

IMPERIAL COUNTY TRANSPORTATION COMMISSION**MINUTES FOR SEPTEMBER 28, 2016****6:00 p.m.****VOTING MEMBERS PRESENT:**

City of Brawley	George Nava
City of El Centro	Cheryl Viegas-Walker
City of Holtville	James Predmore
City of Imperial	Doug Cox
City of Westmorland	Lawrence D. Ritchie
Imperial Irrigation District	Matt Dessert (alt.)

NON-VOTING MEMBERS PRESENT:

Caltrans District 11 Bill Figge

STAFF PRESENT: Mark Baza, Kathi Williams, David Aguirre, Michelle Bastidas, Cristi Lerma, Guillermo Gonzalez, Vicky Hernandez

OTHERS PRESENT: Eric Havens: ICTC Counsel; David Salgado: SCAG; Charles Brockwell: First Transit; Sam Amen, Marcelo Peinado: Caltrans

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday September 28, 2016 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

[Chair Predmore](#) called the Commission meeting to order at 6:26 p.m. Roll call was taken and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT CALENDAR

- | | | |
|----|---|--------------------|
| A. | Approved ICTC Board Draft Minutes: | July 27, 2016 |
| B. | Received and Filed: | |
| | 1. ICTC Management Committee Draft Minutes: | September 14, 2016 |
| C. | Federal Transit Administration (FTA) Disadvantaged Business Enterprise (DBE) Plan and Goal for FY 2017-2019 for Federal Transit funds | |
| | 1. Approved the proposed FY 2017-19 DBE plan and annual goal of 1.0%. | |

A motion was made by [Ritchie](#) and seconded by [Viegas-Walker](#) to approve consent items A.B and C, **Motion carried unanimously.**

V. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements:

- Mr. Baza introduced the new Associate Transportation Planner, David Aguirre and the new Office Technician, Vicky Hernandez. He also re-introduced Mobility Coordinator Guillermo Gonzalez.
- Imperial Valley Transit (IVT) recently launched a Facebook Page. The concept is to communicate with FB users, particularly IVC students regarding service, schedules, detours etc.
- The next IMBA meeting will be on October 13, 2016 at 10 a.m. at the SDSU-IV Campus Library in Calexico, CA. The meeting will include presentations on the Southern California Association of Governments (SCAG) Goods Movement Border Study Phase 2 and the Calexico Urban Planning Feasibility Study presented by the U.S. General Services Administration.
- In August 2016, Assembly Bill 2170 was approved by the California legislature and was pending Governor Brown's signature. AB 2170 reauthorizes the Trade Corridor Improvement Fund (TCIF) process for allocating funds for freight and trade related projects. The current fund source available to California is from the U.S. governments Fixing America's Surface Transportation (FAST) Act. The Bill was vetoed by Governor Brown, however, there is potential to revisit the bill with opportunity for California's Border with Mexico.
- A meeting was held regarding the SR-86 (Northbound) Border Patrol Checkpoint between all stakeholders. Following the meeting input, Border Patrol will begin to draft concept alternates to meet short-term and mid-term needs. Our follow-up meeting is tentative for early October 2016.
- FHWA passed the Consolidated Appropriations Act, 2016 which allows State to repurpose any earmark that was designated on or before September 2005. It is anticipated that FHWA will approve the repurposing project list by the end of September 2016. In Imperial County there is an opportunity to repurpose the following projects:

Sponsoring Agency	Demo Description
City of Brawley	Rio Vista Avenue between Allen Street and Cattle Call Drive, in the City of Brawley, Imperial County.
City of Holtville	Pavement Improvements. 6th Street between Holt Ave and Melon Avenue in the City of Holtville, Imperial County.
ICTC/Caltrans	Road Widening on SR98, from Rockwood Ave to Ollie Ave in the City of Calexico, Imperial County
Imperial County	Street paving, drainage and ADA sidewalk improvements on Heber Avenue from Highway 86 to Correll Road and south of Highway 86 to Fawcett Road
Imperial County/IV Desert Museum	Conservation easement, access improvements and parking facilities at the Desert museum, Imperial County
San Diego State University – IV Campus	Parking lot paving and ADA access improvements on CA-78 in the City of Brawley, Imperial County.

