



**TECHNICAL ADVISORY COMMITTEE  
AGENDA**

**DATE: Thursday, December 18, 2014**

**TIME: 10:00 a.m. – 12:00 p.m.**

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

Chairperson: City of Holtville

Vice-Chair: Bill Brunet, County of Imperial

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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.

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**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 September 24, 2014 *ACTION*  
*Requesting a motion to adopt*
3. ICTC Updates / Announcements DISCUSSION  
*Presented by ICTC Staff*
  - a. Pedestrian & Bicycle Transportation Access Study
  - b. Transit Updates
  - c. Other
5. Cities and County Planning / Public Works Updates DISCUSSION  
*All*
6. SCAG Updates / Announcements DISCUSSION  
*Presented by SCAG staff*
7. Caltrans Updates / Announcements DISCUSSION  
*Presented by Caltrans Staff*
8. General Discussion / New Business DISCUSSION  
*All*

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

9. Adjournment

The next meeting of the ICTC TAC will on January 22, 2015 at the ICTC offices at 10:00 a.m.

For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at [crستيرma@imperialctc.org](mailto:crستيرma@imperialctc.org).



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

September 24, 2014

Present:

Yazmin Arellano	City of Brawley
Nick Servin	City of Calexico
Abraham Campos	City of El Centro
Nick Wells	City of Holtville
Gracie Hauvermale	City of Imperial
Joel Hamby	City of Westmorland
John Gay	County of Imperial

Others:

Mark Baza	ICTC
Virginia Mendoza	ICTC
David Salgado	ICTC
Cristi Lerma	ICTC
Luis Medina	Caltrans
Khaled Mohamed Nour	Caltrans
Tomas Oliva	SCAG
Carlos Flores	The Holt Group
Angel Hernandez	The Holt Group
Phil Kern	NV5

1. The meeting was called to order by Chair Wells at 10:13 a.m. A quorum was present. Introductions were made.
2. A **motion** was made to adopt the minutes for August 28, 2014. (**Hamby/Campos**) **Motion Carried.**
3. Calexico Intermodal Transportation Center Feasibility Study

Ms. Mendoza provided a brief update on the study including an overview of the top 3 alternative sites. A draft report was provided in the backup to the agenda and available for public comment. A public hearing will be held on October 7, 2014 at the Calexico City Council meeting. A will also be forwarded to the Management Committee for recommendation to the Commission at the October scheduled meetings. A copy of the report is also posted on the ICTC website at

[www.imperialctc.org](http://www.imperialctc.org) and comments are appreciated. Once the study is approved, funding for site acquisition will be the responsibility of the lead agency, the City of Calexico.

ICTC staff requested that the Technical Advisory Committee recommend and submit the attached Draft Final Report to the ICTC Management Committee for review and recommendation to forward onto the Commission to:

1. Approve the Calexico Border Intermodal Transportation Center Feasibility Study Draft Final Report.

A motion was made by [Servin](#) and seconded by [Campos](#), **Motion Carried.**

4. ICTC Updates / Announcements

a. Transit Updates

- The IVT Ride contract is anticipated to be executed at the Commission meeting on September 24, 2014. IVT RIDE service start dates are as follows: Brawley – January 2, 2015; Calexico – October 1, 2014; Imperial – October 1, 2014; and West Shores – December 1, 2014. Spectrum Advertising was attained to do the marketing and branding for IVT Ride, after a competitive bid process on August 27, 2014. Public Workshops are scheduled for Calexico and Imperial on the 25<sup>th</sup> and 26<sup>th</sup> for Calexico and on the 29<sup>th</sup> and 30<sup>th</sup> in Imperial. All the fares will remain as is for the time being. The service will be limited to seniors and the disabled. A no show policy will be in effect for IVT Ride.
- The Yuma County Area Transit (YCAT) / Quechan / ICTC MOU will be recommended for another year. ICTC will continue to monitor the service(s) and continue to be responsive to the residents of Winterhaven.

b. Southern California Local Assistance Management Meeting (SCLAM)

