

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MINUTES FOR APRIL 27, 2016**

**6:00 p.m.**

**VOTING MEMBERS PRESENT:**

City of Brawley	George A. Nava
City of El Centro	Alex Cardenas (alt.)
City of Holtville	James Predmore
City of Imperial	Doug Cox
City of Westmorland	Lawrence D. Ritchie
County of Imperial	Ryan Kelley
IID	Norma Sierra-Galindo

**NON-VOTING MEMBERS PRESENT:**

Caltrans District 11	Laurie Berman
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**STAFF PRESENT:** Mark Baza, Virginia Mendoza, David Salgado, Michelle Bastidas, Cristi Lerma, Guillermo Gonzalez, AJ Gaddis

**OTHERS PRESENT:** Eric Havens: ICTC Counsel; Sam Amen, Marcelo Peinado, Dan Juarez: Caltrans; Charles Brockwell, Narcissa Silva, Helio Sanchez: First Transit; Arnold San Miguel: SCAG; Ana Beltran: City of Westmorland; Aaron Popejoy: Conveyor; Phil White: VTD; John Hernandez, Rosario Gurule, Perfecto Gurule: Public

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 April 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 6:25 p.m. Roll call was taken and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

John Hernandez, 514 J St. Brawley, CA, made a public comment regarding an RFQ released by AAA, stated that no vendors submitted a proposal and is concerned for the transportation services to seniors to nutrition sites in Imperial County. Mr. Baza stated that in the Cities of Brawley and Calexico IVT Ride is providing transportation services to seniors.

A presentation was made by Mr. Nava to award Caltrans District Director Laurie Berman with a plaque as a token of appreciation for Caltrans work on Hovley at the Brawley Bypass. Ms. Berman accepted the recognition and said that she appreciates her staff for their dedication.

**IV. CLOSED SESSION**

A. Motion to Adjourn to Closed Session by [Nava](#), seconded by [Cardenas](#), **Motion carried.**

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957)  
Title: ICTC Executive Director

C. Announcement of Closed Session Action(s) – Mr. Havens stated that direction was given and no action was taken.

**V. CONSENT CALENDAR**

- |    |  |                |
|----|--|----------------|
| A. | Approved ICTC Board Draft Minutes:       | March 23, 2016 |
| B. | Received and Filed:                      |                |
| 1. | ICTC Management Committee Draft Minutes: | April 13, 2016 |
| 2. | ICTC TAC Draft Minutes:                  | March 23, 2016 |
| 3. | ICTC SSTAC Minutes:                      | March 2, 2016  |

A motion was made by [Cox](#) and seconded by [Ritchie](#) to approve consent items A and B, **Motion carried with 2 abstentions** (Sierra-Galindo and Predmore).

**VI. REPORTS****A. ICTC Executive Director**

Mr. Baza and staff had the following announcements:

- Mr. Baza stated that a meeting is scheduled with SunLine Transit to discuss the possibility of transit services to North-end County residents to Riverside County.
- 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.
- The Imperial Valley General Assembly and Economic Summit will be held on May 18-19, 2016 at a location in the Imperial Center, in Heber, CA. Assemblymember Eduardo Garcia is confirmed to be the Keynote Speaker at the General Assembly.
- On March 16, 2016 the California Transportation Commission (CTC) approved the ATP Cycle 3 CTC Guidelines. The call for projects was released on April 15, 2016. Project submittals are due June 15, 2016. Cycle 3 covers fiscal years 2019-20 and 2020-21. Caltrans has posted Local Assistance ATP Program Guidelines which highlight eligible and ineligible project types. There is approximately \$240 million available under cycle three. The ATP program is competitive statewide. A small regional pot of funds will be available at the conclusion of the state scoring process. ICTC and the Southern California Association of Governments (SCAG) may be available to assist with and review of ATP projects or applications prior to submittal. ICTC is encouraging agencies to submit smaller scaled projects.
- 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 this very busy checkpoint. Coordination efforts with Border Patrol, Caltrans and the region are being made to determine feasibility, costs and funding of required improvements within Caltrans right-of-way.
- ICTC submitted a FASTLane grant application on April 14, 2016 and plans to submit the same application to the 2016 TIGER program due on April 29, 2016 for the Calexico East Commercial Vehicle Port of Entry Expansion Project.
- A complete list of ICTC updates can be found on Page 20 of the agenda.

