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**TECHNICAL ADVISORY
COMMITTEE**

MINUTES

May 27, 2021

Present:

| | |
|-----------------|---------------------|
| Gordon Gaste | City of Brawley |
| Abraham Campos | City of El Centro |
| Veronica Atondo | County of Imperial |
| Jesus Villegas | City of Imperial |
| Lili Falomir | City of Calexico |
| Joel Hamby | City of Westmorland |
| Frank Fiorenza | IID |
| George Galvan | City of Holtville |

Others:

| | |
|---------------------|----------------------|
| Virginia Mendoza | ICTC |
| Mark Baza | ICTC |
| Marlene Flores | ICTC |
| Audrie Tapia | ICTC |
| David Salgado | SCAG |
| Catherine Gutierrez | City of El Centro |
| Felix De Leon | City of El Centro |
| Angel Hernandez | City of El Centro |
| Christian Rodriguez | City of El Centro |
| Elva Pacheco | City of Imperial |
| Manuel Cabrera | City of Brawley |
| Andy Miramontes | City of Brawley |
| Guillermo Sillas | City of Brawley |
| Jim Minnik | County of Imperial |
| Ben Guerrero | Caltrans |
| Ryan Fallica | Caltrans |
| Daniel Hernandez | Caltrans |
| Rafael Reyes | Caltrans |
| Deborah McGarrey | SoCal Gas |
| Brenda Hom | Ascent Environmental |
| Poonam Boparai | Ascent Environmental |

1. The meeting was called to order at 10:01 a.m. A quorum was present and introductions were made. There were no public comments made.

2. A *motion* was made to adopt the minutes for April 22, 2021 ([Atondo/Gaste](#)) **Motion Carried.**
3. ICTC Staff Forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any;

1. Approve the Imperial County Regional Climate Action Plan.
 - Virginia Mendoza announced Brenda and Poonam had prepared a presentation for the Committee on The Regional Climate Action Plan. The Regional Action Climate Plan is led by the Imperial County Transportation Commission with the intent to quantify GHG emissions and recommend reduction strategies. The regional CAP is funded by the Southern California Association of Governments and recommendations of the Regional CAP is intended to be a baseline tool for local agencies. Recommendation as a plan that was completed/ or acceptance of completion of the plan. It was determined by Abraham the IID and Mark: to Accept the Document/plan for presentation only to Management and Commission with the caveat of seeking additional agricultural comments prior to any formal adoption.

A *motion* was made to Accept the Document/plan for presentation only to Management and Commission with the caveat of seeking additional agricultural comments prior to any formal adoption ([Fiorenza/Galvan](#))

All cities with the exception of the IID and County of Imperial voted no along with one abstain from the City of Westmorland.

4. Caltrans Updates / Announcements (*Presented by: Ben Guerrero*):

- Caltrans provided general information on inactive projects. As of May 21, 2021, the INACTIVE and Future Inactive list was updated. Action is required by the Imperial County Transportation Commission (ICTC) and County of Imperial, as well as these four other cities: Brawley, Calexico, Holtville, and Imperial.
- February 19, 2021 was the deadline to submit Inactive invoices. District 11 must receive accurate and complete invoices to prevent de-obligation of federal funds. Agencies that do not plan to send an invoice by May 20, 2021, must submit a justification. A complete list of Inactive Projects can be found on <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects> for further questions or concerns regarding the Inactive invoices please reach out to Alma Sanchez at Alma.Sanchez@dot.ca.gov.
- A completed “Local Agency Disadvantaged Business Enterprise (DBE) Annual Submittal Form” (Exhibit 9-B) and a “Local Agency Americans with Disabilities Act (ADA) Annual Certification Form” (Exhibit 9-C) must be submitted prior to June 1, 2021. Failures to submit the completed forms delays processing of Requests for Fund Authorization(E-76)
- Federal Fiscal Year (FFY) 20-21 Request for Authorization Obligations are due by July 29, 2021.
- The U.S. DOT Office of Civil Rights has extended guidance to June 30, 2021 for Disadvantaged Business Enterprise (DBE) program requirements and certification procedures during the public health emergency.
- All allocation request packages for California Transportation Commission (CTC) approval during the August 18-19, 2021 CTC meeting. When possible, do not wait to submit requests. Caltrans District 11 must receive all documents at least two months prior to the CTC meeting date. Friday, June 18, 2021, is the next deadline (for the August 18-19, 2021, CTC meeting).
- Caltrans has released the 2021 Local Assistance Procedures Manual (LAPM) as well

