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TECHNICAL ADVISORY COMMITTEE

MINUTES

December 6, 2018

Present:

Victor Garcia	City of Brawley
Lily Falomir	City of Calexico
Javier Luna	City of El Centro
Abraham Campos	City of El Centro
Isabel Alvarez	City of Imperial
Othon Mora	City of Imperial
Veronica Atondo	County of Imperial
Jose Castaneda	County of Imperial
Joel Hamby	City of Westmorland

Others:

Virginia Mendoza	ICTC
David Aguirre	ICTC
Marlene Flores	ICTC
Beth Landrum	Caltrans
Francisco Olmedo	ICDPW
Erika Garcia	The Holt Group
George Galvan	The Holt Group

1. The meeting was called to order at 10:14 a.m. A quorum was present and introductions were made. There were no public comments made.
2. **Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2018 Call for Project Guidelines**

-Ms. Mendoza summarized both the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2018 Call for Project Guidelines with TAC members and made a recommendation for approval.

- Ms. Landrum mentioned if Caltrans was going to be part of the Scoring Committee since it was stated on the guidelines. Ms. Mendoza mentioned that in previous selection process committees, Caltrans was not part of the Scoring Committee, but they can serve as advisory.

- TAC members made recommendations to the Call for Projects Guidelines:

1. Extend the Call for Projects deadline to March 1st for both projects. With this change,

the Call for Projects Schedule has extended to April 24, 2019.

2. Additional language to the guidelines- A DRAFT resolution will be acceptable, prior to Commission approval. Applicants may submit a draft resolution with each application; however, applicants must state the anticipated adoption date of the resolution.

3. Caltrans will serve as an Advisory for applicants.

Below is the Call for Projects Schedule with recommended changes:

December 6, 2018	Technical Advisory Committee approves CMAQ & STBG Guidelines
December 12, 2018	Management Committee approves CMAQ & STBG Guidelines
December 12, 2018	ICTC approves CMAQ & STBG Guidelines
December 17, 2018	Call for Projects begins
March 1, 2019	Call for Projects ends
March 4, 2019	Project selection process begins
March 28, 2019	Project selection process ends (ICTC staff recommendation list generated)
April 4, 2019	TAC approves project selection recommendations
April 10, 2019	Management Committee approves project selection recommendations
April 24, 2019	Commission approves project selection recommendations

A *motion* was made to approve both Call for Projects Guidelines with recommended changes by the TAC Committee, [\(Atondo/Galvan\)](#) **Motion Carried.**

3. A *motion* was made to adopt the minutes for November 15, 2018, [\(Luna/Campos\)](#) **Motion Carried.**

4. **ICTC Updates / Announcements**
(Presented by ICTC Staff)

a. **Transit Planning Updates:**

- **FTA Triennial Review.** Mr. Aguirre informed all agencies that ICTC had their FTA Triennial Audit and in the next couple of months agencies will be visited by the auditors.
- **Short Range Transit Plan.** Mr. Aguirre mentioned that the 2018 Short Range Transit Plan (SRTP) final draft will be presented to the Commission on December 12, 2018.

b. **Transportation Planning Updates:**

- Ms. Mendoza informed TAC members that ICTC will be submitting an application for 2018 Sustainable Communities Program. This grant project will develop a new region-wide ATP by incorporating the existing and underway plans into a regional ATP effort that will prioritize regional project priorities and fund requests. Deadline for this grant is December 14, 2018 at 4:00 p.m. Ms. Mendoza encouraged all agencies to submit.
- Ms. Mendoza provided an update on the Regional Climate Action Plan. The completion of the consultant selection process is almost done and anticipate an award in December 2018.
- Next IMBA meeting is planned for Thursday, December 13, 2018 in the City

of Mexicali, B.C.

- Ms. Mendoza provided a brief summary of the Calexico West Port of Entry Traffic Circulation Plan. KOA conducted a traffic count and observation during the week of November 5th.

c. FFY 2019-20 Programmed Project Updates

- Ms. Mendoza provided an update on FY 2018/2019 federal funded projects under CMAQ, RSTP, ATP programs including earmarks. Requests for authorization (RFA's) are due to Caltrans by February 2019.

d. SB 1 2018 Local Partnership Program:

- Ms. Mendoza informed all agencies that we are currently working with the consultant on a sample of the submittals and as soon as we have a sample, Ms. Mendoza will e-mail to all agencies.

e. LTA Updates:

- Ms. Mendoza mentioned that ICTC has been in contact with the cities of Brawley and Calexico regarding the balance on their respective LTA bond projects.

5. SCAG Updates / Announcements:

- There were none.

6. Cities and County Planning / Public Works Updates:

- There were various local agencies that gave an update on their local projects in progress.

7. Caltrans Updates / Announcements

- Ms. Landrum provided a presentation on the Imperial County Active Transportation Plan for Unincorporated Communities. The presentation provided ATP vision and goals, study area, analysis steps, Active transportation plan for each community, project prioritization, cost estimates, funding sources as well as the anticipated Final Report to be completed by February, 2019.
- Ms. Landrum mentioned that as of November 30, 2018 the inactive and future inactive list was updated.

8. General Discussion / New Business

- TAC members mentioned the Engineers (R.E.) Academy Class. Is it possible to provide this Academy here in the Imperial Valley? Ms. Landrum said that she will ask Ms. Alma Sanchez, Local Assistance Training Coordinator from Caltrans.
- TAC members mentioned if Ms. Ledesma can provide a second step by step overview of the revised Exhibit 9-D to assist in calculating the new Disadvantaged Business Enterprise (DBE) goal for local agencies. Ms. Landrum mentioned that agencies are more than welcome to contact Ms. Ledesma for assistance in calculating the new DBE goal for local agencies.

9. Meeting adjourned at 11:53 a.m.