



Local Transportation Authority

MINUTES FOR JULY 24, 2013

VOTING MEMBERS PRESENT:

City of Brawley	George Nava
City of Calexico	Bill Hodge
City of El Centro	Sedalia Sanders
City of Holtville	Mike Goodsell
City of Imperial	Mark Gran
City of Westmorland	Larry Ritchie
County of Imperial	Ryan Kelley
Executive Director	Mark Baza (non-voting)

OTHERS PRESENT: Cristi Lerma (clerk), Kathi Williams (staff), David Salgado (staff), Virginia Mendoza (staff)

I. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Vice-Chair Ritchie at 6:50 p.m. and roll call was taken.

II. EMERGENCY ITEMS

Mr. Baza indicated that he'd like to add an item to the action calendar. A motion was made by Sanders and seconded by Gran to add item B to the action calendar: State Route 86 / South Main Street Traffic Signal, City of Westmorland, **Motion Carried.**

III. PUBLIC COMMENTS

No public comment

IV. CONSENT CALENDAR

A. A motion was made by Nava and seconded by Hodge to approve the minutes for May 22, 2013, **Motion Carried.**

V. ACTION CALENDAR

A. Legal Services Agreement FY 2013/14 to FY 2014/15; County of Imperial and the Local Transportation Authority (LTA)

The Office of County Counsel has provided legal services to the Authority for several years. LTA and County Counsel staff have calculated an approximate cost for services and developed an agreement for FY 2013/14 and FY 2014/15.

It was requested that the LTA take the following actions:

1. Authorized the Chairperson to sign the agreement for legal services between the County of Imperial and the Local Transportation Authority for an annual cost not to exceed \$5,000 annually effective July, 1 2013 through June 30, 2015.
2. Directed staff to forward the agreement to the County of Imperial.

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

B. State Route 86 / South Main Street Traffic Signal, City of Westmorland

The City of Westmorland has received an allocation of federal funds from the Regional Surface Transportation Program (RSTP) plus local contribution in the amount \$515,000 for a Traffic Signal at the intersection of State Route 86 (SR 86) and South Center Street. The project will upgrade an existing 4-Way Stop Control with a Traffic Signal. The project also includes pedestrian access improvements to meet standards required by the Americans with Disabilities Act (ADA), and appropriate intersection striping.

This segment of SR 86 is a key part of our regional highway network for Imperial Valley. The project has experienced delays and is in jeopardy to lose the federal funds allocated if project isn't ready for construction in spring 2014. To avoid the potential loss of federal funds Caltrans was requested by LTA staff and the City of Westmorland for their consideration to assist in the completion of the project. The best alternative resulting from this request and discussions with the City of Westmorland was for Caltrans to take on the lead role to complete the design, right-of-way (RW) and construction for the project.

The City of Westmorland and Caltrans are agreeable to the proposal; however, there is an amount of additional funds needed based on Caltrans current estimate of \$870,000. The added costs of \$373,000 includes a revised estimate for RW, construction and Caltrans required support costs for their effort through design, RW and construction. See attached.

To assist with the funding need for this regional highway project, staff requested the Board of the LTA for the following, after the receipt of public comment, if any:

1. Approved the allocation for the additional funding needed in the amount of \$373,000 from the Regional Highway Network set-aside from the Measure D allocations.
2. Authorized the Executive Director to execute the necessary agreements between Caltrans and the City of Westmorland.

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

C. Administrative Services Budget FY 2013/14

The Administrative Services Budget for the Local Transportation Authority (LTA) was presented to the Authority. The Administrative Budget is funded by 1% of the funds received annually for the LTA program. Staff has estimated costs for the auditing, legal, office expense and staff salaries associated for the proper oversight functions.

It was requested that the LTA take the following actions:

1. Approved the FY 2013-14 Administrative Services Budget for the Local Transportation Authority

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

VI. REPORTS

A. Executive Director Reports

The following is a summary of the Executive Director's Report for the LTA meeting of July 24, 2013:

1. Maintenance of Effort Documentation: ICTC staff will be making a formal request to all LTA member agencies to submit 2013 Maintenance of Effort documentation.
2. Five Year Expenditure Plan: ICTC staff will be making a formal request to all LTA member agencies to submit up to date Five Year Expenditure Plans.

VII. ADJOURNMENT

A motion was made by [Nava](#) and seconded by [Sanders](#), **Motion Carried.**
Meeting Adjourned at 7:05 p.m.