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**TECHNICAL ADVISORY COMMITTEE  
*DRAFT* AGENDA**

**DATE: July 26, 2012**

**TIME: 10:00 a.m. – 12:00 p.m.**

**LOCATION: ICTC Offices  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243**

Chairperson: Jorge Galvan

Vice-Chair: Terry Hagen

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

**PUBLIC COMMENTS**

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any actions on items that are not on the agenda.

**DISCUSSION/ACTION ITEMS**

1. Introductions
2. Adoption of the minutes for June 28, 2012 *Requesting a motion to adopt* **ACTION**
3. EPA Sanctions – Review of Federal Aid Projects *Presentation by ICTC Staff* **DISCUSSION**
4. ICTC Updates / Announcements *Presentation will be made by ICTC staff* **DISCUSSION**
5. Caltrans Updates / Announcements *Presentation will be made by Caltrans staff* **DISCUSSION**
6. SCAG Update / Announcements *Presentation will be made by SCAG Staff* **DISCUSSION**

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,  
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

7. General Discussion / New Business

DISCUSSION

8. Adjournment

The next meeting of the ICTC TAC is scheduled for August 23, 2012. Meeting will be held at the ICTC offices at 10 AM. For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at [cristilerma@imperialctc.org](mailto:cristilerma@imperialctc.org).



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**TECHNICAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**

June 28, 2012

Present:

Yazmin Arellano	City of Brawley
Gordon Gaste	City of Brawley
Alex Espinoza	City of Calexico
Mindy Hernandez	City of Calipatria
Abraham Campos	City of El Centro
Alex Meyerhoff	City of Holtville
Ana Salazar	The Holt Group/City of Holtville
Jorge Galvan	City of Imperial
John Gay	County of Imperial

Others:

Mark Baza	ICTC
David Salgado	ICTC
Virginia Mendoza	ICTC
Cristi Lerma	ICTC
Luis Medina	Caltrans
Carlos O. Hernandez (via telephone)	COH & Associates, Inc.

1. The meeting was called to order by Acting Chair Abraham Campos at 10:10 a.m. A quorum was present. Introductions were made.
2. A motion was made to adopt the March 29, 2012 minutes. **(Arellano/Meyerhoff) Motion Carried.**
3. EPA Sanctions – Review of Federal Aid Projects
  - Mr. Baza has been providing monthly updates on the possible sanctions occurring on August 9, 2012 due to the lawsuit between APCD and EPA. The court ordered mediation and at their 4<sup>th</sup> meeting there was a consensus in modifying the rules and because of this it may be possible to obtain a stay of the sanctions. The process will take a few months for the stay to take effect. Staff is very optimistic.

4. STIP-TE 2012 Call For Projects: Guidelines, Application and Scoring Criteria

- Ms. Mendoza stated that a workshop was held on June 14, 2012 where Carlos Hernandez, the consultant assigned to all STIP projects was present and reviewed the guidelines, application and scoring criteria. Input and comments were welcomed as well. Mr. Hernandez via telephone was present during the TAC meeting and reviewed the changes requested during the workshop. The changes include the following :
  - o The addition of a category called the “Scoring Committee” which states: The TE Scoring Committee will be comprised of one representative from each of the local jurisdictions in Imperial County (cities and the County), a Caltrans District 11 representative (preferably the local TE Coordinator), and maybe an ICTC staff member. The Committee is scheduled to meet to score projects applications on Monday, September 10, 2012;
  - o A change in the timeline to move up the due date of project submittals by one month;
  - o A change in the scoring criteria to increase livability to 30 points and decrease regional significance to 20points.
- The timeline is listed below:

06/14/12	TE workshop
06/28/12	TAC recommendation of TE program
07/11/12	Management recommendation of TE program
07/25/12	ICTC Board approval of TE program
08/01/12	“Call For Projects” process begins
09/04/12	Project submittals due
09/10/12	TE scoring committee
09/27/12	Scored projects presented to TAC
10/10/12	Management Committee project approvals and recommendation
10/24/12	ICTC project approvals
11/01/12	Submit projects to Caltrans for review and approval
12/01/12	Program projects in the STIP and FTIP
- 12 hard copies are to be submitted of the application and one electronic on a CD in pdf. The application must include the locally adopted resolution in support of project applications.