**B. Southern California Association of Governments (SCAG)**

Mr. San Miguel had the following announcements:

- The SCAG General Assembly and Regional Conference will be on March 5-6, 2016 in La Quinta.
- An ATP Symposium will be held on May 4, 2016 from 11:30 a.m. to 3:00 p.m. at the La Quinta Resort.
- On June 13, 2016 a Demographic Workshop will be held at USC's Science Center from 8:00 a.m. to 9:00 p.m.
- Project proposals for ATP Cycle 3 are due June 15, 2016.

- Mr. San Miguel introduced David Salgado as the new SCAG employee. Mr. Salgado thanked everyone for the support.
- C. California Department of Transportation (Caltrans)
- Ms. Berman had the following updates and announcements:
- Ms. Berman stated that Caltrans honored fallen workers earlier in the day at the Brawley maintenance yard.
  - Ms. Berman introduced Dan Juarez, resident engineer for the I-8 projects in Imperial County.
  - A full report of Caltrans updates can be found on page 42 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.
  - Mr. Cox expressed concern over the amount of accidents on Old Hwy 111 and Worthington. He suggested improving the lights at the intersection. Ms. Berman stated they would look into it.
  - Ms. Sierra-Galindo expressed concern over the safety of a bridge on Willoughby and Dogwood. Mr. Baza stated that he would discuss it with County Public Works Director.

## VII. ACTION CALENDAR

- A. Unmet Transit Needs Public Hearing Process - Fiscal Year 2016-2017
1. Adopted the FY 2016-17 “Findings” as presented or amended, after a review of the SSTAC response
  2. Authorized the Chairman to sign the attached resolution
  3. Directed staff to forward the FY 2016-17 “Findings”, public hearing documentation and resolution to the State Department of Transportation
- A motion was made by [Nava](#) and seconded by [Cox](#), **Motion Carried unanimously.**
- B. Competitive Bid for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE El Centro Service Area Agreement
1. Authorized 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. Established 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		
1.4	Full Time Employee Equivalent		

- 2. Approved 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. Established 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. Established the “No Show and Late Cancellation Policy” for the IVT Ride –El Centro system

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

C. Competitive Bid Process for the IVT MedTrans; non-emergency transportation to medical facilities in San Diego - Operating Agreement, FY 2016-17 to FY 2020-21

- 1. Authorized the Chairman to sign an operating agreement with FIRST TRANSIT, INC. for the operation of the IVT MedTrans 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. IVT MedTrans

- (1) For the period June 1, 2016 through June 30, 2017, the annual not to exceed subsidy is set at \$400,205.
- (2) For the period July 1, 2017 through June 30, 2018, the annual not to exceed subsidy is set at \$395,108.
- (3) For the period July 1, 2018 through June 30, 2019 the annual not to exceed subsidy is set at \$407,790.
- (4) For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$410,672.
- (5) For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$422,057.

B. Established the performance goals for the IVT MedTrans service areas as follows:

53.9	Passengers Per Day	3.2	Passengers Per Hour
\$42.75	Cost Per Passenger	\$36.34	Subsidy Per Passenger
\$138.32	Cost Per Hour	\$4.95	Cost per Mile
15%	Farebox Ratio		

## 2.4 Full Time Employee Equivalent

2. Approved payment of a fee for the use of loaner paratransit buses, until the new paratransit buses are delivered, set at \$12,000 per month for four (4) paratransit buses, and to be prorated as necessary.
3. Established the fare pricing for the IVT MedTrans service area at the “existing fare” of \$15.00 per person and \$7.00 per additional passenger for the round trip, in that the current fares will remain in effect until analysis and recommendation for revision is provided by ICTC staff.
4. Established the “No Show and Late Cancellation Policy” for the IVT MedTrans

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

D. Competitive Bid for the IVT MedTrans Paratransit– Public Outreach, Branding and Marketing Services

1. Authorized the Chairman to sign the IVT MedTrans Public Outreach, Branding and Marketing Consultant Agreement with the firm of Franklin Lee Enterprises L.L.C. dba Conveyor Group, for the not to exceed fee of \$146,820, effective May 1, 2016 through June 30, 2019.

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

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

1. Authorized 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.

A motion was made by [Kelley](#) 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, May 25, 2016 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. Motion by [Nava](#), seconded by [Cardenas](#), **Motion Carried.**