



Imperial County Local Transportation Authority

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

AGENDA

WEDNESDAY, MAY 24, 2023
6:00 PM or immediately after the ICTC meeting

LARGE CONFERENCE ROOM
1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243

CHAIRPERSON: MIKE GOODSELL

EXECUTIVE DIRECTOR: DAVID AGUIRRE

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the LTA's website: <https://www.ltaimperial.com/>

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, please contact the Secretary to the Commission at (760) 592-4494 if special assistance is needed to participate in a LTA meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

To join by zoom meeting click on the following link:

<https://us06web.zoom.us/j/84079557044?pwd=SSxbE1acnU4ZExYUmdRVDZqUGZsdz09>

To join by phone please dial 669-444-9171

Meeting ID: 840 7955 7044

Passcode: 875975

I. CALL TO ORDER AND ROLL CALL

II. EMERGENCY ITEMS

A. Discussion/Action of emergency items, if necessary.

III. PUBLIC COMMENTS

This is an opportunity for members of the public to address the LTA Board on any subject matter within the LTA's jurisdiction, but not an item on the agenda. Any action taken because of public comment shall be limited to direction to staff. In compliance with Assembly Bill 361, the meeting will be held remotely and in person. Each speaker should contact the Secretary to the Commission at (760) 592-4494 or by email to cristilerma@imperialctc.org. When addressing the Board, state your name for the record prior to providing your comments. Please address the Board as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Board; groups or topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct and respect all people that are present or watching, obey the direction of the Chair and

Secretary to the Commission. No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats, or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, obey the direction of the Chair and Secretary to the Commission.

IV. CONSENT CALENDAR

- A. Approve Minutes for February 22, 2023

V. ACTION CALENDAR

- A. Fund Request to the Local Transportation Authority (LTA) and Caltrans Fund Exchange – State Route 98 between Ollie and Rockwood Avenues

The ICTC Management Committee met on May 10, 2023 and forwards this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the allocation of funding in the amount of \$1,000,000 for the right-of-way funding shortfall for the SR-98 Widening Project between Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside and,
2. Authorize the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.

VI. REPORTS

- A. LTA Executive Director Report

VII. ADJOURNMENT

IV. CONSENT CALENDAR

- A. APPROVE MINUTES FOR FEBRUARY 22, 2023



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MINUTES FOR February 22, 2023

VOTING MEMBERS PRESENT:

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of Calexico	Raul Ureña
City of El Centro	Martha Cardenas-Singh
City of Imperial	Robert Amparano
City of Holtville	Absent
City of Westmorland	Absent
County of Imperial	Absent
County of Imperial	Luis Plancarte

STAFF PRESENT: David Aguirre, Cristi Lerma, Virginia Mendoza, Angela Delgadillo, Eric Havens (Counsel)

OTHERS PRESENT: David Salgado: SCAG; Gustavo Dallarda, Ann Fox, Mario Orso: Caltrans; Cedric Ceseña: City of El Centro; Francis Roque, Roger Martinez; Vasquez + Company LLP; Michael Luellen: City of Calipatria; Karina Alvarez: Imperial County Auditor-Controller

PUBLIC PRESENT: Daniela Flores, Javier Lopez,

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Vice-Chair Plancarte at 7:34 p.m. and roll call was taken.

II. ACTION CALENDAR

A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361

1. Approved the resolution of the Imperial County Transportation Commission authorizing remote meetings in accordance with the provisions of the State Assembly Bill (AB) 361.
2. Authorized the Chairperson to sign the resolution.

A motion was made by [Ureña](#) 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 Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Absent

Motion Carried.

III. EMERGENCY ITEMS

There were none.

IV. PUBLIC COMMENTS

- Daniela Flores, the Executive Organizer from the Imperial Valley Equity and Justice Coalition, expressed some concerns about the commission's hesitancy during the prior meeting to approve the funding request for traffic controllers. She urged the commission to take responsibility for the traffic problem that is not only a City of Calexico issue but the entire county. She provided various examples of the incidents that have occurred due to the traffic in Calexico. She formally urges to fully fund the \$250,000 that has been requested.

