



Imperial County Local Transportation Authority

1503 N. Imperial Ave., Suite 104, El Centro, CA, 92243
Phone: 760-592-4494 | Fax: 760-592-4410

MEASURE D LOCAL TAXPAYER SUPERVISING COMMITTEE (LTSC)

AGENDA

THURSDAY, MARCH 13, 2025
3:00 PM

Chairperson: Robert Amparano

Executive Director: David Aguirre

To Join by Zoom Meeting

<https://us06web.zoom.us/j/86206383762?pwd=EnrdSfsNp4bMba4HaSrSZmY6RzYbEn.1>

To Join by phone dial (669) 444-9171

Meeting ID: 862 0638 3762

Passcode: 254571

I. WELCOME AND INTRODUCTIONS

- A. Members:
Robertta Burns
Tim Jones
Joe Picazo
Karina Alvarez, Imperial County Auditor Controller (ex-officio)
Robert Amparano, Chairperson of the LTA Board
LTA Staff
LTA Auditor(s)

II. PUBLIC COMMENT

If any member of the public wishes to address the Authority, please submit written comments by 5 p.m. on Wednesday, March 12, 2025, by 5 p.m. Comments should not exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Authority. The Authority will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

III. ACTION CALENDAR

- A. LTA Audit, Fiscal Year 2023/2024

The auditor will be presenting the attached draft reports to the Committee. The reports are posted on the website at <https://www.ltaimperial.com/audits-and-financial-reports>

Staff requests that the Local Taxpayer Supervising Committee (LTSC) forward this item to the LTA Board for their review and approval after public comment, if any:

1. Review and approve with recommendation(s) of the FY 2023/2024 Imperial County Local Transportation Annual Financial Audit(s)

IV. CONSENT CALENDAR

- A. Approval of Minutes for February 06, 2024

V. INFORMATION CALENDAR

- A. LTA Transit Set-Aside 2% funds
- B. LTA State Highway Set-Aside 5% funds
- C. LTA Bond Project Update
- D. LTA Revenues per City and County for FY 2019-20 to FY 2024/2025

VI. ADJOURNMENT



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MEASURE D LOCAL TAXPAYER SUPERVISING COMMITTEE (LTSC)

**MINUTES FOR FEBRUARY 6, 2024
2:00 PM**

MEMBERS PRESENT: Tim Jones, Joe Picazo, Martha Cardenas-Singh (Chair), David Aguirre (Executive Director), Karina Alvarez (County Auditor Controller)

OTHERS PRESENT: Michelle Bastidas, Angela Delgadillo, Katie Luna: ICTC Staff; Roger Martinez, Cid Conde, Frances Roque: Vasquez & Co. LLC

I. WELCOME AND INTRODUCTIONS

A. The meeting began at 2:06 p.m. Introductions were made.

II. PUBLIC COMMENTS

There were no public comments.

III. ACTION CALENDAR

A. Imperial County Local Transportation Authority Annual Financial Report for the Fiscal Year Ended June 30, 2023

Mr. Martinez with the CPA firm, Vasquez and Co. LLP, presented the *LTA Annual Financial Reports, for the fiscal year ended June 20, 2023*. The audit performed was in accordance with auditing standards accepted in the U.S. and the standards applicable to financial audits in Government Auditing Standards. The purpose of this audit is to ensure that the expenditures that are being reported are compliant with Measure D requirements.

The summary of the audit results/observations are listed below by agency. It was noted that no material weaknesses or significant deficiencies were identified during the audit.

City of Brawley: There were none.

City of Calexico:

1. The annual report of projects completed in the previous fiscal year was not turned into the LTA by the November 1st deadline.

