



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, JUNE 22, 2022
6:00 PM or immediately after the ICTC meeting

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

CHAIRPERSON: MARIA NAVA-FROELICH **EXECUTIVE DIRECTOR: DAVID AGUIRRE**

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

To Join by Zoom Meeting please click on the following link:

<https://us06web.zoom.us/j/82224110353?pwd=aHF5TWpKSklXYlRDanpPNk04a0ttUT09>

To Join by phone dial (720) 707-2699

Meeting ID: 822 2411 0353

Passcode: 826411

I. CALL TO ORDER AND ROLL CALL

II. ACTION CALENDAR

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

With LTA's Counsel's direction, the Interim Executive Director forwards this item to the Authority for review and approval after public comment, if any:

- A. Approve the resolution of the Imperial County Local Transportation Authority authorizing remote meetings in accordance with the provisions of the State Assembly Bill (AB) 361.
- B. Authorize the Chairperson to sign the resolution.

III. EMERGENCY ITEMS

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

IV. PUBLIC COMMENTS

Any member of the public may address the Commission for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Commission. The Commission 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.

V. CONSENT CALENDAR

- A. Approve Minutes for February 23, 2022

VI. REPORTS

- A. LTA Executive Director Report

VII. ACTION CALENDAR

- A. LTA Administrative Services Budget FY 2022-23

ICTC Staff forwards this item to the LTA Board for their review and approval after public comment, if any:

Approve the FY 2021-22 Administrative Services Budget for the Local Transportation Authority

VIII. ADJOURNMENT

- A. Motion to Adjourn.

RESOLUTION OF THE IMPERIAL COUNTY LOCAL TRANSPORTATION AUTHORITY AUTHORIZING REMOTE MEETINGS IN ACCORDANCE WITH THE PROVISIONS OF STATE ASSEMBLY BILL 361.

RESOLUTION NO. 062222-2A

WHEREAS, the County of Imperial is committed to preserving and nurturing public access and participation in meetings of the Imperial County Local Transportation Authority and other public meetings subject to the Ralph M. Brown Act (“Brown Act”); and

WHEREAS, with the adoption of State Assembly Bill 361 (“AB 361”), section 54963(e) of the California Government Code was amended to make provisions for remote teleconferencing participation in meetings by members of a local legislative body, without compliance with the requirements of 54953(b)(3) of the California Government Code, subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to section 8625 of the California Government Code, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in section 8558 of the California Government Code; and

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under 8625 of the California Government Code, that a state of emergency exists with regard to the novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021, did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to section 8629 of the California Government Code to lift the state of emergency, either by proclamation or by concurrent resolution in the State Legislature; and

WHEREAS, the Local Health Officer for the County of Imperial has recommended that the local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19; and

WHEREAS, Imperial County Local Transportation Authority believes that it is in the best interest of the public to continue holding remote meetings during the existing state of emergency in accordance with the requirements of AB 361.

NOW, THEREFORE, the Imperial County Local Transportation Authority resolves as follows:

- (1) The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
- (2) A proclaimed state of emergency exists as a result of the COVID-19 pandemic.
- (3) The Local Health Officer recommends that all local legislative bodies local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19
- (4) The staff of the Imperial County Local Transportation Authority are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including implementing social distancing measures at meetings, and conducting meetings in accordance with section 54953(e) of the California Government Code, and other applicable provisions of the Brown Act.
- (5) This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the Imperial County Local Transportation Authority takes action to extend the time during which it may continue to meet remotely without compliance with section 54953(b)(3) of the California Government Code.

PASSED AND ADOPTED by the Imperial County Local Transportation Authority, County of Imperial, State of California, this _____, by the following roll call vote:

| Agency | Yes | No | Abstain | Absent |
|--------------------|------------|-----------|----------------|---------------|
| Brawley | | | | |
| Calexico | | | | |
| Calipatria | | | | |
| El Centro | | | | |
| Holtville | | | | |
| Imperial | | | | |
| Westmorland | | | | |
| County of Imperial | | | | |
| County of Imperial | | | | |

 MARIA NAVA-FROELICH
 Chair

ATTEST:

 CRISTI LERMA
 Secretary to the Commission

V. CONSENT CALENDAR

A. APPROVE MINUTES FOR FEBRUARY 23, 2022



Imperial County Local Transportation Authority

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

MINUTES FOR
FEBRUARY 23, 2022

VOTING MEMBERS PRESENT:

| | |
|------------------------------|------------------------------|
| City of Brawley | Absent |
| City of Calipatria | Maria Nava-Froelich via zoom |
| City of Calexico | Rosie Arreola-Fernandez |
| City of El Centro | Absent |
| City of Imperial | Robert Amparano |
| City of Holtville | Ginger Ward via zoom |
| City of Westmorland | Ana Beltran |
| County of Imperial | Ryan Kelley via zoom |
| County of Imperial | Absent |
| Imperial Irrigation District | Absent |