V. CONSENT CALENDAR

- A. Approved minutes for January 25, 2023. A motion was made by [Singh](#) and seconded by [Nava-Froelich](#) 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 Hawk	Absent
City of Westmorland	Absent

Motion Carried.

VI. ACTION CALENDAR

- A. Imperial County Local Transportation Authority Annual Financial Audit for Fiscal Year Ended June 30, 2022

The ICTC Management Committee met on February 15, 2023, and the LTA Local Taxpayer Supervising Committee met on February 16, 2023, and both forward the following recommendation(s) to the Authority for review and approval after public comment, if any:

1. Received, Approved and Filed the FY 2021-22 Imperial County Local Transportation Authority Annual Financial Audit for the following agencies: Brawley, Calexico, Calipatria, El Centro, Holtville, Imperial, Westmorland, the County of Imperial and the ICLTA.

A motion was made by [Nava-Froelich](#) and seconded by [Ureña](#) to approve Action A. 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 Hawk	Absent
City of Westmorland	Absent

Motion Carried.

VII. ADJOURMENT

- A. Meeting Adjourned at 8:08 p.m.

V. ACTION CALENDAR

- A. Fund Request to the Local Transportation Authority (LTA) and Caltrans Fund Exchange – State Route 98 between Ollie and Rockwood Avenues
 - 1. Approve the allocation of funding in the amount of \$1,000,000 for the right-of-way funding shortfall for the SR-98 Widening Project between Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside and,
 - 2. Authorize the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.



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May 16, 2023

Mike Goodsell, Chair
Local Transportation Authority
1503 N Imperial Ave., Suite 104
El Centro, CA 92243

SUBJECT: Fund Request to the Local Transportation Authority (LTA) and Caltrans Fund Exchange – State Route 98 between Ollie and Rockwood Avenues

Dear Committee Members:

As a part of the Calexico West Port of Entry (POE) Expansion project, SR-98 and Cesar Chavez Boulevard were widened and improved to serve the POE expansion to the west. Caltrans completed construction on SR-98 between VV Williams and Ollie Avenue in March 2018, and the City of Calexico completed the Cesar Chavez Boulevard widening in October 2019. Caltrans has continued to work on the widening of SR-98 between Ollie Avenue and Rockwood Avenue.

Cost overruns in the right-of-way phase for the SR-98 project have resulted in a \$1 million funding shortfall. A \$1 million request has been proposed by the Caltrans District 11 project management team in exchange for \$2 million of Corridor Border Infrastructure (CBI) funds out of the Surface Transportation Block Grant (STBG) Program. The \$2 million CBI STBG funds may be utilized on an existing or new transportation type project inclusive but not limited to roadway or bridge type projects. A 20% local match will be required to use the \$2 million CBI STBG funds; therefore, a \$400,000 local match will be required to fulfill the use of the \$2 million CBI STBG funds. At a minimum, ICTC will be able to utilize the funds to construct a \$2.4 million dollar project. ICTC is working towards identifying an eligible project to utilize the funds. The proposed \$2 million does not have a specific timeline for use and implementation. It would be ICTC's goal to utilize the funds towards a regionally significant project.

ICTC is proposing that the \$1 million funding shortfall be considered from the LTA 5% Regional Highway Set-Aside fund. The LTA 5% Regional Highway Set-Aside fund has previously assisted with funding to develop the SR-98 project. Attached is a summary of the LTA expenditures and funding available from the 5% Regional Highway Set-Aside fund.

To complete the proposed transaction, an amendment to the attached Cooperative Agreement and the establishment of a new Cooperative Agreement will be necessary between Caltrans and ICTC.