City of Calipatria:

1. In August 2021, the city experienced a loss of its accounting data stored in the financial system starting from October 2020 through August 2021 due to server malfunction and data backup failure. The data was not recovered due to physical damage to the server's hard drive. In November 2023, the city completed re-encoding of the lost accounting data. Due to these issues the auditor made the following observations:

Measure D Local Taxpayer Supervising Committee (LTSC)
Minutes for February 6, 2024

- Reconciliation of major balance sheet accounts including back accounts for revenues and expenditures transactions posted were not yet completed.
 - Beginning fund balances were not yet reconciled with the previous year's audited reports.
 - Supporting documentation for two samples selected were not provided for review. The recommendations made by the auditor were to create a Business Contingency Plan and Disaster Recovery Plan. The auditor also recommended that the city establish and document proper closing and reconciliation procedures and assign responsibility for completing the procedures to specific city personnel. The city ensured that they would work on training, policies and procedures. The city also contacted the City of Imperial for support in Cyber Security and Information Technology. *It was stated that the city has a meeting with the auditor before the finalization of this audit to discuss the start balance of the reconciliation. If the city can provide documentation the auditor can provide a complete audit for the city for this FY.*
2. Maintenance of Effort minimum amounts are not set for the City of Calipatria.
 3. The annual report of projects completed in the previous fiscal year was not turned into the LTA by the November 1st deadline.

City of El Centro:

1. The annual report of projects completed in the previous fiscal year was not turned into the LTA by the November 1st deadline.

City of Holtville:

1. Maintenance of Effort minimum amounts are not set for the City of Holtville.

City of Imperial:

1. Annual Five-year list of projects was not turned in to LTA staff.
2. The annual report of projects completed in the previous fiscal year was not turned into the LTA by the November 1st deadline.

City of Westmorland:

1. Maintenance of Effort minimum amounts are not set for the City of Westmorland.
2. Administrative expenses for the city were 8%. Previously, LTA LTSC had recommended setting up a cap of no greater than 5%

County of Imperial:

1. Maintenance of Effort minimum amounts are not set for the County of Imperial.
2. The annual report of projects completed in the previous fiscal year was not turned into the LTA by the November 1st deadline.

ICLTA: Set a minimum Maintenance of Effort level for street and road expenditures for each local agency. It was recommended that the LTA revisit the MOE and establish efforts for everyone. Mr. Aguirre stated that staff have been doing research to see how we can establish something across the board.

The LTA Local Taxpayer Supervising Committee (LTSC) reviewed the financial reports, and recommended approval of the fiscal reports for FY 2022-23, for the LTA and the cities of Brawley, Calipatria, Calexico, El Centro, Holtville, Imperial, Westmorland and the County of Imperial”, with support for the following recommendations for member agencies and staff:

- The committee would like staff to review options to update the Maintenance of Efforts expectations and requirements applicable to each agency
- The committee would like to continue to require a cap on administrative use of LTA expenditures to agencies to not exceed 5%.
- The committee would like the public to be provided with more information regarding projects that are funded with LTA funds, such as newspaper publications. LTA does have project information on the LTA website at <https://www.ltaimperial.com/regional-programs-and-projects>.
- Continue to meet with agency audit staff annually for training purposes and to better facilitate the auditing process. This includes reminding agencies to submit all required items.
- There is a specific request to be provided with an update on Calipatria.
- The committee requested to meet earlier in the year and have the auditor submit the audit earlier so that the oversight committee can see final audits when they meet.

A motion was made by Jones and seconded by Picazo; **Motion Carried.**

IV. CONSENT CALENDAR

- A. The minutes for February 16, 2023, were tabled.

V. INFORMATION CALENDAR

The following items were provided in the meeting backup.

- A. LTA Transit Set-Aside 2% Funds

FY 2022-23

IVT Ride \$250,000.00
(Brawley, Calexico, Heber, Imperial, El Centro & West Shores)

FY 2023-24

IVT Ride \$250,000.00
(Brawley, Calexico, Heber, Imperial, El Centro & West Shores)

Available Balance 2-05-24 **\$759,630.00**

- B. LTA State Highway Set-Aside 5% Funds

- LTA 5% Regional Hwy Balance as of 2/5/2024: **\$4,666,844**

- C. LTA Bond Project Update

- 2018 Bond Remaining Project Funds
 - Calexico – \$2,802,022
 - Calipatria – Fully Spent
 - Holtville – Fully Spent

- D. LTA REVENUES FY 2018-19 TO FY 2023-24

- Also reviewed were the Comparison Revenues per City and County report and the LTA Revenues Comparison Report

VI. ADJOURNMENT

Meeting Adjourned at 3:47 p.m.



