

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF June 12, 2019
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calexico	David Dale
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
County of Imperial	Esperanza Colio-Warren

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

OTHERS PRESENT: David Salgado: SCAG; Beth Landrum, Bing Luu, Jesus “Chi” Vargas: 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, June 12, 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 10:42 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 [Bayon Moore](#) seconded by [Piedra](#) to approve the consent calendar as presented, items A through H: **Motion carried unanimously.**

A. Approved Management Committee Minutes for May 8, 2019

B. Received and Filed:

1. ICTC TAC Minutes for May 23, 2019
2. ICTC SSTAC Minutes for May 1, 2019

C. FY 2019-20 Fourth Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

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

1. Authorize the Chairperson to sign the Fourth Extension to the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT **Turquoise** #10) between

Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT **Blue** #5) effective July 1, 2019 through June 30, 2020 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$158,262.71.

D. Contract Extension for the **IMPERIAL VALLEY TRANSIT (IVT)**; Fixed Route Bus System - Operating Agreement, FY 2019-20

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

1. Authorize the Chairman to sign a one-year extension to the operating agreement with FIRST TRANSIT, INC. for the operation of the IVT fixed route bus system, for the period July 1, 2019 through June 30, 2020:
 - a. The cost for IVT shall be based upon the pricing as provided in the original contract option year pricing sheet dated April 2011, adjusted for the FY 2019-20 year at fixed costs of \$73,300.08 monthly and variable hourly costs at \$75.81 per hour for an average of 2,830 hours monthly, farebox established at 17%,
 - b. The cost for IVT Blue and Green Lines line shall be based upon the pricing as provided in the original contract option year pricing sheet dated April 2011, adjusted for the FY 2019-20 year at fixed costs of \$13,889.84 monthly and variable hourly costs at \$75.81 per hour for an average of 524 hours monthly, farebox established at 4%,
 - c. The cost for IVT Gold Line shall be based upon the pricing as provided in the original contract option year pricing sheet dated April 2011, adjusted for the FY 2019-20 year at fixed costs of \$0.00 monthly and variable hourly costs at \$75.81 per hour for an average of 272 hours monthly, farebox established at 4%,
 - d. With an annual not to exceed up to 5% marketing allowance and an annual fuel escalator clause.

E. Contract Extension for the **IVT ACCESS**; ADA Paratransit Services - Operating Agreement, FY 2019-20

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

1. Authorize the Chairman to sign a one-year extension to the operating agreement with FIRST TRANSIT, INC. for the operation of the IVT ACCESS Paratransit Service, for the period July 1, 2019 through June 30, 2020:
 - a. The cost shall be based upon the pricing as provided in the original contract option year pricing sheet dated April 2011, adjusted for the FY 2019-20 year at fixed costs of \$40,408.58 monthly and variable hourly costs at \$71.16 per hour for an average of 1,130 hours monthly, farebox established at 10%, with an annual not to exceed up to 5% marketing allowance and an annual fuel escalator clause.

F. Contract Extension for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE El Centro Agreement FY 2019-20

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

1. Authorize the Chairman to sign an extension to the operating agreement with FIRST TRANSIT, INC. for the operation of the IVT RIDE Paratransit Service for the period July 1, 2019 through June 30, 2020 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 - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$617,943.
 - b. Heber Service Area - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$68,432.
- G. Contract Extension for the Coordination of Public Dial-a-Ride Paratransit Services –IVT RIDE Brawley-Calexico-Imperial-West Shores Agreement FY 2019-20

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

1. Authorize the Chairman to sign an extension to the operating agreement with FIRST TRANSIT, INC. for the operation of the IVT RIDE Paratransit Service for the period July 1, 2019 through June 30, 2020 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. Brawley Service Area - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$291,437.
 - b. Calexico Service Area - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$409,961.
 - c. Imperial Service Area - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$198,733.
 - d. West Shores Service Area - For the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$75,875.
- H. Contract Extension for the IVT MedTrans; non-emergency transportation to medical facilities in San Diego - Operating Agreement, FY 2019-20

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

1. Authorize the Chairman to sign a one year extension to the operating agreement with FIRST TRANSIT, INC. for the operation of the IVT MedTrans Paratransit Service, for the period July 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$434,829, with an annual not to exceed up to 5% marketing allowance and an annual fuel escalator clause.

V. REPORTS

- A. ICTC Executive Director
Updates were provided by Mr. Baza regarding the following:
 - Forecast for July Management Committee and/or Commission Meetings:
 - o Long-term contracts for all transit operations: IVT, IVT Access, IVT Ride, IVT MedTrans
 - o Legal services contract adoption for ICTC and LTA
 - o FTA 5310 Grant Mobility Coordination Submittal
 - o ICTC Audit Report for FY 2017-18

