

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MINUTES FOR AUGUST 23, 2017**

6:00 PM

VOTING MEMBERS PRESENT:

City of Calipatria	Maria Nava-Froelich (Chair)
City of Calexico	Bill Hodge
City of El Centro	Alex Cardenas (Alt.)
City of Holtville	James Predmore
City of Imperial	Robert Amparano
City of Westmorland	Larry Ritchie
County of Imperial	Luis Plancarte (Vice-Chair)
County of Imperial	Ryan Kelley
Imperial Irrigation District	Erik Ortega

NON-VOTING MEMBERS PRESENT:

Caltrans District 11	Ann Fox
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STAFF PRESENT: Mark Baza, Kathi Williams, Virginia Mendoza, Michelle Bastidas, Vicky Hernandez

OTHERS PRESENT: David Salgado: SCAG; AJ Gaddis: City of Imperial; Jesus Vargas, Marcelo Peinado: Caltrans; Eric Havens: County of Imperial; Eric Estell, Helio Sanchez

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 August 23, 2017 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

[Chair Nava-Froelich](#) called the Commission meeting to order at 6:18 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CLOSED SESSION

A. Motion to Adjourn to Closed Session: [Cardenas/Hodge](#) *Motion Carried.* 6:20 p.m.

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)

i. Property: 792 E. Ross Road, El Centro, CA, Assessor's Parcel Number #051-310-027-000.

Use: Bus Parking / Storage

Agency negotiator: Mark Baza

Negotiating parties: Ed C. and Mary C. Mealey

Instructions to negotiator will concern price, terms of payment.

ii. Property: 1448 Main Street, El Centro, CA Assessor's Parcel Number # 053-081-013

Use: Office Space

Agency negotiator: Mark Baza
 Negotiating parties: Quan & Woo Investment Company, LLC
 Instructions to negotiator will concern price, terms of payment.

- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code § 54957)
 Title: ICTC Executive Director
- D. Announcement of Closed Session Action(s)
 At 6:45 p.m., ICTC Counsel reported out.
 On items B i and ii, *direction was given and no final action was taken.*
 On item C, *direction was given and no final action was taken.*

V. CONSENT CALENDAR

- A. Approved ICTC Board Draft Minutes: July 26, 2017
- B. Received and Filed:
1. ICTC Management Committee Draft Minutes: August 9, 2017
 2. ICTC TAC Committee Draft Minutes: July 27, 2017
- C. Extension of Contract for the Coordination of Public Dial-a-Ride Paratransit Services – *IVT RIDE Public Outreach, Branding and Marketing*
1. Authorized the Chairman to sign the amendment extension for one year, FY 2017-18, 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, 2017 through June 30, 2018.

A motion was made by [Kelley](#) and seconded by [Hodge](#) to approve the consent calendar,
Motion carried unanimously.

VI. REPORTS

- A. ICTC Executive Director
 Mr. Baza had the following announcements:
- ICTC staff is developing a Request for Proposals (RFP) for release on September 1, 2017 to complete an update to the 2011 Short Range Transit Plan (SRTP). This is a planning document that identifies transit services and capital improvements over the next three to five year period, with expected available resources. The project unfolds over an approximately 12 month period. The goal is to have an updated report with bilingual public participation. Special Planning Emphasis Areas anticipated in the report include but are not limited to:
 - o A review of transit service options on the West side of the Salton Sea
 - o of IVT RIDE into other member agencies' service areas
 - o Expansion of the IVT Blue, Green and Gold lines for Saturday and Sunday services
 - o Review of the proposed intra-city circulators in the Cities of Calexico and Imperial
 - o Review of yet to be implemented recommendations in prior 2011 SRTP for continued applicability
 - o The project budget is established in the FY 2017-18 ICTC Overall Work Plan and Budget.
 - An update regarding State Route (SR) 86 (Northbound) Border Patrol Checkpoint project was provided by Mr. Baza. He stated that a funding request will be on the LTA agenda in September.
 - A complete list of ICTC updates can be found on Page 25 of the agenda.

- B. Southern California Association of Governments (SCAG)
Mr. Salgado had the following announcements:
- The SCAG 2017 Active Transportation Program (ATP) Supplemental Call for Projects has a deadline to submit on August 31, 2017.
 - SCAG has set the date of November 9, 2017 for a joint Economic and Housing Summit. SCAG will go dark in January to facilitate an agency move from the downtown offices to a new facility.
 - Mr. Salgado requested that agencies participate in the Open Data/Big Data – Smart and Connected SCAG Region Survey and Committee. The survey will dictate how the committee moves forward. The committee will be comprised of comprises elected officials, university partners, private sector interests, and other regional stakeholders in an effort to support local agencies in developing capacity around big and open data. The survey was sent August 15, 2017 and will be open until September 8, 2017, so that staff can report back preliminary findings at the September Committee meeting.
 - A second round of “GO-Human” advertising is underway. The “GO-Human” Campaign is an ATP Cycle 1 Grant funded program designed and developed to be utilized by all stakeholders and partners in the region to bring heightened awareness to pedestrian and bicycle safety as well as driver safety through a robust marketing and advertising campaign. ICTC has collaborated to include “Go-Human” advertising on their transit buses in order to promote safe walking and bicycling. Other Imperial County agencies and Cities will receive yard signs and other promo materials. Please feel free to contact David Salgado if interested.
 - Earthquake resiliency program will be holding workshops in the SCAG regions. Please contact David Salgado for more information.
 - The Goods Movement Study has been adopted and should be on the SCAG website.
 - A full SCAG report can be found on page 35.
- C. California Department of Transportation (Caltrans)
Ms. Fox had the following updates:
- The I-8 Project, segments 1 and 2 will be completed in September ahead of schedule. Completion of the entire project is scheduled for 2019.
 - The I-8/Dogwood Road Landscape project will be completed in mid-October.
 - Beginning July 18, 2017, SR 98 will be closed from VV Williams Ave. to Cesar Chavez Blvd. in Calexico until the end of September. The entire project will be completed in January 2018.
 - A full Caltrans report can be found on page 38 of the agenda.
- D. Commission Member Reports
- Commissioners had various announcements regarding their communities.

