



Local Transportation Authority

MINUTES FOR JUNE 24, 2015

VOTING MEMBERS PRESENT:

City of Brawley	George A. Nava
City of Calipatria	Maria Nava-Froelich
City of El Centro	Sedalia Sanders
City of Holtville	Jim Predmore – Chairman
City of Imperial	Mark Gran
City of Westmorland	Lawrence D. Ritchie
County of Imperial	Jack Terrazas
 Executive Director	 Mark Baza (non-voting)

OTHERS PRESENT: Cristi Lerma (staff), Kathi Williams (staff), David Salgado (staff), Michelle Bastidas (staff), Virginia Mendoza (staff)

I. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chair Predmore at 6:30 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 Sanders and seconded by Nava to approve the May 27, 2015 Minutes for the LTA Board, **Motion Carried unanimously.**

V. ACTION CALENDAR

- A. Administrative Services Budget FY 2015-16

Ms. Williams stated that the Administrative Budget is funded by 1% of the funds received annually for the LTA program. Staff estimated costs for the auditing, legal, office expense and staff salaries associated for the proper oversight functions.

The ICTC Management Committee met on June 10, 2015 and forwarded this item to the LTA Board for review and approval after public comment, if any:

- 1. Approved the FY 2015-16 Administrative Services Budget for the Local Transportation Authority

A motion was made by Nava and seconded by Nava-Froelich, **Motion Carried unanimously.**

B. Legal Services Agreement FY 2015-16 to FY 2016-17; County of Imperial and the Local Transportation Authority (LTA)

Ms. Williams stated that the County's Office of County Counsel has provided generalized legal services to the Authority for several years for an annual amount of \$5,000. LTA and County Counsel staff have calculated an approximate cost for services and developed an agreement for the continuation of services for FY 2015-16 and FY 2016-17 for an annual amount of \$7,500.

It was requested that the ICTC Management Committee forward this item to the LTA Board for review and approval after public comment, if any:

1. Authorized the Chairperson to sign the agreement for legal services between the County of Imperial and the Local Transportation Authority for an annual cost not to exceed \$7,500 annually effective July 1, 2015 through June 30, 2017
2. Directed staff to forward the agreement to the County of Imperial

A motion was made by [Sanders](#) and seconded by [Nava-Froelich](#), **Motion Carried unanimously.**

C. Audit and Accountancy Agreement for the Local Transportation Authority (LTA): FY 2014-15, FY 2015-16 and FY 2016-17

Ms. Williams stated that the professional services competitive bid for the next three year period for fiscal audit services recently concluded. The audit agreement is for work associated with FY 2014-15, FY 2015-16 and FY 2016-17

Three proposals were received for the work. An evaluation committee comprised of staff from ICTC/LTA, the City of Brawley and the County of Imperial reviewed and scored the proposals. The scoring process utilized standard categories including but not limited to; relevant experience, references, and cost.

The firm of **Vavrinek, Trine, Day and Co. LLP** was identified as the most responsive for the audit project.

LTA staff recommended that the Local Transportation Authority:

1. Authorized the Chairman to sign the agreement and engagement letter for financial audit services effective July 1, 2015, for the audit period FY 2014-15, FY 2015-16 and FY 2016-17 with the firm of **Vavrinek, Trine, Day and Co. LLP** for the not to exceed annual fees per the following schedule
 - a. For the audit period July 1, 2014 through June 30, 2015, the annual not to exceed fee set at \$74,500.
 - b. For the audit period July 1, 2015 through June 30, 2016, the annual not to exceed fee set at \$76,735.
 - c. For the audit period July 1, 2016 through June 30, 2017, the annual not to exceed fee set at \$79,037.

A motion was made by [Nava](#) and seconded by [Gran](#), **Motion Carried unanimously.**

VI. REPORTS**A. Executive Director Reports**

- Ms. Mendoza highlighted the list of all LTA projects for the upcoming fiscal years submitted to date including the bod projects.

Agency	Project Name	FY 2014/15	FY 2015/16	FY 2016/17
Brawley	Rio Vista Ave. (D St. to Jones St.)	Construction		
Brawley	A St. (Rio Vista Ave. to Western Ave.)	Construction		
Brawley	B St. (N. 1 st St. to N. Imperial Ave.)	Construction		
Brawley	N. 11 th St. (Magnolia St. to River Dr.)	Construction		
Brawley	Bina St. (Magnolia St. to River Dr.)	Construction		
Brawley	A St. (N. Cesar Chavez St. to Cul de Sac)	Construction		
Brawley	Cortez Court (Magnolia to Cul de Sac)	Construction		
Brawley	N. Adams St. (B St. to Magnolia St.)	Construction		
Brawley	B St. (N. Cesar Chavez St. to N. Palm Ave.)	Construction		
Brawley	N. Palm Ave. (E. Main St. to River Dr.)	Construction		
Brawley	N. Palm Dr. (Magnolia St. to Adler St.)	Construction		
Brawley	N. 14 th St. (Adler St. to Cul de Sac)	Construction		
Brawley	Magnolia St. (N. 13 th St. to N. Eastern Ave.)	Construction		
Brawley	N. 13 th St. (B St. to Magnolia St.)	Construction		
Brawley	N. 13 th St. (D St. to C St.)	Construction		
Brawley	N. 14 th St. (D St. to C St.)	Construction		
Brawley	C St. (N. 13 th St. to N. Eastern Ave.)	Construction		
Brawley	Jones St. (N. Eastern Ave. to N. Best Ave.)	Construction		
Brawley	Shank St. (N. Best Ave. to E. City limits)	Construction		
Brawley	G St. (S. Cesar Chavez St. to S. Palm Ave.)	Construction		
Brawley	H St. (S. 9 th St. to S. Eastern Ave.)	Construction		
Brawley	I St. (S. 9 th St. to S. Palm Ave.)	Construction		
Brawley	S. Palm Dr. (I St. to H St.)	Construction		
Brawley	I St. (S. Eastern Ave. to S. Best Ave.)	Construction		
Brawley	K St. (S. Eastern Ave. to S. 18 th St.)	Construction		
Brawley	S. 18 th St. (K St. to Malan St.)	Construction		
Brawley	S. 17 th St. (K St. to Malan St.)	Construction		
Brawley	S. 16 th St. (K St. to Malan St.)	Construction		
Holtville	SR-115/5 th St. Sidewalk Phase II (North)	Construction		
Holtville	9 th St. (Cedar to Palm)	Construction		
Holtville	4 th St. (Cedar to Walnut)	Construction		
Holtville	Alamo River Trail Phase I	Construction		
Holtville	Walnut Ave. Phase II		Construction	
Holtville	Cedar Avenue Sidewalk (4 th to 5 th)	Design	Construction	
Holtville	Street Maintenance Phase I	Construction		