The ICTC Management Committee met on May 10, 2023, and forwards this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the allocation of funding in the amount of \$1,000,000 for the right-of-way funding shortfall for the SR-98 Widening Project between Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside and,
2. Authorize the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.

Sincerely,



DAVID AGUIRRE
Executive Director

DA/vm

Attachments



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7243000 LTA 5% State Hwy Set-Aside

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	\$491,553	1/25/2017	Invoiced to date
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$453,221	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	\$1,381,798	2/27/2019	Invoiced to date
Caltrans	State Route 98 from Ollie Ave & Rockwood Ave	\$200,000	9/23/2020	6/30/2021

Total Disbursements \$4,496,670

Pending Disbursements

Agency	LTA 5% Regional Hwy Balance as of 2/15/2023	\$8,038,981	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	\$125,946	LTA Board approved on 1/25/2017	Multiple Invoices (\$617,500 approved amount)
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$846,778	LTA Board approved on 9/27/2017	Multiple Invoices (\$1,300,000 approved amount)
ICTC	Calexico East Port of Entry Bridge Expansion	\$462,201	LTA Board approved on 2/27/2019	Multiple Invoices (\$1,844,000 approved amount)

Total pending to be Disbursed \$3,115,740

Available Balance Remaining \$4,923,241

Brawley | Calexico | Calipatria | El Centro | Holtville | Imperial | Westmorland | County of Imperial

COOPERATIVE AGREEMENT

Local Contribution Only

This AGREEMENT, effective on August 14, 2017, is between the State of California, acting through its Department of Transportation, referred to as CALTRANS, and

Imperial County Transportation Commission, a public corporation/entity, referred to hereinafter as ICTC.

RECITALS

1. PARTIES are authorized to enter into a cooperative agreement for improvements to the State Highway System (SHS) per the California Streets and Highways Code sections 114 and 130.
2. The term AGREEMENT, as used herein, includes this document and any associated attachments, exhibits, and amendments.
3. For the purpose of this AGREEMENT, widen highway from 4 to 6 lanes on State Route 98 (SR-98) from Rockwood Avenue to Ollie Avenue will be referred to hereinafter as PROJECT. This description only serves to identify the PROJECT. The project scope of work is defined in the appropriate authorizing documents per the Project Development Procedures Manual.
4. ICTC will contribute an amount of \$3,629,496.17 to the PROJECT. Contributed funds will be used for the PROJECT.
5. PARTIES agree that funds will be contributed to the following PROJECT COMPONENTS:
 - R/W SUPPORT
 - R/W CAPITAL
 - CONSTRUCTION SUPPORT
 - CONSTRUCTION CAPITAL
6. PARTIES hereby set forth the terms, covenants, and conditions for ICTC's contribution toward the PROJECT.

ROLES AND RESPONSIBILITIES

7. CALTRANS is the SPONSOR and IMPLEMENTING AGENCY for the PROJECT.
8. ICTC is a FUNDING PARTY contributing a fixed amount toward the PROJECT as shown in the FUNDING TABLE.
9. CALTRANS is responsible for completing all work for the PROJECT.

GENERAL CONDITIONS

10. All obligations of CALTRANS under the terms of this AGREEMENT are subject to the appropriation of resources by the Legislature, the State Budget Act authority, and the allocation of funds by the California Transportation Commission.
11. The cost of any engineering support performed by CALTRANS includes all direct and applicable indirect costs. CALTRANS calculates indirect costs based solely on the type of funds used to pay support costs. State and Federal funds administered by CALTRANS are subject to the current Program Functional Rate. All other funds are subject to the current Program Functional Rate and the current Administration Rate. The Program Functional Rate and Administration Rate are adjusted periodically.
12. Neither ICTC nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under or in connection with any work, authority, or jurisdiction conferred upon CALTRANS under this AGREEMENT. It is understood and agreed that CALTRANS, to the extent permitted by law, will defend, indemnify, and save harmless ICTC and all of its officers and employees from all claims, suits, or actions of every name, kind, and description brought forth under, but not limited to, tortious, contractual, inverse condemnation, or other theories and assertions of liability occurring by reason of anything done or omitted to be done by CALTRANS, its contractors, sub-contractors, and/or its agents under this AGREEMENT.
13. This AGREEMENT is intended to be PARTIES' final expression and supersedes any oral understanding or writings pertaining to PROJECT.

