agreement. The Licensor commits to accommodating the Licensee’s use and attachment to the structures.

COUNTY OR CITY	AGREEMENT	SUMMARY
<p><b>City of Salinas</b> Population: 156,550 Households: 40,623</p>	<p><a href="#">License Agreement for Wireless Installations on Public Structures</a></p>	<p>Under this Agreement, the city of Salinas grants Extenet Systems California the non-exclusive revocable right to use certain sites throughout the city to replace or upgrade structures and infrastructure, including making wireless installations (i.e., small wireless facilities).</p>
<p><b>City of Santa Cruz</b> Population: 162,204 Households: 22,363</p>	<p><a href="#">License Agreement for the Use of City Poles and Rights-of-Way for Small Cell Facilities Pole Installation</a></p>	<p>Under this Agreement, the City of Santa Cruz grants Crown Castle the non-exclusive revocable right to use designated city poles and rights-of-way for installing small cell facilities.</p>

## **Additional Models and Case Studies**

This section presents information on emerging and innovative models in and across jurisdictions. These models are carried out through collaboration among local governments and other partners, and the use of various governance mechanisms and operating models.

### **Consortium-wide Dig-Once, Dig-Smart Ordinances and Broadband Roadmaps**

The Central Sierra Connect Broadband Consortium — Alpine, Amador, Calaveras, Tuolumne, and Mariposa Counties — is working towards adopting a consortium-wide Dig Once, Dig Smart ordinance and broadband roadmap.

The Dig Once, Dig Smart ordinance has already been adopted by Calaveras and Tuolumne Counties, and adoption is under consideration in the three other counties. The roadmap focuses on accelerating broadband infrastructure by reducing the time that it takes for infrastructure providers, internet service providers, and local jurisdictions to realize those capital investments.

The roadmap will contain an inventory of assets across all the counties, such as rights-of-way and anchor institutions; priority projects in each county, based on the Consortium's Preferred Scenario; and a comprehensive guide to all procedures and applications necessary for deploying broadband infrastructure expansion and upgrades.

The final outcome will include an interactive website to accompany the roadmap document.

The process for developing the ordinance and roadmap began in February 2019. The Consortium convened federal, state, and county leadership, as well as internet service providers, for a broadband conference. Attendees at the conference discussed current broadband infrastructure in the five-county consortium, and strategies for moving forward to further improve availability and access.

In the lead up to that conference, the Consortium also arranged a pre-meeting with some county supervisors and representatives from the California Broadband Council, the California Emerging Technology Fund, the United States Department of Agriculture, and the Rural County Representatives of California. Attendees at the pre-meeting identified and outlined key broadband "basics," including commonly used terminology around technology, speeds, and data. Conversations around broadband can be esoteric, and these basics equipped conference attendees and other stakeholders with the vocabulary and information needed to engage meaningfully in the discussion.

In addition to engaging the internet service providers at the conference, the Consortium also arranged smaller meetings with individual internet service providers and engineers from the

California Public Utilities Commission and the California Advanced Services Fund (CASF). This provided a venue for the internet service providers to ask more detailed questions and better understand the CASF application process.

As of the writing of this Resource Guide, the Consortium has an application pending with the Economic Development Administration for Coronavirus Aid, Relief, and Economic Security (“CARES”) Act funding for implementing the roadmap.

## **County-wide Environmental Impact Report (EIR)**

As of early 2021, the County of Nevada is conducting a study on developing a programmatic county-wide Environmental Impact Report (EIR). The study is being directed by a workgroup that includes county staff, the Sierra Business Council which manages the Gold Country Broadband Consortium, the California Emerging Technology Fund, and an environmental law firm. The goals of the study are as follows:

- Remove or reduce California Environmental Quality Act (CEQA) barriers and streamline the project permitting process, to reduce costs for local broadband providers and expedite implementation of innovative last mile broadband projects.
- Create a toolkit to help internet service providers navigate permitting and CEQA compliance.

The programmatic county-wide EIR would help further the advancement of affordable broadband to all Nevada County residents and businesses, while protecting public health, the environment, historical landmarks, and the indigenous heritage of the area.

## **Municipal Fiber Broadband Networks**

The [Little Hoover Commission identified 19 active or ready to launch municipal broadband providers as of June 2020](#). The providers include cities and municipal-owned utilities, one of which is a cooperative. Network types include fiber, enterprise services, dark fiber, wireless, cable, or some combination of these. Services offered include residential Fiber-to-the-Home, enterprise, anchor institutions, and municipal buildings, often in combination.

One often cited success story is Santa Monica’s Municipal Fiber Network. [This 2014 study by the Institute for Local Self-Reliance](#) details how the city went about planning and building out its fiber ring, including releasing its 1998 Telecommunications Master Plan, developing a cost structure, and implementing the necessary policies. What is most notable about Santa Monica’s approach is that its fiber optic network was constructed incrementally, relying heavily on the successful implementation of a Dig Once, Dig Smart policy. As noted in the study, even though construction was incremental, it was certainly not ad hoc; rather, the city made it a point to identify and map out early on all the places that would eventually need fiber. Having

identified these areas, it was easy to take advantage of and coordinate with other public works projects when the opportunity arose, such as connecting traffic signals or replacing water mains. The fiber network buildout was very forward-leaning, and the city's businesses and economy continues to reap the benefits of this endeavor.

Another, more recent exemplar is the City of Redding. Redding is working towards [municipal fiber broadband](#), leveraging its city-owned electric utility (Redding Electric Utility) to create an autonomous, open-source network that any internet service provider can then use to provide service. The outcome would be a model for public-private partnership — the City rolls out the infrastructure and anyone in the private sector (i.e., any internet service provider) can participate. The effort is taking place in four phases:

- **Phase 1:** Building a 26-mile fiber optic ring around the city.
- **Phase 2:** Connecting all city services and properties and, potentially, stakeholders such as the Shasta County Office of Education and the California Department of Transportation.
- **Phase 3:** Making a commercial offering to businesses and residents — in the form of a pilot, to start.
- **Phase 4:** Conducting city-wide buildout.

As of March 2021, the City is currently focused on Phases 1 and 2. In June of 2020, the City Council adopted city staff recommendations to authorize the completion of the design for the fiber optic ring and the continued study of city-wide fiber optic installation. City staff are also working on developing funding mechanisms for the Phase 3 pilot, including tax bonds, Economic Development Administration grants, and other grants.

## 5G Deployment in San José

Deployment of 5<sup>th</sup> generation mobile networks or “5G,” as it is commonly called, has gained momentum in recent years. 5G enhances citywide voice and data capacity and improves emergency communication capabilities. It is projected to be an asset for prosperity. A “5G-ready” jurisdiction can stay ahead of the curve, leveraging the technology to accelerate many aspects of economic development. However, 5G has to be part of a broader ubiquitous broadband strategy. Otherwise, it will only serve to deepen the Digital Divide of a community.

5G technology combines fiber deployment with wireless connections to end-users, with the fiber needing to be within about 1,000 feet of the end-user. Thus, while 5G small cells can provide a means to increase capacity in existing networks, they require the backbone infrastructure of fiber to work. For this reason, 5G is currently being deployed primarily in population dense, higher-income, and fiber-rich areas and deployment will lag in rural areas

especially. Further, many existing consumer devices are not 5G compatible, and those that are generally cost significantly more.

[The city of San José is a case study for successful 5G deployment in a California city](#), not only for successfully making the technology accessible, but also for using it to help close the Digital Divide. The key elements of San José’s 5G deployment are the following:

- 1. A mutually beneficial public-private partnership.** San José partnered with telecommunications companies to develop the necessary citywide digital infrastructure. AT&T, Mobilitie, and Verizon maintain antennas across the city (“small cells”) that are installed on city property (e.g., streetlights, traffic lights, rooftops, etc.).
- 2. San José Digital Inclusion Partnership.** By allowing telecommunications companies to install small cells on city property, the city generates revenue through a set fee structure. Income received from small cell usage fee revenue is allocated to the Digital Inclusion Program Fund. The purpose of the Fund is to provide affordable broadband service, devices, and digital literacy to underserved communities, with a particular focus on low-income youth and other vulnerable populations. The city partners with the California Emerging Technology Fund to implement the program.
- 3. Clear and specific design guidelines.** The city ensures that there are reasonable and consistent guidelines that help streamline the permitting review and approval process. [Design standards](#) seek to integrate into the existing streetlights, minimize visual impact, and maintain safety and security. For example, small cell devices cannot cause any interference with operation of city facilities, including signs, banners, festoon circuits, and miscellaneous lighting; the color of a small cell device or its enclosure has to match streetlights.
- 4. Speedy notification process.** After a mobile carrier reserves a streetlight location with the city through its online platform, which lists all available sites, the carrier is required to:
  - a. Mail certified notice to all occupants within a 250-foot radius of the site for a 20-day notice period;
  - b. Make themselves available to answer questions and receive feedback on the site; and
  - c. Publicly notice within 300-feet of the site at least 72-hours before construction begins, once a permit is reviewed and approved.



## Councils of Government

In collaboration with the Regional Broadband Consortia, the California Emerging Technology Fund, the California Department of Transportation, the California Broadband Council, the California Association of Councils of Governments (CALCOG) and other partners, many local councils of governments (COGs) are working on broadband-related infrastructure projects.

### **The South Bay Fiber Network (SBFN), by the South Bay Cities Council of Governments (SBCCOG).**

The COG's membership includes 15 city councils in Los Angeles County and parts of Los Angeles City. It has developed a ring of dark fiber across the South Bay, with connections to data centers, municipal buildings, and several public agencies.

In 2018, the South Bay Workforce Investment Board and SBCCOG, supported by additional funding from the office of Los Angeles County Supervisor Mark Ridley Thomas, commissioned a feasibility study. The consultant in that study found that, although the region's digital infrastructure network had many assets, they were fragmented and variable, including in terms of service and cost. A master plan provided a detailed blueprint for the broadband and technology infrastructure needed to keep the South Bay at the forefront of the digital economy. The SBCCOG financed the capital costs of the SBFN using \$6.9 million in Los Angeles Metro Measure M sub regional transportation improvement funds — a creative use of funds. In 2019, American Dark Fiber was awarded the contract to build the network.

The core fiber ring became operational in August 2020; 22 sites had been connected by November 2020, with more coming online. The SBFN provides local municipalities and other public agencies with access to a secure, high-speed 1 Gigabyte network, at about half the commercial rates for similar service. Benefits include a range of "smart city" applications — smart city halls providing virtual services to residents, improved traffic management, future Autonomous Vehicle support, telehealth opportunities, and greater resiliency for IT and emergency services. The SBCCOG is proposing a middle mile-direct access pilot project, to connect residents in two low-income neighborhoods.

**Strategic Broadband Corridors Project Collaboration, by the Sacramento Area Council of Governments (SACOG).** SACOG partnered with Valley Vision, the Greater Sacramento Economic Council and the Sacramento Metropolitan Chamber of Commerce to prepare the region's [Greater Sacramento Region Prosperity Strategy](#). It serves as the region's federally designated Comprehensive Economic Development Strategy (CEDS) and qualifies regional projects for federal funding opportunities.

The CEDS incorporates broadband infrastructure priorities as one of its core strategic initiatives, drawing on the region’s long-range transportation plan, the Metropolitan Transportation Plan/Sustainable Communities Strategy. It also links with the Strategic Broadband Corridors’ project priorities for Dig Once, Dig Smart one projects. The CEDS’ broadband infrastructure priorities support key industry sector initiatives, such as:

- The food and agriculture cluster, through agriculture technology adoption in underserved rural communities;
- The future mobility cluster, including electric vehicle infrastructure and autonomous vehicle prototypes and policies; and,
- Digital skills.

SACOG also coordinates closely with Valley Vision in developing the region’s Preferred Scenario Project, to connect 98% of households with high-speed Internet connectivity.

**Policy Adoption, by the Southern California Association of Governments (SCAG) and San Diego Association of Governments (SANDAG).** SCAG and SANDAG are collaborating with the California Emerging Technology Fund and other many partners on strategies to close the Digital Divide and Achieve Digital Equity across their regions. Major first steps included the adoption of resolutions “setting forth support to increase broadband access to bridge the Digital Divide.” These initiatives recognize that closing the Digital Divide also has implications for mobility and sustainability, especially given the impacts of the COVID-19 pandemic and recent emergencies like wildfires which have greatly exacerbated existing disparities. It also will help local governments with “Smart City” initiatives that can improve municipal operations, improve traffic flow, and reduce energy consumption.

SANDAG’s Board passed its [Broadband Access Resolution](#) in January 2021, declaring that “bridging the Digital Divide is integral to developing a healthy, resilient, and economically competitive region.” It directed staff to develop a Digital Equity Strategy and Action Plan, based on a broadband gap analysis and needs assessment that brings regional stakeholders together to identify model policies, tools and implementation strategies to close the Digital Divide in the San Diego region. SANDAG will form a Regional Digital Divide Task Force to develop the strategy and action plan (see the [Task Force Charter](#)). Addressing the Digital Divide is part of SANDAG’s efforts to incorporate social equity into the 2021 Regional Plan.

SCAG is the country’s largest metropolitan planning organization, encompassing 191 cities and six counties. SCAG’s Board adopted its [Broadband Access Resolution](#) in February 2021. The resolution directs SCAG staff to develop a Broadband Action Plan, which would include: developing a model resolution for local jurisdictions; pursuing grant funding opportunities and

partnerships; and convening a working group to develop ways to facilitate rapid deployment of broadband technology such as streamlining the permit process, lowering fees to a reasonable level, and reducing the cost of entry and operation of broadband systems within underserved communities. See page 31 for a sample resolution to increase broadband access for adoption by county boards of supervisors, and a [sample model policy](#) to bring broadband to underserved communities, for use by local governments, developed by SCAG.