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Measure D Local Taxpayer
Supervising Committee
March 13, 2025

LTA Transit Set-
Aside 2% funds

LTA State
Highway Set-
Aside 5% funds

LTA Bond Project
Update

LTA Revenues
per City and
County for FY
2019 to FY 2024

LTA Projects
Completed FY
2023-24



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LTA TRANSIT SET-ASIDE 2% FUNDS

7419000 LTA 2% Transit Set-Aside

FY 2023-24

ICTC	IVT Ride (Brawley, Calexico, Imperial, El Centro, Heber & WestShores)	\$250,000.00
Total Allocations FY 2022-23		\$250,000.00

7419000 LTA 2% Transit Set-Aside

FY 2024-25

ICTC	IVT Ride (Brawley, Calexico, Imperial, El Centro, Heber & WestShores)	\$250,000.00
Total Allocations FY 2023-24		\$250,000.00

Available Balance 02-28-25 \$1,071,095.00

LTA State Highway Set-Aside 5% funds

Processed Disbursements

Agency	Project Description	Amount	LTA Board Approval	Funds Disbursed
Caltrans	Traffic Signal SR 86 & S Main St. Westmorland	\$373,000	7/24/2013	4/30/2014
County of Imperial	Traffic Signal SR 22 & SR 86 Salton City	\$438,858	9/24/2014	1/12/2015
Caltrans	Heber Bus Stop & Ped Access SR 86	\$708,240	8/27/2014	11/2/2016
City of Calexico	Two year funding for SR 111 Traffic Controllers	\$300,000	10/26/2016	1/10/2018 & 2/22/2018
Caltrans	Forrester Road PSR	\$524,576	1/25/2017	Invoiced to date
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$625,606	9/27/2017	Invoiced to date
City of Calexico	One year funding for SR 111 Traffic Controllers	\$150,000	2/27/2019	6/26/2019
ICTC	Calexico East Port of Entry Bridge Expansion	\$1,844,000	2/27/2019	Multiple Invoices
Caltrans	State Route 98 from Ollie Ave & Rockwood Ave	\$200,000	9/23/2020	6/30/2021
Caltrans	Caltrans Fund Exchange - SR 98	\$1,000,000	6/28/2023	2/27/2024
City of Imperial	Fence replacement adjacent to SR86	\$164,987	11/8/2023	5/14/2024 & 7/15/24

Total Disbursements \$6,329,267

Pending Disbursements

Agency	LTA 5% Regional Hwy Balance as of 02/28/2025	\$8,143,788	Pending projects
County of Imperial	Traffic Signal SR 86 & Dogwood Rd Imperial County	\$1,680,815	LTA Board approved on 9/23/2015
Caltrans	Forrester Road PSR	\$92,923	LTA Board approved on 1/25/2017
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$674,394	LTA Board approved on 9/27/2017
City of Calexico	Calexico Traffic Study & Traffic Control Assistance	\$250,000	LTA Board approved on 10/23/2024

