

IMPERIAL COUNTY TRANSPORTATION COMMISSION
MINUTES FOR May 23, 2018
6:00 p.m.

VOTING MEMBERS PRESENT:

City of Brawley City of Calipatria City of El Centro City of Holtville City of Imperial City of Westmorland County of Imperial County of Imperial	George Nava Maria Nava-Froelich Alex Cardenas (alt.) Jim Predmore James Tucker (alt.) Larry Ritchie Luis Plancarte – Chairman Ryan Kelley	
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NON-VOTING MEMBERS PRESENT: Caltrans District 11 Ann Fox

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

OTHERS PRESENT: Eric Havens: ICTC Counsel; David Salgado: SCAG; Eric Estell: First Transit

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, June 27, 2018 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

[Chair Plancarte](#) called the Commission meeting to order at 7:02 p.m. Roll call was taken and a quorum was not present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT CALENDAR

A *motion* was made by [Nava](#) and seconded by [Predmore](#) to approve the consent calendar as presented. **Motion Carried** with 2 abstentions for item A only by Calipatria and El Centro.

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| A. | Approved the ICTC Commission Draft Minutes: | April 25, 2018
May 23, 2018 |
| B. | Received and File: | |
| | 1. ICTC Management Committee Minutes: | May 9, 2018 |
| | 2. ICTC Management Committee Draft Minutes: | June 13, 2018 |
| | 3. ICTC TAC Minutes: | April 26, 2018 |
| | 4. ICTC SSTAC Minutes: | April 4, 2018 |
| | 5. ICTC SSTAC Draft Minutes: | May 2, 2018 |
| C. | Application for Federal Transit Administration (FTA) Section 5311 Program Funds , FY 2018-19 | |
| | 1. Adopted the attached resolution authorizing the Executive Director to sign the FTA 5311 FY 2018-19 grant application and all supporting documentation, and, submit the application to Caltrans. | |

- D. Resolution to Adopt the Caltrans Local Assistance Procedures Manual policies and procedures from Chapter 10 – Consultant Selection for the Calexico Intermodal Transportation Center Project
 - 1. Authorized the Chairman to sign the resolution authorizing the Imperial County Transportation Commission’s adoption of the policies and procedures of the California Department of Transportation Local Assistance Procedures Manual Chapter 10: Consultation Selection for all Congestion Mitigation and Air Quality funded projects

- E. Acceptance of First Transit Inc. Drug and Alcohol Policy for Transit Operations
 - 1. Accepted the Drug and Alcohol Policy (revised 2018) from First Transit Inc., as approved by *LPM and Associates*.
 - 2. Directed staff to forward revised Drug and Alcohol Policy (revised 2018) from First Transit Inc. to Caltrans.

V. REPORTS

- A. ICTC Executive Director
 - The Executive Director report can be found on page 60 of the agenda.

- B. Southern California Association of Governments (SCAG)
 - A SCAG report can be found on page 72 of the agenda.

- C. California Department of Transportation (Caltrans)
 - A Caltrans report can be found on page 75 of the agenda.

- D. Commission Member Reports
 - There were several Committee Member reports from various agencies.

VI. ACTION CALENDAR

- A. Draft ICTC Overall Work Program (OWP) and Budget, FY 2018/2019

The ICTC Management Committee met on June 13, 2018 and forwarded this item to the Commission for review and approval after public comment, if any.

- 1. Adopted the Draft ICTC Overall Work Program (OWP) and Budget for FY 2018-2019

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

- 2. Authorized the Chairman to sign the Resolution of the Imperial County Transportation Commission establishing a Compensatory Stipend for Commissioners at \$75 per ICTC Commission meeting.

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

- B. FY 2018-19 and FY 2019-20 Contract Modification for the STIP/RTIP Consultant Agreement: *COH and Associates, Inc.*

The ICTC Management Committee met on June 13, 2018 and forwarded this item to the Commission for review and approval after public comment, if any.

1. Authorized the Chairperson to sign the Third 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 1, 2018 through June 30, 2020.

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

- C. FY 2018-19 Third 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

The ICTC Management Committee met on June 13, 2018 and forwarded this item to the Commission for review and approval after public comment, if any.

1. Authorized the Chairperson to sign the Third 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, 2018 through June 30, 2019 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$138,717.07.

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

- D. 2nd Extension of Contract for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE Public Outreach, Branding and Marketing

The ICTC Management Committee met on June 13, 2018 and forwarded this item to the Commission for review and approval after public comment, if any.

1. Authorized the Chairman to sign the second amendment extension for one year, FY 2018-19, for the continuation of the IVT RIDE Public Outreach, Branding and Marketing Consultant Agreement with the firm of Spectrum Advertising, for the not to exceed fee of \$31,700, effective July 1, 2018 through June 30, 2019.

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

- E. Memorandum of Understanding (MOU) for the State Route 86 (Northbound) Border Patrol Checkpoint Project between ICTC and the U.S. Border Patrol Air & Marine, Program Management Office

The ICTC Management Committee met on June 13, 2018 and forwarded this item to the Commission for review and approval after public comment, if any.

1. Authorized the Chairman to sign the Memorandum of Understanding (MOU) for the State Route 86 (Northbound) Border Patrol Checkpoint Project between ICTC and the U.S. Border Patrol Air & Marine, Program Management Office

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

- F. Resolution to Reimburse Certain Expenditures from the Proceeds of one or more Tax-exempt Bond Financings
1. Authorized the Chairman to sign the Resolution of the Imperial County Transportation Commission declaring its intention to reimburse certain expenditures from the proceeds of one or more tax-exempt bond financings, as required by United States Department of Treasury regulations section 1.50-2; and authorizing certain other actions in connection with the costs associated with the proposed new transit operations facility and office building

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

VII. INFORMATION CALENDER

- A. Follow Up Relative to the Expansion of the IVT RIDE El Centro Service to Heber, Unmet Transit Needs Public Hearing Process - Fiscal Year 2018-2019

This item was presented by Ms. Williams as an informational item and no action was needed. A staff report was also provided as a part of the backup.

VIII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, July 25, 2018 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 8:26 p.m.