INVOICE AND PAYMENT

14. ICTC will contribute the funds listed below:

FUNDING TABLE			
Fund Source	Fund Type	Project Component	Amount
FEDERAL	Demo	R/W Support	\$1,000,000.00
FEDERAL	Demo	R/W Capital	\$1,000,000.00
FEDERAL	Demo	Construction Support	\$0
FEDERAL	Demo	Construction Capital	\$1,629,496.17
Total Funds			\$3,629,496.17
Toll Credit Match			\$907,374

15. CALTRANS will draw from State and Federal funds that are provided by ICTC without invoicing ICTC when CALTRANS administers those funds and CALTRANS has been allocated those funds by the CTC and whenever else possible. This AGREEMENT will terminate upon CALTRANS' receipt of the PROJECT funds. However, all indemnification articles will remain in effect until terminated or modified in writing by mutual agreement.

DEFINITIONS

FUNDING PARTY – A PARTY who commits a defined dollar amount to the PROJECT.

IMPLEMENTING AGENCY – The party responsible for managing the scope, cost, and schedule of a project component to ensure the completion of that component.

PARTY – The term that references a signatory agency to this AGREEMENT.

PARTIES – The term that collectively references all of the signatory agencies to this AGREEMENT. This term only describes the relationship between these agencies to work together to achieve a mutually beneficial goal. It is not used in the traditional legal sense in which one party's individual actions legally bind the other PARTIES.

SPONSOR – The PARTY that accepts the obligation to secure financial resources to fully fund PROJECT. This includes any additional funds beyond those committed in this AGREEMENT necessary to complete the full scope of PROJECT.

PROJECT COMPONENT – A distinct portion of the planning and project development process of a capital project as outlined in California Government Code, section 14529(b).

- **Project Initiation Document (PID)** – The activities required to deliver the project initiation document for PROJECT.
- **Project Approval and Environmental Document (PA&ED)** – The activities required to deliver the project approval and environmental documentation for PROJECT.
- **Plans, Specifications, and Estimate (PS&E)** – The activities required to deliver the plans, specifications, and estimate for PROJECT.
- **Right of Way SUPPORT (R/W SUPPORT)** – The activities required to obtain all property interests for PROJECT.
- **Right of Way CAPITAL (R/W CAPITAL)** – The funds for acquisition of property rights for PROJECT.
- **CONSTRUCTION SUPPORT** – The activities required for the administration, acceptance, and final documentation of the construction contract for PROJECT.
- **CONSTRUCTION CAPITAL** – The funds for the construction contract.

CONTACT INFORMATION

The information provided below indicates the primary contact information for each PARTY to this AGREEMENT. PARTIES will notify each other in writing of any personnel or location changes. Contact information changes do not require an amendment to this AGREEMENT.

The primary AGREEMENT contact person for CALTRANS is:

Kazim Mamdani, Senior Trans Engineer
4050 Taylor Street, MS-333
San Diego, CA 92139

Office Phone: (619) 718-7840

Email: Kazim.Mamdani@dot.ca.gov

The primary AGREEMENT contact person for ICTC is:

Mark Baza, Executive Director
1405 N. Imperial Ave, Suite 1
El Centro, CA 92243

Office Phone: (760) 592-4494

Email: markbaza@imperialctc.org

SIGNATURES

PARTIES declare that:

1. Each PARTY is an authorized legal entity under California state law.
2. Each PARTY has the authority to enter into this AGREEMENT.
3. The people signing this AGREEMENT have the authority to do so on behalf of their public agencies.