With the broadband access resolutions adopted by both SCAG and SANDAG, staff is working on adoption of an ordinance for joint-use transportation and broadband planning, for use across all their member jurisdictions. If adopted, the ordinance would create consistency for projects across the region and help expedite infrastructure investments and project completion. This will enable the organizations and regional partners to compete more effectively for funding as well. The California Emerging Technology Fund has been supporting these efforts to bridge the Digital Divide which will have a broad geographic impact.

## **Regional Economic Development**

**Joint Venture Silicon Valley's [Community Broadband Initiative \(CBI\)](#).** Joint Venture is a nonprofit civic leadership organization that provides a forum for collaborative regional thinking and leadership, from both the public and private sectors. Their CBI is focused on empowering local community and neighborhood groups in unserved and underserved regions of the Silicon Valley. It is a coalition among academia, residents, local governments, business, and the communications industry — all working to improve affordable Gigabit broadband infrastructure for unserved and underserved neighborhoods. Local government partners include San Mateo County and the cities of San Leandro, East Palo Alto, and Morgan Hill.

The CBI is pioneering a new partnership-driven model for financing, installing, and operating open-source broadband networks and services. Several efforts have already been undertaken, including pursuing additional funding through grant opportunities, along with expanding success models. The CBI is also coordinating with Joint Venture's Wireless Communications Initiative and its education partners, to implement broadband networks for underserved communities, for distance learning, telehealth, and digital inclusion.

## Feedback from Internet Service Providers

In developing this *Resource Guide*, Valley Vision reached out to several infrastructure and internet service providers to gather their input on recommended policies and best practices that could facilitate broadband infrastructure and deployment. They are summarized below:

- 1. A complete and up-to-date asset inventory.** This ensures that internet service providers do not run into issues stemming from the segregation of assets, and that the parties involved are seeing all the opportunities for partnerships. This can be done as part of a Broadband Master Plan.
- 2. Updated ordinances.** For example, the definitions for fixed wireless technology and small cell tower technology are not the same, and if ordinances do not reflect these differences, they need to be updated. Fixed wireless deployment requires its own language in municipal codes and ordinances.
- 3. Streamlined and efficient permitting, including more certainty and shorter wait times.** Overly burdensome permitting is more of a time issue than it is a cost issue; for providers, the biggest challenge is not the finance portion, but the project management and timeline aspects of the process. For example, with colocation: When it comes to upgrades, if the expansion is not substantial, then the review process should not have to be as exhaustive. Instead, securing a permit should be administrative or over the counter. If providers know they can secure a permit in 90 days, they are more likely to do business in that jurisdiction.
- 4. Clear permit application processes and efficient online tools.** Navigating the permitting process varies from jurisdiction to jurisdiction. A lack of clear processes forces providers to rely on in-house knowledge, which can lead to delays and additional costs. Glitches in the application or intake process can significantly increase the time it takes to secure the necessary permits.
- 5. Policies that support high-capacity fiber backbone.** There are many benefits to fiber build outs, including bringing in new jobs. A lack of this backbone can hinder wireless internet service providers and 5G carriers from deploying in unserved areas, as well as in urban underserved areas with aging infrastructure.
- 6. Support for broadband coverage validation by the State.** This includes widespread use of the [CalSPEED](#) app by residents and businesses. CalSPEED empowers end-users with a professional-level, industry-standard testing tool to measure the quality and speed of their residential fixed internet connection. This real-time ground truth testing data generated by the app is forwarded to the California Public Utilities Commission, which then uses it to generate more accurate broadband availability maps and information for funding eligibility.



## Digital Equity Bill of Rights

Digital Equity is defined by the National Digital Inclusion Alliance as condition in which all individuals and communities have the information technology capacity needed for full participation in our society, democracy and economy. Digital Equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services. Digital Equity requires deployment and adoption of information technologies enabled by access to broadband, a generic term for high-speed Internet infrastructure, including wireline and wireless technologies.

To insure **Digital Equity** for all Californians, residents have the right to:

- 1. Broadband that is Sufficient and Reliable:** Speeds must be sufficient to meet the growing demand and reliance for access to education, government, public safety, economic prosperity and healthcare via high-speed access to the Internet. The determination of threshold speeds for high-speed Internet infrastructure should be performance-based to support distance learning, telehealth, and remote working by a majority of households online simultaneously with an increasing need for symmetrical network speeds.
- 2. Broadband that is Ubiquitous:** Sufficient and reliable broadband access must be available everywhere in the state, from the most rural areas, including tribal lands, to the most populated urban areas, including all low-income neighborhoods. Public broadband investments should be prioritized to connect entire communities and address digital redlining in historically unserved and underserved communities.
- 3. Broadband that is Affordable:** Internet service plans must be affordable for all Californians, regardless of geographic location or household income.
- 4. Broadband that Provides Educational Opportunities and Supports Digital Skills Proficiency:** Residents must have access to opportunities to develop needed skills to thrive in a digital world.
- 5. Broadband that Ensures Public Safety and Maintains Peace of Mind:** Residents need the peace of mind that comes with knowing they have reliable access to emergency response services and emergency alert systems in the event of emergencies or catastrophic disasters.

- 6. Broadband that Improves Quality of Life:** Digital Equity advances economic status with access to educational opportunities, new job opportunities and health care to improve the overall quality of life.
- 7. Broadband that Supports Economic Prosperity:** All workers and employers, businesses and entrepreneurs, start-ups and enterprises, small and large, including agriculture, need high-speed Internet access to optimize the value of their contribution to the economy to ensure global competitiveness.
- 8. Broadband that Attracts Capital Investment:** Ubiquitous high-speed Internet infrastructure is essential to ensure that California continues to attract its fair share of global capital investment to support and enhance economic prosperity.
- 9. Broadband that Supports Innovation and Research:** High-speed fiber connects all research institutions to sustain world-class research and innovation to drive economic productivity.
- 10. Broadband that Empowers and Enables Participation in the Democracy:** All residents are connected to the Internet with sufficient speeds to support participation in government, distance learning, and telehealth for quality of life and public safety.



## Sample Broadband Access Resolution

SAMPLE RESOLUTION NO. 2020-XXXX

### SETTING FORTH SUPPORT TO INCREASE BROADBAND ACCESS TO UNDERSERVED COMMUNITIES THROUGHOUT SOUTHERN CALIFORNIA

**WHEREAS**, closing the digital divide is important and provides long-term community benefits that include the ability to fully engage in the digital economy, access existing and emerging services, expands economic opportunities and bridges the economic divide; and

**WHEREAS**, the COVID-19 pandemic has amplified the need for available, reliable and affordable broadband services in all communities; and

**WHEREAS**, the COVID-19 pandemic has caused schools to shift to distance learning; and

**WHEREAS**, the COVID-19 pandemic has made the digital divide within underserved communities and/or areas (which include people of color, low-income households, residents in rural areas, and senior citizens) more apparent; and

**WHEREAS**, we recognize that cost and household income is a primary barrier to broadband access.

**WHEREAS**, all residents, businesses and institutions need high speed broadband services where they work, live, learn and play; and

**WHEREAS**, high speed broadband enables Work from Home and remote workers, enhances business efficiencies, drives job creation throughout the region, and connects customers and partners worldwide to goods and services; and

**WHEREAS**, high speed broadband is a “green technology” that reduces our impact on the environment, shrinks our regional carbon footprint, offsetting vehicle trips and use of resources; and

**WHEREAS**, high speed broadband greatly expands the ability of residents to access medical, behavioral, oral health services and the capacity of public health officials to monitor and respond to health threats such as COVID-19 and other diseases; and

**WHEREAS**, high speed broadband enables greater civic participation and brings communities together, helps improve public safety, and makes our transportation systems more resilient and efficient; and

**WHEREAS**, effective emergency services require using high speed broadband to integrate data in real time from all available sources, so decision-makers have access to the information necessary for the protection of lives and property; and

**WHEREAS**, to accelerate the deployment of broadband, the primary objective is to deploy private-sector capital as quickly as possible through improved public cooperation; and

**NOW, THEREFORE, BE IT RESOLVED** on this XX day of XXXXX 2020 that the XXXXXX County Board of Supervisors does hereby as follows:

1. Supports FCCs (United States Federal Communications Commission) and CPUCs (California Public Utilities Commission) rules, regulations, programs and funding opportunities that support broadband deployment opportunities to bridge the digital divide.
2. Supports Governor Newsom’s Executive Order N-73-20 signed August 14, 2020 that seeks to accelerate work towards closing gaps in access to reliable broadband networks throughout California; and
3. Supports collaboration with [Los Angeles, Orange, Imperial, Riverside, San Bernardino, San Diego and Ventura Counties], broadband providers, school districts (K-12), community college districts, universities, community and business stakeholders, Regional Broadband Consortia, California Emerging Technology Fund, the State of California and other federal and regional organizations that have similar goals to increase broadband access throughout Southern California; and
4. Determines that closing the digital divide is important and provides long-term community benefits; and
5. Supports the request for grant funding from the State and/or Federal government for a regional program that provides funding for free internet access for qualifying residents that bridges the economic digital divide; and
6. Supports a minimum broadband speed capability of 100 megabits per second today and 1 gigabit per second by 2030 for all residential and business customers within the urban, suburban and rural communities of our region; and
7. Supports working with collaborating jurisdictions to affect the deployment decisions of broadband providers by lowering permitting fees to a reasonable level, reduce the cost of entry and operation of broadband systems in our communities, reduce the risks of delays during the planning, permitting and construction phases, provide opportunities for increasing revenue, and creating new avenues for competitive entry; and

8. Supports working with collaborating jurisdictions to identify broadband opportunity zones in underserved communities; and
9. Upon identifying broadband opportunity zones, supports the adoption of an emergency ordinance which would allow local jurisdictions to develop specific rules to expedite low-cost broadband deployment such as: waivers for micro projects, deployment of broadband infrastructure in underserved communities and fixed wireless or other broadband technologies in rural communities; and
10. Supports the adoption of consistent fees and expedited broadband permitting processes within collaborating jurisdictions; and
11. Supports the concept of “Dig Smart” and/or “Dig Once” whereby conduit is installed for future or immediate use for wireless towers, fiber optic or other comparable broadband network installation, whenever underground construction occurs in a roadway.

# Sample Model Policy to Bring Broadband in Underserved Communities

(For Use by Local Governments)

## Findings and Declarations

The [Name of Local Government] hereby finds that the COVID-19 pandemic has forced residents of [Name of City/County] to completely restructure the way we live, work and, learn and access to “broadband” (which includes both wireline and wireless technologies) has become essential advancing public health, education and equity. However, not everyone has equal access to high-speed broadband and the pandemic has exposed the vast and damaging effects of the “digital divide.” Families left behind are concentrated among communities of color, low-income and rural households. As such, 2020 is demanding that local governments address persistent differences in who has high quality internet access at home.

The [Name of Local Government] finds and declares that Broadband is an essential 21<sup>st</sup> Century infrastructure in a digital world and global economy. It is vital to the economic prosperity and quality of life for residents in [Name of Local Government] and throughout California. And, it can enable [Name of Local Government] to mitigate economic, educational and health disparities within underserved communities. During and beyond the current COVID-19 crisis, [Name of Local Government] need to develop long-term and short-term solutions that redress persistent inequalities in broadband access in an expedited manner.

The ability to be “connected” instantly through the Internet to information, services and digital tools is increasingly critical for access to and success in education, jobs, and economic opportunities. The deployment and adoption of broadband is a major strategy to spur economic development because it improves productivity, which attracts more capital investment and generates jobs, while saving both time and money for consumers.

Although California is home to a wellspring of innovation that has given rise to the evolution of information technologies and broadband, the use of broadband technology by California residents is only approximately equivalent to the national average and there is a significant Digital Divide that must be closed to remain globally competitive.

In addition, broadband is a “green technology” that can significantly reduce impacts on the environment, shrink the carbon footprint, and decrease dependence on foreign oil by offsetting vehicle trips, decreasing the use of resources, and saving energy, and assists in

solving key environmental justice issues (reducing environmental and health impacts in low-income communities).

[Name of Local Government] is committed to helping families and children be healthy, productive and self-sufficient. And, it is recognized that the use of broadband can save both time and money for residents while helping them bridge the economic divide. Therefore, it is important that all residents within [Name of Local Government] have high-speed Internet access, particularly those living in lower-income and rural households and those living in publicly supported housing.

[Name of Local Government] also is committed to helping students obtain the highest-quality education possible and understands that the ability to learn and prepare for higher education is significantly enhanced if schools incorporate digital literacy and high-speed Internet connectivity into curriculum. The availability of computing devices both at school and at home are critical teaching and learning tools for academic achievement.

Therefore, it shall be the policy of the [Name of Local Government] to facilitate the rapid deployment and adoption of broadband to provide our residents with opportunities, quality of life, and convenience. Further, it is recognized that consumers need sufficient speeds of data transmission capability for the applications that they perceive as relevant to their daily lives and expect broadband networks to keep pace with those needs over time. Thus, it also shall be the policy of the [Name of Local Government] to encourage and facilitate upgrades to existing broadband infrastructure to ensure that the public and private sectors have access to sufficient broadband speeds to support consumer demand for new and evolving applications that save time, money and resources.