Total pending to be Disbursed \$2,698,132

Available Balance Remaining \$5,445,656



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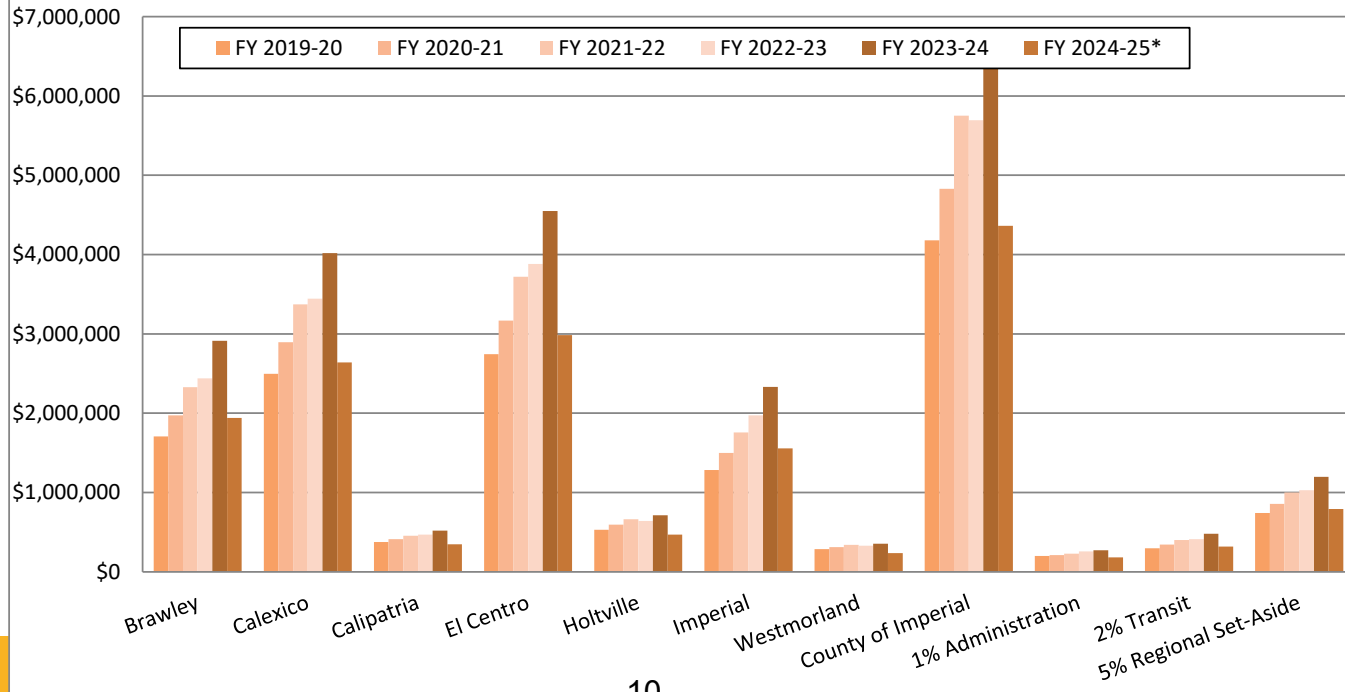
2018 Bond Project Funds

- Calexico -\$2,951,905
- Calipatria – Fully Spent
- Holtville – Fully Spent

LTA Revenues

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25*
Brawley	\$1,708,309.63	\$1,973,179.09	\$2,329,277.17	\$2,440,857.37	\$2,912,265.31	\$1,940,594.21
Calexico	\$2,496,364.99	\$2,895,513.18	\$3,373,877.73	\$3,443,349.35	\$4,017,313.18	\$2,640,890.44
Calipatria	\$375,010.38	\$411,033.42	\$455,012.61	\$467,550.20	\$520,741.26	\$346,132.12
El Centro	\$2,745,303.02	\$3,169,283.41	\$3,721,630.08	\$3,882,895.46	\$4,550,959.38	\$2,983,277.53
Holtville	\$530,539.51	\$592,883.74	\$661,781.67	\$641,483.65	\$713,833.01	\$470,477.91
Imperial	\$1,284,456.38	\$1,500,288.41	\$1,758,809.88	\$1,972,479.10	\$2,332,891.85	\$1,554,733.89
Westmorland	\$287,435.95	\$312,555.82	\$339,173.06	\$328,432.76	\$354,632.47	\$236,432.48
County of Imperial	\$4,179,704.84	\$4,830,782.66	\$5,753,297.52	\$5,695,632.54	\$6,630,055.35	\$4,363,436.88
1% Administration	\$199,626.70	\$211,624.03	\$227,015.72	\$256,416.23	\$270,880.37	\$180,057.93
2% Transit	\$296,919.39	\$341,874.07	\$400,427.43	\$411,378.42	\$479,646.72	\$316,473.85
5% Regional Set-Aside	\$742,298.46	\$854,685.13	\$1,001,068.57	\$1,028,446.07	\$1,199,116.78	\$791,184.57
	\$14,845,969.25	\$17,093,702.96	\$20,021,371.44	\$20,568,921.15	\$23,982,335.68	\$15,823,691.81