Holtville	Alamo River Trail Phase II		Design	Construction
Holtville	Street Maintenance Phase II		Construction	
Holtville	Street Maintenance Phase III			Construction
Holtville	9 th Street (Palm to Olive)			Design
Imperial	2 nd Street from SR86 to "P" Street			
Imperial	Pavement Overlay Program a. Southwest City b. Northeast City			
Westmorland	N. Center St. (7 th St. to 8 th St.)		Design	
Westmorland	1 st St. (S. Center St. to F St.)			
Westmorland	1 st St. (H St. to G St.)			
Westmorland	2 nd St. (G St. to S. Center St.)			
Westmorland	3 rd St. (F St. to S. Center St.)			
Westmorland	5 th St. (G St. to B St.)			
Westmorland	5 th St. (H St. to West end of street)			
Westmorland	7 th St. (H St. to Martin Rd.)			
Westmorland	7 th St. (D St. to Center St.)			
Westmorland	G St. (SR-86 to 3 rd St.)			

- a. LTA Bond Projects:** Below is a list of allocation request for LTA Sales Tax Revenue Bond funded projects processed to date.

Processed Date	Receipt of funds	Agency	Project Description	Requisition Number	Total Request Amount
8/14/13	8/29/13	County of Imperial	Phase 1 of 3 anticipated phases of road rehabilitation projects that will improve approximately 18.7 miles of roads in the County	1 of 1	\$2,823,570.07
1/02/14	1/13/14	City of Calipatria	Street rehabilitation of Lake Avenue – between Elder Street to Bowles Road	1 of 1	\$148,890.50
4/30/14	5/27/14	City of Calexico	Reconstruction and widening of 2 nd Street – between the New River bridge and the Calexico International Airport	1 of 1	\$3,000,000
4/21/14	4/30/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	1 of 3	\$389,156.22
4/21/14	4/30/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	2 of 3	\$453,383.95
6/20/14	6/25/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	3 of 3	\$580,997.50
11/06/14	12/04/14	City of Calexico	2014 Street Improvement Project	1 of 2	\$1,315,425.04
11/06/14	12/09/14	City of Brawley	A Street Rehabilitation Project	1 of 2	\$49,256.01
11/06/14	12/09/14	City of Brawley	Asphalt Rehabilitation Project of River Drive	1 of 2	\$22,052.98
11/06/14	12/09/14	City of Brawley	Eastern Avenue Rehabilitation Project	1 of 2	\$530,935.02

11/06/14	12/08/14	City of Brawley	Re-advertisement of Streets Rehabilitation Phase IX	1 of 2	\$1,784,142.90
1/05/15	1/06/15	City of Imperial	South N Street Project	1 of 1	\$551,655.79
1/14/15	2/19/15	City of Imperial	Street Improvement Project Asphalt Rubber Composite Layer on Designated Streets	1 of 10	\$731,342.77
4/17/15	4/21/15	City of Imperial	Street Improvement Project Asphalt Rubber Composite Layer on Designated Streets	2 of 10	\$59,350.00
4/17/15	4/22/15	City of Calexico	2014 Street Improvement Project	2 of 2	\$1,560,371.86
In process	June 2015	City of Brawley	A Street Rehabilitation Project	2 of 2	\$8,142.94
In process	June 2015	City of Brawley	Asphalt Rehabilitation Project of River Drive	2 of 2	\$884.10
In process	June 2015	City of Brawley	Eastern Avenue Rehabilitation Project	2 of 2	\$118,595.42
In process	June 2015	City of Brawley	Re-advertisement of Streets Rehabilitation Phase IX	2 of 2	\$645,361.25
TOTAL:					\$14,773,514.32

b. LTA Bond Projects: Below is a list of allocation request for LTA Sales Tax Revenue Bond funded projects pending submittal.

Processed Date	Receipt of funds	Agency	Project Description	Requisition Number	Total Request Amount
TBD		County of Imperial	Phase II-A AC Overlay Improvements of Various County Roads, Project No.5663		\$2,340,000
TBD		County of Imperial	Phase II-B Cold in Place Road Reconstruction Improvements of Various County Roads, Project No.5663		\$4,265,000
TBD		County of Imperial	Phase II-C La Brucherie Road Improvements from I-8 to West Side Main Canal, Project No.5663I		\$1,885,000
TOTAL:					\$8,490,000.00

VII. ADJOURNMENT

Meeting Adjourned at 6:50 p.m.