

Brawley
Calipatria
Holtville
Westmorland



Calexico
El Centro
Imperial
County of Imperial

AGENDA

WEDNESDAY, MARCH 27, 2013
6:00 PM or immediately after the ICTC meeting

County Administration Building, 2nd Floor
Board of Supervisors Chambers
940 W. Main St.
El Centro, CA 92243

CHAIRPERSON: Sedalia Sanders

EXECUTIVE DIRECTOR: Mark Baza

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.

I. CALL TO ORDER AND ROLL CALL

II. EMERGENCY ITEMS

A. Discussion/Action of emergency items, if necessary.

III. PUBLIC COMMENTS

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

IV. CONSENT CALENDAR

A. Approval of Minutes for September 26, 2012

V. ACTION CALENDAR

A. Election of Chair and Vice-Chair

VI. INFORMATIONAL ITEMS

A. Tenaska Solar Ventures Ceremonial Check Presentation

VII. REPORTS

A. LTA Executive Director

VIII. ADJOURNMENT

A. Motion to Adjourn

1405 N. Imperial Ave., Suite 1, El Centro, CA 92243
Phone: (760) 592-4494, Fax: (760) 592-4497



Local Transportation Authority

MINUTES FOR SEPTEMBER 26, 2012

VOTING MEMBERS PRESENT:

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of El Centro	Cheryl Viegas-Walker (alt.)
City of Holtville	David Bradshaw
City of Imperial	Mark Gran
City of Westmorland	Larry Ritchie
County of Imperial	Jack Terrazas (Chair)
County of Imperial	Michael Kelley
Executive Director	Mark Baza (non-voting)

OTHERS PRESENT: Cristi Lerma (clerk), Kathi Williams (staff), David Salgado (staff), Virginia Mendoza (staff), Beatriz Cruz (staff), Sam Amen (Caltrans), Ross Cather (Caltrans), Bill Figge (Caltrans), AJ Gaddis (City of Imperial), Eric Estell (First Transit), Jean Chatel (First Transit), Joe Picazo (County of Imperial), Ralph Cordova (County of Imperial), Lam Nguyen (Caltrans) Cynthia Mancha (IVEDC), Sean Wilcock (IVEDC)

I. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Vice-Chair Jack Terrazas at 6:04 p.m. and roll call was taken.

II. EMERGENCY ITEMS

There were none

III. PUBLIC COMMENTS

No public comment

IV. CONSENT CALENDAR

- A. A motion was made by [Ritchie](#) and seconded by [Kelley](#) to approve the minutes for May 23, 2012, **Motion Carried** with 1 abstention by City of El Centro.

V. REPORTS

A. Executive Director Reports

- Mr. Baza stated that he will be attending the Self-Help Counties Coalition Focus on the Future Conference on November 11th to 13th, 2012 at the New Port Beach Marriott. If there is any interest please contact Mr. Baza by October 19, 2012 to receive the room block rate at the hotel.

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VI. ACTION CALENDAR

A. Audits and Accountancy Agreement FY 2010-11, 2011-12 and 2012-13 for the Local Transportation Authority (LTA)

Ms. Williams stated that the professional services agreement for audit service recently concluded. As a result, LTA staff completed a competitive bid process for the solicitation of independent financial audit services. A request for proposal was circulated for a three year period in order to maximize pricing reductions and reduce the level of effort for LTA staff. The audit agreement is for work associated with fiscal years FY 2010-11, 2011-12 and 2012-13.

Ms. Williams added that there is audit work in addition to the level of effort from the previous years, associated with this project now that Bonds have been issued. In addition, there are several reports that were previously completed by the County of Imperial Auditors Controller's office on behalf of the ICTC, that now are included in this audit agreement. These reports include:

- Transportation Planning Agencies Financial Transactions and Compensation Report
- The Government Compensation Report

Ms. Williams said that two proposals were received for the work. An evaluation committee reviewed and scored the proposals. The scoring process utilized standard categories including but not limited to; relevant experience, references, and cost. The firm of Hutchinson and Bloodgood was identified as the most responsive for the project.

LTA staff recommended that the Local Transportation Authority:

1. Authorized the Chairman to sign the agreement for financial audit services effective July, 1 2012, for the audit period FY 2011-12 through FY 2015-16, with the firm of Hutchinson and Bloodgood for the not to exceed fees as listed:
 - a. For the audit period July 1, 2010 through June 30, 2011, the annual fee set at \$51,404.
 - b. For the audit period July 1, 2011 through June 30, 2012, the annual fee set at \$51,404.
 - c. For the audit period July 1, 2012 through June 30, 2013, the annual fee set at \$68,220

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

VII. ADJOURNMENT

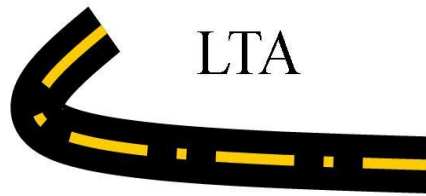
Meeting Adjourned at 6:11 p.m.

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Local Transportation Authority

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March 22, 2013

Sedalia Sanders, Chairperson
Local Transportation Authority
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

SUBJECT: Rotation of Chair and Vice Chair

Dear Members of the Authority:

The LTA Board has historically rotated the Chair and Vice Chair positions amongst the member agencies. Both positions serve for a period of one year.

It is requested that the Authority take appropriate action in the consideration of the rotation and assignment of the two positions.

Sincerely yours,

A handwritten signature in blue ink that reads "Mark Baza". The signature is written in a cursive, flowing style.

MARK BAZA
Executive Director

Attachment

MB/cl

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