Comparison of total LTA Revenues FY 2019-20 - FY 2024-25



Revenue distributions listed include bond payments for the participating agencies
*up to the month of February 2025

ICLTA

Imperial County Local Transportation Authority
 City of Brawley Project Summary
 Fiscal Year 2023-2024

Project Name	Project Description	Project Cost	Measure D		Type of Other Funds	Contractor Names	Amount paid to contractor
			Funds	Other Funds			
2021-06 Legion Rd. East of Hwy 86 frontage St. to West	Construction of Legion Rd. East of Hwy 86 frontage St. to West	\$ 1,077,502	\$ 403,172	\$ 674,330	CMAQ Funds	Rove Engineering	\$ 1,077,502
2021-07 Western Ave. from Legion St. to Wildcat Dr.	Construction of Legion St. to Wildcat Drive	\$ 2,190,482	\$ 476,305	\$ 1,714,177	CMAQ, Bussiness Contribution, ARPA	Rove Engineering	\$ 2,190,482
2020-05 K Street from Hwy 86 to 8th Street (Design & Construction)	Construction of K Street from Hwy 86 to 8th Street	\$ 674,110	\$ 93,865	\$ 580,245	Article 3- Pedestrian & Bicycle and 2018 STBG Grant	Hazard Construction	\$ 674,110.35

Project Completed
10/06/2023

Project Completed
10/06/2023

Project Completed
10/23/2023

ICLTA

Imperial County Local Transportation Authority
City of El Centro Project Summary
Fiscal Year 2023-2024

Project Name	Project Description	Project Cost	Measure D Funds	Other Funds	Type of Other Funds	Contractor Names	Amount paid to contractor
Imperial Ave. Phase I - Construction Management, Inspections, & ROW Acquisition Costs in FY 23/24	Imperial Ave. Phase I - CM, Inspections & ROW Acquisition - Dynamic Consulting Engineers, Kleinfelder, & Michael Wright	\$ 225,025.76	\$ 225,025.76		N/A	Various	\$ 225,025.76
Imperial Ave. Phase II & III-Design	Imperial Ave. Phase II & III Design Costs in FY 23/24	\$ 32,340.00	\$ 32,340.00		N/A	The Holt Group Inc.	\$ 32,340.00
Imperial Ave. Phase II - Construction Management, & Inspections Costs in FY 23/24	Imperial Ave. Phase II - CM, & Inspections - Dynamic Consulting Engineers, & Kleinfelder	\$ 153,575.74	\$ 153,575.74		N/A	Various	\$ 153,575.74
Bid Advertisement for various maintenance and road projects	Bid Advertisement for various maintenance and road projects	\$ 1,491.30	\$ 1,491.30		N/A	PlanetBids, Inc.	\$ 1,491.30
SR-86 Median Maintenance Tree Removal	SR-86 Median Maintenance Tree Removal	\$ 5,800.00	\$ 5,800.00		N/A	West Coast Arborist	\$ 5,800.00
Various Traffic Studies with CR Associates, Aztec Engineering, and Linscott Law & Greenspan	Various Traffic Studies with CR Associates, Aztec Engineering, and Linscott Law & Greenspan	\$ 64,986.36	\$ 64,986.36		N/A	Various	\$ 64,986.36
Traffic Timing and Synchronization Studies within the City of El Centro with STC Traffic	Traffic Timing and Synchronization Studies within the City of El Centro (FY23/24) with STC Traffic	\$ 25,000.00	\$ 25,000.00		N/A	STC Traffic	\$ 25,000.00
Landscape Maintenance on roadway shoulders & off-ramps	Landscape Maintenance on roadway shoulders & off-ramps in FY 23/24	\$ 14,700.00	\$ 14,700.00		N/A	Advance Service, Inc.	\$ 14,700.00
Yearly Street Maintenance and Project Management Programs (FY 23/24)	Yearly Street Maintenance and Project Management Programs (FY 23/24)	\$ 10,700.00	\$ 10,700.00		N/A	Various	\$ 10,700.00
Sidewalk Maintenance throughout the City	Sidewalk Maintenance - Horizontal Slicing of Trip Hazards on Sidewalks throughout the City	\$ 44,693.70	\$ 44,693.70		N/A	Precision Concrete Cutting	\$ 44,693.70
Annual Traffic Signal Maintenance throughout the City	Annual Maintenance and Inspections of Traffic Signals throughout the City	\$ 53,313.00	\$ 53,313.00		N/A	Southwest Signal Service	\$ 53,313.00
Survey Plan Review for Right-of-Way Abandonment Imperial & Wake	Survey Plan Review LLA 23-03 for Right-of-Way Abandonment Imperial & Wake	\$ 600.00	\$ 600.00		N/A	Dynamic Consulting Engineers	\$ 600.00
Technical Memo for Improvements to 5th St. Storm Lift Station	Technical Memo for Improvements to 5th St. Storm Lift Station	\$ 6,975.00	\$ 6,975.00		N/A	Lee & Ro, Inc.	\$ 6,975.00