### **Responsibilities and Roles: Opportunities to Promote Broadband**

The [Name of Local Government] recognizes that it has many responsibilities that affect deployment (supply) and adoption (demand) of broadband technologies and applications, including the following roles: (1) policy leader; (2) planner; (3) regulator (of land use); (4) consumer; and (5) service provider. As a policy leader, [Name of Local Government] may promulgate policies and ordinances to advance and protect the public interest or implement state and national laws that promote and accommodate high-speed Internet access. As a planner, [Name of Local Government] identifies opportunity areas, develops ordinances and permit streamlining. As a regulator, [Name of Local Government] approves permits which can encourage, promote and/or require rapid deployment of infrastructure and facilities to underserved communities within our jurisdiction. As a consumer, [Name of Local Government] purchases telecommunications and information technology equipment and services which, in

turn, drives demand and improvements in these technologies and services. And, as a service provider, [Name of Local Government] has the ability to expand e-government functions by providing more information and access to public services online, thus encouraging broadband adoption. It shall be the policy of [Name of Local Government] in all of its roles and responsibilities to work with neighboring jurisdictions, service providers, and other stakeholders to actively identify opportunities to implement policies, programs and actions to encourage broadband deployment and adoption.

## **Implementation**

[Name of Local Government] shall adopt strategies and implement provisions and ordinances that will expedite broadband deployment to underserved and rural communities, as well as promote economic development and improve security within the community:

### *Broadband Opportunity Zones:*

- Collaborate with neighboring cities, county, MPOs, school districts, community college districts, universities, the state of California, the federal government, broadband providers and stakeholders to identify locations without broadband access.
- Develop and conduct multi-lingual surveys specifically targeting households in low-income and/or rural communities, focusing on access, usage, and barriers to internet adoption.
- Quantify and describe [Name of Local Governments] level of digital engagement, Digital Divide, and level and source of digital inequality (city/county-wide and by qualified census tracts).
- Participate in the Federal Communications Commission’s Digital Opportunity Data Collection broadband access map crowdsourcing initiative.
- Develop and disseminate information to support the development of local broadband infrastructure deployment and digital equity plans.
- Develop a public outreach campaign to educate residents in [Name of Local Government] on the science behind new and emerging technologies and try to address potentially unfounded concerns as they become integrated into society.



*Promote existing programs and develop new programs for short term and temporary use:*

- Promote existing programs from broadband providers that offers subsidies or covers the cost of internet for low-income internet access.
- Promote existing state and/or federal government programs that offers subsidies for broadband access.
- Collaborate with broadband providers, community outreach groups, school districts, community colleges, universities and the business community to develop programs to cover the cost of broadband subscriptions for low-income students.
- Promote the use of public buildings, such as libraries, parks and convention centers, as broadband “hot spots” to allow residents affordable [or free] high-speed Internet access.

*Adoption of an Emergency Ordinance for underserved communities*

- Adopt an emergency ordinance to allow for rapid deployment of broadband in identified opportunity areas.
- Require a minimum broadband speed capability of 100 megabits per second today and 1 gigabit per second by 2030.
- Where feasible, exempt broadband opportunity areas from community character ordinances or local jurisdiction design guidelines.
- Where feasible, allow aerial fiber and other broadband infrastructure to be installed on pre-existing infrastructure such as existing powerlines to minimize impacts to aesthetics.
- When aerial fiber or other aboveground broadband infrastructure is not viable for last-mile solutions, allow for micro trenching in suitable areas as a viable short-term option.
- Should underground installation near a roadway occur, require the use of “dig-once” practices whereby conduit is installed for future immediate use for broadband installation.

*Streamline permitting*

- Develop a streamlined permitting process that lowers the cost of entry and operation of broadband systems, reduce the risks of delays during the planning, permitting and

construction phases, provides opportunities for increasing revenue, and creating new avenues for competitive entry.

- Allow for cost/permit waivers for broadband “micro projects”.
- Permit grouping multiple projects under one permit to expedite the planning and construction phase.
- Collaborate with local jurisdictions to determine and agree upon a uniform permitting fee throughout the Southern California region.
- Identify local public rights-of-way and public facilities that can be used for broadband deployment and promulgate procedures to streamline the approval of easement encroachment permits consistent with principles of fairness and competition for all providers.
- Ensure a level playing field for all broadband providers—private and public (or government led), wireline and wireless—making the use of public assets available to all providers on a competitive basis, commensurate with adopted policies regarding public benefits.

#### *Smart and Affordable Housing*

- Require all new residential subdivisions to be served with state-of-art broadband infrastructure with sufficient transmission rates to support applications relevant to residential consumers.
- Require all publicly subsidized housing development projects to provide an independent “advanced communications network” to drive economies of scale that can result in a significantly reduced cost basis for the lower-income residents. An “advanced communications network” is broadband infrastructure that, at a minimum, makes available affordable market-comparable high-speed Internet access service to all units via the aggregation and consolidation of service across the property. It is infrastructure in addition to the standard cables, wiring and other infrastructure required for power, television and telephone service.
- Request the housing authority (authorities) to adopt policies to promote and support smart affordable housing with advanced communications networks whenever their public funds are used to subsidize the construction and provision of housing for lower-income residents.

### *Interagency Cooperation*

- Request that the chief executive officer [County Administrative Officer or City Manager] outline a process for ensuring inter-agency and inter-jurisdictional cooperation which shall include: sharing this policy with other jurisdictions in the region; meeting with them to explore common needs for infrastructure; exploring opportunities to collaborate on broadband applications, such as telemedicine, or regional projects, such as library networks; and notifying neighboring jurisdictions about major infrastructure projects, such as transportation improvements along shared corridors.
  
- Explore opportunities to work with other public and private entities, such as schools, special districts, utilities, and private health and medical providers, to cooperate and joint venture on broadband deployment projects and adoption programs.

## List of Additional Resources

The following are links to the resources that were used in writing this *Resource Guide*, as well as an overview of what those resources can provide, and how they can further help local and regional governments' efforts. The national resources have examples of best practices and innovative models in jurisdictions outside of California.

### [California Broadband Council](#)

The California Broadband Council was established by SB 1462 (Chapter 338, Statutes of 2010) to promote broadband deployment in unserved and underserved areas of the state (as defined by the Public Utilities Commission) and broadband adoption throughout the state. The Council identifies state resources; encourages public and private partnerships; and recommends strategic policies for establishing effective structures, to provide high-speed Internet access throughout California. The 12-member Council is run by the California Department of Technology's Office of Broadband and Digital Literacy, which manages the statewide ecosystem of individuals and organizations dedicated to closing the Digital Divide. The Council prepared the California Broadband for All 2020 Action Plan and will be implementing the Plan in close coordination with a broad network of state, local, regional, civic, nonprofit, and for-profit organizations, and providers.

### [California Department of Transportation \(Caltrans\)](#)

Caltrans has dedicated attention and resources to coordinating transportation plans and projects with broadband infrastructure improvements. This includes addressing permitting processes for Dig Once, Dig Smart projects and infrastructure installation along Caltrans rights-of-way, and fostering consistency across its District offices processes for project development, review, and approval. The agency has a Broadband Facilities Coordinator who leads coordination with other state agency partners, local and regional transportation agencies, and Regional Broadband Consortia. There are also broadband coordinators within each Caltrans District office. Caltrans has a mapping resource that lists state highway projects aligned with the Strategic Broadband Corridors Project. They also developed a 2018 Dig Once, Dig Smart white paper and user guide.

### [California Forward \(CAFwd\)](#)

California Forward is a nonprofit organization that leads a statewide movement, bringing people together across communities, regions, and interests to improve government and build inclusive, sustainable growth for everyone. CAFwd drives collective action, identifying regional solutions that can be taken to scale to meet the challenges the state is facing. In 2019, it partnered with the Newsom Administration on the Regions Rise Together initiative, which included a series of convenings with regional leaders to lift up and empower regional

approaches to economic development. CAFwd serves as the backbone for the [California Stewardship Network](#), an alliance of regional leaders; leads the annual [California Economic Summit](#); and recently launched the [California Dream Index](#). It also convenes a Broadband for All Work Group that is advancing policies to connect all Californians with affordable, equitable high-speed Internet. In 2021, CAFwd is hosting a [series of webinars](#) on innovative broadband practices and structures in 2021, sponsored by the California Emerging Technology Fund.

#### **California Association of Councils of Government**

The California Association of Councils of Government (CALCOG) is a nonprofit organization with 47 members, serving regional government agencies. Most members are involved in planning and funding transportation infrastructure projects; many deliver actual projects, and a few also operate transit systems. CALCOG collaborates closely with the California Emerging Technology Fund and the Regional Broadband Consortia, including on the Strategic Broadband Corridors Project. Broadband Access is a priority policy area and CALCOG has a dedicated section on its [website](#) of legislative and state initiatives, regional activities, case studies, and extensive resources on primers and other materials from state and federal agencies and organizations, and policies and funding programs.

#### **California Public Utilities Commission – California Advanced Services Fund**

The California Public Utilities Commission (CPUC) administers the California Advanced Services Fund (CASF) which provides funding for projects to reach unserved households across the state's regions, with the goal of connecting 98% of all households by 2022. CASF includes funding for infrastructure projects and includes funding for Rural and Regional Broadband Consortia, broadband adoption, and public housing. The program includes resources such as an interactive broadband access map, a speed testing tool to validate actual vs. reported speeds of service, and collaboration with federal agencies to increase California's share of funding resources. Staff assists Regional Consortia, ISPs and other parties to prepare and submit applications for funding.

#### **California State Association of Counties**

The California State Association of Counties (CSAC) represents California's 58 counties before the California Legislature, administrative agencies and the federal government. Through advocacy, research, and programs such as financing CSAC supports and participates in advancing policy to strengthen counties and the residents they serve. CSAC formed a [Broadband Working Group](#) in December, 2020 and staff and leadership is actively engaged in legislative initiatives and leadership coalitions to address the Digital Divide and support infrastructure investments to reach all Californians.

### **National Digital Inclusion Alliance (NDIA)**

The National Digital Inclusion Alliance is a national network organization with more than 520 affiliates in 44 states, the District of Columbia, and the United States Virgin Islands. The NDIA is a unified voice for home broadband access, public broadband access, personal devices, and local technology training and support programs. Affiliates include municipal government bodies, local public libraries and regional library councils, college and university programs, state and local school districts, among others. The NDIA provides valuable resources for practitioners, including policy updates, funding sources, COVID-19 resources, and connections to organizations like the National Skills Coalition, the Pew Research Center, the Benton Foundation, and many more.

### **National Telecommunications and Information Administration (NTIA)**

The National Telecommunications and Information Administration within the United States Department of Commerce “is the Executive Branch agency that is principally responsible for advising the President on telecommunications and information policy issues.” Its website includes [publications](#) on multiple broadband-related topics, including information on [grants](#); a [broadband adoption toolkit](#); and the [National Broadband Availability Map](#). They also host webinars on timely topics and provide capacity assistance to communities and civic organizations.

### **Next Century Cities**

Next Century Cities “supports mayors and community leaders across the country as they seek to ensure that everyone has fast, affordable and reliable internet access.” Its website has a [resources](#) section, which has many categories of information, including a [glossary](#) of broadband terms; a [toolkit](#) for communities to make themselves broadband ready; and a [spotlight cities](#) section, which highlights cities in the United States making great strides in the different aspects of broadband deployment.

### **Rural County Representatives of California**

Rural County Representatives of California is a 37-member organization of rural counties that champions policies to serve the state’s rural communities. RCRC’s policy priorities include economic development that is supported by high-speed Internet access and 21<sup>st</sup> century telecommunications infrastructure; RCRC works with coalitions across the state and is pursuing funding opportunities to catalyze broadband infrastructure investment and models in rural regions.



### [The League of California Cities](#)

The League of California Cities is “an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions that affect cities.” Its [Transportation, Communications, and Public Works Policy Committee](#) reviews relevant state and federal legislation and regulations.

### [Tellus Venture Associates](#)

Tellus Venture Associates does management, planning, and business development consulting for community broadband. Its [Broadband Development Policy Bank](#) includes links to local policies in different subject matter areas, including [broadband plans](#), [permitting](#), and [conduit specification](#).

### **Other Resources:**

- **The Little Hoover Commission’s** [“Issue Brief: California’s Digital Divide,”](#) December 2020.
- **The Benton Foundation’s** “Recommendations for a National Broadband Agenda” and [many policy resources](#).
- **US Ignite and Altman Solon’s** [new report](#), as a guide for communities considering ways to expand broadband service, with possible broadband models for 6,500 unserved and underserved communities across the United States.
- [The Community Broadband Networks Initiative](#), a project of the Institute for Self-Reliance, working with communities across the country to ensure telecommunications networks that serve communities. Many resources for community leaders are provided, including case studies, webinars, and fact sheets.



