

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF May 10, 2017 10:00
a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina (Chair)
City of El Centro	Marcela Piedra
City of Imperial	Stefan Chatwin
County of Imperial	Joe Picazo Jr. for Ralph Cordova

STAFF PRESENT: Mark Baza, Virginia Mendoza, Cristi Lerma, David Aguirre, Kathi Williams

OTHERS PRESENT: David Salgado: SCAG; Joseph Chua, Bing Luu and Beth Landrum: Caltrans;
Nicole Ochoa and Josh Brock: Renovate America

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, May 10, 2017 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Medina called the Committee meeting to order at 10:40 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

Ms. Ochoa made a public comment regarding new legislation (SB 242) and lawsuit affecting the HERO Program. If SB 242 passes, it will prohibit contractual incentives and property owners will need to provide their income and debts to be considered for qualification. Currently the program relies on the equity of the property. There were no questions for Ms. Ochoa.

IV. CONSENT ITEMS

A motion was made by [Bayon Moore](#) seconded by [Chatwin](#) to approve consent items 4A-4E. **Motion carried** unanimously.

- A. Approved ICTC Management Committee Minutes for April 12, 2017
- B. Received and filed:
 - 1. ICTC Board Draft Minutes for April 26, 2017
 - 2. ICTC SSTAC Minutes for April 5, 2017
- C. Application for Federal Transit Administration (FTA) Section 5311 Program Funds , FY 2016-17

It was requested that the ICTC 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 2016-17/2017-18 grant application and all supporting documentation, and, submit the application to Caltrans.

D. California Transit Security Grant Program FY 2015-16

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

1. Approve the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of the ICTC for the purposes of obtaining FY 2015-16 financial assistance, provided by the Governor's Office of Homeland Security under the California Transit Security Grant Program.

E. FY 2016-17 & FY 2017-18 Contract Modification for the STIP/RTIP Consultant Agreement: *COH and Associates*

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

1. Authorize the Chairperson to sign the Second Modification to Agreement for Services between ICTC and C.O.H. and Associates, Inc. for the not to exceed fee of \$50,000.00 effective July 27, 2016 through June 30, 2018.

V. REPORTS

A. ICTC Executive Director

Ms. Williams had the following updates:

- Please "Save the Date" of May 24, 2017 at 5 p.m. for a budget workshop for FY 2017-18 at the County of Imperial, Conference Room C/D.
- The TDA Triennial Performance Audit project is ongoing. The consultant should be contacting agencies for requests for information and site visits in late April. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.

Ms. Mendoza had the following updates:

- The Federal Highways Administration (FHWA) passed the Consolidated Appropriations Act, 2016 which allows State to repurpose any earmark that was designated on or before September 2005. FHWA approved the Earmark Repurposing projects on April 13, 2017. Earmark Repurposing projects in Imperial County in the amount of \$6 million.
- Ms. Mendoza highlighted FY 2016-2017 Congestion Mitigation Air Quality (CMAQ), Regional Surface Transportation Program (RSTP), and Active Transportation Program (ATP) projects that are pending request for authorization (RFA) by agency. For ease of receiving approvals, the local agencies are encouraged to submit RFA's to Caltrans Local Assistance April/May 2017.
- The next Imperial Mexicali Binational Alliance (IMBA) meeting will be held at CETY's University in Mexicali on May 11, 2017. The meeting agenda will include a presentation from the San Diego Association of Governments (SANDAG) on the Fresh Look Impacts of Border Delay study. The meeting will also include updates on border infrastructure, economic development and Cali-Baja.

Mr. Baza had the following updates:

- Please "Save the Date" of May 17-18, 2017 for the Imperial Valley General Assembly and Economic Summit. We have confirmed two speakers: Laurie Berman, Caltrans District 11 Director; Vince Mammano, FHWA and Bill Higgins, CalCOG Executive Director.

- Following the Town Hall meeting and due to the recent passing of SB 1, we have an opportunity to accelerate the I-8 / Imperial Ave. project from FY 2019/20 to FY 2018/19 for construction.
- ICTC and its partners IVEDC and SCAG are pursuing a lease on a new larger facility. The new facility is the old Rabobank location on the corner of Main St. and Imperial Ave.
- Thank you to those that attended the California Transportation Commission (CTC) Town Hall Meeting in the City of Calexico on April 12, 2017.
- A complete list of ICTC updates can be found on Page 61 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- The 2017 General Assembly was very well attended. The new officers were installed and the 2017-18 Budget was approved. The breakout sessions were very informative and the Key Note Speaker, Data Scientist Ben Wellington, provided a great look at how “big data” can be utilized to improve programs, analyze issues, and address relevant current issues in the public sector. ICTC was also presented the Sustainability Award for “Collaborative Partnership” at the 2017 Awards Luncheon. Thank You for your continued support and attendance to the 2017 SCAG General Assembly. Please save the date for the 2018 General Assembly May 3rd and 4th at the Renaissance Indian Wells Resort.
- A second round of the GoHuman campaign is being developed and will be released at the end of May. It will be a driver directed advertisement and a toolkit will be provided by SCAG for agencies.
- The Imperial Valley Velo Club will have the 2017 Bike to Work Day on May 18th. SCAG is providing some “GO-Human” materials to promote bicycle and pedestrian safety throughout the day’s activities, which will include informational stations throughout El Centro for those biking to work to stop and receive free gifts.
- A complete list of SCAG updates can be found on Page 72 of the agenda.