- SCAG has opened Amendment 1 of the 2016 RTP/SCS for any changes to existing projects or adding new projects. Projects listed in the RTP/SCS must be of regional

significance and increase the road capacity. ICTC has received a request to submit 3 projects as part of Amendment 1.

- A complete list of ICTC updates can be found on Page 59 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following announcements:

- The 2016 California Housing Summit will take place October 11, 2016 from 8:00am to 3:00pm at the L.A. Hotel, 333 S. Figueroa St., Los Angeles, CA.
- The 2016-17 DRAFT Sustainability Grants (SPG) Call for Proposals was presented to SCAG policy committees on September 1, 2016. The program was formerly known as the Compass Blueprint Program. The program is anticipated to be approved at the September 29, 2016 SCAG Regional Council meeting after any revisions. The effort is designed to support and implement the policies and initiatives of the 2016 RTP/SCS and continues the themes of the previous call. There is a funding commitment of \$3.5 million including \$1 million from SCAG in FY 2016-17. The 2016 SPG Call for Proposals updates the program application and guidelines to promote implementation of the goals, objectives and strategies of the recently adopted 2016 RTP/SCS, and incorporates the planning components of SCAG's 2017 Regional Active Transportation Program (ATP). In addition, the Call for Proposals will support the development of concepts that contribute to a shared regional vision and support planning work that will help local agencies compete for federal and statewide competitive grant programs offered through the statewide Cap & Trade program, ATP and other programs. All SPG call for proposal information and documentation will be provided once the program is approved by the Regional Council at the September 29th, 2016 meeting.
- SCAG will be holding a series of 3 bike safety workshops in the communities of Calexico, El Centro, and Brawley. The workshops are being conducted as a part of the SCAG GO Human Campaign.
 - o City of Calexico
Monday September 26th, 2016 5:00pm – 7:00pm
Camarena Memorial Library, 850 Encinas Ave., Calexico, CA
 - o Imperial County Transportation Commission
Tuesday September 27th, 2016 9:00am – 11:00am
1405 N. Imperial Ave., Ste. 1, El Centro, CA
 - o City of Brawley
Tuesday September 27th, 2016 4:00pm – 6:00pm
Brawley City Council Chambers
383 W. Main St., Brawley, CA
- SCAG will be hosting a series of 7 workshops in the SCAG region. The workshops will be led by world renowned seismologist Dr. Lucy Jones. The workshops will be tailored to the region in which they are held to fit the areas physical/geographic make-up and needs. The closest workshop for Imperial County will be held at the city of Coachella. The workshops are scheduled for the end of October and early November. Further information and save the date cards will be provided as they are made available.
- A SCAG report can be found on page 76.

C. California Department of Transportation (Caltrans)

Mr. Figge had the following announcements:

- The first three segments of the I-8 CRCP Project are under construction.
 - o Segment 1 is expected to be completed in early 2018.
 - o Segment 2 is expected to be completed in early 2019.
 - o Segment 3 is expected to be completed in early 2018.

- o Segment 4 and 5 will be advertised in October 2016 and begin construction in April 2017.
- The I-8/Dogwood Road interchange is nearing completion with a Celebration event scheduled for October 5, 2016 at 10 a.m. Invitations will be sent out shortly.
- A full report of Caltrans updates can be found on page 89 of the agenda.

D. Commission Member Report

- There were various reports by Commission members of countywide issues and events happening in each of their respective cities/county.

