

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF August 8, 2018 10:30 a.m.**

VOTING MEMBERS PRESENT:

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

STAFF PRESENT: Mark Baza, Kathi Williams, Cristi Lerma

OTHERS PRESENT: David Salgado: SCAG; Jesus “Chi” Vargas: Caltrans

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, August 8, 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 10:39 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 [Wells](#) seconded by [Chatwin](#) to approve the consent calendar as presented. **Motion carried unanimously.** Items 4A and 4B were approved.

V. REPORTS

A. ICTC Executive Director

Mr. Baza 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 August Commission Meeting, if approved by Caltrans Audits and Investigations Department.
- 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. Three technical stakeholder meetings have been held on May 1, 2018, June 6, 2018, and July 18, 2018. In attendance at the technical stakeholder meetings was staff from KOA, ICTC, Caltrans, City of Calexico, GSA, CBP, and Mexican Aduanas. During the third technical stakeholder meeting, attendees discussed implementation plan for the July 10th southbound traffic shift opening of the newly constructed Calexico West POE. Attendees of the meeting also discussed the additional striping and signage necessary to provide travelers more information and prevent confusion. A fourth stakeholder meeting will be held at the Carmen Durazo Cultural Arts Center on August 16, 2018 to discuss the northbound traffic shift striping and signage plan. In addition, on Thursday, August 23, 2018, an all-day public outreach event will be held at the Carmen Durazo Cultural Arts Center in Calexico to inform the public of the September northbound traffic shift.

- A complete list of ICTC updates can be found on Page 11 of the agenda.
- B. Southern California Association of Governments (SCAG)
Updates were provided by Mr. Salgado and can be found on Page 18 of the agenda.
- C. Caltrans Department of Transportation – District 11
The following updates were provided by Mr. Vargas and can be found on page 21 of the agenda.
- D. Committee Member Reports
 - Mr. Dale informed the committee regarding the Cesar Chavez project. There were some issues with the lowest bidder not meeting the DBE and Good Faith Efforts goals. Construction should begin next month if the contract gets awarded soon.
 - Mr. Dale congratulated Ms. Esperanza Colio-Warren for her new position as the Deputy CEO.

VI. LTA ACTION CALENDAR

- A. LTA Audit and Accountancy Agreement for the Local Transportation Authority (LTA): FY 2017-18, FY 2018-19 and FY 2019-20

The ICTC Management Committee met on August 8, 2018 and forwarded this item to the LTA Board for review and approval after public comment, if any.

1. Authorize the Chairman to sign the agreement and engagement letter for financial audit services effective July 1, 2018, for the audit period FY 2017-18, FY 2018-19 and FY 2019-20 with the firm of The Pun Group for the not to exceed annual fees per the following schedule:
 - a. For the audit period July 1, 2017 through June 30, 2018, the annual not to exceed fee set at \$75,000
 - b. For the audit period July 1, 2018 through June 30, 2019, the annual not to exceed fee set at \$76,500
 - c. For the audit period July 1, 2019 through June 30, 2020, the annual not to exceed fee set at \$78,030

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

VII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **September 12, 2018** at the **County of Imperial, El Centro, CA 92243**

VIII. ADJOURNMENT

A. Meeting adjourned at 11:05 a.m.