C. Caltrans Department of Transportation – District 11

Ms. Landrum had the following updates:

- The deadline for the California Federal Lands Access Program (CA FLAP) 2017 Call for Projects has been extended through May 12, 2017. The goal of the CA FLAP is to improve transportation facilities that provide access to, are adjacent to, or are located within federal lands. Only one application has been received.
- The new Deputy District Director for Planning is Ann Fox.
- The Imperial County and Caltrans External Teambuilding Meeting will be held on June 22, 2017 at the IID Water Control Conference Room at 9 a.m.

Mr. Luu had the following updates:

- Managers of the Highway Bridge Program in Local Assistance at Caltrans-HQ will be delivering free training at Caltrans District Office in San Diego on Tuesday, June 20, 2017. The tentative class time would be 10:00 AM - 3:00 PM, including a one-hour lunch break. As soon as possible, please advise with the number of representatives from your respective agencies who are interested and available then. To enroll, email Debora Ledesma-Ribera at Debora.Ledesma-Ribera@dot.ca.gov or Joseph Chua at Joseph.Chua@dot.ca.gov.
- The Consolidated Appropriations Act of 2016 allowed repurposing of certain funds originally earmarked for specific projects more than ten years ago. FHWA approved most requests from California, and all processing was completed by April 7, 2017. For the six approved projects in Imperial County, Requests for Federal Authorization may now be submitted to the District Office. A Final Approved List of Repurposed Earmarks can be found at the link provided below: <http://www.dot.ca.gov/hq/LocaiPrograms/earmark>

- The City of Imperial has one project flagged for inactivity in submitting a project invoice. Please submit an invoice to the District by May 19, 2017, if not sent already. In addition, Imperial County, as well as the cities of Brawley and Calipatria, have projects that will soon be flagged for inactivity. Please submit invoices to the District before August 21, 2017. A complete list of inactive projects can be found at the link provided below.
- A full report is on page 75 of the agenda.

D. Committee Member Reports

- There were none.

VI. ACTION CALENDAR

A. Specific Transit Operator Fiscal Reports FY 2015-16 for Imperial Valley Transit, IVT Access and IVT Ride

It was requested that the ICTC 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 FY 2015-16; IMPERIAL VALLEY TRANSIT, IVT ACCESS and IVT RIDE

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

B. IMPERIAL VALLEY TRANSIT (IVT) – Fixed Route Transit Services Operating Agreement, Amendment #8 Fiscal Year 2017-2019

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

1. Authorize the Chairperson to sign the modification #8 to the operating agreement with First Transit Inc. for the continued operation of Imperial Valley Transit, effective July 1, 2016 with an annual not to exceed operating subsidy, with an annual not to exceed up to 5% marketing allowance, and with an annual fuel escalator clause:
 - a. For the period July 1, 2016 through June 30, 2017, the annual not to exceed subsidy is set at \$2,839,505.
 - b. For the period July 1, 2017 through June 30, 2018, the annual not to exceed subsidy is set at \$2,923,051.
 - c. For the period July 1, 2018 through June 30, 2019, the annual not to exceed subsidy is set at \$2,995,664.

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

C. Agreement for Professional Maintenance Audit Reporting Services of the ICTC Transit Operations - FY 2017-18 through FY 2019-20

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

1. Authorize the Chairman to sign the agreement for the IVT Transit Maintenance Audit effective July 1, 2017, for the audit period FY 2017-18 through FY 2019-20, with the firm of **TRC Engineering Services, LLC**:
 - A. For the fiscal reporting period of July 1, 2016 through June 30, 2017, the annual not to exceed fee is set at \$14,242
 - B. For the fiscal reporting period of July 1, 2017 through June 30, 2018, the annual not to exceed fee is set at \$14,242
 - C. For the fiscal reporting period of July 1, 2018 through June 30, 2019, the annual not to exceed fee is set at \$14,242
 - D. For the post-delivery inspection service fee of \$560 per event, each event not to exceed five buses.

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

- D. Agreement for Professional Services for the 2017 Imperial Valley Transit (IVT) Adams Avenue Bus Operations Facility Comprehensive Evaluation

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

1. Authorize the Chairman to sign the agreement with the firm of CH2M Hill for the 2017 IVT Adams Avenue Comprehensive Bus Operations Facility Evaluation Project, for a not to exceed fee set at \$231,821.00 effective July 1, 2017. The agreement will provide ICTC the ability to terminate the agreement should the Phase 1 findings prove the site is not suitable for transit operations.

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

VII. INFORMATION / DISCUSSION CALENDAR

- A. Informational Item – Smoking at El Centro Transfer Terminal

Mr. Aguirre stated that due to recent complaints from passengers regarding smoking at the El Centro Transfer Terminal, the City of El Centro is working on installing signage at the terminal. This is per City local ordinance prohibiting smoking in public areas. Staff was directed to further address this issue regionally, has since requested input from the TAC and SSTAC committees regarding this issue. Both committees were in support of providing both smokers and non-smokers designated areas.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **June 14, 2017** at the **City of Calipatria**, Calipatria, CA and 10:30 a.m.

IX. ADJOURNMENT

- A. Meeting adjourned at 12:02 a.m.