

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF December 14, 2016 9:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	Armando Villa
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
County of Imperial	John Gay

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

OTHERS PRESENT: Liz Zarate: City of El Centro; Hasan Ikhrata, Michelle Martinez, David Salgado: SCAG; Sam Amen: 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, December 14, 2016 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Chatwin called the Committee meeting to order at 9:37 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 [Bayon Moore](#) seconded by [Wells](#) to approve consent items 4A-4D. **Motion carried** unanimously.

A. Approved ICTC Management Committee Minutes for October 12, 2016

B. Received and filed:

1. ICTC Board Draft Minutes for October 26, 2016
2. ICTC TAC Minutes for October 27, 2016
3. ICTC SSTAC Minutes for November 2, 2016

C. FY 2016-17 Active Transportation Program (ATP) Project Nomination List

1. Approved the Project Nomination List for the Imperial County's 2017 Active Transportation Program (ATP)
2. Approved the award of ATP funds to the Imperial County Office of Education's Project Ride, Walk, Learn project in the amount of \$224,000

3. Approved the award of ATP funds to the County of Imperial's Aten Road Class I Bicycle Path Improvements project in the amount of \$285,572
 4. Directed staff to submit a Formal Nomination List to SCAG and proceed with the State/Federal programming and documentation
- D. California Transit Security Grant Program FY 2014-15
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 2014-15 financial assistance provided by the Governor's Office of Homeland Security under the California Transit Security Grant Program

V. REPORTS

- A. ICTC Executive Director
- A complete list of ICTC updates can be found on Page 31 of the r agenda.
- B. Southern California Association of Governments (SCAG)
Mr. Salgado had the following announcements:
- The 7th Annual Southern California Economic Summit was held on Thursday, December 1, 2016.
 - Assemblyman Eduardo Garcia held a comprehensive workshop in cooperation with the Kosmont Group and USC Sol Price School of Public Policy, Mark Pisano. SCAG is committed to the new programs knowing they will be a great tool to help communities finance sustainable development projects in a post-RDA environment. SCAG is taking steps to provide information and resources to its partners and member jurisdictions. SCAG has selected three pilot projects throughout the SCAG region to illustrate key assumptions, methodology, and other considerations for EIFD/CRIA feasibility analysis and implementation. SCAG is committed to improving capacity to provide screening, technical, and other assistance for member agencies.
 - SCAG hosted Earthquake Resiliency workshops throughout the region. The City of Coachella hosted a workshop on the 9th of November. Those in attendance were able to hear about some ways to build resilience in their respective communities through policy development. Dr. Lucy Jones facilitated the workshops. SCAG will be having 2 follow up workshops in the SCAG region in order to bring in further stake holders and a broader emergency response contingent.
 - A complete list of SCAG updates can be found on Page 77 of the agenda.
- C. Caltrans Department of Transportation – District 11
- A Caltrans report can be found on page 84 of the agenda for more information on project updates.
- D. Committee Member Reports
- There were none.

VII. ACTION CALENDAR

- A. Funding Request from the City of El Centro to provide added Security at the El Centro Bus Transfer Terminal on 7th and State Streets
- Ms. Williams provided the following information to the committee:

As a follow-up to the City of El Centro's request for funding assistance from ICTC to address safety concerns at the transfer terminal on 7th and State streets. The request was presented to the Commission in October, for \$90,000.00 for a one-year period and would be used to hire for security staffing. Attached to this staff report is the formal request from the City of El Centro.

ICTC Staff recognizes the need to address the ongoing issues the City has had with the overall security at the transfer terminal. Many of our Imperial Valley Transit (IVT) bus passengers have expressed that they are not comfortable using the transfer terminal and its restrooms due to excessive loitering, vandalism, the appearance of drug use/transactions and other violent crimes that have occurred.

The Commission met on October 26th and took the following actions:

1. Direct ICTC Staff to research funding sources in the amount of \$90,000.00 to assist the City of El Centro in providing added security at the Bus Transfer Terminal on 7th and State Streets.
2. If funding is found available, direct staff to begin coordination with the City of El Centro to develop a fund transfer agreement and parameters of proposed armed security services for consideration to be approved by the Commission and the City.

ICTC staff have researched funding sources and are presenting the following for further direction/action.

Option A: Funding is available through the Local Transportation Authority 2% for Regional Transit. The LTA Board would need to take action on the funding request and a Memorandum of Understanding (MOU) would need to be created to address liability for the use of funds. In addition, the MOU would need to state that the funds would be treated as reimbursement to the City, after the submittal of documentation.

Option B: Funding is also available from the State Transportation Development Act (TDA) through Article 8c, if there is a contract between the City and a security company, or reimbursement is needed for police department expenses. A Memorandum of Understanding (MOU) would also need to be created to address liability for the use of funds. In addition, the MOU would need to state that the funds would be treated as reimbursement to the City, after the submittal of documentation.

ICTC staff recommends the use of LTA funds as described in Option A. The LTA 2% Regional Transit funds are available and eligible as it is proposed to provide needed security support for our IVT regional transit terminal and operations in the City of El Centro. In addition, the LTA funds are locally controlled and not subject to as many administrative burdens as the TDA funds in Option B.

Ms. Piedra stated that the City of El Centro does not intend to use the Police Department as the primary option for the issue. The City would like to hire a private security firm and will do so through a procurement process.

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval after public comment, if any:

1. Direct Staff to forward the request from the City of El Centro in an amount up to \$90,000.00 to assist the City of El Centro in providing daily security at the Bus Transfer Terminal on 7th and State Streets, to the Board of the Local Transportation Authority (LTA) as a one-year demonstration.

A motion was made by [Villa](#) and seconded by [Bayon Moore](#), **Motion Carried unanimously.**

B. Unmet Transit Needs Public Hearing - for Fiscal Year 2017-18

It was requested that ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any:

1. Appoint the Unmet Transit Needs Hearing Panel: two members from the County, three City representatives with two City alternates
2. Select a Public Hearing date of February 9 or February 16, 2017
3. Select the time of the meeting
4. Direct staff to conduct the administrative arrangements

A motion was made by [Wells](#) and seconded by [Medina](#), **Motion Carried unanimously.**

C. Transportation Development Act (TDA) Tri-ennial Performance Audit of the Administration/Management of the Imperial County Transportation Commission: FY 2013-14, 2014-15, 2015-16

It was requested that ICTC Management Committee forward this item to the Commission for their review and approval after public comment(s), if any:

1. Approve the award of the Consultant Agreement for the FY 2013-14, 2014-15, 2015-16 Transportation Development Act Triennial Performance Audit of the Imperial County Transportation Commission, to Michael Baker International for the fee of \$72,076.
2. Authorize the Chairperson to sign the Consultant Agreement.

A motion was made by [Piedra](#) and seconded by [Villa](#), **Motion Carried unanimously.**

VII. LTA ACTION CALENDAR

A. Fund Request to the Local Transportation Authority (LTA) - Forrester Road/Westmorland Bypass Project Study Report (PSR)

ICTC Staff requested that the Management Committee forward this item to the LTA Board for their review and approval after public comment(s), if any:

1. Approve the allocation for funding needed in the amount of \$617,500 for the proposed PSR from the 5% State Highway Set-Aside from the Measure D allocations
2. Authorize the Executive Director to execute the necessary agreements with Caltrans

A motion was made by [Medina](#) and seconded by [Piedra](#), **Motion Carried unanimously.**

VII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **January 11, 2017** at the **City of Imperial**, Imperial CA.

VIII. ADJOURNMENT

A. Meeting adjourned at 10:46 p.m.