

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MINUTES FOR September 27, 2017**

6:00 p.m.

VOTING MEMBERS PRESENT:

City of Calipatria	Maria Nava-Froelich (Chair)
City of El Centro	Cheryl Viegas-Walker
City of Holtville	James Predmore
City of Westmorland	Larry Ritchie
County of Imperial	Ryan Kelley
City of Brawley	George Nava
City of Calexico	Bill Hodge
City of Imperial	Robert Amparano

NON-VOTING MEMBERS PRESENT: Caltrans District 11 Laurie Berman

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

OTHERS PRESENT: David Salgado: SCAG; Eric Havens: ICTC Counsel; Eric Estell: First Transit; John Gay: County of Imperial; Marcelo Peinado, Jesus Vargas, David Cortez: Caltrans; Derek Wong: Michael Baker International; Anna Beltran: City of Westmorland; Richard A. Parker, Ph.D, Louis M. Rea, Ph.D: Rea & Parker Research

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 September 27, 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 6:42 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT CALENDAR

A request was made by Ms.Viegas-Walker to pull consent item E for questions.

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| A. Approval of Commission Draft Minutes: | August 23, 2017 |
| B. Received and Filed: | |
| 1. ICTC Management Committee Draft Minutes: | September 20, 2017 |

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

A motion was made by [Viegas-Walker](#) and seconded by [Kelley](#) to approve consent item B, **Motion carried unanimously.**

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

Mr. Baza had the following updates:

- Staff met with Caltrans District 11 staff to discuss the proposed project schedule for the I-8 / Imperial Avenue Interchange Reconstruction. The project will not be accelerated due to right of way delays. Caltrans staff recommended that project schedule for construction remain for FY 2019/20. ICTC staff will continue to work with Caltrans staff to submit the 2018 State Transportation Improvement Plan by December 8, 2017.
- The request for proposals for the update to the 2011 SRTP plan was released in early September. A pre-bid meeting was held on September 22 at the ICTC offices. This will be a good planning document that will identify transit services and capital improvements regionally. Bids are due on October 6, 2017.
- ICTC was awarded a SCAG Sustainability Planning Grant to Develop a Regional Climate Action Plan. ICTC staff will work in collaboration with SCAG staff to develop and release a request for proposal to select a consultant that will develop the Regional Climate Action Plan. ICTC will serve as the day to day project manager and SCAG staff will serve as the administrative project manager. The goal of the project is to develop a regional framework for addressing Green House Gas (GHG) emissions for a Regional Climate Action Plan that allows each local agency to customize and fit into the context of the community each jurisdiction serves, that can be used at the local level in the development of jurisdiction – specific Climate Action Plans (CAPS). ICTC staff is currently finalizing the scope of work language in collaboration with SCAG staff and plans to release a request for proposal at the end 2017.
- 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 Port of Entry expansion. The expansion will have two access points. SCAG, Caltrans and ICTC will lead study in partnership with the City of Calexico, Customs and Border Protection and General Services Administration. The study is expected to proceed with a Request for Proposals in November 2017.
- The Imperial Mexicali Binational Alliance Meeting will be scheduled to take place on October 5, 2017 at the Carmen Durazo Arts Center in the City of Calexico.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- The 2017 SCAG Housing and Economic Summit, SCAG has set the date of November 9 for a joint Economic and Housing Summit. The event will be held in downtown Los Angeles at the L.A. Hotel. SCAG is foregoing their regular annual Housing Summit which will allow the Economic Summit to be focused on housing. Elected officials are provided registration at no cost.
- A second round of the Go Human campaign is underway.
- The 2017 Walk to School Day is Wednesday October 4, 2017. \
- SCAG was in Sacramento, working to bring resources to Southern California. A delegation from SCAG traveled to meet with seven states senators and 10 assembly members to discuss the need for regional equity in cap-and-trade derived funding.
- There will be a RHNA presentation on October 11, 2017.
- A SCAG report can be found on page 30.

C. California Department of Transportation (Caltrans)

Ms. Berman had the following updates:

- The I-8 Dogwood Road interchange project is completed and all lanes are open to traffic. Decorative fencing will be installed in fall of 2017.
- The I-8 / Dogwood Road Landscape project has started with plant establishment continuing. This will be completed in fall of 2017.
- Phase 1 of the Caltrans El Centro Maintenance Station is complete.
- Phase 2 has recently been completed.
- The Senate Bill 1 with Caltrans Division of Transportation Planning is on a fast track to develop grant guides and launch the new Senate Bill 1, the Road Repair and Accountability Act 2017, planning grant funds. Caltrans encourages input from all stakeholders in the development of the grant guides. Working with Small Businesses communities for more workshops would be a good start. LA Metro passed a measure also.
- The cities of Brawley and El Centro have projects soon to be flagged for inactivity. Please transmit invoices to Joseph Chua in District 11 by November 20, 2017.
- A full Caltrans report can be found on page 37 of the agenda.

D. Commission Member Reports

- There were various reports by Commission members of countywide issues and events happening in each of their respective cities/county.

VI. ACTION CALENDAR

A. Tri-ennial Performance Audit of the Administration/Management of the Imperial County Transportation Commission – FY 2013-14, 2014-15, 2015-16

Ms. Williams introduced the consultant Mr. Derek Wong from Michael Baker International. Mr. Wong presented the Commission with Findings and Recommendation. Staff will be working on completing the recommendations. All final audits are located on the ICTC website at www.imperialctc.org.

The ICTC Management Committee met on September 20, 2017 and forwarded this item to the Commission for review and approval after public comment, if any:

1. Approved the FY 2013-14, 2014-15, 2015-16 Tri-ennial Performance Audit of the Imperial County Transportation Commission.
2. Directed staff to forward the FY 2013-14, 2014-15, 2015-16 Tri-ennial Performance Audit of the Imperial County Transportation Commission to Caltrans.

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

B. The Passenger Statistical Summary (PSS) Project for FY 2016-17 for Imperial Valley Transit (IVT)

Mr. Aguirre introduced the consultant Dr. Parker. Dr. Parker presented the finding of the Passenger Statistical Summary to the Commission. The study is located on the ICTC website at www.imperialctc.org.

The ICTC Management Committee met on September 20, 2017 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approved the Passenger Statistical Sampling Project for FY 2016-17.

2. Directed staff to forward the report for inclusion in the National Transit Database (NTD)

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

VII. CLOSED SESSION

- A. Motion to Adjourn to Closed Session ([Nava/Hodge](#)) **Motion carried.**
- 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: 1498 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
Instructions to negotiator will concern price, terms of payment.
 - iii. Property: 1405 N. Imperial Ave., Suite 1, El Centro, CA Assessor's Parcel Number # 044-261-018 01
Use: Office Space
Agency negotiator: Mark Baza
Negotiating parties: Pico Group LLC
Instructions to negotiator will concern price, terms of payment.
- C. Announcement of Closed Session Action(s)

The Commission met in closed session to discuss items B i-iii. Direction was given but no final action was taken.

VIII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, October 25, 2017 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 9:24 p.m.