## **Contact Information**

### **The California Emerging Technology Fund**

**Street Address:**

2151 Salvio Street, Suite 252  
Concord, CA 94520

**Mailing Address:**

P.O. Box 5897  
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415-744-CETF (2383)

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**The Petroleum Building:**

714 West Olympic Boulevard, Suite 924  
Los Angeles, CA 90015-4133  
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### **Valley Vision**

**Street Address:**

3400 3<sup>rd</sup> Avenue  
Sacramento, CA 95817  
916-325-1630

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**Achieving Digital Equity in California**  
**Check List of Best Practices for Local Governments**  
**Roles of Local Government Leaders**

Role	Best Practice	Yes
		√
<b>Policy Leader</b>		
Promulgate policies that determine the jurisdiction’s attention and attitude about broadband technology and define the approach to facilitating or discouraging capital investment in deployment and adoption by residents.	Adopt a resolution or policy to accelerate broadband deployment and adoption to achieve Digital Equity.	
	Request all Departments to identify and implement strategies that integrate Digital Inclusion into ongoing services and programs.	
	Participate in a Regional Leadership Group to coordinate plans and actions to achieve economies of scale and optimal impact.	
	Post on website and distribute information to low-income residents about affordable home Internet service offers and lower-cost devices.	
	Establish a remote-work program to reduce vehicle trips (embrace broadband as a green strategy) that maintains workforce productivity.	
<b>Planner</b>		
Prepare land use and other related plans (such as for economic development) that guide the development in the jurisdiction, thus determining “how smart” growth will be and defining quality of life for residents.	Convene community meetings in-language and in-culture to obtain public input on broadband infrastructure needs and affordable access.	
	Prepare a map of unserved areas and digitally-disadvantaged neighborhoods with preferred broadband strategic corridors and identified public assets to accelerate broadband deployment.	
	Share the map with appropriate Regional Leadership Groups and California Department of Technology for middle-mile planning.	
	Identify strategies and adopt policies to accelerate broadband deployment and adoption, including consideration of incentives for ISPs to reach the unserved areas and assist low-income residents.	
	Incorporate the broadband map, strategies, and policies into the General Plan with an analysis of overall programmatic impacts and benefits to streamline compliance with CEQA.	
<b>Regulator</b>		
Adopt implementing ordinances for policies and plans that promote “smart” infrastructure, facilities, and buildings consistent with “Dig Once, Dig Smart” objectives.	Adopt ordinances to implement policies and procedures to accelerate broadband deployment, including online submission of plans and permit applications with ministerial procedures to minimize delays.	
	Enact procedures to streamline broadband project approvals and permitting, including priority focus for partnerships with ISPs.	
	Conduct briefings for ISPs about how to comply with policies and procedures in ordinances to minimize delays in approvals.	
	Incorporate high-speed Internet infrastructure into all public projects, especially major transportation and public utility projects.	
	Require high-speed Internet infrastructure as a condition of approval for all private construction (with public access where appropriate).	

Role	Best Practice	Yes
<b>Consumer Purchaser</b>		
Purchase and utilize technology which can enable residents to access information and services, increasing demand for the technology and encouraging innovation and competition to develop new applications that will increase productivity.	Inventory information technology (IT) and ISP contracts to determine total amount being paid annually for IT and Internet services. Share the inventory with Regional Leadership Group(s) to explore demand aggregation in negotiating for IT and Internet services.	
	Meet with IT and ISP vendors to identify strategies for accelerating broadband deployment and adoption. Consider requiring assistance with adoption programs as a condition of procurement contracts.	
	Ensure all IT and ISP contracts require periodic updates to state-of-art technology with user-friendly interfaces and applications for residents.	
	Develop a robust “green technology ecosystem” to refurbish retired computing devices for donation to unconnected low-income households participating in adoption programs. Encourage other public agencies and larger employers to donate retired devices.	
	Purchase computing devices and hotspots in bulk to be loaned and/or sold at a discounted price for residents in adoption programs.	
<b>Service Provider</b>		
Provide information and services online through broadband that increases the relevance of the technology to consumers, which encourages adoption and reduces impacts on the environment.	Provide online access to all policies, plans, ordinances, and services information, including remote participation in public meetings.	
	Deliver online as many services as possible to reduce vehicle trips and improve efficiency and productivity.	
	Designate the library as a “community digital hub” to help residents become digitally literate and learn how to get online at home.	
	Promote telehealth (as a health provider and/or encourage other providers) to optimize effective healthcare and reduce vehicle trips.	
	Encourage and support schools to implement effective technology and Digital Inclusions programs such as School2Home.	
<b>Total Best Practices</b>	Add up the number of completed Best Practices (Total 25 Best Practices).	
<b>Score</b>	Assign 4 points per Best Practice for your Score (Total Possible Score of 100).	
<b>Progress Rating</b>	Benchmark progress as a percentage of your Score / 100 = % Progress.	<b>%</b>

September 2021

Notes:

Broadband is defined in State law as high-speed Internet infrastructure including wireline and wireless technologies. Threshold speeds for adequate broadband is define by State law and regulations. State law currently defines “unserved” as less the 25/3 Mbps and minimums for publicly-subsidized Internet infrastructure as 100/20 Mbps.

Regional Leadership Groups include: Regional Broadband Consortium; Metropolitan Planning Organization; Council of Governments; Regional Transportation Agency; Countywide Work Group; and Other Voluntary Work Group involving multiple Local Governments. It is vital to work with the Regional Broadband Consortium.

Adoption Programs help unconnected low-income households get online at home and generally include: (a) outreach in-language and in-culture by trusted messengers, such as community-based organizations (CBOs), schools, libraries, and community agencies; (b) awareness about the relevance and value of being online; (c) assistance with selecting and signing up for affordable home Internet service; (d) delivery of digital literacy training; and (e) assistance with acquiring an affordable and appropriate computing device.

# VIII. REPORTS

## ΛΙΙΙ' ΒΕΒΟΒΤΣ

- A. ICTC EXECUTIVE DIRECTOR
- B. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
- C. CALTRANS - DISTRICT 11
- D. COMMISSION MEMBER REPORTS (IF ANY)



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## Memorandum

**Date:** September 23, 2022  
**To:** ICTC Commission Members  
**From:** David Aguirre, Interim Executive Director  
**Re:** Executive Director's Report

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The following is a summary of the Executive Director's Report for the ICTC Commission meeting on September 28, 2022.

- 1) State Route 86 (Northbound) Border Patrol Checkpoint:** State Route 86 (Northbound) Border Patrol Checkpoint: In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017, staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the Measure D allocations. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. Following our ICTC Board meeting in late September 2020, ICTC has initiated a traffic study as required by Caltrans. Design work has been delayed due to Border Patrol's concern related to their ability to provide additional funding necessary to meet their operational requirements. Discussions have been on-going through to this week of March 15, 2021. On Wednesday, March 17, 2021 ICTC received confirmation from Border Patrol Headquarters in Washington D.C. that they wish to proceed with the original Canopy Design that is similar to Interstate 8 Pine Valley Checkpoint.  
*As discussed and confirmed with Border Patrol, ICTC will only provide the remaining funds we had available (February 2021) of approximately \$1 million to complete the traffic study, 100% design plans, and construction of the canopy, lighting related to the canopy, and traffic related improvements required by Caltrans. Border Patrol has committed to paying for all other construction related costs and Border Patrol will lead the construction contract. Border Patrol, Caltrans and ICTC are having weekly meetings toward completing design plans and obtaining Caltrans Permits and Environmental Clearance.*
- 2) Funding for Phase II of the Calexico West Port of Entry:** 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 now scheduled for July 2018. Phase 2A was awarded in the amount of \$191million and will include six additional northbound privately-owned vehicle (POV) inspection lanes, permanent southbound POV inspection, expanded secondary inspection and adding a pre-primary canopy, new administration building, and employee parking structure. *Funding for phase 2B was awarded in the amount of \$103.4 million. Work for phase 2B will include demolition of the old port building and construction of the new pedestrian building. The total estimated investment for the Calexico West POE improvements are \$416.2 million. Construction efforts for the West Port of Entry are anticipated to begin on September 26, 2022. Noticing information pertaining to lane closures and closure times, adjustments to the East Port of Entry passenger vehicle operating hours and other items have been distributed and shared via multiple media outlets including ICTC's website at [Canopy construction at the Calexico West Port of Entry to impact vehicle traffic | Imperial County Transportation Commission \(imperialctc.org\)](https://www.imperialctc.org)*



- 3) **Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality Program (CMAQ) 2022 Call for Projects – FFY 2022/2023 to FFY 2024/2025:** The STBG and CMAQ Call for Projects began on November 18, 2021. The approved 2022 CMAQ & STBG Guidelines are posted on the ICTC website at <http://www.imperialctc.org/call-for-projects/>. Applications were submitted on Friday, February 25, 2022 to ICTC office. All agencies submitted with the exception of the City of Westmorland and IID. A total of 10 STBG and 11 CMAQ applications were received by ICTC. Funding requests exceed the CMAQ and STBG amounts available for the three (3) fiscal years.

<b>Program</b>	<b>Total Amount Available</b>	<b>Amount Requested by All Applicants</b>
CMAQ	\$5,222,306	\$9,136,697
STBG	\$7,706,117	\$16,640,508

Technical staff representing all the cities and county participated in a scoring and ranking meeting on March 17, 2022, at the ICTC offices. This item was approved by the Commission on April, 27, 2022. *ICTC staff worked with local agency staff and programmed all approved projects in the Federal Transportation Improvement Program (FTIP). Additionally in response to the Federal Highway Administration (FHWA) corrective action of future CMAQ and STBG funds, ICTC staff will be working with local agency staff to discuss programming of FFY 2025/2026 CMAQ and STBG funds. A separate action item for FFY 2025/2026 CMAQ and STBG funding was presented to ICTC TAC in August 25, 2022 for initial direction. Direction was given to ICTC staff to begin project selection recommendation beginning with TAC on October 27, 2022.*

- 4) **IVRMA – Joint Powers Agreement (JPA) Amendment:** *IVRMA has been working with all member agencies towards completing various amendments to the existing IVRMA JPA. The proposed amendments include required newly adopted legislation language and the expansion of services that the IVRMA is anticipated to provide to the member agencies. The Final Draft document has been circulated to all member agencies for council action. Member agencies have begun taking action on the amended JPA during the month of September 2022 and the IVRMA board is anticipated to approve the amended JPA at the September 2022 board meeting. IVRMA is attempting to amend the JPA prior to the October reporting deadline.*
- 5) **Imperial Mexicali Binational Alliance (IMBA):** *The September 8, 2022, IMBA meeting was held in the City of Calexico and included updates on Calexico East Port of Entry Bridge Widening project, Calexico West Port of Entry Phase 2A and 2B, Lithium Valley, education, Calexico East Port of Entry Gateway project. The next IMBA meeting is scheduled for November 10, 2022, in the City of Calexico. The meeting will be available via Zoom and in-person.*
- 6) **Regional Active Transportation Program:** *ICTC staff has been working with staff from the Southern California Association of Governments (SCAG) in the development of the Active Transportation Program (ATP) guidelines. The ATP is funded from various federal and state funds including the federal Transportation Alternatives Program (TAP), the Highway Safety Improvement Program (HSIP), State Highway Account, and Safe Routes to Schools (SR2S). The approved California Transportation Commission 2023 ATP (Cycle 6) program guidelines divide the funds into state and regional shares. State funds are available through a competitive application process. Applicants that are unsuccessful at the state level are considered for regional funds. Regional ATP funds are administered by the Metropolitan Planning Organizations (MPO). SCAG is Imperial County’s MPO. Per SCAG’s 2023 ATP Regional Guidelines, county transportation commissions may assign up to 20 points to each statewide project application deemed consistent and meeting eligibility requirements. ICTC staff initiated the adoption process of the draft scoring methodology to the ICTC TAC in August 25, 2022. This item was approved by both TAC and Management Committee and is scheduled to be presented to the Commission on September 28, 2022.*
- 7) **2022 Long Range Transportation Plan:** The ICTC in its capacity as the Regional Transportation Planning Agency is responsible to lead the Long Range Transportation Plan (LRTP) in Imperial County. The last update to the LRTP was conducted in 2013. ICTC staff completed a Request for Proposal (RFP) to prepare a full update of the Imperial County LRTP. Michael Baker International was the selected consultant. The goal of the LRTP is to provide the following:

- Identify and promote the relationship between the transportation system to existing and future land use and community comprehensive plans and programs.
- Provide guidance to promote the improvement of multi-modal transportation circulation of people and goods, using both motorized and non-motorized transportation modes, new technologies and infrastructure facilities.
- Recommendations and guidance to provide a safe, efficient, accessible, socially equitable and cost-effective transportation system.
- Ensure compliance with state and federal transportation planning regulations
- Develop recommendations that ensure environmentally sustainable planning practices.

