

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

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

NON-VOTING MEMBERS PRESENT: Caltrans District 11 Laurie Berman

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

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

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday June 28, 2017 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

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

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CLOSED SESSION

- A. Motion to Adjourn to Closed Session: **Walker/Plancarte** *Motion Carried.* 5:07 p.m.
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code § 54957)
Title: ICTC Executive Director
- C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)
Agency Designated Representative: AJ Gaddis
Unrepresented Employee: Executive Director
- D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)
 - i. Property: 792 E. Ross Road, El Centro, CA, Assessor's Parcel Number #051-310-027-000.
Use: Bus Parking / Storage

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

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

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

V. CONSENT CALENDAR

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

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

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

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

VI. REPORTS

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

- ICTC in partnership with IVEDC received a Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency’s Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13 mile Imperial Valley Transit’s (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and is working on developing an MOU which will define roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. The MOU will be brought forth to the Commission for review and approval in late summer/early fall. The project will evaluate and prioritize properties for remediation with cost estimates. This will create opportunities for clean-up and remediation grants.
- SB 1 provides new funding for transportation purposes, with investments fix-it-first purposes on local streets and roads, highways, transit operations and maintenance, capital investments, and active transportation. Over the next 10 years it is estimated SB 1 will provide \$52.4 billion for transportation purposes. The California Transportation Commission (CTC) is in the process of preparing guidelines for several programs that are part of SB 1. The programs include: State Highway Operation and Protection; Local Streets and Roads Program; Trade Corridor Enhancement Account; Active Transportation Program; Solutions for Congested Corridors Program; and Local Partnership Program. Agencies will need to pay attention early requirements that may impact your agency’s budget process. Funding provided under the SB 1 Road Maintenance and Rehabilitation Account (RMRA) for local streets and roads will be distributed to the cities and county based on the same formula as the Highway User Tax Account distribution. SB 1 also outlines a role for the CTC in the funding of projects. In order to receive an agency’s formula share of the RMRA funds, the agency is required to submit a list of budgeted projects (having projects listed in CIPs is not sufficient) and ensure that its maintenance of effort is consistent with general fund expenditures as reported through the State Controller’s office report for fiscal years 2010 through 2012. Both of these requirements pertain to the adoption of your local agency’s 2017-18 budget. The list of potential projects submitted to the CTC must be included as SB1 funded in your agency’s adopted annual budget. Agencies are recommended to consider SB 1 related requirement when working on their FY 2017-18 budget. Agency budgets should include potential projects that may be funded through the SB1 RMRA formula program and to also consider the new maintenance of effort requirement. The CTC has indicated that it will not have estimates available for this program until the end of July/early August timeframe, agencies are recommended use the League of Cities estimate as a placeholder. The CTC has indicated that following the submittal of the budgeted list of projects, the local agency would have flexibility to administratively update or change the project list, but must report on SB1 expenditures on projects. In developing local agency lists, consideration should be made to PCI of less than 80 based on the CSAC Statewide Streets and Roads Needs Assessment from 2016; agencies will be limited to road maintenance/rehabilitation, safety, railroad grade separation, complete street and traffic control device projects. \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues for the Cities and the County of Imperial.

Brawley	\$608,000	Holtville	\$139,000
Calexico	\$920,000	Imperial	\$416,000
Calipatria	\$176,000	Westmorland	\$52,000
<u>El Centro</u>	<u>\$1,034,000</u>	<u>County of Imperial</u>	<u>\$10,600,000</u>

*Source: cacities.org***TOTAL****\$13,945,000**

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

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

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

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

C. California Department of Transportation (Caltrans)

Ms. Berman had the following updates:

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

D. Commission Member Reports

- Commissioners had various announcements regarding their communities.

VII. ACTION CALENDAR

- A. Discussion/Action regarding Compensation Adjustment per Employment Agreement for the Position of Executive Director.
- This item was tabled until July.
- B. Appointment of an ICTC Commission Member to the Southern California Association of Governments (SCAG) Regional Council.
- A motion was made by [Ritchie](#) and seconded by [Viegas-Walker](#) to appoint *James Predmore* to the SCAG Regional Council, **Motion carried unanimously.**
- C. Draft ICTC Overall Work Program (OWP) and Budget 2017-2018
- Ms. Williams reviewed the FY 2017-18 Budget with the Commission.
- The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:
1. Reviewed and Approved the Overall Work Program (OWP) and Budget for FY 2017-2018
- A motion was made by [Viegas-Walker](#) and seconded by [Predmore](#). **Motion carried unanimously.**
- D. Amendment #1 to Agreement for Professional Agency Auditing Services for FY 2016-17.
- The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:
1. Authorized the Chairman to sign the first amendment to the agreement for financial audit services effective July 1, 2017, for the audit period FY 2016-17, with the firm Hutchinson and Bloodgood LLP for the not to exceed fee set at \$69,905.
- A motion was made by [Nava](#) and seconded by [Kelley](#). **Motion carried unanimously.**
- E. Extension of the Transit Drug and Alcohol Auditor Agreement, LPM and Associates, FY 2017-18 through FY 2018-19.
- The ICTC Management Committee met on June 14, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:
1. Authorized the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of *LPM and Associates* for the not to exceed annual fee of \$11,550.00 effective November 1, 2017 through November 30, 2019.
- A motion was made by [Nava](#) and seconded by [Ritchie](#), **Motion carried unanimously.**
- F. FY 2017-18 Second Revision to Memorandum of Understanding (MOU); ICTC – Quechan Indian Tribe-Yuma County Intergovernmental Public Transit Authority (YCIPTA).

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

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

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

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

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

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

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

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

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

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

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

VIII. NEXT MEETING DATE AND PLACE

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

IX. ADJOURNMENT

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