STAFF PRESENT: David Aguirre, Cristi Lerma, Michelle Bastidas, Virginia Mendoza, Layla Sarwari via zoom (Counsel)

OTHERS PRESENT: David Salgado: SCAG, Gustavo Dallarda: Caltrans

I. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chair Arreola-Fernandez at 6:04 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 [Nava-Froelich](#) and seconded by [Amparano](#) to approve the consent calendar as presented, roll call:

| Agency | Roll Call |
|--------------------|-----------|
| City of Brawley | Absent |
| City of Calipatria | Yes |
| City of Calexico | Yes |
| City of El Centro | Absent |
| City of Holtville | Yes |

| | |
|------------------------------|--------|
| City of Imperial | Yes |
| County of Imperial Plancarte | Absent |
| County of Imperial Kelley | Absent |
| City of Westmorland | Yes |

Motion Carried.

III. EMERGENCY ITEMS

There were none.

IV. PUBLIC COMMENTS

There were none.

V. REPORTS

A. Mr. Aguirre reviewed the report on page 5 of the agenda. There were no questions.

VI. ACTION CALENDAR

A. Imperial County Local Transportation Authority Annual Financial Audit for Fiscal Year Ended June 30, 2021

The Local Taxpayer Supervising Committee (LTSC) met on February 3, 2022. The Management Committee met on February 9, 2022, and forward this item to the LTA Board for their review and approval after public comment, if any:

1. Received, Approved and Filed the FY 2020-21 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 [Plancarte](#) and seconded by [Amparano](#) to approve the consent calendar as presented, roll call:

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

Motion Carried.

VII. ADJOURMENT

A. Meeting Adjourned at 6:38 p.m.

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: June 10, 2022
To: Local Transportation Authority
From: David Aguirre, Interim Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the LTA meeting of June 22, 2022

1. 2012 LTA Bond Projects: All project funds for the LTA 2012 Bonds have been expended. Refunding was completed on 03/2022 for 2012 Bonds.

| 2012 Original Bond Funds | |
|--------------------------|--------------|
| Brawley | \$8,155,000 |
| Calexico | \$15,410,000 |
| Calipatria | \$2,305,000 |
| Imperial | \$6,170,000 |
| County | \$21,935,000 |

| Remaining Bond Funds* | | % Spent |
|-----------------------|-----|---------|
| Brawley | \$0 | 100% |
| Calexico | \$0 | 100% |
| Calipatria | \$0 | 100% |
| Imperial | \$0 | 100% |
| County | \$0 | 100% |

*Remaining Project Bond funds as of Bank Statements dated 5-31-22

2. 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 | \$2,644,503 | 79% |
| Calipatria | \$105,340 | 93% |
| Holtville | \$0 | 100% |

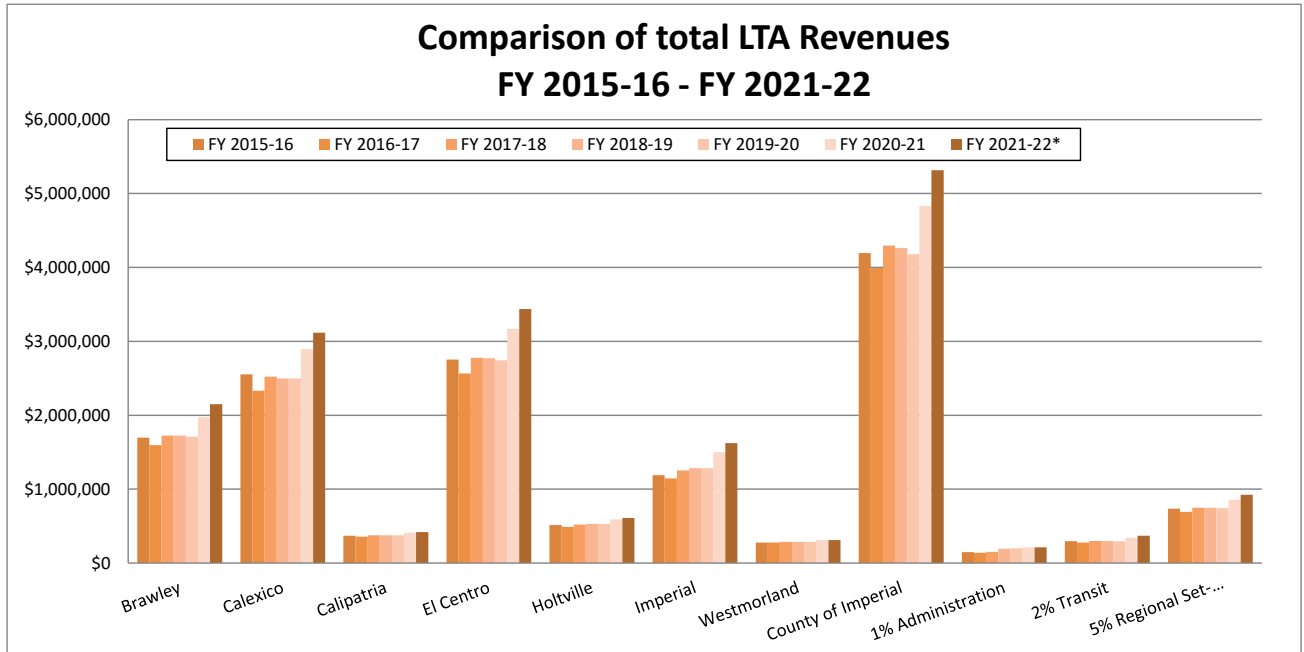
*Remaining Project Bond funds as of Bank Statements dated 5-31-22