ICLTA

Imperial County Local Transportation Authority
City of El Centro Project Summary
Fiscal Year 2023-2024

Project Name	Project Description	Project Cost	Measure D Funds	Other Funds	Type of Other Funds	Contractor Names	Amount paid to contractor
La Brucherie Ave. Widening Design - On-Call Consultant - Task Order #4	La Brucherie Ave. Widening Design - On-Call Consultant - Task Order #4	\$ 67,848.84	\$ 67,848.84		N/A	CR Associates	\$ 67,848.84
ATP Cycle 5 Design Costs	ATP Cycle 5 Design Costs (FY 23/24) - Aztec Engineering, IID, Others	\$ 68,354.99	\$ 68,354.99		N/A	Aztec Engineering	\$ 68,354.99
Speed Hump Project	Construction of a Speed Hump on Desert Gardens Drive	\$ 650.00	\$ 650.00		N/A	Pyramid Construction and Aggregates	\$ 650.00
E. Main St/Evan Hewes Hwy Rehabilitation Project	E. Main St/Evan Hewes Hwy Rehabilitation Project	\$ 1,979,343.52	\$ 136,343.52	\$ 1,843,000	STIP & SB1 RMRA	Vance Corporation	\$ 1,979,343.52
Commercial Ave. Improvements Project	Commercial Ave. Improvements Project	\$ 772,141.47	\$ 386,870.42	\$ 385,271.05	SB1 LPP	Pyramid Construction and Aggregates	\$ 772,141.47
2023 Streets Overlay Project Construction	2023 Streets Overlay Project Improvements of various Street in the City of El Centro	\$ 4,292,585.10	\$ 2,524,952.19	\$ 1,767,632.91	Various	Rove Engineering, Inc.	\$ 4,292,585.10
2023 Streets Overlay Project - Construction Management	Construction Management of the 2023 Streets Overlay Project	\$ 140,194.19	\$ 140,194.19		N/A	Erickson-Hall, Labor Compliance Consultants, IV Press	\$ 140,194.19
Yearly Street Striping and signage Maintenance throughout the city	Material purchase for Street Striping and signage Maintenance throughout the City by City of El Centro Public Works (FY 23/24)	\$ 51,711.11	\$ 51,711.11		N/A	City of El Centro Public Works Staff	\$ 51,711.11

ICLTA

Imperial County Local Transportation Authority
 City of Westmorland Project Summary
 Fiscal Year 2023-2024

