

**IMPERIAL COUNTY TRANSPORTATION COMMISSION**  
**MINUTES FOR December 13, 2017**  
**6:00 p.m.**

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**VOTING MEMBERS PRESENT:**

<p>City of Brawley  City of Calipatria  City of El Centro  City of Imperial  County of Imperial</p>	<p>George Nava  Maria Nava-Froelich (Chair)  Alex Cardenas (alt.)  Robert Amparano  Luis Plancarte</p>
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**NON-VOTING MEMBERS PRESENT:**      Caltrans District 11                      Marcelo Peinado

**STAFF PRESENT:**    Mark Baza, Kathi Williams, David Aguirre, Michelle Bastidas, Cristi Lerma

**OTHERS PRESENT:** David Salgado: SCAG; Eric Havens: ICTC Counsel; Eric Estell: First Transit

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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 December 13, 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 6:04 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**

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|----|--|-------------------|
| A. | Approval of Commission Draft Minutes:  | October 25, 2017  |
|    | Approval of Commission Draft Minutes:  | November 29, 2017 |
| B. | Receive and File:  |                   |
|    | 1.      ICTC TAC Draft Minutes:  | October 26, 2017  |
| C. | FY 2017-18 Appointment of the Social Services Transportation Advisory Council (SSTAC)  |                   |
|    | 1.      Appointed the Social Services Transportation Advisory Council (SSTAC) for FY 2017-18 for the positions and terms per the enclosure.  |                   |
| D. | California Transit Security Grant Program FY 2016-17   |                   |
|    | 1.      Approved the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of the ICTC for the purposes of obtaining FY 2016-17 financial assistance, provided by the Governor's Office of Homeland Security under the California Transit Security Grant Program. |                   |
- A motion was made by [Nava](#) and seconded by [Plancarte](#) to approve consent items A through D, **Motion carried unanimously.**

**V. REPORTS**

- A. ICTC Executive Director
  - Mr. Baza and ICTC staff provided ICTC updates.
  - Executive Director Reports can be found on Page 26 of the agenda.
- B. Southern California Association of Governments (SCAG)
  - Mr. Salgado provided SCAG updates and distributed a report at the meeting.
- C. California Department of Transportation (Caltrans)
  - Mr. Peinado provided Caltrans updates.
  - A Caltrans report can be found on page 34 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. CLOSED SESSION**

- A. Motion to Adjourn to Closed Session ([Cardenas/Plancarte](#)) **Motion carried.**
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.8)
  - i. Property: 1503 N. Imperial Ave., Suite 104, El Centro, CA  
Assessor's Parcel Number: 044-261-019  
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): Mr. Havens stated the following: The Commission met in closed session regarding real property negotiators for the property at 1503 N. Imperial Ave. in El Centro, CA, direction was given but no final action was taken.

**VII. INFORMATION CALENDAR**

- A. Brief Update for Future Bonding Opportunities

Mr. Baza provided the commission a brief presentation regarding the possibility of future bonding opportunities. Mr. Baza reviewed the 2012 LTA Sales Tax Revenue Bond and participating agencies. He also stated that the majority of the proceeds have been spent. The potential future bond effort would be to look to issue bonds in the early months of 2018. They LTA would have a total of up to \$54.3 million of proceeds to distribute to participating agencies. Assuming debt service coverage of 130% and wrapping the 2018 bond debt service around that of the 2012 bonds, participants are able to capture proceeds for additional projects. City of Holtville and the City of El Centro could be new participants. Mr. Baza agreed to provide more information at the next meeting in January.

**VIII. ACTION CALENDAR**

A. Lease and Sublease Agreements

ICTC staff forwards this item to the Commission for review and approval after public comment, if any:

1. Approved the lease and sublease with PICO Group, LLC and Southern California Association of Governments for the property located at 1503 N. Imperial Ave, El Centro, CA for an amended term of three (3) years plus two (2) one (1) year extension option periods and authorized the Executive Director to execute the agreements.

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

B. Unmet Transit Needs Public Hearing for Fiscal Year 2018-19

ICTC Management Committee met on December 13<sup>th</sup> and forwarded this item to the Commission for review and approval after public comment, if any:

1. Appointed the Unmet Transit Needs Hearing Panel: two members from the County, three City representatives (Calipatria, El Centro, Imperial) with two City alternates (Brawley).
2. Selected a Public Hearing date of February 22, 2018 at 3 p.m. at the City of El Centro Council Chamber's.
3. Directed staff to conduct the administrative arrangements.
4. Adopted the definition of "Unmet Transit Needs" and "Reasonable to Meet" as published and utilized by the Executive Committee of the Southern California Association of Governments (SCAG) in 1981 and the Imperial Valley Association of Governments (IVAG) in 1992.
5. Authorized the Executive Director or his designee to sign the allocation disbursement instructions.
6. Authorized ICTC staff to process the TDA claims in accordance with regulations.

A motion was made by [Plancarte](#) and seconded by [Amparano](#) to approve items 1-4, **Motion carried unanimously.**

A motion was made by [Plancarte](#) and seconded by [Amparano](#) to approve item 5, **Motion carried unanimously.**

A motion was made by [Plancarte](#) and seconded by [Cardenas](#) to approve item 6, **Motion carried unanimously.**

C. Goals and Objectives for the FY 2017-18 Short Range Transit Plan (SRTP)

ICTC Management Committee met on December 13<sup>th</sup> and forwarded this item to the Commission for review and approval after public comment, if any:

1. Reaffirmed the Goals from the 2011 Short Range Transit Plan, as the guiding principles for the development of the 2017 Short Range Transit Plan.

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

- D. Short Range Transit Plan (SRTP) for the Imperial County Transportation Commission – FY 2017-18

ICTC Management Committee met on December 13<sup>th</sup> and forwarded this item to the Commission for review and approval after public comment, if any:

1. Approved the award of the Consultant Agreement for the FY 2017-18 Short Range Transit Plan for the Imperial County Transportation Commission, to AECOM for the fee of \$147,985.

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

#### **IX. ADJOURNMENT / NEXT MEETING DATE AND PLACE**

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, January 24, 2018 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

Meeting adjourned at 8:08 p.m. ([Cardenas/Nava](#)), Motion Carried.