CALTRANS

By: 

LAURIE BERMAN
District Director

ICTC


MARK BAZA
Executive Director

CERTIFIED AS TO FUNDS:

By: 

Carmen Golembiewski
Budget Manager

CERTIFIED AS TO FINANCIAL TERMS
AND CONDITIONS:

By: 

Darwin Salmos
HQ Accounting Supervisor

VI. REPORTS

A. LTA EXECUTIVE DIRECTOR REPORT



Imperial County Local Transportation Authority

1503 N. Imperial Ave., Suite 104, El Centro, CA, 92243

Phone: 760-592-4494 | Fax: 760-592-4410

Memorandum

Date: May 16, 2023
To: Local Transportation Authority
From: David Aguirre, Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the LTA meeting of May 24, 2023.

1. Local Transportation Authority Overview.

On March 23rd, ICLTA staff held an LTA Overview workshop. In attendance were member agency public works and finance staff. The workshop was well attended and covered an overview of Measure D, the Local Taxpayer Supervisory Committee, the purpose of the Measure D funds, and all the reporting requirements needed for the audit and Ordinance.

2. Refunding was completed on March 2022 for the 2022 bonds, former 2012 Bonds.

2022 Bonds	
Brawley	\$8,155,000
Calexico	\$15,410,000
Calipatria	\$2,305,000
Imperial	\$6,170,000
County	\$21,935,000

3. 2018 LTA Bond Projects: The following lists the remaining funds for the LTA 2018 Bond.

2018 Original Bond Funds	
Calexico	\$12,375,000
Calipatria	\$1,450,000
Holtville	\$2,940,000

Remaining Bond Funds*		% Spent
Calexico	\$2,712,476	78%
Calipatria	\$0	100%
Holtville	\$0	100%

*Remaining Project Bond funds as of Bank Statements dated 4-30-23

4. LTA 2% Transit Set-Aside

Total Allocations for FY 2022-23

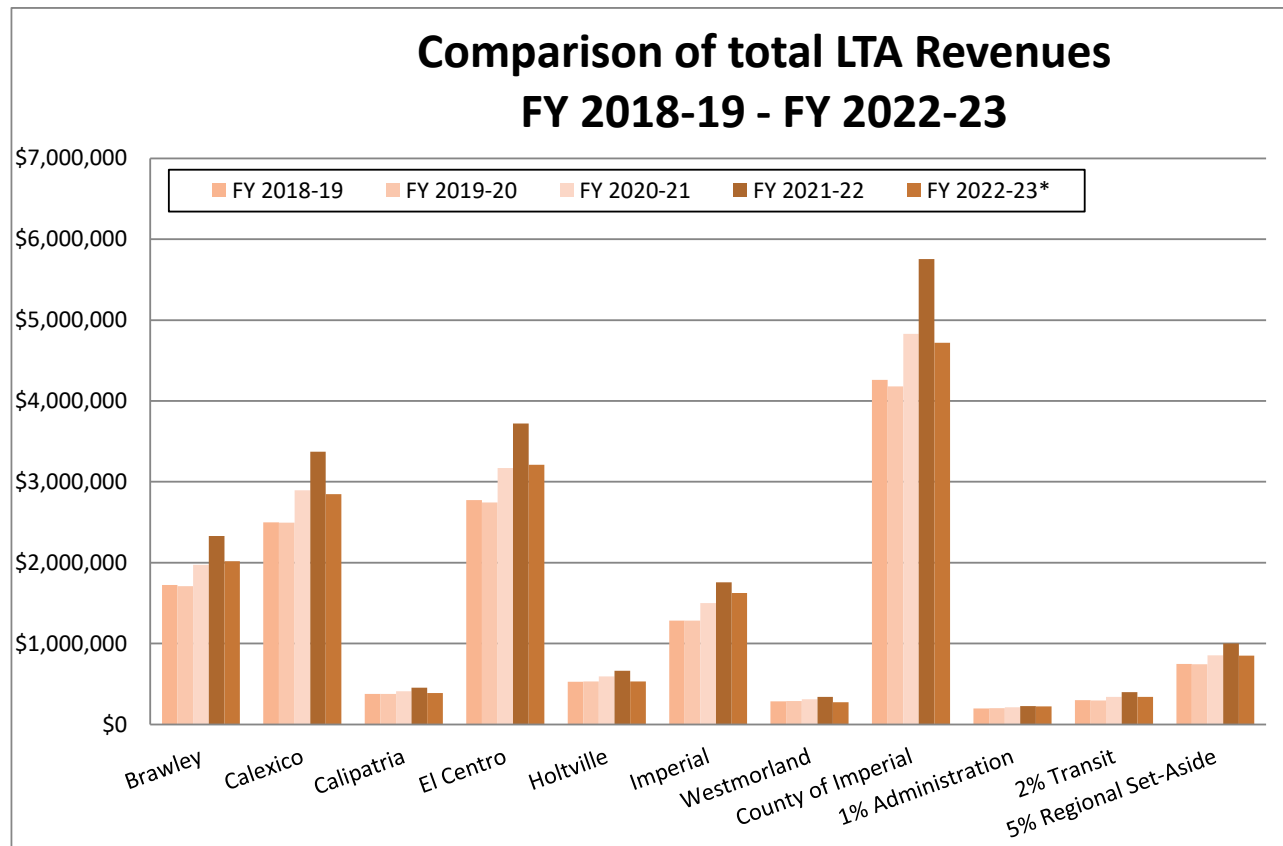
- IVT Ride \$250,000 (Brawley, Calexico, Imperial, El Centro, Heber & West Shores)
- Available Balance 5/16/23 - \$689,178

