

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MINUTES FOR SEPTEMBER 23, 2020
6:00 p.m.**

VOTING MEMBERS PRESENT:

City of Brawley	George Nava – Chairman via zoom
City of Calipatria	Maria Nava-Froelich via zoom
City of Calexico	Bill Hodge
City of El Centro	Cheryl Viegas-Walker
City of Imperial	Robert Amparano via zoom
City of Westmorland	Larry Ritchie via zoom
County of Imperial	Luis Plancarte via zoom
County of Imperial	Ryan Kelley via zoom

NON-VOTING MEMBERS PRESENT: Caltrans District 11 Gustavo Dallarda via Zoom

STAFF PRESENT: Mark Baza, David Aguirre, Cristi Lerma, Virginia Mendoza, Daveline Villasenor, Layla Sarwari via zoom (Counsel)

OTHERS PRESENT: All via zoom – David Salgado: SCAG; Ann Fox, Jose Ornelas: Caltrans; Cesar Sanchez: First Transit; Tyler Salcido: City of Brawley.

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 23, 2020 together with staff reports and related documents attached thereto and incorporated therein by reference.

Given public health directives limiting public gatherings due to the threat of COVID-19 and in compliance with the Governor's Order N-29-20, the meeting will be held telephonically and electronically.

I. CALL TO ORDER AND ROLL CALL

[Chair Nava](#) called the Commission meeting to order at 6:12 p.m. Roll call was taken, and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were no public comments received.

IV. CONSENT CALENDAR

A. Approval of the ICTC Commission Draft Minutes: July 22, 2020

B. Receive and File:

1. ICTC Management Committee Draft Minutes: July 8, 2020
2. ICTC SSTAC Minutes: October 7, 2020
3. ICTC TAC Minutes: July 23, 2020
4. ICTC Draft TAC Minutes: August 27, 2020

C. 2021 Active Transportation Program Regional Guidelines

1. Approved the following methodology for assigning points of the 2021 Active Transportation Program Regional Guidelines:

- a. 20 points for projects that have been identified in an adopted local and/or regional plan; and
- b. Zero points for projects that have not been identified in an adopted local and/or regional plan.

D. State of Good Repair Grant Program, FY 2020-21

- 1. Approved the attached resolution authorizing the Executive Director or his designee to take any actions necessary on behalf of the ICTC for the purposes of obtaining FY 2020-21 financial assistance, provided by the State of California Department of Transportation under the State of Good Repair Grant Program.

A motion was made by [Hodge](#) and seconded by [Plancarte](#) to approve the consent calendar as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Kelley	Absent
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion Passed.

V. REPORTS

A. ICTC Executive Director

Mr. Baza had updates on the following items:

- 2020 Mobility 21 Virtual Summit
- Calexico East Port of Entry Bridge Widening Project

Mr. Aguirre had updates on the following items:

- IVT Free Fares Program
- Potential bus stops in Calipatria

Ms. Mendoza had updates on the following items:

- Imperial Mexicali Binational Alliance
- SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study
- A full list of updates and announcements can be found on page 30 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had updates on the following items:

- The SCAG Economic Summit will be held virtually on December 1, 2020.
- 2020 SCAG SCP Grants are due on November 13, 2020.
- Connect SOCAL was formerly adopted by the SCAG Regional Council on September 3, 2020.
- Go Human campaign relaunched in August.
- The 2020 LEAP grant program has extended its deadline to January 31, 2021.
- The report is on page 39 of the agenda.

C. California Department of Transportation (Caltrans)

Mr. Dallarda was available via zoom to present on the Caltrans report.

- An update was provided regarding the I-8/Imperial Ave. Interchange project. The project is going well and ahead of schedule.
 - A full list of updates and announcements can be found on page 49 of the agenda.
- D. Commission Member Reports
- Ms. Viegas-Walker reminded all regarding the League of California Cities meeting tomorrow (September 24th).
 - Ms. Viegas-Walker congratulated Mr. Aguirre for participating in the CalCOG Karl Program.
 - Mr. Ritchie brought awareness to the Census 2020. He stated that he participated in a parade.
 - Mr. Nava thanked ICTC for their assistance and participation in the Mobility 21 endeavor.
 - Mr. Nava also thanked Mr. Aguirre for the ride-along on the Gold Line in Brawley.

