

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF FEBRUARY 20, 2019 10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Gordon Gaste for Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	David Dale
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
County of Imperial	Tony Rouhotas
County of Imperial	Esperanza Colio-Warren

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

OTHERS PRESENT: David Salgado: SCAG; Bing Luu: Caltrans; Liz Zarate: City of El Centro

The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, February 20, 2019 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Wells called the Committee meeting to order at 10:40 a.m. Roll call was taken and a quorum was present at that time.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT ITEMS

A motion was made by [Chatwin](#) seconded by [Medina](#) to approve the consent calendar as presented below. **Motion carried unanimously.**

- A. Approved Management Committee Minutes for January 9, 2019
- B. Receive and File:
 - 1. ICTC Commission Draft Minutes for January 23, 2019
 - 2. ICTC TAC Draft Minutes for January 24, 2019
 - 3. ICTC SSTAC Minutes for January 6, 2019
- C. Public Transportation Modernization, Improvement and Services Enhancement Account (PTMISEA) Bus Improvement Allocation Requests FY 2014-15 and Residual Funds

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

- 1. Authorize the Executive Director or his designee to submit one (1) PTMISEA FY 2014 15 and Residual Funds Allocation Request, execute all required documents and any amendments with the California Department of Transportation:

- a. in an amount of \$70,766 for the purchase of a new Dodge Van for the IVT Ride service or vehicle technology improvements for the IVT fixed route system.
 2. Authorize the ICTC Chairperson to sign the attached resolution
 3. Direct staff to forward the PTMISEA allocation requests and associated documentation to the California Department of Transportation.
- D. Professional Maintenance Audit Reporting Services of the ICTC Transit Operations – IVT Maintenance Audit Findings Report

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

1. Accept/Approve the 2018 IVT Maintenance Audit Report dated January 2019.

V. REPORTS

- A. ICTC Executive Director
 - A complete list of ICTC updates can be found on Page 54 of the agenda.
- B. Southern California Association of Governments (SCAG)
 - The complete report can be found on Page 63 of the agenda.
- C. Caltrans Department of Transportation – District 11
 - A full report is located on page 66 of the agenda.
- D. Committee Member Reports
 - Mr. Chatwin stated that the Imperial Transit Park project has been delayed about 30 days due to the weather. A Ribbon Cutting Ceremony will be held and ICTC will be invited.

VI. INFORMATION CALENDAR

- A. Imperial Valley Transit 30th Anniversary Discussion

Ms. Williams stated that the 30th anniversary of Imperial Valley Transit is fast approaching. The purpose of the item is to attain comments or recommendations from the Committee. In 2009, under the County / IVAG, a budget of \$12,000 was used from the IVT marketing budget to celebrate the 20th anniversary of IVT. The same is being recommended for the 30th anniversary. The goal will be to wrap a bus with a 30th anniversary logo and riders that ride the bus during the month of November will get a free trip. Ms. Williams also stated that a legal opinion was obtained back in 2009. Members of the committee discussed the item with positive feedback.
- B. Status of Call for Projects for Article 3, Bicycle and Pedestrian Project Funding for Fiscal Year 2018-19

Mr. Aguirre stated that a Call for Projects was issued at the January 2019 Technical Advisory Committee (TAC) Meeting for the FY 18-19 TDA Article 3 Bikes and Pedestrian Funding. All participants were provided a summary noting the funding allocation associated with their respective jurisdiction, in addition to being informed of the project submittal requirements. Said project submittals were to note the proposed project in addition to providing a cost estimate for the proposed project.

The funding allocation associated with all agencies is as follows:

Brawley	\$26,343
Calexico	\$34,655
Calipatria	\$12,246
El Centro	\$37,295
Holtville	\$13,900
Imperial	\$21,603
Westmorland	\$11,395
County	\$31,563

Mr. Aguirre stated that during the TAC Meeting, the participants were informed staff would be reaching out to agency staff to discuss project submittals. Funding allocations not requested will be accumulated.

ICTC staff will continue efforts to work with city/county to receive their project submittals in March 2019, and subsequent funding requests in May 2019.

This item was for informational purposes only.

C. ICTC Overall Work Program (OWP) and Budget, FY 2018-2019 Midyear Update

Mr. Aguirre provided the Management Committee a mid-year update of the ICTC OWP and budget for this fiscal year. There were no concerns and all funding appears to be consistent with the fiscal year projections.

VII. ACTION CALENDAR

A. 2018 Automatic Vehicle Location (AVL) Systems – Award Recommendation

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

1. Approve the award of the Agreement for the 2018 Automatic Vehicle Location Systems Project to RouteMatch in the amount of \$234,740.
2. Authorize the Chairperson to sign the agreement.

A motion was made by [Colio-Warren](#) seconded by [Piedra](#), **Motion carried** unanimously.

B. Specific Transit Operator Fiscal Reports FY 2017-18 for Imperial Valley Transit, IVT Access, IVT Ride and IVT MedTrans

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

1. Receive and file the Specific Transit Operator Fiscal Reports FY 2017-18; IMPERIAL VALLEY TRANSIT, IVT ACCESS, IVT RIDE and IVT MedTrans

A motion was made by [Chatwin](#) seconded by [Colio-Warren](#), **Motion carried** unanimously.

VIII. LTA ACTION CALENDAR

- A. Fund Request to the Local Transportation Authority (LTA) – Calexico East Port of Entry Bridge Expansion Project

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

1. Approve the allocation for funding needed in the amount of \$1.844 Million for expansion of the Calexico East Port of Entry Bridge Expansion project, from the LTA 5% Regional Highway Set-Aside from the Measure D allocations; and,
2. Authorize the Executive Director to execute the necessary agreements between Caltrans, the Imperial County Local Transportation Authority, and the U.S. Department of Transportation.

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

IX. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **March 13, 2019** at the **City of Imperial**, Imperial, CA.

X. ADJOURNMENT

- A. Meeting adjourned at 11:36 a.m.