A motion was made by [Meyerhoff](#) and seconded by [Gay](#) to adopt the STIP TE Guidelines, Application and Scoring Criteria with stated amendments, **Motion Carried.**

5. ICTC Updates / Announcements (Presentation by ICTC staff)

- Mr. Salgado stated that feedback for he scopes of work for the consolidated RFP are still needed from the cities of Brawley, El Centro and Imperial.
- All CMAQ projects in FY 12/13 have been programmed in the FTIP and are pending approval from FHWA. Also, staff still needs revised applications from several agencies.
- Mr. Baza stated that the OWP and budget for ICTC was approved at the Commission meeting the night before.
- A conference report was submitted on the federal transportation bill, a vote will take place on Friday or Saturday. If it does not pass an extension of the current bill is probable.
- Mr. Baza stated that a relationship is being established with the Quechan Tribe and Yuma Transit agency. Bus stops in the Winterhaven area are under review by the County on behalf of a request from the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), and the Quechan Tribe is requesting a review of new routes that would come into the Imperial Valley. It appears to be less expensive for Yuma County Area Transit (YCAT) to provide the service and ICTC staff is agreeable as long as there are no spacial or temporal conflicts. This will require a three way agreement between ICTC, the Quechan Tribe and YCIPTA. This will require action to be taken by Management Committee and Commission.
- Ms. Mendoza stated that the Regional DBE that is submitted by ICTC on an annual basis is

no longer needed according to Nicki Haynes, Caltrans District 11. Changes to DBE are currently taking place. Please see Caltrans updates.

6. Caltrans Updates / Announcements

- Mr. Medina had the following updates:
- The DBE program waiver granted on August 7, 2008 has been rescinded. Contract goals for federally funded projects authorized on and after July 1, 2012 must include all DBE groups (African-American, Asian Pacific American, Native American, Women, Hispanic American, and Subcontinent Asian American and any other groups whose members are certified as socially and economically disadvantaged). As directed in the June 15, 2012, letter from the Federal Highway Administration (FHWA), Caltrans is transitioning to a New Race Conscious (RC) DBE program that will apply to Caltrans and Local Agency transportation projects funded with federal funds. An Office Bulletin providing specific guidance on the new program will also be released next week on the Local Assistance website. [http://www.dot.ca.gov/hq/LocalPrograms/DLA\\_OB/DLA\\_OB.htm](http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/DLA_OB.htm)
- Cycle 5 Highway Safety Improvement Program (HSIP) and Cycle 3 High Risk Rural Road Program (HR3) Calls for Projects deadline to submit applications is COB Friday, July 20, 2012 and should be submitted to the attention of the District Local Assistance Engineer, Erwin Gojuangco. Applications received or postmarked later than July 20, 2012 will not be accepted. If an agency has active HSIP or HR3 projects that are flagged for not meeting delivery milestones, Caltrans will not accept HSIP or HR3 applications from your agency unless the flags have been resolved prior to the application due date. For delivery requirements and project delivery status, please click the link provided below: [http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery\\_status.htm](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm)
- The SR2S award notification process has changed. Once the final project selection has been approved, Division of Local Assistance HQ's will first notify successful applicants that they have received an award under Cycle 10 of SR2S in an email. The email will be followed up with the formal letter to the applicants. This process was changed because of the press release and legislative notification that occurs with this program and to ensure that successful applicants are notified promptly. Please note, when receiving your successful letter, please read carefully as it will contain a new paragraph which explains new policy for Cycle 10 of SR2S. <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/sr2s.htm>
- District 11 received 6 Bicycle Transportation Account (BTA) program applications, 2 from the Imperial Region and 4 from the San Diego Region agencies. These applications were reviewed and then submitted to the BTA Program Manager in Sacramento on June 15, 2012. Headquarters will be performing a 2<sup>nd</sup> review, equivalent to 60% weighted average, on the final selection. Announcement of the successful BTA applications is contingent upon the approval of the State Budget. Local agencies will be notified of the result of their applications.
- FHWA will be conducting a Final Project Review for the following ARRA projects:

<u>Agency</u>	<u>Project No</u>	<u>Location</u>	<u>Date</u>
Calexico	5168(013)	Emerson Ave-SR 98 to 3RD ST.	July 17, 2012
Holtville	5174(009)	Walnut Ave-5TH St to 4TH St	July 17, 2012
Holtville	5174(010)	Northside of Ninth St-Between Cedar Ave/Holt	July 17, 2012
Calipatria	5243(006)	Main ST SR 111/115 to Liverly	July 18, 2012
Brawley	5167(024)	Western Ave-State HWY 86 to	July 18, 2012

N of Park VI

Imperial	5134(006)	Barioni Rd-B St to P St	July 19, 2012
Imperial County	5958(064)	Baughman Rd-Forrester Rd to SR 78/86	July 19, 2012
Imperial County	5958(065)	Worthington Rd-Intersection at McConnel Rd	July 19, 2012
El Centro	5169(027)	Dogwood Rd-Interstate 8 to State St	July 20, 2012
El Centro	5169(028)	Adams Ave-Imperial Ave to La Brucherie	July 20, 2012