VI. ACTION CALENDER

- A. Coordinated Public Transit – Human Services Transportation Plan Update – Award Recommendation

The ICTC Management Committee met on September 9, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

1. Approved the award of the Agreement for the Coordinated Public Transit – Human Services Transportation Plan Update to *Moore and Associates* in the amount of \$74,293.46.
2. Authorized the Chairperson to sign the agreement.

A motion was made to approve the agreement as stated above by [Walker](#) and seconded by [Amparano](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial <small>Plancarte</small>	Yes
County of Imperial <small>Kelley</small>	Yes
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion Passed.

- B. Agreement for Professional Maintenance Audit Reporting Services of the ICTC Transit Operations – Calendar Years 2020-2022

The ICTC Management Committee met on September 9, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairman to sign the agreement for the IVT Transit Maintenance Audit effective October 1, 2020, for the audit period of calendar years 2020, 2021 and 2022, with the firm of **TRC Engineering Services, LLC**:

- A. For the fiscal reporting period of July 1, 2020 through June 30, 2021, the annual not to exceed fee is set at \$16,796
- B. For the fiscal reporting period of July 1, 2021 through June 30, 2022, the annual not to exceed fee is set at \$16,796
- C. For the fiscal reporting period of July 1, 2022 through June 30, 2023, the annual not to exceed fee is set at \$16,796
- D. For the post-delivery inspection service fee of \$860 per event.

A motion was made to approve the agreement as stated above by [Nava-Froelich](#) and seconded by [Viegas-Walker](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial <small>Plancarte</small>	Absent
County of Imperial <small>Kelley</small>	Yes
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion Passed.

- C. On Call Engineering, Architecture and Professional Support Services – Task Order Issuance – Civil Pros – Calexico Intermodal Transportation Center (ITC) – Engineering Support Services

The ICTC Management Committee met on September 9, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

- 1. Approved the Task Order Award for engineering support services for the Calexico ITC to Civil Pros in the amount of \$103,727.00.
- 2. Authorized the Chairperson to sign the Task Order.

A motion was made to approve the agreement as stated above by [Viegas-Walker](#) and seconded by [Nava-Froelich](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial <small>Plancarte</small>	Absent
County of Imperial <small>Kelley</small>	Yes
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion Passed.

- D. Memorandum of Understanding (MOU) between Imperial County Transportation Commission (ICTC) and the U.S. Border Patrol Air & Marine, Program Management Office (BPAM PMO) for the Border Patrol Checkpoint Project at SR-86

The ICTC Management Committee met on September 9, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

- 1. Authorized the Chairman to sign the Final Memorandum of Understanding (MOU) for the State Route 86 (Northbound) Border Patrol Checkpoint Project between ICTC and the U.S. Border Patrol Air & Marine, Program Management Office

A motion was made to approve the agreement as stated above by [Kelley](#) and seconded by [Nava](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial <small>Plancarte</small>	Absent
County of Imperial <small>Kelley</small>	Yes
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion Passed.

- E. Donation Acceptance Agreement between U. S. General Services Administration (GSA) and Imperial County Transportation Commission (ICTC) for the Calexico East Port of Entry Bridge Widening Project

The ICTC Management Committee met on September 9, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

- 1. Authorized the Chairman to sign the Donation Acceptance Agreement between U. S. General Services Administration (GSA) and Imperial County Transportation Commission (ICTC) for the Calexico East Port of Entry Bridge Widening Project

A motion was made to approve the agreement as stated above by [Hodge](#) and seconded by [Viegas-Walker](#), roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Absent
City of Imperial	Yes
County of Imperial <small>Plancarte</small>	Absent
County of Imperial <small>Kelley</small>	Yes
City of Westmorland	Yes
Imperial Irrigation District	Absent

Motion passed.

VII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **October 28, 2020 at 6:00 p.m.**, at the **ICTC Offices**, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243 and via Zoom Meeting.

VIII. ADJOURNMENT

- A. Meeting adjourned at 6:52 p.m. (Nava/Ritchie).