The consultant team continues to work on the existing conditions technical memorandum. The first TAC meeting was held on March 30, 2022, that was attended by a diverse stakeholder group comprised of local, regional, environmental justice groups and economic development organizations. In addition, an all-day event with six (6) subgroup meetings was held on April 6, 2022, that encompassed subgroups for:

- Highways and Local Roadways
- Border and Goods Movement
- Pedestrian, Bicycles and Microbility
- Transit and Paratransit / Senior and Disabled Service
- Environmental and Environmental Justice
- Developers / Economic Development / Small Business Liaison

*The Consultant has completed drafts of the Existing Conditions technical memorandum and Transportation Issues and Strategies technical memorandum. Both technical memorandums are under review by TAC members. To access the draft document, please visit the project website located at <https://ictc-lrtp2023.org/new-page-2>. The second TAC meeting was conducted on September 22, 2022, where both technical memorandums were summarized and available for TAC member review. The Consultant team is currently beginning the Projects and Program technical memorandum with a schedule draft completion of January 2023.*

- 8) **Calexico Intermodal Transportation Center (ITC):** A new Intermodal Transportation Center in the City of Calexico has been part of ICTC’s long range transit planning. The new Calexico ITC will serve as a regional mobility hub that will accommodate bus bays for Imperial Valley Transit in addition to the City of Calexico’s private transit operators, taxis and farm labor buses. ICTC received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. ICTC staff is in the process of completing the contract award for a consultant firm that will complete the environmental and design phase. Currently, ICTC staff is completing the Caltrans award review process with multiple Caltrans’ departments. The ICTC Board adopted the agreement with Psomas on September 26, 2018. Environmental phase has been completed. *Design was completed in the month of April 2022 and Right of Way Acquisition is underway. ICTC is exploring funding opportunities to complete the required construction efforts.*
- 9) **Calexico East Port of Entry Bridge Widening Project:** The Project proposes to widen the bridge over the All-American Canal at the U.S./Mexico border approximately 0.7 miles south of State Route (SR) 7. The project proposes to widen the existing structure by adding four-lanes: Two New Northbound Auto Lanes and Two New Northbound Commercial Vehicle Lanes. In May 2018, Caltrans and ICTC received \$3,000,000 from the California Transportation Commission and the Trade Corridor Enhancement Program (TCEP) to complete the Project Approval and Environmental Document (PA/ED) for the project. In June 2018, Caltrans completed a Project Initiation Document (PID). In Fall of 2018, the PA/ED phase was initiated by Caltrans, technical studies for the National Environment Policy Act (NEPA) document under Caltrans as the NEPA lead are in progress and is scheduled for completion in May 2020. In December 2018, ICTC was awarded \$20 million under the U.S. Department of Transportation’s BUILD discretionary grant program to complete the Design-Build construction phase. *The design portion of the project is complete. The project construction is underway, and construction is anticipated to be completed in early 2023.*
- 10) **Potential Bus Stop in Calipatria:** ICTC has evaluated all of its fixed route service routes to attempt to provide service to the east side of Calipatria. Staff conducted time trials as well utilized several types of buses to verify buses would not have issues with other existing stops within proposed routes. Potential stops for the area include

a stop along Commercial Avenue and potentially another stop near Alexandria Street. Staff is proposing to utilize its IVC Express route to potentially service the area. ICTC and City staff have begun coordination to implement infrastructure associated with the bus stop(s). *ICTC has begun utilizing the IVC Express route to service both bus stops along the east side (intersection of Bonita Place and Commercial Avenue) and (intersection of Alexandria Street and Brown Avenue) of Calipatria. The City of Calipatria has begun engaging its engineering team to review applicable infrastructure needs.*

- 11) **Imperial Valley Transit (IVT) FREE FARES PROGRAM:** On August 7, 2020, the Imperial County Transportation Commission (ICTC) announced the implementation of a **Free Fares Program** for various Imperial Valley Transit (IVT) services. Eligible services include IVT Fixed Route, IVT Circulators (Blue, Green and Gold Lines), IVT ACCESS and IVT RIDE (EL Centro, Imperial, Heber, Brawley, Calexico, Westshores). All passengers are eligible to benefit from the Free Fares Program. The fares are subsidized by a State of California grant and fare contributions to IVT RIDE passengers by the County of Imperial's Area Agency for the Aging (AAA). *ICTC was able to secure a new grant to provide free fares for all of its transit programs. ICTC is currently working on program rollout.*
- 12) **State Route 98 Widening from Ollie to Rockwood:** As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Boulevard were widened and improved to serve the expansion to the west. Caltrans' SR-98 work between VV Williams and Ollie Avenue was completed in March 2018, and the Cesar Chavez Blvd. Widening was completed in October 2019. Caltrans has completed the design and right of way phase for SR-98 Widening between Rockwood Avenue and Ollie Avenue. On June 24, 2020, CTC authorized construction funding. The total project cost is estimated at \$7 million using a combination of 2016 Earmark Repurposing, Demonstration, Traffic Congestion Relief, ICTC and local funds. *The construction start date was delayed to due to environmental impacts and other utility projects in progress within the project area. Construction of the project began on August 6, 2021. The existing contractor of the project has been removed. Caltrans has secured a new temporary contractor to complete the project improvements from Ollie Avenue to Highway 111. Caltrans is coordinating the acquisition of a new contractor to complete the remaining portions of the project.*
- 13) **State and Federal Local funding Obligations:** Projects programmed in programmed in Federal Fiscal Year (FFY) 2019/2020 were fully obligated according to Caltrans Local Assistance. Beginning October 1, 2020, agencies can move forward with request for authorization (RFA) for Congestion Mitigation Air Quality (CMAQ), Surface Transportation Block Grant program (STBG) programmed in FFY 2020/2021. Other state funding also included in the Federal Transportation Improvement Program (FTIP) include the Active Transportation Program (ATP).
- 14) **2018 Trade Corridor Enhancement Program:** The Trade Corridor Enhancement Program (TCEP), created by Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), provides approximately \$300 million annually for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network, and along other corridors that have a high volume of freight movement. ICTC in partnership with Caltrans and the San Diego Association of Governments (SANDAG) were successful in receiving TCEP funds for Advanced Technology Corridors at the California-Mexico Ports of Entry (POE). The goal project is to implement Intelligent Transportation System (ITS) strategies that will improve border travel delays. Some of the ITS strategies will include Bluetooth and Wi-Fi readers to help track vehicle delays, as well as implement changeable message signs on State Routes to inform border travelers of POE delays. Caltrans will serve as the implementing agency of this project and has an estimated completion date of early 2020. *Caltrans has initiated the environmental phase and preliminary design of the project. TCEP funds will be used in collaboration with the BUILD grant award for the design and construction phases. ICTC made a request for allocation from the California Transportation Commission (CTC) for the \$7.5 million for design and construction at their June 23, 2021 meeting.*
- 15) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** *According to the California League of Cities, overall local streets and roads allocations to cities and counties from the Highway Users Tax Account (HUTA) and the Road Maintenance and Rehabilitation Account (RMRA) are projected to climb 14.8% in the current fiscal year, 2021-22, above last year, reflecting a rebound from peak impacts of the pandemic in 2020. For the budget year 2022-23, allocations are projected to grow*

10.8% over the current year. This presumes that if the scheduled July 1 cost-of-living fuel tax increase is suspended, the Legislature will backfill any revenue impacts to local governments as leaders have pledged. The estimates are based on new statewide tax revenue estimates released by the California Department of Finance with the Governor's 2022-23 Proposed Budget. The county estimates were prepared in collaboration with the California State Association of Counties.

For RMRA remittance advice by cities visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_cities.html](https://www.sco.ca.gov/ard_payments_rmra_cities.html)

For RMRA remittance advice by counties visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_counties.html](https://www.sco.ca.gov/ard_payments_rmra_counties.html)

- 16) **State Legislation for Transportation Funding – SB 1 Local Partnership Program (LPP):** Local Partnership Program is comprised of formulaic program and competitive programs. The Local Partnership Formulaic Program (LPFP) funds share distributions for Cycle 3 are in the amount of \$1,549,000. Cycle 3 LPFP funds must be programmed and allocated in FY 2022-2023 and before June 30, 2023. The Program guidelines require a 50% match, project nomination forms must be collected by ICTC and submitted to the California Transportation Commission (CTC) for programming approval. Subsequently, the cities/county must submit allocation request to the CTC for use of funds. A one time extension is allowed for allocation approval by the CTC for up to 12 months. If both programming, allocation, and/or time extension is approved by June 30, 2023, funds will lapse.

ICTC staff is preparing to initiate the funding distribution discussion with member agency staff at the TAC meeting in August 25, 2022. Upon review and recommendations received by TAC members, project nomination forms will be gathered and presented to the ICTC Management and Commission in the September or October meetings.

The following is the link to the 2019 Local Partnership Program guidelines:

[http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended\\_LPP%20Guidelines.pdf](http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended_LPP%20Guidelines.pdf)

17) **Partnerships with IVEDC:**

- **Southern Border Broadband Consortium (SBBC):** SBBC continues to work with local stakeholders to identify, prioritize and advance broadband infrastructure and improvement projects; facilitate and promote broadband education community wide using survey data; work with the Boys and Girls Club of IV and the Workforce Development Board to create Digital Literacy Centers throughout Imperial County; and develop a preferred scenario for 98% deployment in Imperial County and present to the California Advanced Service Fund and the CPUC. *As of February 17, 2022 a total of \$109,369.48 have been submitted and approved for reimbursement. The remaining grant balance is \$340,630.52 out of the original \$450,000 grant award. IVEDC Staff will be providing an update at the Commission meeting on September 28, 2022.*
- **The Brawley Transit Corridor Brownfield Assessment:** ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment is 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 is the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) of ICTC and IVEDC. SCS Engineers Tasks include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA. *As of February 17, 2022, there is a remaining grant balance of \$67,922. Of the \$67,922, \$63,717 is the remaining contract balance for SCS Engineers. IVEDC Staff will be providing an update at the Commission meeting on September 28, 2022.*

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

- Various Weekly Reoccurring Calexico East POE Bridge Widening Project Meetings
- Various Weekly Project Specific Meetings

- August 24, 2022 – ICTC Commission Meeting at the ICTC Offices and via zoom meeting
- August 24, 2022 – Presentation of the Long Range Transportation Plan to the Imperial Valley Health Coalition
- September 1, 2022 – SCAG Regional Council Meeting via zoom meeting
- September 7, 2022 – ICTC SCAG Meeting at the ICTC Offices and via zoom meeting
- September 7, 2022 – Presentation of the Long Range Transportation Plan to the US Bureau of Reclamation
- September 8, 2022 – Imperial Mexicali Binational Alliance Meeting in the City of Calexico
- September 9, 2022 – Presentation of the Long Range Transportation Plan to the Imperial Valley LGBT Resource Center
- September 14, 2022 – ICTC Management Committee at the ICTC Offices
- September 14, 2022 – Senior Outreach event at the DayOut in Brawley
- September 16, 2022 – CTC / SCAG CEO’s Meeting via zoom meeting
- September 20, 2022 – El Centro City Council Meeting & Brawley City Council Meeting
- September 21, 2022 – Calexico City Council Meeting
- September 21, 2022 – Paratransit Coordination Committee (PCC) Meeting at the ICTC Offices
- September 22, 2022 – ICTC TAC Meeting at the ICTC Offices
- September 22, 2022 – IVRMA TAC Meeting at the ICTC Offices
- September 23, 2022 – ICTC SSTAC Meeting at the ICTC Offices
- September 23, 2022 – Presentation of the Long Range Transportation Plan to The Chamber of Commerce for Greater Calexico



## Memorandum

**Date:** September 28, 2022  
**To:** ICTC Committee Meeting  
**From:** David Salgado, Regional Affairs Officer (RAO)  
**Re:** **Southern California Association of Government's (SCAG) Report**

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The following is a summary of the SCAG Executive Director's Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission Committee meeting for the month of September 2022.

### **1. 33<sup>rd</sup> ANNUAL DEMOGRAPHIC WORKSHOP**

The 33rd Annual Demographic Workshop, co-hosted by SCAG and the University of Southern California, will be held virtually on the afternoons of Wednesday, Sept. 14, and Wednesday, Sept. 21. This year's workshop will explore the demographic trends that have and have not bounced back following the COVID-19 pandemic, how different populations have experienced the rebound in different ways, and the impact of remote work and other emerging trends in our cities. More information will be available soon. Please check [scag.ca.gov/demographics](http://scag.ca.gov/demographics) for updates.

### **2. REAP 2.0 HOUSING SUPPORTIVE INFRASTRUCTURE DEVELOPMENT PROGRAM OUTREACH**

SCAG staff have kicked off an extensive outreach program for development of the Regional Early Action Planning (REAP) 2.0 housing supportive infrastructure program. In June, SCAG hosted a series of one-on-one meetings, listening sessions and presentations to solicit stakeholder input on proposed program areas, core objectives, and prioritization of projects. Through coordination with subregional councils of governments, SCAG staff engaged with city and county planning staff at regularly scheduled planning director meetings and working groups. To help identify existing efforts, funding gaps and need for technical assistance, SCAG hosted two listening sessions open to staff of local cities and counties and engaged key tribal government representatives as well. To solicit feedback from the housing development community, SCAG launched focused outreach efforts targeting community-based organizations, housing trusts, developers, tribal governments, community land trusts and housing authorities. Outreach efforts will continue throughout summer and early fall, in support of SCAG's full REAP 2.0 funding application due in December 2022. DRAFT Guidelines are set for review and release later this fall. More information on SCAG's REAP 2.0 programs is available at [scag.ca.gov/reap2021](http://scag.ca.gov/reap2021).



**3. SCAG SUSTAINABLE COMMUNITIES PROGRAM (SCP) CALL 4! CIVIC ENGAGEMENT, EQUITY, & ENVIRONMENTAL JUSTICE**

The fourth Sustainable Communities Program (SCP) Call for Applications is anticipated to be released in Fall 2022, with a focus on Civic Engagement, Equity, and Environmental Justice. Due to the availability of new funding sources for this program, the guidelines for Call 4 are still in development. More information can be found here: <https://scag.ca.gov/scp>

**4. SCAG PARTNERS WITH SANDAG TO HOST HOUSING POLICY FORUM ON EQUITABLE HOMEOWNERSHIP**

On Aug. 2, SCAG held its third Housing Policy Forum on Equitable Homeownership in collaboration with the San Diego Association of Governments (SANDAG) with over 260 attendees. The forum provided an overview of the State of homeownership in California presented by Adam Briones, CEO of California Community Builders. A panel of housing practitioners shared emerging programs and best practices for diverse homeownership, including the CA Dream for All Program and the African American Homeownership Program. We were also joined by local housing leaders from the SCAG and SANDAG regions that presented case studies on homeownership solutions, alternative housing models and the role that lenders can play in helping residents finance a home.