Project Name	Project Description	Project Cost	Measure D Funds	Other Funds	Type of Other Funds	Contractor Names	Amount paid to contractor
FERPL20 5278(019) S. Center Paving	Remove 28" of existing base and A.C. pavement, place 16" of Cl. 2 AB and 12" of large matrix A. C.	\$ 270,751	\$ 89,367	\$ 181,384	federal FERP	Aggregate Products, Inc.	\$ 270,751
LPPSB1L 5278(021) Ped. Drn. Imprv.	Remove existing deficient drainage piping and construction 135 l.f. of new PCC covered drainage channel	\$ 92,068	\$ 46,423	\$ 45,645	state SB1/LPP	Universal Construction and Engineering	\$ 82,200
Meas. D S. Center St. Paving Project	Remove 12" of existing AC pavement and place 12" of large matrix A.C.; grind 6" of existing A.C. and replace with 6" of large matrix A.C.	\$ 246,648	\$ 246,648	none	none	Rove Engineering	\$ 246,648

ICLTA

Imperial County Local Transportation Authority
County of Imperial Project Summary
Fiscal Year 2023-2024

Project Name	Project Description	Project Cost	Measure D		Type of Other Funds	Contractor Names	Amount paid to contractor
			Funds	Other Funds			
6222	Heber 1-Dogwood Rd. Bridge over Willoughby Rd.	\$ 94,240	\$ 94,240	\$ -		The Holt Group	\$ 24,900
6320	Forrester Rd. - Westside Main Canal Bridge	\$ 260,452	\$ 244,008	\$ 16,443	HUTA	Conzor N.A., Dynamic Consult.	\$ 215,366
6582NSD	IID Bridge across R Lateral	\$ 211,400	\$ 211,400			Imperial Irrigation District	\$ 211,400
6665	Davis Rd. Bridge at S Drain Replacement	\$ 2,842	\$ 474	\$ 2,367	HUTA		\$ -
6838	Meloland Bridge - Emergency Repair	\$ 22,139	\$ 4,325	\$ 17,815	HUTA		\$ -
6861	North Side of 11th St. - Heffernan Ave. to Heber Ave.	\$ 1,350	\$ 1,350				
6931EBR	Clark Rd. Bridge just N/o Willoughby Rd.	\$ 131,591	\$ 131,591			Dynamic Consult.	\$ 131,591
6940	Salton City - Various Roads, Phase One	\$ 55,416	\$ 11,058	\$ 44,357	HUTA		
6943	Verde School Road Bridge over East Highline	\$ 31,331	\$ 28,246	\$ 3,084	HUTA	Conzor N.A. Inc	\$ 21,329
6953CAPP	Heber Sidewalk Improvements - APCD CAPP Grant	\$ 4,266,574	\$ 864,390	\$ 3,402,184	HUTA	Rove Eng., Kimley- Horn, The Holt Group, Sierra Mt'l Testing,	\$ 4,116,896
6957	Niland Main St. Improvements - SR111 to Memphis Ave.	\$ 2,409	\$ 1,824	\$ 585	HUTA		\$ 550
7011	Bowker Rd. Improvements - Jasper Rd. to Calexico	\$ 14,602	\$ 9,044	\$ 5,558	HUTA	Dynamic Consult.	\$ 8,680
7066BWCC	40' of curb & gutter replacement - Fairway Drive, BWCC	\$ 25,856	\$ 25,403	\$ 453	HUTA	LZ Construction	\$ 24,950
7100	Maggio Road and SR-7 Intersection Improvements	\$ 1,004	\$ 1,004				
7101	Material cost for Evan Hewes Hwy Frontage Rd. - S2 to Mine Svcs. Rd.	\$ 280,655	\$ 280,521	\$ 134	HUTA	Pyramid Const.	\$ 279,450
7104GTW-TE	Traffic Eng. Svcs. (Surveying) for GTW to the Americas Specific Plan	\$ 60,388	\$ 59,911	\$ 476	HUTA	LG2WB	\$ 58,617
7122EBR	Kalin Rd. Bridge over New River - Emergency Repair	\$ 552,384	\$ 473,013	\$ 79,370	HUTA, SB1-RMRA	The Holt Group, Foundation Pile Inc., Landmark	\$ 523,781
SR7006PWS	Bldg. Remodel for ADA Ramp and Men's Restroom	\$ 37,256	\$ 25,540	\$ 11,716	HUTA	Nicklaus Eng.	\$ 17,938