

IMPERIAL COUNTY TRANSPORTATION COMMISSION**MINUTES FOR JULY 27, 2016****6:00 p.m.****VOTING MEMBERS PRESENT:**

City of Brawley	George Nava
City of Calexico	Joong Kim
City of El Centro	Alex Cardenas (alt.)
City of Holtville	James Predmore
City of Imperial	Mark Gran (alt.)
City of Westmorland	Lawrence D. Ritchie
County of Imperial	Jack Terrazas
Imperial Irrigation District	Norma Sierra-Galindo

NON-VOTING MEMBERS PRESENT:

Caltrans District 11 Sam Amen

STAFF PRESENT: Mark Baza, Kathi Williams, Virginia Mendoza, Cristi Lerma, Michelle Bastidas, Guillermo Gonzalez

OTHERS PRESENT: Eric Havens: ICTC Counsel; David Salgado: SCAG; Will Calves: AECOM; Narci Silva: First Transit; Belen Leon, Miguel Coronel: Imperial County APCD

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 July 27, 2016 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

[Chair Predmore](#) called the Commission meeting to order at 6:08 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT CALENDAR

- | | | |
|----|---|---------------|
| A. | Approved ICTC Board Draft Minutes: | June 22, 2016 |
| B. | Received and Filed: | |
| | 1. ICTC Management Committee Draft Minutes: | July 13, 2016 |

A motion was made by [Ritchie](#) and seconded by [Cardenas](#) to approve consent items A and B, **Motion carried unanimously.**

V. REPORTS

- A. ICTC Executive Director
Mr. Baza and staff had the following announcements:

- Recruitment for the Office Technician and Transportation Planner positions at ICTC closed on June 24, 2016. For the Office Technician, 31 applications were received. All candidates will undergo an advanced clerical exam in July. For the Transportation Planner, 27 applications were received. The applications were screened and interviews were held the last week of July to the top 10 candidates for both positions.
- ICTC has initiated discussions with management and staff with Customs and Border Protections (CBP) Border Patrol regarding the potential to add a second inspection lane at the SR 86 (Northbound) checkpoint. Coordination efforts will follow with Border Patrol, Caltrans and the region to determine feasibility, costs and funding of required improvements within Caltrans right-of-way. A meeting was held on July 20th with all of the above stakeholders. Following the meeting input, Border Patrol will begin to draft concept alternates to meet short-term and mid-term needs.
- A complete list of ICTC updates can be found on Page 17 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- On April 7, 2016, SCAG's Regional Council adopted the 2016 RTP/SCS, and is available for download by chapter or as one file. Mr. Salgado stated that the 4 year document is a great tool. The executive summary is available upon request.
- The 2017 Active Transportation Program (ATP) application deadline was June 15, 2016. The ATP will award approximately \$240 million to infrastructure, non-infrastructure and planning projects with funding available in fiscal years 2019/20 to 2020/21. As with previous cycles, applicants will have two opportunities to receive funding, either through the Statewide and Small Rural and Urban process (Projects selected in December 2016) or the Regional Program (projects selected in March 2017). If you have any questions please contact SCAG's ATP Program Manager, Stephen Patchan, patchan@scag.ca.gov.
- On Thursday, July 28, 2016 between 10:00 am and 12:00 pm, an active transportation workshop will be held at the Imperial County Workforce Development Board 2799 South 4th Street, El Centro, CA, 92243. As part of the Go Human Campaign, SCAG and ICTC will be conducting a workshop on promoting safety and encouraging walking and in the community. Guided by a newly developed Active Transportation Toolbox, the workshop will provide new and longstanding active transportation champions with resources, tool, and strategies to advance walking and biking in Imperial County.
- SCAG will be dark for the month of August 2016. The next Regional Council and Policy Committee meetings will be held September 1st, 2016.
- Two local college bound graduates were selected by the SCAG Scholarship Committee to receive \$4,000 and a 2 week planning internship. The participants had to write a 500 word essay describing their interests in urban planning and public policy and 2 letters of recommendation. Imperial County was the only county with 2 awardees. SCAG received 42 applications and forwarded 17 for review by the committee. The committee was chaired by Immediate Past President Cheryl Viegas-Walker. One of the two students selected from Imperial County was introduced by Mr. Salgado. Ms. Miranda Montenegro, SCAG intern, gave a brief comment regarding her learning experience.
- The 2016 California Housing Summit will take place October 11, 2016 from 8:00am to 3:00pm at the L.A. Hotel, 333 S. Figueroa St., Los Angeles, CA.
- A SCAG report can be found on page 21.

C. California Department of Transportation (Caltrans)

- A full report of Caltrans updates can be found on page 24 of the agenda.

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

VI. INFORMATION CALENDAR

- A. San Diego State University /Imperial Valley College Transit Shuttle Analysis

The San Diego State University / Imperial Valley College Transit Shuttle Analysis completed by the AECOM consultant team assessed the feasibility of an inter-college campus shuttle service in Imperial County. A technical advisory committee team comprised of staff from SDSU - Imperial Valley Campuses, Imperial Valley College, SCAG, ICTC and Caltrans provided guidance in the development of the project deliverables. A critical element of the project deliverables included multiple outreach efforts at the campuses of SDSU-Calexico, IVC and SDSU - Brawley.

