

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF July 11, 2018
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calexico	David Dale
City of Calipatria	Rom Medina
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
County of Imperial	Rebecca Terrazas-Baxter for Tony Rouhutas

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

OTHERS PRESENT: David Salgado: SCAG; Beth Landrum, 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, July 11, 2018 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Dale called the Committee meeting to order at 10:43 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT ITEMS

A motion was made by [Medina](#) seconded by [Wells](#) to approve the consent calendar as presented. **Motion carried unanimously.** Items 4A and 4B were approved.

V. REPORTS**A. ICTC Executive Director**

Ms. Mendoza had the following updates:

- ICTC received a CMAQ federal program to complete the environmental and design plans for the Calexico Intermodal Transportation Center (ITC). ICTC staff is completing the Caltrans award review process and ICTC staff anticipates an award during the July Commission Meeting.
- Caltrans authorized a special planning grant to perform a traffic management study to assist the City of Calexico and the Imperial Valley region to analyze and propose traffic management strategies and alternatives to serve traffic flow for the Calexico West Port of Entry expansion. The expansion will have two access points: One, from current access at SR-111/Imperial Ave.; and, a Second at Cesar Chavez Blvd and 2nd St. SCAG, Caltrans and ICTC will lead study in partnership with the City of Calexico, Customs and Border Protection and General Services Administration. The Request for Proposals (RFP) was due on March 14, 2018 and the consultant selected was KOA. The project kick-off meeting took place on April 19, 2018 in the City of Calexico. In attendance at the Kick-off meeting was staff from SCAG, ICTC,

Caltrans, KOA, and the City of Calexico. Technical stakeholder meetings were held on May 1, 2018 and on June 6, 2018 in Calexico. A public workshop was held on June 21, 2018 and staff presented to the County Board of Supervisors on June 26, 2018. A second public workshop is scheduled for late August to inform the public of the northbound traffic shift of the Calexico West POE that is anticipated to be completed in September 2018.

- The next IMBA meeting is scheduled for July 19, 2018 in the City of Mexicali

Mr. Baza had the following updates:

- Currently design is underway by the consultant on the SR 86 / Border Patrol Checkpoint project. The Consultant has completed 15% of the conceptual design. The consultant team and project stakeholders met on May 8, 2018. All stakeholders provided good input to the consultant team towards development of 35% design plans. Drafts of 35% plans are scheduled for completion in early July 2018.
- A list of ICTC updates can be found on Page 14 of the agenda.

- B. Southern California Association of Governments (SCAG)
Updates were provided by Mr. Salgado and can be found on Page 22 of the agenda.
- C. Caltrans Department of Transportation – District 11
The following updates were provided by Ms. Landrum and Mr. Vargas and can be found on page 24 of the agenda.
- D. Committee Member Reports
 - There were none.

VI. ACTION CALENDAR

- A. Agreement with Token Transit for Electronic Ticketing and Purchasing

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 Token Transit to provide electronic ticketing and purchasing services effective July 1, 2018 through June 30, 2019.

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

VII. LTA ACTION CALENDAR

- A. LTA 1% Administrative Budget and Resolution Amending the Measure D Expenditure Plan

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

1. Conduct the public hearing on July 25, 2018 at 6:00PM for the purpose of attaining public comment on the LTA 1% Administrative Budget Resolution Amending the Measure D Expenditure Plan.
2. Authorize the chairman to sign the resolution of the LTA to amend the 1% administrative services by amending the Ordinance's Section 8 Expenditure Plan.
3. Approve the 1% administrative services budget for the LTA for FY 2018-19.

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

VIII. LTA INFORMATION CALENDAR

- A. Imperial County Local Transportation Authority Annual Financial Audit for Fiscal Year Ended June 30, 2017 – City of Westmorland

Mr. Baza stated that the LTA Local Taxpayer Supervising Committee (LTSC) “Oversight Committee” met on July 10, 2018. During the meeting, the VTD audit team indicated that “...*Due to the audit being incomplete, the auditor has formed a disclaimed opinion which means that an opinion on the financial statements cannot be rendered due to the significant material weaknesses described in the findings...*”.

Subsequent comments and recommendations by the LTSC for the Board consideration were summarized as follows:

1. Require the City of Westmorland to provide a timeline for the completion of further audit findings, and;
2. Effective July 1, 2018, direct LTA staff to either:
 - a) Withhold LTA funds from the agency until completion of an audit; or
 - b) Allocate LTA funds through a claim/reimbursement process only until completion of an audit.

The ICTC Management Committee concurred with the recommendations made by the “Oversight Committee.”

This item is presented for informational purposes, and to accept any comments that the committee wishes to convey to the LTA Board.

IX. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **August 8, 2018** at the **City of Imperial, Imperial, CA 92251**

X. ADJOURNMENT

- A. Meeting adjourned at 11:44 a.m.