**5. SCAG PUBLISHES NEW FEASIBILITY STUDY FOR MOBILITY-AS-A-SERVICE**

Mobility-as-a-Service, or MaaS, integrates different transportation options into a single mobility platform that provides competitive alternatives over private vehicles to promote universal basic mobility, encourage mode shift, and foster sustainable travel choices. MaaS was identified as a Key Connection in Connect SoCal, studying the feasibility of implementing a MaaS system in the region has been a priority for SCAG. The result of SCAG's study is a white paper exploring policy issues and building blocks for MaaS, and the critical steps that will advance the region towards a truly integrated transportation system. The white paper identifies certain areas within the SCAG region as having high potential to be pilot project candidates for successful MaaS implementation. The findings and recommendations set the stage for policy discussions for the Connect SoCal 2024 update. For questions regarding MaaS, please contact Priscilla Freduah-Agyemang at [agyemang@scag.ca.gov](mailto:agyemang@scag.ca.gov).

**6. LOCAL DATA EXCHANGE PROCESS FOR CONNECT SOCIAL 2024**

SCAG's Local Data Exchange, or LDX, is a foundational step in developing Connect SoCal 2024, SCAG's next Regional Transportation Plan/Sustainable Communities Strategy. The objective of the LDX process is to engage with the 191 cities and six counties that make up our region to develop the Forecasted Regional Development Pattern and seek input on other elements of the plan.

Over the course of 2022, SCAG Local Information Services Team (LIST) plans to meet one-on-one (approximately 90 minutes) with all local jurisdictions to discuss the maps in their local context, provide background on the development of Connect SoCal 2024, and provide training on available tools in the Regional Data Platform to local jurisdictions. To date, LIST members have met one-on-one for LDX meetings with 90 jurisdictions in the region. Detailed information about the LDX process can be found in a letter that was sent via email to all City Managers and Planning Directors on May 23 from Sarah Jepson, SCAG Planning Director. For Imperial, Los Angeles and Ventura County jurisdictions, please select a meeting time at your earliest convenience. Please reach out to LIST at [list@scag.ca.gov](mailto:list@scag.ca.gov) for any questions.

## **7. FEDERAL CERTIFICATION REVIEW NEARLY COMPLETE**

As a federally designated metropolitan planning organization and transportation management agency, SCAG undergoes a certification process every four years. The certification review process, conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), encompasses all areas of SCAG's business including, but not limited to, SCAG's planning and programming processes, organization structure, policy board, planning boundary, contracts and procurement processes, public participation plan, etc.

After a review process that included a desk audit, site visits, extensive interviews and a public listening session, the federal agencies issued a report of findings in July. FHWA and FTA found that SCAG's metropolitan planning process meets federal requirements, with one corrective action and several recommendations. (The corrective action pertains to the prioritization and selection of projects funded with Congestion Mitigation and Air Quality and Surface Transportation Block Grant funds, including SCAG's role.) SCAG staff, in coordination with transportation stakeholders, has initiated actions to address the corrective action and FHWA/FTA recommendations. Final reporting of findings and issuance of certification is anticipated very shortly.

## **8. SCAG LEADERSHIP MEETS WITH STATE DIRECTOR OF HOUSING**

On Aug. 10, senior SCAG staff travelled to Sacramento to meet with Gustavo Velasquez, Director of California's Department of Housing and Community Development, and his executive team. This visit allowed us to share the impressive progress of the Regional Early Action Planning (REAP) program to date and set the stage for the REAP 2.0 program currently under development.

Key themes and projects that Director Velasquez and his team were particularly interested in further exploring include: working on increasing engagement with community-based organizations, subregional housing trust funds, technical assistance to public agencies in support of development of

publicly owned land, strategies for preserving housing units with expiring covenants, and SCAG resources like the Regional Data Platform and the Housing Element Parcel Tool.

The success of this meeting will help SCAG maintain positive relations with the state and bolster future partnership on implementing the Regional Housing Needs Allocation and other housing programs.

## **9. SCAG LOCAL GIS TRAININGS**

SCAG GIS Specialist Javier Aguilar was in Imperial County on July 27 and 28 to meet with stakeholders and partners in an effort to understand GIS Training needs and expectations in Imperial County. Javier met with representatives from the City of El Centro, Holtville, and Imperial County Workforce Development. The Imperial County Workforce Development Board/Training Room was identified as an ideal space to conduct in-person trainings for local SCAG member agency staff. SCAG will coordinate closely with local stakeholders to ensure any trainings provided meet staff needs. Please feel free to contact SCAG staff with any questions or if you wish to provide feedback regarding the opportunity.

## **10. GO HUMAN UPDATE**

SCAG's Go Human campaign selected 26 projects – spread throughout all six counties in the SCAG region – to receive an award as part of its Mini-Grant Program to fund community-driven traffic safety engagement projects. SCAG released its call for applications for the Mini-Grants Program in March 2022 and receiving 37 applications by the deadline. SCAG intends to conditionally award up to \$15,000 per project, totaling \$350,000, to these community-led traffic safety projects to implement safety and engagement strategies between June and August 2022. A full list of awarded projects will be available on the Go Human blog in the coming days. Additionally, SCAG can still support potential Walk-to-School events as October is National Walk to School Month. SCAG will be supporting

## **11. REAP UPDATE**

### ***REAP 1.0 PROGRAM HIGHLIGHTS***

With program implementation well underway for the Regional Early Action Planning Grants (REAP) 2019 program, SCAG has seen some notable successes in the recent months, with almost 60 projects having kicked off by March 2022. These projects include housing element technical assistance, accessory dwelling unit (ADU) analysis, model ordinance templates, affirmatively furthering fair housing (AFFH) analysis, surplus land inventories, housing-supportive infrastructure inventories, and outreach and education across various projects.

The Call for Collaboration, which funds community-based organizations' (CBO) local planning and



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017  
T: (213) 236-1800 www.scag.ca.gov

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housing initiatives by promoting community-driven, equitable growth strategies, has kicked off all projects and has thus far increased involvement of CBOs and advocacy groups in housing element development.

The Sustainable Communities Program’s (SCP) Housing and Sustainable Development call for projects included 12 project “bundles” for 24 jurisdictions, with eight projects kicked off and four additional projects in the procurement process.

## California Department of Transportation



To: ICTC Commission

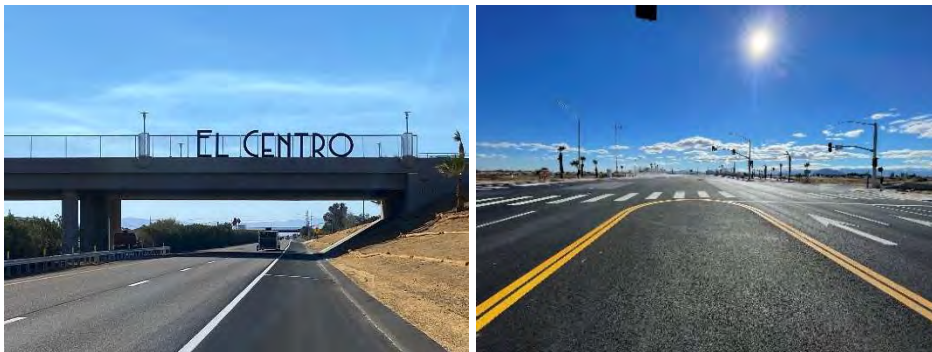
Date: September 2022

From: GUSTAVO DALLARDA  
Caltrans District 11 Director

Subject: **DISTRICT DIRECTOR'S REPORT**

### CONSTRUCTION

1. **I-8/Imperial Avenue Interchange:** The project includes installing two ramps that will provide direct access to southbound Imperial Avenue which will provide connectivity to southern El Centro. The interchange was opened to traffic on December 21<sup>st</sup>. The community identifier installation was completed on February 8.



The contractor will continue with plant establishment and close out activities through 2023.

<https://dot.ca.gov/caltrans-near-me/district-11/current-projects/i8-imp-interchange>

2. **SR-98 Widening Project:** As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Blvd were widened and improved to serve the expansion to the west. SR-98 work between VV Williams and Ollie Avenue was completed in March 2018, and the Cesar Chavez Blvd widening was completed in October 2019 by the City of Calexico. Construction for stage 1 of the SR-98 widening between Rockwood Avenue and Ollie Avenue is underway. The target completion date for Stage 1 is mid-November. Stage 2 target start date is pending negotiations between Caltrans and stakeholders



with the intent to minimize disruptions to local businesses during the holiday season. The total project cost is estimated at \$8.2 million.

3. **SR-111 Niland Geyser/Mud Pot:** The SR-111 Niland Geyser/Mud Pot continues to be active. The caldera is approximately 9 feet from the SR-111 edge of traveled way, another smaller caldera recently appeared a few feet to the north-east of the original and is active. Water from the Mud Pot continues free-flowing through the subsurface drainage installed in 2019. The original temporary detour road was opened to traffic in August of 2020. Due to the Mud Pot's unpredictable change in direction, a revised detour was required. The revised detour was completed on April 30, 2021. The detour will remain in place as the mud pot moves beyond the original freeway.

<https://www.youtube.com/watch?v=Ek1buV2HA68>

4. **I-8 Colorado River Bridge Rehab:** This project is located near the Arizona border on I-8. The scope includes replacement of bearing pads, portions of the concrete pavement on the bridge deck and approach slabs. Part of workfootprint straddles the California/Arizona border. Detours are expected and will be announced prior to commencement of work. Construction is expected to start in early 2023 and estimated completion is early 2024. The total project cost is estimated at \$11.1 million.

## **PROJECT DELIVERY**

1. **Clean California Projects:** District 11 will be delivering projects funded by the Clean California Grant Program. They include bus shelter improvements in Niland(SR111), and bus shelter installations in Calipatria(SR111), Brawley(SR86) and Holtville(SR115). Additionally, median island improvements in El Centro(SR86) and a gateway beautification project at SR-7/Nina Lee Rd just north of the Calexico Port of Entry are also included as part of this effort. The projects are expected to be completed by July 2023. Below is a conceptual rendering of the gateway sign.



2. **I-8, SR-78 Bridge Rehab at Various Locations:** The project scope includes 4 bridge locations on I-8 at Brock Research Center Rd, All American Canal (left/right) Bridges and at Winterhaven Dr/4<sup>th</sup> Ave. The 2 locations on SR-78 are at Palo Verde Drain and Palo Verde Outfall bridges near Palo Verde. The project is currently in design and is expected to go out to bid in fall 2022 with construction estimated to start in early 2023. Total estimated cost is \$13.2 million.



- SR-186 All-American Canal Bridge:** This project proposes to construct a new bridge over the All-American Canal (AAC). The new bridge will improve safety and better facilitate international and interregional movement of people, goods and services. A 2019 feasibility study proposed 8 alternatives including a no-build option. The following stakeholders have been identified, Fort Yuma Quechan Indian Tribe, US BIA, US BOR, IID, International Boundary and Water Commission, County of Imperial, Union Pacific Railroad and US GSA. *Project Milestones: Project Approval/Environmental Clearance 6/2024. The Anticipated funding fiscal year for construction is 2025/26.*

**MAINTENANCE AND TRAFFIC OPERATIONS**

- Maintenance response to Tropical Storm Kay included repair of washouts on SR98 between county route S2 near Ocotillo and Drew Rd (S29). In addition, storm patrol activities such as emergency traffic control and debris clearing were conducted on various routes in the County (SR98, SR86, SR111, SR115, I-8).
- The Clean CA crew has been steadily working on litter abatement efforts for the past several months. The crew began work on SR86 in March of 2022 and as of July has picked up over 1300 cubic yards of litter from the outside shoulders (border checkpoint to Riverside County line). The combined effort for all other routes (I-8, SR78, SR98, SR111, SR115) was 564 Cu yds as of July. The Clean CA Crews are now cleaning the SR-86 center median with lane closures of the #1 lanes in each direction for safety. They will continue to work on the city gateways as needed.



- El Centro Traveled Way Crew – Sweeping I-8/SR111, brush control SR111, installation of K rail/temporary crash cushion-SR111/Rockwood Canal



4. El Centro Functional/Marking Crew – Sign/landscape maintenance, striping and sign installations SR86/78



5. Midway Traveled Way Crew – Crack sealing SR98, grading at Sand Hills rest area



6. Brawley Traveled Way Crew – Sweeping/brush control, SR78 clearing washes



7. El Centro Clean CA Crew – Litter control/landscaping activities SR86 near County line



8. **SR-86/Customs & Border Protection Checkpoint Expansion:** AECOM has submitted a revised concept plan with a standard acceleration lane from the secondary inspection facility and it has been approved. AECOM is expected to submit revised design plans with the approved concept soon. The



environmental studies are being prepared by ICTC and will soon be sent for review. Caltrans will assist ICTC in coordinating upcoming meetings.

An environmental document as well all other appropriate studies will be needed to finalize the project. A series of permits will be required for existing traffic control at the checkpoint, for the inspection operations and equipment within the facility, and for a temporary checkpoint while the project is in construction. A new Freeway Maintenance Agreement will be required for the portion of the existing canopy that is within Caltrans ROW.

## **PLANNING AND LOCAL ASSISTANCE**

1. **Project Study Report: Forrester Road Improvements** - This study will propose improvements to Forrester Road from I-8 to the SR 78 intersection in the City of Westmorland. This is a critical goods movement corridor that handles a high volume of interregional and local agricultural trucks and anticipated volumes will continue to increase. Caltrans and ICTC are preparing a PSR spearheaded by a Technical Working Group (TWG) that includes the County of Imperial, the Imperial Irrigation District (IID), and the cities of El Centro, Westmorland, Imperial, and Brawley. To address the needs of this corridor, likely improvements will include shoulder widening, passing lanes, intersection improvements, multimodal elements, and a bypass to the city of Westmorland.

