



Local Transportation Authority

**MINUTES FOR SEPTEMBER 26, 2012**

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**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)

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**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 11<sup>th</sup> to 13<sup>th</sup>, 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.

*1405 N. Imperial Ave., Suite 1, El Centro, CA 92243*  
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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.