VI. INFORMATION CALENDAR

A. Transportation Development Act FY 2015-16 Claims

The following agencies have pending items to be completed:

ARTICLE 8c Dial-A-Ride	Fiscal Year	Items Pending	Amount
Calexico	2014-15	No Claim turned In	\$96,358
El Centro	2015-16	No performance data turned in	0
Imperial	2014-15	No Claim, performance data or copy of the contract turned in	\$43,965
ARTICLE 8e BENCHES AND SHELTERS			
None			
ARTICLE 3			
Calexico	2015-16	TDA audit FY 2014-15	\$33,444
Westmorland	2013-14	TDA audit FY 2012-13	\$10,984
Westmorland	2014-15	TDA audit FY 2013-14	\$11,177
Westmorland	2015-16	TDA audit FY 2014-15	\$11,336

Agencies that ceased a contracted transit operation must continue to conduct audits including the Article 8c funds, until all unused 8c fund are expensed or returned to ICTC. Agency staff can contact ICTC staff for discussions on reconciliation of their TDA Article 8c account balances.

B. Update on the Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services FY 2014-15 – ICTC grant application for Mobility Coordination

In February 2015, the Commission approved ICTC’s submittal of a FY 2014-15 FTA 5310 Grant application. The federal grant program had been revised to include funding for certain transit operational expenses and mobility management program functions.

It was staff’s recommendation to fund a Mobility Management/Coordination position with a new ICTC employee. The position was to be of a professional classification and require a standard recruitment process. The recruitment process was completed and the staff person has been engaged in Mobility Coordination since February 2016.

The Mobility Coordinator is responsible for assisting existing ICTC transit and contractor staff in addressing two primary areas:

1. The 2014 Human Services – Public Transit Coordinated Planning efforts goals; to use a

bilingual Mobility Coordinator to bridge the gap between current public transit service providers, human service agencies, social service agencies and the senior citizen and disabled communities of Imperial County.

2. Address the recommendations in the consultant prepared ADA Certification and Eligibility Process, Demand Management Project; to revise the certification and eligibility process (scheduled for January 2017).

As of August 2016, several presentations have been made to social service agencies, service clubs and agencies such as County Behavioral Health. In addition, public outreach was provided for the recent IVT RIDE El Centro and IVT MedTrans service launches.

- C. Review of the Increase in IVC Express trips between Calexico and El Centro on Imperial Valley Transit (IVT) Fixed Route Bus System

In FY 2013, Staff had made the recommendation and the Commission approved this new service frequency after analyzing testimony, ridership data and passenger comments. Transit service had been in effect for many years, but demand was outpacing available trips. Students complained of being left at the bus stops due to overcrowding. As a result of the FY 2013-14 UTN Public Hearing, a need was established to increase the trips available.

Once a new route or trip has been implemented a demonstration phase ensues. The “demo” phase typically lasts for a minimum of twelve months. This allows for review and evaluation of the public’s acceptance and use of the transit service. Services adjustments can also be made as necessary in order to remain efficient and effective. In August 2013, the additional trips to increase capacity were introduced. Ridership responded favorably and no further complaints have been received. Due to other concerns expressed by students at that time, IVC also began to assist with supervising the loading and unloading at the IVC bus transfer terminal via security staff. IVC security staff is now present and direct the students to form a queue resulting in an orderly process.

In early Spring 2016, Wi-Fi was introduced on the buses and in September 2016, a Facebook page for IVT was created. Both of these services were introduced with the IVC college student in mind.

There has been a single question recently regarding interest in evening IVC express trips. In addition, it is noticed that in conversations with the students, they prefer to take the bus closest to their class start and end times, but are willing when necessary to take an earlier or later bus to campus. Passengers per trip data is indicating an average of 45 to 55 passengers on each IVC Express trip #21.

VII. ACTION CALENDAR

- A. San Diego State University /Imperial Valley College Transit Shuttle Analysis

Mr. Baza stated that a presentation was made by the consultant team of the draft study to the Commission on July 27, 2016 as an informational item, as the final report was not ready for approval.

The intent of the study was to develop a phased approach for implementation and future consideration, depending on the availability of funding. The first 2 alternatives will be implemented in the Short Range Transit Plan which will be going out to bid next Spring.

1. Approved the San Diego State University /Imperial Valley College Transit Shuttle Analysis

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

VIII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, October 26 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

IX. ADJOURNMENT

- A. Meeting adjourned at 7:31 p.m. ([Ritchie/Nava](#)) **Motion carried.**