



**1405 N. IMPERIAL AVE., SUITE 1  
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**TECHNICAL ADVISORY COMMITTEE  
*DRAFT* AGENDA**

**DATE: February 23, 2012**  
**TIME: 10:00 a.m. – 12:00 p.m.**  
**LOCATION: ICTC Offices  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243**

Chairperson: Virginia Mendoza

Vice-Chair: Terry Hagen

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.

**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 January 26, 2012 *Requesting a motion to adopt* **ACTION**
3. EPA Sanctions – Review of Federal Aid Projects *Presentation by ICTC Staff* **DISCUSSION**
4. ICTC Updates / Announcements *Presentation will be made by ICTC staff* **DISCUSSION**
5. Caltrans Updates / Announcements *Presentation will be made by Caltrans staff* **DISCUSSION**
6. SCAG Update / Announcements *Presentation will be made by SCAG Staff* **DISCUSSION**

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

7. Designing for Pedestrian Safety workshop  
*Presentation will be made by Alex Meyerhoff* DISCUSSION
8. General Discussion / New Business DISCUSSION
9. Adjournment

The next meeting of the ICTC TAC is scheduled for March 22, 2012. Meeting will be held at the ICTC offices at 10 AM. For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at [cristilerma@imperialctc.org](mailto:cristilerma@imperialctc.org).



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

January 26, 2012

Present:

Yazmin Arellano	City of Brawley
Gordon Gaste	City of Brawley
Mindy Hernandez	City of Calipatria
Alex Espinoza	City of Calexico
Terry Hagen (Acting Chair)	City of El Centro
Alex Meyerhoff	City of Holtville
Ana Salazar	The Holt Group/City of Holtville
Joel Hamby	City of Imperial
Bill Brunet	County of Imperial
John Gay	County of Imperial
Wayne Walker	City of Westmorland

Others:

Mark Baza	ICTC
Cristi Lerma	ICTC
David Salgado	ICTC
Luis Medina	Caltrans
Emmanuel Sanchez	ICAPCD
Tomas Oliva	SCAG

1. The meeting was called to order by Acting Chair Hagen at 10:04 a.m. A quorum was present. Introductions were made.
2. A motion was made to adopt the December 29, 2011 minutes. (Gaste/Gay) **Motion Carried.**
3. ICTC Updates / Announcements
  - Ms. Williams stated the night before the Commission approved the 5307 grant submittal; the Prop 1b grant submittal that will be used for security cameras and wiring for the buses; the DBE Goal was adopted and will be used on any upcoming contracts; and the RSTP and CMAQ Redistributions were approved. Ms. Williams also announced that the Commission Chair and Vice-Chair positions were rotated with City of El Centro, Mayor Sedalia Sanders as the Chair, and County of Imperial, Supervisor Jack Terrazas as the Vice-Chair.

- SCAG is doing an emergency formal amendment that is due to SCAG by February 4, 2012. Mr. Salgado passed out project sheets to be used by agencies and requested the form be turned into ICTC by February 1, 2012.
- The Unmet Transit Needs Hearing was scheduled for the afternoon at 3p.m. at the County Board Chambers. Agencies with Dial-A-Ride services were encouraged to attend.
- The Short Range Transit Plan has been released and available on the ICTC website. Comments are due by February 16, 2012. Adoption is scheduled for February 22, 2012 and the ICTC Commission meeting.
- Mr. Baza stated that he participated in workshops with YMPO and the Quechan Tribe. Future coordination of transit services was discussed.
- The SANDAG Borders Committee representatives will be coming out to Imperial Valley on April 27, 2012 and participate on a tour of Imperial Valley. The Imperial County Rep. is John Renison. Mr. Baza said if there is anyone interested in participating on the tour, please let ICTC staff know.
- Mr. Oliva stated that the SCAG RTP Workshop held the day before went really well. A request to present the video used at the workshop was made by Councilmember George Nava (Brawley). He stated that the video breaks it down for the public and is easily understood. Mr. Oliva stated that he will be sending city clerk's a request to add an item to the city council agenda for a short presentation of the RTP.
- Mr. Hagen inquired if there was wifi in the buses. He said that the final plans are being made on the transfer terminal at 7<sup>th</sup> and State Streets and wifi will be available to all passengers at the terminal.

