

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

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	Miguel Figueroa for David Dale
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
County of Imperial	Tony Rouhotas
County of Imperial	Esperanza Colio-Warren

STAFF PRESENT: Mark Baza, David Aguirre, Kathi Williams, Cristi Lerma**OTHERS PRESENT:** David Salgado: SCAG; Beth Landrum, Jesus “Chi” Vargas: Caltrans; Liz Zarate, Adriana Nava, Abraham Campos: 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, July 10, 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 10:44 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 [Medina](#) seconded by [Piedra](#) to approve the consent calendar as presented, **Motion carried unanimously.**

- A. Approved Management Committee Minutes for June 12, 2019
- B. Received and Filed:
 - 1. ICTC Commission Meeting Minutes for May 22, 2019

- C. 5310 Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services FY 2018-20 – ICTC grant application

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. Authorize the Executive Director or his designee to submit an FTA 5310 FY 2018-20 Grant, execute all required documents and any amendments with the California

Department of Transportation, in an estimated amount of \$400,000 for the funding of the Regional Mobility Coordination Program.

2. Authorize the ICTC Chairperson to sign the attached resolution
3. Direct staff to forward the FTA 5310 Grant Application and associated documentation to the California Department of Transportation.

V. REPORTS

A. ICTC Executive Director

Updates were provided by Mr. Baza regarding the following:

- August Meetings are pending the need for action items, therefore ICTC may be dark in August.
- 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. The goal of the Bill is to give ICTC authority to address or carry out non-transportation programs. The Bill was approved on Consent with the Assembly Transportation Committee on April 22, 2019, was approved on Consent agenda with the Senate Transportation Committee on June 11, 2019. The Governor signed the bill on 26, 2019. Legislation will become effective in January 2020. ICTC staff will be meeting with City of El Centro and County of Imperial public Works staff to establish a transition process for IVRMA and SAFE programs.

B. Southern California Association of Governments (SCAG)

Updates were provided by Mr. Salgado regarding the following:

- The RHNA subcommittee meeting was moved to July 22 at 10 a.m. with video conferencing available at the ICTC / SCAG offices. Mr. Salgado stated that he appreciates all the feedback.
- All local profiles are available online and were provided to City Managers.
- The SCAG scholarship award went to Mariano Pinedo. Beginning August 5, he will be available for two weeks for an internship.
- SCAG will be going dark in July.
- The next SCAG Regional Council and Joint Policy Committee meeting will be on August 1, 2019.

C. Caltrans Department of Transportation – District 11

Mr. Vargas provided the following updates:

- The I-8 concrete project is still scheduled to be completed by the end of the year. Other projects are also on time. No delays have been reported.
- Requests for Authorization has expended. Reauthorization will be released in September and available for those agencies that delivered 100 percent of their projects.

Ms. Landrum had the following updates:

- An A&E training is being held at Caltrans District 11 on July 25, 2019 and there is no fee.

D. Committee Member Reports

- There were none.

VI. ACTION CALENDAR

A. Competitive Bid Process for the IMPERIAL VALLEY TRANSIT (IVT) Fixed Route Bus System – 5 Year Operating Agreement, FY 2019-20 to FY 2023-24

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. Authorize the Chairman to sign an operating agreement with FIRST TRANSIT, INC. for the continued operation of Imperial Valley Transit/IVT Blue Green and Gold with an annual not to exceed annual operating subsidy (as listed), with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:

Imperial Valley Transit:

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$2,660,409.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$3,767,739.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$3,906,086.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$4,025,477.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$4,189,334.

Imperial Valley Transit Blue and Green Lines:

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$559,311.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$604,766.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$626,973
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$646,136.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$672,437.

Imperial Valley Transit Gold Line:

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$291,197.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$314,862.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$326,424.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$336,401.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$350,094.

2. Adopt the Performance Goals for the operation of Imperial Valley Transit
3. Adopt the Performance Goals for the operation of the IVT Blue, Green and Gold Lines
4. Direct staff to terminate for convenience the FY 2019 IVT contract extension approved on June 28, 2019.