- Local agencies that have bridge seismic bridge projects funded with Prop 1B are required to provide project update in the LA-ODIS on a quarterly basis. The next reporting deadline is July 13, 2012.
- The Resident Engineers Academy provides core training in state and federal regulations for Local Agency Resident Engineers. The Academy, partially subsidized by Caltrans, is ideal for both seasoned and newly-hired Resident Engineers. This four-day course provides practical, hands-on training for Resident Engineers. The subject matter experts and instructors use a real-life approach to deliver information utilizing examples, problem-solving activities, and exercises. The Academy Date is scheduled for September 24-27, 2012 at the Caltrans District 11 Office in San Diego. The fees are \$360 for State and Local Participants and \$560 for all others. Due to limited seating in the Resident Engineers Academy, you must request admittance by sending an email to Sofia Reynoso at Sofia.Reynoso@dot.ca.gov by 12:00PM July 18, 2012. Other academy dates are available throughout California if this is full.
- The Federal Aid Series was completed in San Diego on June 4-8, 2012. This Series was previously provided by UC Berkeley Tech Transfer and our training will now be provided by California State University at Sacramento (CSUS). If you missed the Federal Aid Series in San Diego you may attend other locations by registering on line. Registration will be open until one week prior to the date of training. After that date, you must contact our registrar at (800) 858-7743. If the class is full, you can be added to the waiting list by contacting our registrar at [www.cce.csus.edu/localassistance](http://www.cce.csus.edu/localassistance)
- Mr. Medina stated that District 11 Local Assistance would like to bring a specialized training to Imperial Valley to make agencies more successful in obtaining grant funds. Mr. Medina stated that these trainings can occur after the TAC meetings. A schedule will be developed to begin trainings tentatively in October 2012.
- The Quarterly Review Period covering 01/01/2012 through 03/31/2012 is complete. The next Quarterly Review Period covering 04/01/2012 through 06/30/2012 will be posted to the Local Assistance website and disseminated to Local Agencies within the next couple of weeks. If there are questions, please contact Sofia Reynoso at 619-220-5386.
- The projected FFY 2012 Target OA for RSTP and CMAQ scheduled for delivery is \$2,661,400. As of April 30, 2012, the region gained a de-obligation of \$37,891. The remaining balance of the targeted OA scheduled for delivery by September 30, 2012 increased to \$2,699,291. Currently, there is \$1,880,000 of RSTP and \$1,713,000 of CMAQ programmed for delivery in FFY 2012. If the regional agencies deliver the combined RSTP and CMAQ amount of \$3,593,000, they will exceed the targeted OA by \$893,709. Thus, the region will be eligible to receive additional OA during the August redistribution. The challenge is for the region to secure the federal obligation by the sanction's deadline of

August 09, 2012. Otherwise, the opportunity to gain additional OA may not materialize. n  
Obligation Plan FFY 2012 and Sanction Project List spreadsheet was distributed to those at  
the meeting.

- If there are any questions with any of these announcements/updates please contact Mr. Luis Medina at [luis\\_z\\_medina@dot.ca.gov](mailto:luis_z_medina@dot.ca.gov)

#### 7. SCAG Updates / Announcements

- Mr. Oliva was absent however a handout was distributed of important items he requested to be announced to TAC members. They are as follows:
  - o SCAG has a Clean Cities Program that is tasked with moving us away from fossil fuel dependency in our vehicles (cars, buses, trains, etc.) and implementing projects where we can use cleaner/renewable technologies to not only address our air quality but our energy dependency. With that said, SCAG welcomed and hosted a project called MINDRIVE on June 11<sup>th</sup>. This program has taken inner city youth and taught them different skills to which the students have played a major role in constructing an all-electric vehicle which they were able to show us during their cross country tour. The timing could not have been better as the County has been debating the idea of investing in electric vehicle charging stations throughout the County. SCAG would like to play a role in this endeavor and would like to ask you to please contact me if your cities/agencies would be interested in either having a charging station or upgrading your fleet to cleaner vehicles.
  - o Every month on a given Tuesday SCAG hosts a workshop called Toolbox Tuesdays. The topics of discussion range from safe routes to schools, traffic calming, roundabouts, or bike lanes. This past Monday SCAG had an expert panel serving as resources and consultants on the Safe Routes to Schools grant process. These workshops are free and are open to you all. Anyone interested and would like to be added to a contact list for Toolbox Tuesdays contact Mr. Oliva directly.
  - o Mr. Oliva in his handout apologized for his absence. He was in LA for a grant writing workshop. Mr. Oliva is hoping to learn how to search and apply for grants to benefit the cities and county of Imperial.
  - o Mr. Oliva also stated that if anyone needs SCAG's assistance he is more than willing to help in any way he can. Please send an email with comments, questions or concerns to [oliva@scag.ca.gov](mailto:oliva@scag.ca.gov).
- If you have any questions regarding this update please contact Tomás Oliva, Regional - Affairs Officer at [oliva@scag.ca.gov](mailto:oliva@scag.ca.gov) or via phone at 760.353.7800.

#### 8. General Discussion / New Business

- Mr. Medina stated that the proposed budget is calling for all state agencies to be closed every Friday beginning July 1, 2012, if adopted.

#### 9. Meeting adjourned at 11:28 a.m.

- The next meeting will be held on July 26, 2012 at 10 a.m. at the ICTC Offices.