

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF APRIL 13, 2016
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	Nick Fenley
City of El Centro	Ruben Duran
City of Imperial	Jorge Galvan – Chair
County of Imperial	Armando Villa
County of Imperial	Bill Brunet

STAFF PRESENT: Mark Baza, David Salgado, Cristi Lerma

OTHERS PRESENT: Sam Amen, Hanh-Dung Khuu: Caltrans, Liz Zarate: City of El Centro, Ignacio Dayrit: Center with Creative Land Recycling, Tomas Oliva: Office of Rep. Juan Vargas

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, April 13, 2016 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Galvan called the Committee meeting to order at 10:39 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

A. Mr. Dayrit with Creative Land Recycling stated that after the management committee meeting a workshop was being held for those agencies interested in technical assistance regarding brownfield restoration, vacant sites and will cover projects relevant to Imperial County.

IV. CONSENT ITEMS

A motion was made by [Bayon Moore](#) seconded by [Duran](#) to approve consent items 4A-4C. **Motion carried** unanimously after a few questions by Mr. Villa were answered by Mr. Salgado.

A. Approved ICTC Management Committee Minutes for March 9, 2016

B. Received and filed:

1. ICTC Board Draft Minutes for March 23, 2016
2. ICTC TAC Draft Minutes for March 24, 2016
3. ICTC SSTAC Draft Minutes for March 2, 2016

C. Passenger Statistical Summary Project for FY 2016-17 for Imperial Valley Transit (IVT)

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

1. Authorize the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of *Rea and Parker Research Inc.* for the not to exceed fee of \$99,500.00 for FY 2016-17.
2. Direct staff to include this project budget in the FY 2016-17 ICTC OWP Budget and Transit Finance Plan.

V. REPORT

A. ICTC Executive Director

ICTC staff had the following announcements:

- The LTA audit was not approved at the March 23, 2016 meeting because it was incomplete. It is anticipated that the audit including all agencies will be approved at the April 27, 2016 meeting.
- The California Hero Program was launched in April 2014 in Imperial County with ICTC as the administering agency. Various reports were provided, including a countywide snapshot with statistics of the program, a breakdown by local agency and a program activity report through March 31, 2016.
- The ICTC Budget Workshop is scheduled for May 25, 2016 at 5 p.m. and will be held at the County Administration building in Conference Room C/D immediately before the Commission meeting. Light refreshments will be available.
- Save the Date - Imperial Valley General Assembly and Economic Summit: The Imperial Valley General Assembly and Economic Summit will be held on May 18-19, 2016. The General Assembly is scheduled to be held at Club Lohoo in Heber, CA and the Economic Summit is scheduled to be held at one of the other locations in the Imperial Center, also in Heber, CA. Assemblymember Eduardo Garcia is confirmed to be the speaker at the General Assembly.
- The Imperial County Regional Safe Routes to School (SRTS) Master Plan was approved at the regular March meeting of the ICTC Commission. The document provides approximately 52 regional school site specific plans with cost estimates, site plans, outreach, and survey data. The plan is now available to pursue grant funds. The survey data is in process of being completed and incorporated into the National SRTS Partnership database as a part of the national data compilation process. Staff has also met with ICOE for a possible partnership in submitting projects on the plan. Those interested in a grouped application should contact David Salgado.
- Those interested in the California Road Charge Pilot program can get more info on CaliforniaRoadChargePilot.com.
- A complete list of ICTC updates can be found on Page 69 of the agenda.

B. Southern California Association of Governments (SCAG)

- Handouts for the following items can be found on page 80 of the April agenda.
 1. SCAG 2016 May 5-6, 2016 General Assembly & Regional Conference Agenda
 2. SCAG 2016 June 13, 2016 SCAG Demographic Workshop
 3. SCAG April 2016 Spotlight - Legislation and Policy Affecting Our Region

C. Caltrans Department of Transportation – District 11

- Ms. Khuu 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. Re-appointment of the Chair and Vice-Chair Positions**

1. It was requested that the Management Committee take any appropriate action in the consideration of the rotation and assignment of the two positions.

A motion was made to keep the City of Imperial as the Chair and appointed Jorge Galvan as the new rep. by [Duran](#) seconded by [Bayon Moore](#), **Motion carried** unanimously.

B. Unmet Transit Needs Public Hearing Process - Fiscal Year 2016-2017

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 FY 2016-17 “Findings” as presented or amended, after a review of the SSTAC response
2. Authorize the Chairman to sign the attached resolution
3. Direct staff to forward the FY 2016-17 “Findings”, public hearing documentation and resolution to the State Department of Transportation

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

C. Competitive Bid for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE El Centro Service Area Agreement

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

1. Authorize the Chairman to sign an operating agreement with FIRST TRANSIT, INC. for the operation of the IVT RIDE – El Centro Paratransit Service 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. El Centro Service Area

- (1) For the period June 1, 2016 through June 30, 2017, the annual not to exceed subsidy is set at \$591,074.
- (2) For the period July 1, 2017 through June 30, 2018, the annual not to exceed subsidy is set at \$580,255.
- (3) For the period July 1, 2018 through June 30, 2019 the annual not to exceed subsidy is set at \$599,601.
- (4) For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$617,943.
- (5) For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$635,230.
- (6) For the period July 1, 2021 through June 30, 2022, the annual not to exceed subsidy is set at \$652,325.

B. Establish the operating agreement performance goals for the IVT RIDE – El Centro service area as follows:

157.7	Passengers Per Day	3.9	Passengers Per Hour
\$13.90	Cost Per Passenger	\$12.51	Subsidy Per Passenger

\$54.44 Cost Per Hour \$6.87 Cost per Mile
10% Farebox Ratio
2.4 Full Time Employee Equivalent

2. Approve payment of a fee for the use of loaner paratransit buses, until the new low floor buses are delivered, set at \$4,000 per month for five (5) paratransit buses, and to be prorated as necessary.
3. Establish the fare pricing for the IVT RIDE – El Centro service area at the “existing fare” of \$1.25 in that the current fares will remain in effect until analysis and recommendation for revision is provided by ICTC staff.
4. Establish the “No Show and Late Cancellation Policy” for the IVT Ride –El Centro system

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

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **May 11, 2016** at the **City of Brawley**, Brawley, CA.

IX. ADJOURNMENT

- A. Meeting adjourned at 11:48 a.m.