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

- B. Competitive Bid Process for the IVT ACCESS ADA Paratransit System – 5 Year Operating Agreement, FY 2019-20 to FY 2023-24
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 continued operation of IVT ACCESS with an annual not to exceed annual operating subsidy (as listed), with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:
 - A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$1,254,303.
 - B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$1,440,415.
 - C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$1,503,249.
 - D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$1,555,164.
 - E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$1,641,553.
2. Adopt the Performance Goals for the operation of IVT ACCESS
3. Direct staff to terminate for convenience the FY 2019 IVT ACCESS contract extension approved on June 28, 2019.

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

- C. Competitive Bid Process for the IVT MedTrans Paratransit System – 5 Year Operating Agreement, FY 2019-20 to FY 2023-24

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 continued operation of IVT MedTrans with an annual not to exceed annual operating subsidy (as listed), with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:
 - A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$440,330.
 - B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$507,041.
 - C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$531,401.
 - D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$550,076.
 - E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$594,555.
2. Adopt the Performance Goals for the operation of IVT MedTrans
3. Direct staff to terminate for convenience the FY 2019 IVT MedTrans contract extension approved on June 28, 2019.

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

- D. Competitive Bid Process for the IVT RIDE Paratransit System – 5 Year Operating Agreement, FY 2019-20 to FY 2023-24

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 continued operation of IVT RIDE with an annual not to exceed annual operating subsidy (as listed), with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:

BRAWLEY

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$219,637.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$252,851.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$262,324.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$270,493.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$285,244.

CALEXICO

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$362,770.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$417,628.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$433,275.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$446,767.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$471,132.

EL CENTRO- IMPERIAL-HEBER

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$748,201.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$861,344.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$893,616.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$921,442.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$971,693.

WEST SHORES

- A. For the period August 1, 2019 through June 30, 2020, the annual not to exceed subsidy is set at \$46,780.
- B. For the period July 1, 2020 through June 30, 2021, the annual not to exceed subsidy is set at \$53,854.
- C. For the period July 1, 2021 through June 30, 2022 the annual not to exceed subsidy is set at \$55,872.
- D. For the period July 1, 2022 through June 30, 2023, the annual not to exceed subsidy is set at \$57,612.
- E. For the period July 1, 2023 through June 30, 2024, the annual not to exceed subsidy is set at \$60,754.

2. Adopt the Performance Goals for the operation of IVT RIDE for Brawley, Calexico, El Centro- Imperial-Heber and the West Shores.
3. Direct staff to terminate for convenience the FY 2019 IVT RIDE contract extensions approved on June 28, 2019.

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

- E. Legal Services Agreement – County of Imperial – Imperial County Transportation Commission (ICTC) FY 2019-20to FY 2020-21

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 Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$30,000, effective July 1, 2019 through June 30, 2021.
2. Direct staff to forward the agreement to the County of Imperial.

A motion was made by [Chatwin](#) seconded by [Bayon Moore](#). **Motion carried with two abstentions (County).**

- F. Transportation Development Act (TDA) and Program Fiscal Audits for FY 2017-18

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

1. Receive and file the Transportation Development Act and other program fiscal audits for the Imperial County Transportation Commission, for FY 2017-18.
2. Direct staff to transmit the fiscal audits to the State Controller's Office.

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

VII. INFORMATION / DISCUSSION CALENDAR

- A. Restrooms at El Centro Transfer Terminal

A staff report from the City of El Centro was provided on the agenda as back up for review. Mr. Campos was present at the meeting and presented the need for additional security for the restrooms at the transfer terminal. He stated that as an effort to control the situation, the use of tokens to access the restroom may be an option. Mr. Baza stated that he is happy to partner with the City of El Centro to explore alternatives including the token scenario.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** is scheduled for **August 14, 2019** at the **City of Calipatria**, Calipatria, CA. However, pending the need for a meeting ICTC will be dark and convene meetings in September.

IX. ADJOURNMENT

- A. Meeting adjourned at 11:43 a.m.