VII. ACTION CALENDAR

- A. ICTC Overall Work Program (OWP) and Budget FY 2017-18, Amendment #1

The ICTC Management Committee met on August 9, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Approved the FY 2017-18 Overall Work Program and Transit Finance Plan Budget, Amendment #1

A motion was made by [Amparano](#) and seconded by [Plancarte](#), **Motion carried unanimously.**

B. IVT MedTrans Budget Adjustment for FY 2016-17

The ICTC Management Committee met on August 9, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Approved the IVT MedTrans Budget Adjustment for FY 2016-17

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

C. Authorization for the Examination of Sales or Transaction Use Tax Records

The ICTC Management Committee met on August 9, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Authorized the Chairman to sign attached agreement and resolution authorizing MuniServices, LLC to examine ICTC's Sales or Transactions and Use Tax Records

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

VIII. INFORMATION / DISCUSSION CALENDAR

A. Senate Bill 1 Program Updates

The California Transportation Commission (CTC) has provided updates as it relates to Senate Bill 1(SB 1). Beginning November 1, 2017, the State Controller (Controller) will deposit various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). The State of California imposes per-gallon excise taxes on gasoline and diesel fuel, sales taxes on diesel fuel, and registration taxes on motor vehicles and dedicates these revenues to transportation purposes. Portions of these revenues flow to cities and counties through the Highway Users Tax Account (HUTA) and the newly established RMRA created by SB 1. It is estimated that cities and counties would begin to receive RMRA revenues in January 2018.

The Local Streets and Roads Program and Local Partnership Program are two (2) separate programs supported under RMRA funding. It is important to distinguish that RMRA funding is in addition to HUTA funds. The following is a summary of important SB 1 Program information for the Local Streets and Roads Program and Local Partnership Program. ***Cities and counties should pay special attention to the Local Streets and Roads Program that requires a Council/Board approved project list in addition to a budget amendment, refer to the summary listed below for details on estimates, deadlines and requirements.***

Local Streets and Roads Program (LSRP)

1. Program Guidelines will be adopted at the August 16-17 CTC meeting.
2. Cities and Counties list is due to CTC by October 16, 2017.
 - a. Project list and estimated LSRP funding revenues should be included as part of Cities and Counties budgets.
 - b. Cities and Counties should make these amendment during their scheduled Council/Board meetings in the month of September in order to meet the October 16th CTC deadline.
 - c. For the initial submittal of project lists in 2017, cities and counties are required to use the standard form available in the Final Reporting Guidelines – available after August 16-17 on CTC website: <http://catc.ca.gov/programs/SB1.html>

- d. Per section V-15 of the Program Reporting Guidelines, cities and counties that fail to comply with Project Expenditure Reporting and Auditing will be subject to reimburse the state and funds will be reapportioned to other counties or cities whose expenditures are in compliance.
- 3. Cities and the County must prepare a project list based on the RMRA amounts listed below. Per CTC staff, the Local Streets and Roads Program list of projects must be submitted to the CTC by October 16th using RMRA funds (in combination with other funds as applicable). The RMRA FY2017-18 estimates below come from the California League of Cities and the California State Association of Counties.

Agency	RMRA Amount FY 2017/2018
Brawley	\$150,100
Calexico	\$227,196
Calipatria	\$43,534
El Centro	\$255,215
Holtville	\$34,426
Imperial	\$102,634
Westmorland	\$12,747
County of Imperial	\$2,656,079
TOTAL	\$3,481,931*

**City estimate source is from California League of Cities –*

[FY 17-18 HUTA and RMRA Funding Estimates](http://www.ca.gov/cta/press-releases/more-press-releases/2017/08/18-huta-and-sb-1-revenue-estimates-041317-0.pdf)

**County estimate source is from California State Association of Counties –*

http://www.counties.org/sites/main/files/file-attachments/fy_2017-18_huta_and_sb_1_revenue_estimates_041317_0.pdf

Important dates to consider for LSRP:

- 1. **August 11, 2017** – “Implementing SB 1 – What Cities and Counties Need to Know” Webinar co-hosted by League of California. For more information see attached flyer.
- 2. **August – September 2017** – Approve project list and amended budget for Local Streets and Roads Program.
- 3. **October 16, 2017** – Submit Project List for Local Streets and Roads Program to CTC

Local Partnership Program (LPP)

The other program that cities and counties need to keep in mind is the Local Partnership Program (LPP). In fiscal year 2017-2018, this program has an estimated \$200 million annual revenue of which \$100 million would be distributed via formula and \$100 million would be competitive. Unlike the prior program, there are no estimates estimated for the formula funds of the program. The draft program guidelines for this program are scheduled to be released on August 16-17, 2017. Adoption of the guidelines is anticipated for October 18-19, 2017.

This item is for informational purposes only and no action is required at this time.

IX. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, September 27, 2017 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

X. ADJOURNMENT

Meeting adjourned at 8:52 p.m. ([Hodge/Kelley](#)) **Motion Carried.**