2. **Local Assistance:**

### Railroad Crossing Elimination Program: Applications Due October 4, 2022

Under the Federal Infrastructure Investment and Jobs Act, this Notice of Funding Opportunity details application requirements and procedures to receive grant funding for eligible projects under the Railroad Crossing Elimination Program for Federal Fiscal Year 2022. The opportunity described in this notice is made available under Assistance Listings Number 20.327 – “Railroad Crossing Elimination.” Applications for funding are *due no later than 2:00 p.m. PT on October 4, 2022*.

*Please use the following link to access additional information.*

<https://www.govinfo.gov/content/pkg/FR-2022-07-06/pdf/2022-14344.pdf>

### California Transportation Commission (CTC) Allocation Requests

Please review the attached schedule of deadlines to send requests for California Transportation Commission (CTC) allocation at the *December 7-8, 2022 CTC meeting*. Caltrans District 11 must receive all documents at least two months prior to the preferred CTC meeting date. *Friday, October 7, 2022 is the deadline for the December 7-8, 2022 CTC meeting.*

## **RELINQUISHMENTS**

1. **SR-86** from *SR-111 to Countryside Dr, West Ralph Rd to Calle Estrella*, and just east of *Brandt Rd to SR-78*. Relinquishment to County of Imperial, estimated completion 2026. (#11 on Status Map)
2. **SR-86** from *Countryside Dr to Treshill Rd*. Relinquishment to City of El Centro, estimated completion 2026. (#12 on Status Map)



# Caltrans and FHWA Live & Virtual Peer Exchange: Project Bundling

An Every Day Counts Innovation  
Project Bundling and Partnering for Local Public Agencies

October 4th – 8:30 am – 5:00 pm  
October 5th – 8:30 am – 12:30 pm  
San Diego, CA

## Registration required!

This peer exchange aims to encourage local public agencies (LPAs) to take advantage of efficiencies and buying power created by [project bundling](#), as well as opportunities for partnering with other LPAs that are more familiar with delivering Federal-aid projects.

With the Infrastructure Investment and Jobs Act ([IIJA](#)), project bundling becomes more relevant and vital. The law explicitly mentions project bundling as an alternative contracting method for enhanced program delivery. It encourages agencies to establish clear procedures to consistently realize the known benefits.

The Federal Highway Administration (FHWA) and California Department of Transportation (Caltrans) would like to help LPAs make bundling a routine process for saving time, money, and resources, especially as additional funds from the IIJA are rolled out. Bundling is also an opportunity for LPAs to partner for mutual benefits.

If you are part of a LPA and work in planning/programming, design, construction, or asset management, don't miss this worthwhile event!

## Agenda Highlights:

- *Roles* – Every agency plays a role in the project bundling process. Learn how responsibilities differ between LPAs, metropolitan planning organizations, and State departments of transportation (DOT).
- *Case Studies* – Hear how other agencies across the country have benefited from project bundling, including LPAs, State DOTs, and tribes.
- *Action Plans* – Participants will receive a template and learn how to create their own Project Bundling Action Plan.
- *Resources* – Get introduced to two project bundling guidebooks: the [FHWA Bridge Bundling Guidebook](#) and the [FHWA Advanced Project Bundling: A Reference for Getting Started](#).

## Register

(It may be necessary to use Google Chrome to access the registration page.)

## Contact

Heidi Rockwood at [hrockwood@ara.com](mailto:hrockwood@ara.com) for more information.

Share this:



## Related

[Every Day Counts - Project Bundling Peer Exchange Webinars](#)  
May 11, 2022  
In "Webinar/Workshop"

[FHWA Advanced Project Bundling - Free Webinar](#)  
July 5, 2022  
In "Webinar/Workshop"



**2022 PREPARATION SCHEDULE**  
**CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS**  
**AGENDA ITEM(S) DUE DATES**

Prepared by:  
OFFICE OF CTC LIAISON  
DIVISION OF FINANCIAL PROGRAMMING  
CALIFORNIA DEPARTMENT OF TRANSPORTATION

As of:  
August 2021

<p style="text-align: center;"><b>2022 California Transportation Commission (CTC) Meeting Schedule</b></p>	<p style="text-align: center;"><b>Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts</b></p>	<p style="text-align: center;"><b>District Submits Off System and On System Requests to HQ Divisions</b></p>	<p style="text-align: center;"><b>HQ Divisions Submit Final Off System and On System Requests to Budgets</b></p>	<p style="text-align: center;"><b>Final Agenda Language Due From HQ Divisions to Office of CTC Liaison</b></p>	<p style="text-align: center;"><b>Final Book Items Due from HQ Divisions to Office of CTC Liaison</b></p>
<p style="text-align: center;"><b>Date and Location:</b></p>	<p style="text-align: center;"><b>10:00 AM District &amp; CTC</b></p>	<p style="text-align: center;"><b>10:00 AM HQ Divisions</b></p>	<p style="text-align: center;"><b>5:00 PM Email to HQ Budgets</b></p>	<p style="text-align: center;"><b>10:00AM Email to CTC Liaison</b></p>	<p style="text-align: center;"><b>10:00 AM Email to CTC Liaison OCTCL Email: CTCLiaison@dot.ca.gov</b></p>
<del>Jan 26-27 - Sacramento</del>	<del>Mon, Nov 29, 21</del>	<del>Mon, Dec 6, 21</del>	<del>Fri, Dec 10, '21</del>	<del>Fri, Dec 17, '21</del>	<del>Fri, Dec 17, '21</del>
<del>Mar 16-17 - San Diego</del>	<del>Tue, Jan 18, 22</del>	<del>Mon, Jan 24, 22</del>	<del>Mon, Jan 31, '22</del>	<del>Wed, Feb 9, '22</del>	<del>Thu, Feb 10, '22</del>
<del>May 18-19 - Central Valley</del>	<del>Mon, Mar 21, 22</del>	<del>Mon, Mar 28, 22</del>	<del>Mon, Apr 4, '22</del>	<del>Wed, Apr 13, '22</del>	<del>Thu, Apr 14, '22</del>
<del>June 29-30 - Sacramento</del>	<del>Mon, May 2, 22</del>	<del>Mon, May 9, 22</del>	<del>Mon, May 16, '22</del>	<del>Wed, May 25, '22</del>	<del>Thu, May 26, '22</del>
<del>Aug 17-18 - Bay Area</del>	<del>Mon, Jun 20, 22</del>	<del>Mon, Jun 27, 22</del>	<del>Tue, Jul 5, '22</del>	<del>Wed, Jul 13, '22</del>	<del>Thu, Jul 14, '22</del>
<del>Oct 12-13 - Santa Barbara</del>	<del>Mon, Aug 15, 22</del>	<del>Mon, Aug 22, 22</del>	<del>Mon, Aug 29, '22</del>	<del>Wed, Sep 7, '22</del>	<del>Thu, Sep 8, '22</del>
<p style="text-align: center;"><b>Dec 7-8 - Riverside</b></p>	<p style="text-align: center;"><b>Mon, Oct 10, 22</b></p>	<p style="text-align: center;">Mon, Oct 17, 22</p>	<p style="text-align: center;">Mon, Oct 24, '22</p>	<p style="text-align: center;">Wed, Nov 2, '22</p>	<p style="text-align: center;">Thu, Nov 3, '22</p>

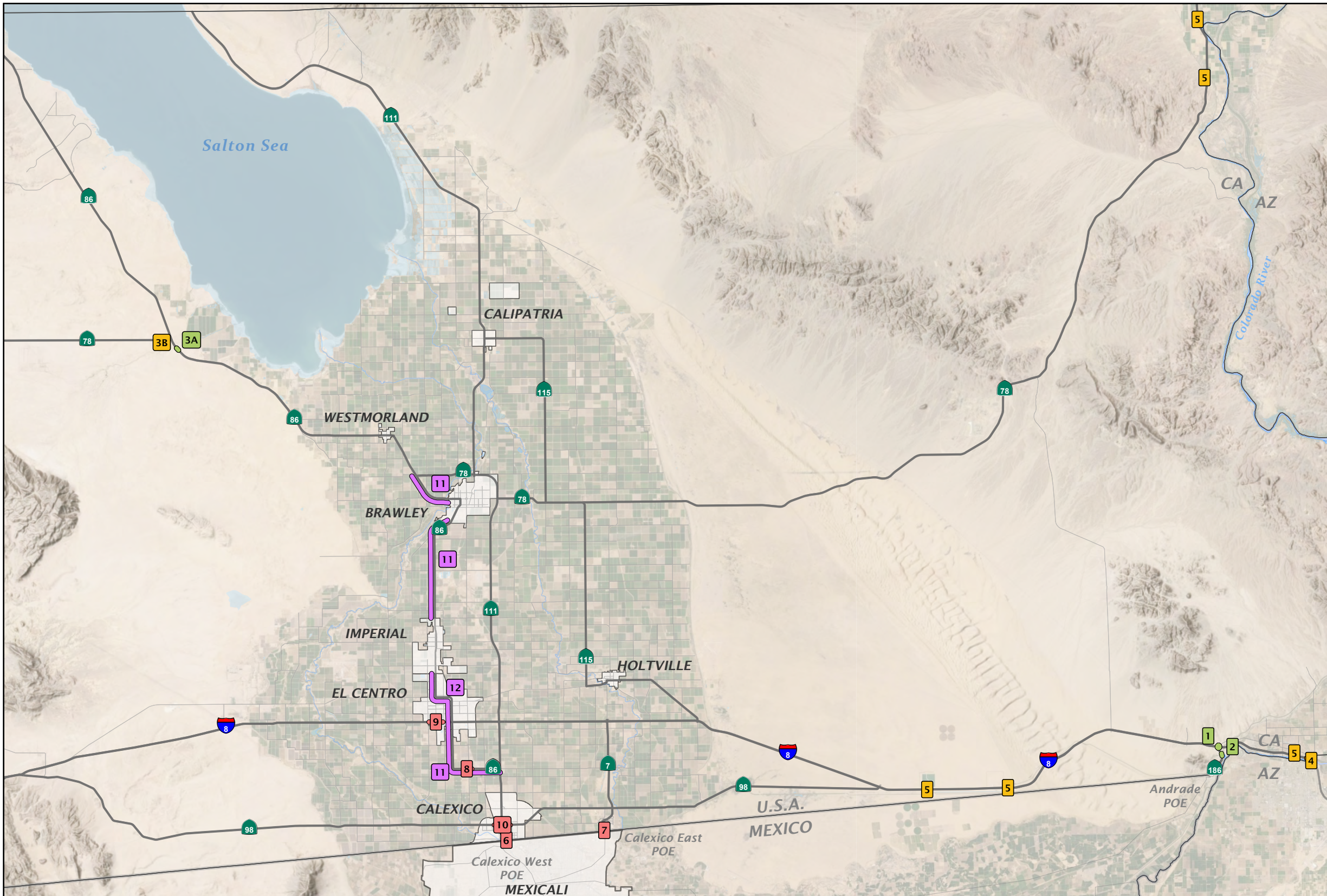
\* No Scheduled Meeting in: February, April, July, September and November

Moved - Christmas  
Moved - July 4

Moved - Christmas

Moved - Christmas





### ENVIRONMENTAL

1. SR-186/I-8 Quechan Interchange Improvements\*  
Complete Dec 2022
2. SR-186 All-American Canal Bridge  
Complete Mar 2023
- 3A. SR-86 USBP Checkpoint Canopy\*  
Complete Fall 2022

### DESIGN

- 3B. SR-86 USBP Checkpoint Canopy\*  
Complete Fall 2022
4. I-8 Colorado River Viaduct  
Complete April 2021; Begin Construction Early 2023
5. Bridge Rehab Projects on I-8 and SR-78  
Ready to List Complete June 2022; Begin Construction early 2023

### CONSTRUCTION

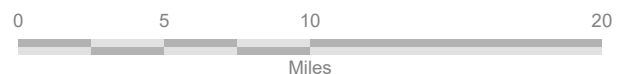
6. SR-111 Pavement Rehabilitation, Border to SR-98  
Complete late September 2022
7. Calexico East POE Bridge Widening  
Design/Build Begin Mar 2021; Complete June 2023
8. SR-86/Dogwood Road Intersection Improvements County Permit\*  
Complete Oct 2022
9. I-8/Imperial Ave Interchange Improvements  
Open to Traffic Dec 2021; Complete March 2023
10. SR-98 Widening Phase 1C Ollie Ave to Rockwood Ave  
Complete early 2023

### RELINQUISHMENT

11. SR-86 Relinquishment to County of Imperial  
Date Estimate 2026
12. SR-86 Relinquishment to City of El Centro  
Date Estimate 2026

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

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



:Project funded by Senate Bill 1

**Abbreviations:**

GSA: General Services Administration

POE: Port of Entry

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

Questions can be directed to (619) 688-6699  
ct.public.information.d11@dot.ca.gov

Date: 08/17/2022





# IX. ACTION CALENDAR

## IX. ACTION CALENDAR

- A. Extension of the ICTC Lease and Sublease Agreements – 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, Addendum 4



1503 N. IMPERIAL AVENUE, SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

September 6, 2022

Maria Nava-Froelich, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: Extension of the ICTC Lease and Sublease Agreements – 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, Addendum 4

Dear Commission Members:

On November 29, 2017, the Commission approved a lease for three years plus two (2) one-year options with Pico Group, LLC and the sublease with Southern California Association of Governments (SCAG) containing the same terms for the property at 1503 N. Imperial Ave., Suite 104 in El Centro. On October 26, 2021, the Commission approved the request for the second one-year extension and requested an additional one-year option be authorized for the existing lease and sub-lease agreements.