as updates to the Local Assistance Program Guidelines (LAPG). All changes have been documented in Local Programs Procedures 20-01 (LPP 20-01)

- The Exhibit 6-A Preliminary Environmental Study (PES) Form is now Electronic Signature-fillable. A PDF is posted on the Local Assistance Procedures Manual forms webpage.
- Local Agencies are to comply with all Title VI requirements. Refer to the Local Assistance Procedures Manual for more information.
- Quality Assurance Program (QAP) expires in September 2021 for the County of Imperial and January 2022 for the City of Imperial.
- Daniel Hernandez shared the Caltrans Active Transportation Plan will be presented in the next TAC meeting.
- The I-8 closure will be taking place Tuesday June 1, 2021, starting at 8:00 p.m. the initial concrete pour will be June 3rd followed by the main event that is set to be scheduled for the second week of July.

5. SCAG Updates / Announcements (*Presented by David Salgado*):

- **SCAG 32nd Annual Demographic Workshop:** The Southern California Association of Governments (SCAG) and University of Southern California (USC) will be split into two webinars- Part 1 will take place on Tuesday, June 8, 2021, and Part 2 will take place on Tuesday. The topic this year will be The Post Pandemic-City, More Information can be found on <https://scag.ca.gov/demographics>.
- **Electric Vehicle Charging Station (ECVS) Permit Streamlining Training- Imperial County-** On May 12, 2021 SCAG hosted an Electric Vehicle Charging Station (ECVS) Permit Streamlining Training- for the Imperial County. Mr. Salgado was pleased to announce the training had a great outcome and shared the target audience were reelected officials, city managers and staff in building departments who manage the permitting processes.
- **SCAG Inclusive Economic Recovery Strategy (IERS):** SCAG is seeking stakeholder input on the findings and proposed recommendations for the final Inclusive Economic Recovery Strategy. All stakeholders who live or work in the SCAG 6-County region are encouraged to review the draft IERS findings and recommendations at https://scag.ca.gov/sites/main/files/attachments/iers_findings_recs_rev_5.6.21.pdf.

6. Cities and County Planning / Public Works Updates:

- Local agencies gave an update on their local projects in progress.

7. ICTC Updates / Announcements

Presented by ICTC Staff

a. Transit Planning Updates

- Virginia Mendoza provided a brief update on transit planning. ICTC is still operating under COVID-19 requirements those which include Free fares for Transit riders with the exception of Medtrans. The UNMET Transit Needs Public Hearing is scheduled for June 7, 2021.

b. Transportation Planning Updates

1. FY 2020-21 Programmed Project Obligation Updates

- Virginia Mendoza reviewed the FY 2020-21 State and Federal Funded Project Obligation Lists with updates provided from the Cities and County of Imperial.
- Mark Baza shared the great news stating ICTC has gotten approved for the Calexico On Demand Transit Service for the City of Calexico. The service includes curbside to curbside appointments via online and phone. Smaller renewable energy vehicles will be utilized to provide this service. There is a three-year

commitment in place ICTC is scheduled to fund the fourth year. More information regarding this service is to come.

-The Conceptional design for the Calexico Transit Design approvals are in the works.

8. General Discussion / New Business

- Next TAC meeting will be on June 24, 2021 via Zoom

9. Meeting adjourned at 11:56 a.m.