5. LTA 5% Highway Set-Aside
 - a. Processed Disbursements - \$4,496,670
 - b. Pending projects - \$3,115,740
 1. Traffic Signal SR 86 & Dogwood Rd Imperial County - \$1,680,815
 2. Forrester Road PSR - \$125,946
 3. SR 86 Border Patrol Checkpoint - \$846,778
 4. Calexico East Port of Entry Bridge Expansion - \$462,201
 - c. LTA 5% Regional Hwy Available Balance as of 5/16/23: \$4,923,241

6. LTA FY revenues

LTA Revenues

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23*
Brawley	\$1,725,712.20	\$1,708,309.63	\$1,973,179.09	\$2,329,277.17	\$2,017,697.77
Calexico	\$2,498,561.57	\$2,496,364.99	\$2,895,513.18	\$3,373,877.73	\$2,849,021.96
Calipatria	\$375,882.59	\$375,010.38	\$411,033.42	\$455,012.61	\$387,427.55
El Centro	\$2,772,865.22	\$2,745,303.02	\$3,169,283.41	\$3,721,630.08	\$3,209,346.33
Holtville	\$528,409.50	\$530,539.51	\$592,883.74	\$661,781.67	\$532,622.53
Imperial	\$1,283,934.58	\$1,284,456.38	\$1,500,288.41	\$1,758,809.88	\$1,626,003.93
Westmorland	\$285,903.42	\$287,435.95	\$312,555.82	\$339,173.06	\$273,106.64
County of Imperial	\$4,261,906.22	\$4,179,704.84	\$4,830,782.66	\$5,753,297.52	\$4,717,826.49
1% Administration	\$195,223.72	\$199,626.70	\$211,624.03	\$227,015.72	\$220,985.49
2% Transit	\$299,535.46	\$296,919.39	\$341,874.07	\$400,427.43	\$340,516.96
5% Regional Set-Aside	\$748,838.66	\$742,298.46	\$854,685.13	\$1,001,068.57	\$851,292.42
	\$14,976,773.14	\$14,845,969.25	\$17,093,702.96	\$20,021,371.44	\$17,025,848.07



Revenue distributions listed include bond payments for the participating agencies

*up to month of April 2023