- The SCLAM is being held tomorrow, September 25, 2014 in San Diego and was the reason for the change in meeting date for the TAC. Ms. Mendoza and Mr. Baza will be in attendance and will relay any information to those not able to make is upon request and/or at the next TAC meeting.

c. Pedestrian & Bicycle Transportation Access Study

- The goal of the study is to analyze all 6 Ports of Entry and identify pedestrian and bicycle projects at each location. Ms. Mendoza stated that the Border Community Workshops and existing conditions assessments have concluded. A report will be forthcoming.

d. LTA Updates

- Member agencies have been requested to submit their 2014 Maintenance of Effort documentation, summary of projects completed in fiscal year 2014, their Five-Year Expenditure Plans for fiscal year 2015, and a list of projects planned to be completed in 3 to 5 years. To date, ICTC staff has received complete submittals from the Cities of Brawley, Holtville, Imperial and Westmorland.

5. Cities and County Planning / Public Works Updates:

- Ms. Arellano stated that the Water Shed Sanitary Report was completed and invoices will be distributed for that to participating agencies.
- Ms. Arellano stated that HDR Engineering submitted a proposal for the Phase II Storm water Compliance Program for \$94,000.

- Mr. Hernandez introduced Carlos Flores from the Holt Group as the new TAC representative.
6. SCAG Updates / Announcements
- The Aerial Imagery project is in progress. Flights began on most of the unincorporated areas of Imperial County. The project is scheduled to conclude on October 31, 2014 with a final report in March 2015.
  - Aviation Day in the City of Brawley will be on October 25, 2014 from 9 a.m. to 12 p.m. and SCAG was invited to say a few words.
  - A Water Bod Forum will be held on September 26, 2014 from 2 p.m. to 4 p.m. at 1000 Broadway in El Centro.
  - The SCAG Regional Council approved the RTP/SCS Amendment #2 and the 2015 FTIP on September 11, 2014.
  - The new MAP21 requires that SCAG have a transit representative on the Regional Council in which a new position was created by SCAG.
7. Caltrans Updates / Announcements
- Mr. Medina provided the following Caltrans updates:
  - New Office Bulletin (OB) 14-05- Risk Based Invoicing. Recently local agencies and the Districts have expressed concerns regarding the amount of effort, both in terms of calendar days and resources, involved in processing invoices. A Risk-Based Invoice (RBI) Team was assembled with representatives from Caltrans (Districts and HQ), regional and local agencies, and FHWA. The first order of work for the RBI Team was to come up with a consistent statewide invoice review process. This Office Bulletin provides guidance to determine which documentation is appropriate for local agencies to include and Districts to review with the various invoices. It also introduces a "Local Agency Invoice Review Checklist" which will assist both the local agencies and the Districts in completing an invoice review. DLA-OB 14-05 is effective on October 1, 2014. The recent training was well attended.
  - Disadvantaged Business Enterprise (DBE) training on October 8, 2014 at the ICTC Conference Room from 1:00 pm to 4:00pm. The training will focus on DBE goal calculations and good faith efforts.
  - The SCLAM will be held at the San Diego County office on September 25, 2014.
  - The Obligation Report was close to target but not over the Obligational Authority (OA). A project for the City of Imperial (Neckel/SR 86) was not obligated in 2014 due to outstanding comments not resolved. The project has its own OA and can be obligated in FFY2014-15, however the project does have a red flag and the City will not be able to apply for future HSIP funds until the project is complete.
8. General Discussion / New Business
- Ms. Arellano stated that there will be a back to basics training for engineers held at the end of October or early November. The training will cover formulas, calculations, quantities, invoices and will be sponsored by ASCE.
  - An ASCE luncheon will be held on October 30, 2014 where Mr. Abraham Campos will be receiving the Engineer of the Year award. To RSVP you can contact Yazmin Arellano or Jack Fleming.
  - Mr. Wells stated that he was selected as the new City Manager for Holtville and will be moving to Management Committee. Alex Chavez will be replacing him on the TAC.
  - Mr. Hernandez stated that he will begin employment with the City of El Centro's Planning Department on Monday.
9. Meeting adjourned at 11:26 a.m.