The study developed a phased approach for implementation and future consideration. The consultant team completed the 2nd round of outreach at SDSU - Calexico, IVC and SDSU - Brawley campuses to obtain input from the student body regarding these proposed route alternatives.

The study alternatives were presented to the IVC Board of Trustees on June 15, 2016. The IVC Board of Trustees expressed support for the project and future implementation of the first phase when funds are available.

The AECOM consultant team presented the draft study to the Commission on July 27, 2016 for informational purposes only. A request for approval of the final report and Technical Memorandums will be brought to the Commission at the September meeting.

VII. ACTION CALENDAR

- A. Draft ICTC Overall Work Program (OWP) and Budget, FY 2016-2017

1. Approved the Draft ICTC Overall Work Program (OWP) and Budget for FY 2016-2017

A Motion was made by [Sierra-Galindo](#), seconded by [Terrazas](#), **Motion Carried** with 1 abstention.

- B. STIP/RTIP Consultant Agreement, COH and Associates, FY 2016-17 & FY 2017-18

1. Authorized the Chairman to sign the First Modification to the STIP/RTIP Consultant Agreement with the firm of *COH and Associates* for the not to exceed fee of \$60,000.00 effective July 1, 2016 through June 30, 2018.

A Motion was made by [Cardenas](#), seconded by [Gran](#), **Motion Carried** with 1 abstention.

- C. IMPERIAL VALLEY TRANSIT (IVT) – Fixed Route Transit Services Operating Agreement, Fiscal Year 2017-2019, Modification #7

1. Authorized the Chairperson to sign the modification #7 to the operating agreement with First Transit Inc. for the continued operation of Imperial Valley Transit,

effective July 1, 2016 with an annual not to exceed operating subsidy, with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:

- a. For the period July 1, 2016 through June 30, 2017, the annual not to exceed subsidy is set at \$2,599,451.
- b. For the period July 1, 2017 through June 30, 2018, the annual not to exceed subsidy is set at \$2,689,438.
- c. For the period July 1, 2018 through June 30, 2019, the annual not to exceed subsidy is set at \$2,689,438.

A Motion was made by [Cardenas](#), seconded by [Gran](#), **Motion Carried** with 1 abstention.

D. IVT ACCESS – ADA Paratransit Service Operating Agreement, Fiscal Year 2017-2019, Modification #3

1. Authorized the Chairman to sign a modification #3 to the operating agreement with FIRST TRANSIT, INC. for the continued operation of IVT ACCESS contract effective July 1, 2016 with an annual not to exceed annual operating subsidy, with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:
 - a. For the period July 1, 2016 through June 30, 2017, the annual not to exceed subsidy is set at \$1,437,068.
 - b. For the period July 1, 2017 through June 30, 2018 the annual not to exceed subsidy is set at \$1,476,122.
 - c. For the period July 1, 2018 through June 30, 2019, the annual not to exceed subsidy is set at \$1,513,909.

A Motion was made by [Cardenas](#), seconded by [Gran](#), **Motion Carried** with 1 abstention.

E. FY 2016-17 Revised Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

1. Authorized the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2016 through June 30, 2017 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$138,710.32.

A Motion was made by [Kim](#), seconded by [Terrazas](#), **Motion Carried**.

F. Imperial County Air Pollution Control District Rule 310 – Operational Development Fee Committee Appointment

1. Appointed Cheryl Walker (El Centro) and Alex Cardenas (El Centro) as an alternate as members of the Commission to the Imperial County Air Pollution Control District Rule 310 – Operational Development Fee Committee
The next meeting is scheduled for August 4, 2016. Mr. Coronel requested a minute order for his records.

A Motion was made by [Nava](#), seconded by [Sierra-Galindo](#), **Motion Carried.**

- G. Federal Transit Administration (FTA) Disadvantaged Business Enterprise (DBE) Plan and Goal for FY 2017-2019 for Federal Transit funds
 1. Approved the proposed FY 2017-19 DBE plan and annual goal of 1.0%, for distribution for public comment.
 2. Directed staff to return with this item for review and adoption of the proposed DBE goal after the public review process has been completed.

A Motion was made by [Gran](#), seconded by [Nava](#), **Motion Carried.**

VIII. CLOSED SESSION

- A. Motion to Adjourn to Closed Session
A Motion was made by [Nava](#), seconded by [Sierra-Galindo](#), **Motion Carried.**
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation (1 matter) (Government Code § 54956.9(d)(2))
- C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)
Agency Designated Representative: AJ Gaddis
Unrepresented Employee: Executive Director
- D. Announcement of Closed Session Action(s)
 1. Direction was given, no action taken for item B.
 2. Direction was given and action will occur as part of the action calendar for item C.

IX. ACTION CALENDAR (CONTINUED)

- A. Discussion / Action regarding the Employment Agreement for the Position of Executive Director

The Executive Director Employment agreement was presented to the Commission. There was discussion under closed session.

A Motion was made by [Nava](#), seconded by [Sierra-Galindo](#) to approve as amended, with Calexico opposed, **Motion Carried.**

After Counsel review, the agreement may be posted as part of the next month's agenda.

X. NEXT MEETING DATE AND PLACE

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

XI. ADJOURNMENT

- A. Meeting adjourned at 8:39 p.m.