- On June 3rd to 5th Executive Director Baza and other members of Mobility 21 met with various representatives and/or staff to promote our Southern California federal transportation priorities. Notable priorities to: Provide a Long-Term Transportation Funding Solution; Restore the Highway Trust Fund with new revenues for highway and transit programs; and support programs that provide funds to freight corridors, such as, Imperial Valley's agriculture exports and cross-border trade corridor with Mexico. Most representatives were supportive to these priorities but were not optimistic of achieving a robust transportation bill before the election seems remote. Members of the Transportation and Infrastructure Committee will continue to pursue funding and program strategies. With the help of County staff and DC Lobbyist, ED Baza also met with Border Patrol Management to request \$2.3 million toward completion of the SR 86 Border Patrol Checkpoint Expansion – Positive support was expressed but no funds were committed. Additional efforts will be pursued to seek support from our California/Imperial representatives, and a specific letter of request to the Commissioner of Customs and Border Protection.
 - In December 2018, staff met with Assembly member Eduardo Garcia and his staff to discuss legislation that would amend ICTC's authority to include non-transportation programs. Draft legislation is starting to go through committees in Sacramento. The goal of the Bill is to give ICTC authority to address or carry out non-transportation programs. If we are successful, the legislation will become effective in January 2020. The Bill was approved on Consent with the Assembly Transportation Committee on April 22, 2019 and is on Consent agenda with the Senate Transportation Committee on June 11, 2019.
 - The 5th Annual Imperial Valley Economic Summit and General Assembly was held on May 30, 2019. Our keynote speakers were Jim Madaffer of Enterprise, Inc. gave an overview of Smart and Connected Cities and future transportation technology; Michael Bracken of Development Management Group, gave a summary of Imperial Valley's economy in relation to the State, National and World economy; Sunne Wright McPeak of California Emerging Technology Fund, provided an overview of Broadband technologies and opportunities for our communities; and, Bill Higgins of California Association of Council of Governments, discussed ICTC's future opportunities for non-transportation programs with the proposed passage of AB 335. Panel discussions included: "Access to Education"; "Environment"; "Access to Capital"; "Bi-national Opportunities" and, "Infrastructure." We also had an overview of SCAG's long-term regional transportation plan "Connect SoCal" by Kome Ajise, SCAG Executive Director. Thank you to all our speakers for your participation, and to all attendees for your continued support. We had approximately 150 registrations. We also had 11 sponsors with a total of \$13,250 in revenue (excluding in-kind). This is a slight improvement in sponsor support. It compares to \$12,500 in 2018 and \$11,500 in 2017.
 - A complete list of ICTC updates can be found on Page 76 of the agenda.
- B. Southern California Association of Governments (SCAG)
Updates were provided by Mr. Salgado regarding the following:
- The SCAG Demographic Workshop is scheduled for June 11, 2019. All information is posted on the www.scag.ca.gov website.
 - SCAG will be going dark in July.
 - Thanked all that attended the SCAG Connect SoCal Workshop held in El Centro.
- C. Caltrans Department of Transportation – District 11
- Mr. Vargas, Ms. Landrum and Mr. Bing all provided Caltrans updates; the full report is located on page 86 of the agenda.
- D. Committee Member Reports

VI. ACTION CALENDAR**A. Calexico West Port of Entry Traffic Circulation Plan**

Ms. Mendoza presented this item and provided a PowerPoint presentation. Mr. Dale thanked Ms. Mendoza and Mr. Baza for all their work on the Calexico Traffic Management Plan. Mr. Dale did mention that the city of Calexico will be requesting additional LTA funds for traffic controllers in Calexico.

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

1. Approve the Calexico West Port of Entry Traffic Circulation Plan

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

B. ICTC Overall Work Program (OWP) and Budget FY 2018-2019

Mr. Aguirre reviewed the FY 2019-20 budget with the Committee.

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

1. Approve the FY 2018-19 Overall Work Program and Transit Finance Plan Budget

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

C. Local Transportation Authority (LTA) 1% Administrative Budget

Mr. Aguirre reviewed the FY 2019-20 LTA budget with the Committee.

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

1. Approve the 1% administrative services budget for the LTA for FY 2019-20.

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

D. 2nd Competitive Bid for the IVT RIDE– Public Outreach and Marketing Services – FY 2020-2022

Ms. Williams presented the item to the Committee.

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 IVT RIDE Public Outreach and Marketing Consultant Agreement with the firm of NSD Investments Inc. DBA Spectrum Advertising for the not to exceed fee of \$149,500, effective July 1, 2019 through June 30, 2022.

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

- E. 2nd Competitive Bid for the IVT MedTrans Paratransit– Public Outreach and Marketing Services – FY 2020-2022

Ms. Williams presented the item to the Committee.

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 IVT MedTrans Public Outreach and Marketing Consultant Agreement with the firm of Franklin Lee Enterprises L.L.C. dba CONVEYOR GROUP, for the not to exceed fee of \$149,820, effective July 1, 2019 through June 30, 2022.

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

VII. INFORMATION / DISCUSSION CALENDAR

- A. Human Resource Services Update

Mr. Baza confirmed that ICTC will not be pursuing a new HR contract for the moment and would be open to any agency recommendations. He also mentioned that he welcomes future conversations, but staff will remain doing business as usual for now.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **July 10, 2019** at the **City of Calexico**, Calexico, CA.

IX. ADJOURNMENT

- A. Meeting adjourned at 12:25 p.m.