4. Recommendation for CMAQ Call For Projects

- Mr. Salgado stated that a recommendation from the TAC is needed to proceed with the CMAQ Call For Projects. Attached to the agenda was a CMAQ Application Packet. Items reviewed from the application packet were the tentative timeline and CMAQ scoring criteria. TAC requested that the tentative timeline be amended to include that this item goes back to the TAC before presenting it to the Management Committee on May 9, 2012. The tentative schedule is as follows:

- January 26, 2012 TAC recommendation of CMAQ Program
- February 22, 2012 ICTC approval of CMAQ cycle program
- February 27, 2012 "Call For Projects" Process begins
- **April 13, 2012 Project Submittals Due**
- April 16, 2012 CMAQ Scoring Committee
- April 26, 2012 TAC Approval
- May 9, 2012 Management Committee Project Approvals and Recommendation
- May 23, 2012 ICTC Commission Project Approvals
- June 5, 2012 Submittal of Projects to SCAG, Caltrans and FHWA

A discussion ensued as to whether each agency will be allowed to be a part of the scoring process/committee. Ms. Williams stated that the historical process has been that a "small agency", "big agency", Caltrans representative, SCAG representative and the APCD, plus ICTC staff. A *motion* was made to allow one member per agency be allowed to attend the scoring review committee on a voluntary basis, and exclude themselves when reviewing own projects, but be available to answer questions ([Arellano/Hagen](#)). Mr. Brunet stated that the *motion* should also include the following: 1) Applications should be limited to 5 projects; 2) Prioritize application from 1 – 5; and, 3) Indicate what year the projects will be in. **Motion Carried.** Mr. Walker inquired if Toll Credits could be used for CMAQ projects. The answer was yes.

Next, a discussion ensued regarding the Scoring Criteria. The scoring criterion was amended as follows:

<u>Project Category</u>	<u>Percentage</u>	<u>Available Funding</u>
Transit Improvements	15%	\$1,095,000
Alternative Fuel / Diesel retrofits (non-transit)	25%	\$1,825,000
Traffic Flow Improvements	25%	\$1,825,000
Pedestrians / Bicycles	10%	\$730,000
PM-10 Reduction	25%	\$1,825,000
<b>Total</b>	<b>100%</b>	<b>\$7,300,000</b>

A *motion* was made to adopt the scoring criteria as amended ([Arellano/Hagen](#)) **Motion Carried.**

Finally, an amendment to the scoria criteria description was made to “factors overriding concern”, the words “and regional benefit” were added to the end of the sentence. A *motion* was made to adopt the scoring criteria description as amended. ([Hagen/Hamby](#)) **Motion Carried.**

5. Caltrans Updates / Announcements

- Mr. Medina distributed a handout titled DLAE Updates for 01/26/2012.
- His updates included recommendations on processing final voucher and close out procedures.
- The contract with UC Berkley was terminated. There will not be a federal aid series available this year. Local Assistance will be providing training as needed.
- DBE packages need to be submitted within 90 calendar days to Caltrans. If DBE packages are incomplete, they will be returned to the agency. If the award cannot be approved the invoice cannot be paid.
- Obligation Plans for FFY 2011-12 are due to Caltrans on April 1, 2012.
- FHWA will now be reviewing all RFAs as part of the processing, so it may take longer to get federal obligations.
- For questions on any of these items, you may contact Luis Medina @ [luis\\_z\\_medina@dot.ca.gov](mailto:luis_z_medina@dot.ca.gov).

6. General Discussion / New Business

- Mr. Baza provided an update on the conformity sanctions being implemented on the APCD’s SIP. APCD has a court hearing on February 5, 2012. Mr. Baza is hopeful that the hearing will allow APCD to begin the process of amending the SIP. More information will be provided at each TAC meeting to keep everyone abreast of the latest information. In the mean time, obligate as many federal projects as possible.

7. Meeting adjourned at 11:40 a.m.

- The next meeting will be held on February 23, 2012 at 10 a.m. at the ICTC Offices.