

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF MARCH 9, 2016
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of El Centro	Ruben Duran
City of Holtville	Nick Wells
City of Imperial	Marlene Best
County of Imperial	Armando Villa

STAFF PRESENT: Kathi Williams, David Salgado, Virginia Mendoza, Guillermo Gonzalez, Cristi Lerma

OTHERS PRESENT: Sam Amen, Luis Medina: Caltrans

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, March 9, 2016 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Best called the Committee meeting to order at 10:34 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

A. There were none.

IV. CONSENT ITEMS

A motion was made by Wells seconded by Bayon Moore to approve consent items 4A-4D. **Motion carried** unanimously.

A. Approved ICTC Management Committee Minutes for February 10, 2016

B. Received and filed:

1. ICTC Board Draft Minutes for February 24, 2016
2. ICTC TAC Draft Minutes for February 24, 2016
3. ICTC SSTAC Draft Minutes for February 3, 2016

C. Specific Transit Operator Fiscal Reports FY 2014-15 for Med Express and West Shores Dial-A-Ride

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

1. Receive and file the Specific Transit Operator Fiscal Reports; Med Express and West Shores Dial-A-Ride for the Imperial County Transportation Commission for FY 2014-15

D. Specific Transit Operator Fiscal Reports FY 2014-15 for IMPERIAL VALLEY TRANSIT

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

1. Receive and file the Specific Transit Operator Fiscal Reports; IMPERIAL VALLEY TRANSIT for the Imperial County Transportation Commission for FY 2014-15

V. REPORT

A. ICTC Executive Director

ICTC staff had the following announcements:

- The Regional Mobility Coordinator has been hired and Guillermo Gonzalez was introduced at the meeting.
- A tentative date of May 25th for a ICTC Budget Workshop was discussed.
- The Unmet Transit Needs (UTN) second meeting is scheduled for March 16, 2016 at the City of Brawley Council Chambers at 3:30 p.m. Alternatives and possible recommendations will be presented to the panel. Panel members are Mayor Doug Cox, Council Member George Nava and Supervisor Jack Terrazas.
- The IVT Ride El Centro Service Area Request Proposals (RFP) are due to ICTC on March 11th. A review committee to score and rank proposals is scheduled for March 16th at the ICTC offices.
- An IMBA meeting is scheduled for March 10, 2016 at 10 a.m. at the Barbara Worth Country Club in Imperial County. Presentations will include US Consulate General Jason Vorderstrasse regarding High Level Economic Dialogue and IID Director Benson regarding Water and Energy.
- Student surveys and campus workshops at SDSU-Calexico and IVC were held on Wednesday, November 18, 2015 and Thursday, November 19, 2015 as a part of the SDSU/IVC Transit Shuttle Analysis. The existing conditions analysis has been drafted and is under staff review. A second round of outreach is tentatively scheduled for late March / early April 2016. This project does not have funding set-aside for it at this time.
- A complete list of ICTC updates can be found on Page 68 of the agenda.

B. Southern California Association of Governments (SCAG)

- Handouts for the following items were attached to the agenda on page 118:
 - o SCAG 2016 General Assembly and Regional Conference Save the Date Postcard
 - o SCAG Executive Director Monthly Report March 2016
 - o SCAG & County Transportation Commissions Comment Letter on "Revised Proposal on Updates to the CEQA Guidelines on Evaluating Transportation Impacts in CEQA" to Implement SB 743
 - o SCAG 27th Annual Demographic Workshop -The Continued Rise of the Millennials Save the Date Postcard
 - o SCAG Support Letter – Calexico West LPOE Phase II Project

C. Caltrans Department of Transportation – District 11

- Mr. Medina provided Local Assistance updates and announcements.
- Mr. Amen provided project updates for Imperial County.

D. Committee Member Reports

- There were none.

VI. ACTION CALENDAR

- A. Applications for Federal Transit Administration (FTA) Section 5311 Program Funds FY 2015-16

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

1. Adopt the attached resolution authorizing the Executive Director to sign the FTA 5311 FY 2015-16 grant application and all supporting documentation, and, submit the application to Caltrans.

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

- B. Imperial County Safe Routes to School Regional Master Plan

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

1. Review and adopt the Imperial County Safe Routes to School Regional Master Plan

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

VI. LTA INFORMATIONAL CALENDAR

- A. Imperial County Local Transportation Authority Annual Financial Audit for Fiscal Year Ended June 30, 2015

Ms. Williams stated that the DRAFT LTA Measure D audit reports were distributed for review and comment to the Cities and the County the week of February 16, 2016. Comments on the drafts indicating “no further action required” have been received from all agencies except for the City of Imperial and the County of Imperial. However, no draft audit is available for the City of Calexico at this time. The audit team has been unable to complete the audit due to internal delays within the City.

Comments were requested from Management Committee regarding whether to proceed with review and adoption of the LTA audits for the other member agencies, without the City of Calexico’s draft audit report, or to wait for the completion. Staff was requested to proceed with normal processes to adopt for the other member agencies, without the City of Calexico if needed.

The LTA Local Taxpayer Supervising Committee (LTSC) is set to meet on March 22, 2016 and the LTA Board is set to meet on March 23, 2016. The staff of the office of Vavrinek, Trine, Day & Co, LLP will be presenting the Audit and Recommendations at both meetings.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **April 13, 2016** at the **City of Brawley, Brawley, CA**.

IX. ADJOURNMENT

- A. Meeting adjourned at 12:00 p.m.