ICTC is requesting approval to exercise the one-year option for the existing lease and sub-lease agreements. There are no changes to the rent schedule therefore, the monthly amounts will remain the same as agreed in the original lease and sub-lease. The proposed agreement will expire on December 31, 2023.

Attached are the original lease and sub-lease documents, and draft amendments for the extension to the lease and sub-lease agreements.

The ICTC Management Committee met on September 14, 2022 and forwards to the Commission for review and approval after public comment, if any:

1. Approve the fourth amendment of the current lease and sub-lease agreements with Pico Group, LLC for the property on 1503 N. Imperial Ave., Suite 104 in El Centro; and authorize the Executive Director to execute the lease agreement.
2. Authorize the Executive Director to sign the sub-lease amendments between ICTC and SCAG with same terms as the original agreement.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Aguirre', is written over a light blue horizontal line.

DAVID AGUIRRE  
Interim Executive Director

Attachments  
DA/cl

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

T: Projects\ICTC\ICTC Lease and Sublease Ext #2 COM



CALIFORNIA ASSOCIATION OF REALTORS®

**ADDENDUM No. 4**  
(C.A.R. Form ADM, Revised 12/21)



The following terms and conditions are hereby incorporated in and made a part of the Purchase Agreement, OR  Residential Lease or Month-to-Month Rental Agreement,  Transfer Disclosure Statement (Note: An amendment to the TDS may give the Buyer a right to rescind),  Other **Commercial Lease**, dated **November 9, 2017**, on property known as **1503 N Imperial Ave # 104-106**, **El Centro, CA 92243-6301** ("Property/Premises"), in which **Imperial County Transportation Commission** is referred to as ("Buyer/Tenant") and **PICO GROUP LLC** is referred to as ("Seller/Landlord"). Buyer/Tenant and Seller/Landlord are referred to as the "Parties."

**Original "Commercial Lease" agreement dated 11/19/17 has been extended from 12/31/22 through 12/31/23**

**Tenant and Landlord have agreed to allow tenant the option to exercise an additional, 1 year extension option through 12/31/24, with a monthly rent payment of \$7181.85.**

**All other terms and conditions to remain the same and in full force.**

The foregoing terms and conditions are hereby agreed to, and the undersigned acknowledge receipt of a copy of this Addendum.

Buyer/Tenant  Imperial County Transportation Commission Date \_\_\_\_\_

Buyer/Tenant \_\_\_\_\_ Date \_\_\_\_\_

Seller/Landlord  DocuSigned by: Anna Prince Date 7/11/2022  
80F1290E183426  
**PICO GROUP LLC**

Seller/Landlord \_\_\_\_\_ Date \_\_\_\_\_

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**ADM REVISED 12/21 (PAGE 1 OF 1)**

**ADDENDUM (ADM PAGE 1 OF 1)**

1 **FOURTH AMENDMENT TO SUBLEASE AGREEMENT**

2 **Southern California Association of Governments**

3 This FOURTH AMENDMENT TO SUBLEASE AGREEMENT (“Fourth Amendment”), made  
4 and entered into effective this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the **IMPERIAL**  
5 **COUNTY TRANSPORTATION COMMISSION** (“ICTC”), and **SOUTHERN CALIFORNIA**  
6 **ASSOCIATION OF GOVERNMENTS** (“SUBTENANT”) (individually, “Party,” collectively,  
7 “Parties”), shall be as follows:

8 **WITNESSETH**

9 **WHEREAS**, ICTC and SUBTENANT entered into that certain Sublease Agreement on  
10 November 29, 2017 through Minute Order No. A(1) as first amended on December 13, 2017 through  
11 Minute Order No. A(1), second amended on October 28, 2020 through Minute Order No. 6(C), and third  
12 amended on September 29, 2021 through Minute Order No. 4(D) (“Sublease”); and

13 **WHEREAS**, the Third Amendment amended Section 4.1 as follows:

14 “The term of this Sublease shall be for a period of five (5) years concurrent with that of the  
15 Master Lease, but may be extended for two (2) one (1) year option periods by mutual written agreement  
16 of the Parties.” ; and

17 **WHEREAS**, the Sublease is set to expire on December 31, 2022; and

18 **WHEREAS**, ICTC and SUBTENANT desire to exercise the first of two (2) one (1) year  
19 extension option periods to extend the Sublease for an additional one (1) year to expire on December 31,  
20 2023; and

21 **WHEREAS**, the Parties agree to enter into this Fourth Amendment to Sublease Agreement.

22 **NOW THEREFORE**, and in consideration of the promises and payments herein set forth, the  
23 parties have and hereby agree as follows:

- 24 1. The first of two (2) one (1) year extension option periods is hereby exercised and the  
25 Sublease is extended for an additional one (1) year to expire on December 31, 2023.  
26 2. All other terms and conditions of the Sublease are and will remain in full force and effect.

27 ///

28 ///



1           **IN WITNESS WHEREOF**, the Parties hereto have caused this Fourth Amendment to be  
2 executed the day and year first above written.

3  
4 **IMPERIAL COUNTY TRANSPORTATION      SUBTENANT**  
5 **COMMISSION**

6  
7 By: \_\_\_\_\_  
8     DAVID AGUIRRE  
   Interim Executive Director

By: \_\_\_\_\_  
CINDY GIRALDO  
CFO

9 Date: \_\_\_\_\_

Date: \_\_\_\_\_

10 **ATTEST:**

11  
12 By: \_\_\_\_\_  
13     CRISTI LERMA  
   Secretary to the Commission

14 **APPROVED AS TO FORM:**

15  
16  
17 By: \_\_\_\_\_  
   Eric Havens  
   County Counsel

# IX. ACTION CALENDAR

## IX. ACTION CALENDAR

- B. Proposed Distribution plan for the 2020 Cycle 3 and 2022 Cycle 4 Local Partnership Formulaic Program (LPP)



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

September 19, 2022

Maria Nava-Froelich, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave Suite 104  
El Centro, CA 92243

SUBJECT: Proposed Distribution plan for the 2020 Cycle 3 & 2022 Cycle 4 Local Partnership Formulaic Program (LPP)

Dear Commission Members:

The Imperial County Transportation Commission (ICTC) has received revenue information for the 2020 Cycle 3 and 2022 Cycle 4 Local Partnership Formulaic Program (LPP). There is a total of **\$1,549,000** available for Cycle 3 which includes three Fiscal Years (Fiscal Year 2020-21 through Fiscal Year 2022/23) and a total of **\$1,032,000** for Cycle 4 for Fiscal Years 2023/24 and 2024/25 for the Imperial County Region.

The purpose of the Local Partnership Program is to provide funding to counties, cities, districts, and regional transportation agencies in which voters have approved fees or taxes dedicated solely to transportation improvements or that have imposed fees, including uniform developer fees, dedicated solely to transportation improvements. Consistent with Senate Bill 1, the Commission intends this program to balance the need to direct increased revenue to the state's highest transportation needs while fairly distributing the economic impact of increased funding.

2020 Program Cycle 3			2022 Program Cycle 4	
FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025
\$507	\$535	\$507	\$516	\$516
<b>Total Available: \$1,549,000</b>			<b>Total Available: \$1,032,000</b>	

For Cycle 3 and Cycle 4, ICTC staff is proposing options to TAC members for the distribution of these funds. The distribution calculations proposed are Option 1- Population and Maintained Mileage Based Distribution and Option 2- Using a Flat Distribution in addition to Population and Maintained Mileage. The proposed distribution is similar to the Local Transportation Authority (LTA) formula distribution. ICTC staff prepared two possible distribution options for consideration.

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

The following are the Proposed Distribution Plan options for the LPP funds:

**Cycle 3 Population and Maintained Mileage Based Distribution Plan Option #1**

JURISDICTION	2021 TOTAL POPULATION	2021 MAINTAINED MILEAGE	SUB TOTAL ALLOCATION	TOTAL ALLOCATION
Brawley	27,320	87.47	\$196,985.68	\$196,985.68
Calexico	40,714	102.70	\$290,738.43	\$290,738.43
Calipatria	3,646	23.30	\$27,475.34	\$27,475.34
El Centro	44,693	136.51	\$321,578.59	\$321,578.59
Holtville	6,345	23.77	\$46,102.05	\$46,102.05
Imperial	19,884	80.55	\$145,093.27	\$145,093.27
Westmorland	2,338	9.19	\$17,031.65	\$17,031.65
Imperial County	35,083	2,572.15	\$503,994.98	\$503,994.98
<b>Total</b>	<b>180,023</b>	<b>3,035.64</b>	<b>\$1,548,999.99</b>	<b>\$1,548,999.99</b>

**Cycle 3 Flat Distribution Option #2**

JURISDICTION	2021 TOTAL POPULATION	2021 MAINTAINED MILEAGE	FLAT ALLOCATION	ALLOCATION	TOTAL ALLOCATION
Brawley	27,320	87.47	\$12,500.00	\$184,268.72	\$196,768.72
Calexico	40,714	102.70	\$12,500.00	\$271,969.01	\$284,469.01
Calipatria	3,646	23.30	\$12,500.00	\$25,701.59	\$38,201.59
El Centro	44,693	136.51	\$12,500.00	\$300,818.19	\$313,318.19
Holtville	6,345	23.77	\$12,500.00	\$43,125.80	\$55,625.80
Imperial	19,884	80.55	\$12,500.00	\$135,726.38	\$148,226.38
Westmorland	2,338	9.19	\$12,500.00	\$15,932.13	\$28,432.13
Imperial County	35,083	2,572.15	\$12,500.00	\$471,458.18	\$483,958.18
<b>Total</b>	<b>180,023</b>	<b>3,035.64</b>	<b>\$100,000.00</b>	<b>\$1,449,000.00</b>	<b>\$1,549,000.00</b>

*Cycle 3 funds have to be programmed and allocated by June 30, 2023.*

**Cycle 4 Population and Maintained Mileage Based Distribution Plan Option #1**

JURISDICTION	2021 TOTAL POPULATION	2021 MAINTAINED MILEAGE	SUB TOTAL ALLOCATION	TOTAL ALLOCATION
Brawley	27,320	87.47	\$131,239.01	\$131,239.01
Calexico	40,714	102.70	\$193,700.49	\$193,700.49
Calipatria	3,646	23.30	\$18,305.07	\$18,305.07
El Centro	44,693	136.51	\$214,247.33	\$214,247.33
Holtville	6,345	23.77	\$30,714.86	\$30,714.86
Imperial	19,884	80.55	\$96,666.40	\$96,666.40
Westmorland	2,338	9.19	\$11,347.11	\$11,347.11
Imperial County	35,083	2,572.15	\$335,779.74	\$335,779.74
<b>Total</b>	<b>180,023</b>	<b>3,035.64</b>	<b>\$1,032,000.01</b>	<b>\$1,032,000.01</b>

**Cycle 4 Flat Distribution Option #2**

JURISDICTION	2021 TOTAL POPULATION	2021 MAINTAINED MILEAGE	FLAT ALLOCATION	ALLOCATION	TOTAL ALLOCATION
Brawley	27,320	87.47	\$12,500.00	\$118,522.05	\$131,022.05
Calexico	40,714	102.70	\$12,500.00	\$174,931.07	\$187,431.07
Calipatria	3,646	23.30	\$12,500.00	\$16,531.32	\$29,031.32
El Centro	44,693	136.51	\$12,500.00	\$193,486.93	\$205,986.93
Holtville	6,345	23.77	\$12,500.00	\$27,738.61	\$40,238.61
Imperial	19,884	80.55	\$12,500.00	\$87,299.50	\$99,799.50
Westmorland	2,338	9.19	\$12,500.00	\$10,247.58	\$22,747.58
Imperial County	35,083	2,572.15	\$12,500.00	\$303,242.94	\$315,742.94
<b>Total</b>	<b>180,023</b>	<b>3,035.64</b>	<b>\$100,000.00</b>	<b>\$932,000.00</b>	<b>\$1,032,000.00</b>

Please note, *Cycle 3 funds have to be programmed and allocated by June 30, 2023.* Therefore, project proposals need to be separated between both cycles in order to meet the programming and allocation deadlines associated with each. In addition, Cycle 4 guidelines are anticipated to be approved the August California Transportation Commission (CTC) meeting. Once the Cycle 4 guidelines get approved, we can submit projects as early as August 18, 2022. Keep in mind that LLP funds require a 50% non-state fund match. The match requirement allows the use of local and federal funds as a match. Any fund that requires CTC approval, can not be used as match towards LPP funds.

ICTC staff developed the Proposed Distribution Plan Options for the LPP funds for discussion and recommendation by TAC members. On August 25, 2022, members of the ICTC TAC reviewed the Proposed Distribution Plan Options for LPP funds. TAC members were able to agree to move forward with **Option #2- Flat Distribution Plan** for both Cycle 3 and Cycle 4 with the intention of forwarding this item to the ICTC Management Committee and Commission.

The Technical Advisory Committee met on August 25, 2022. The Management Committee met on September 14, 2022 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve Proposed Distribution Plan for the Local Partnership Formulaic Program funds;
  - a. Cycle 3 Option #2 2 Flat Distribution Plan
  - b. Cycle 4 Option #2 2 Flat Distribution Plan
  - c. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 3 and Cycle 4
2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).

Sincerely,



VIRGINIA MENDOZA  
 Program Manager

VM/mf  
 Attachment