3. LTA 2% Transit Set-Aside
 - a. Total Allocations for FY 2021-22
 - i. IVT Ride \$250,000 (Brawley, Calexico, Imperial, El Centro, Heber & West Shores)
 - ii. Available Balance 4/30/22 - \$483,783
4. LTA 5% Highway Set-Aside
 - a. Processed Disbursements - \$3,554,233
 - b. Pending projects - \$3,858,179
 1. Traffic Signal SR 86 & Dogwood Rd Imperial County - \$1,680,815
 2. Forrester Road PSR - \$237,555
 3. SR 86 Border Patrol Checkpoint - \$916,109
 4. Calexico East Port of Entry Bridge Expansion - \$1,023,700
 - c. LTA 5% Regional Hwy Available Balance as of 4/30/22: \$3,780,411

5. LTA FY revenues

LTA Revenues

| | FY 2015-16 | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22* |
|-----------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Brawley | \$1,697,800.52 | \$1,594,447.27 | \$1,724,444.04 | \$1,725,712.20 | \$1,708,309.63 | \$1,973,179.09 | \$2,150,910.30 |
| Calexico | \$2,552,876.05 | \$2,330,616.78 | \$2,522,261.10 | \$2,498,561.57 | \$2,496,364.99 | \$2,895,513.18 | \$3,116,568.70 |
| Calipatria | \$368,882.38 | \$358,648.40 | \$376,847.80 | \$375,882.59 | \$375,010.38 | \$411,033.42 | \$419,377.69 |
| El Centro | \$2,754,208.63 | \$2,564,748.13 | \$2,777,968.18 | \$2,772,865.22 | \$2,745,303.02 | \$3,169,283.41 | \$3,438,352.86 |
| Holtville | \$513,371.35 | \$488,397.80 | \$520,865.11 | \$528,409.50 | \$530,539.51 | \$592,883.74 | \$610,462.59 |
| Imperial | \$1,188,087.76 | \$1,146,465.51 | \$1,254,758.35 | \$1,283,934.58 | \$1,284,456.38 | \$1,500,288.41 | \$1,624,137.71 |
| Westmorland | \$278,160.24 | \$275,785.29 | \$286,856.02 | \$285,903.42 | \$287,435.95 | \$312,555.82 | \$312,331.98 |
| County of Imperial | \$4,193,312.94 | \$3,990,335.85 | \$4,295,754.01 | \$4,261,906.22 | \$4,179,704.84 | \$4,830,782.66 | \$5,316,421.14 |
| 1% Administration | \$147,246.74 | \$138,580.93 | \$149,562.56 | \$195,223.72 | \$199,626.70 | \$211,624.03 | \$211,751.62 |
| 2% Transit | \$294,493.48 | \$277,161.87 | \$299,125.10 | \$299,535.46 | \$296,919.39 | \$341,874.07 | \$369,899.24 |
| 5% Regional Set-Aside | \$736,233.69 | \$692,904.63 | \$747,812.75 | \$748,838.66 | \$742,298.46 | \$854,685.13 | \$924,748.09 |
| | \$14,724,673.78 | \$13,858,092.46 | \$14,956,255.02 | \$14,976,773.14 | \$14,845,969.25 | \$17,093,702.96 | \$18,494,961.92 |



Revenue distributions listed are prior to bond payments for the participating agencies

*Revenues up to May 2022

6. LTA Ordinance items

- a. 5-year list of projects status:
 - i. County of Imperial 2020-2025 renewal due in 2025
 - ii. City of Westmorland 2021-2026 renewal due in 2026
 - iii. City of Holtville 2018-2023 renewal due in 2023
 - iv. City of Calipatria 2016-2056 renewal due in 2056
 - v. City of Calexico 2019-2024 renewal due in 2024
 - vi. City of El Centro 2021-2026 renewal due in 2026
 - vii. City of Brawley 2020-2024 renewal due in 2024
- b. FY 2021-22 list of projects completed due 11/2022
- c. Maintenance of effort due 11/2022

VII. ACTION CALENDAR

A. LTA ADMINISTRATIVE SERVICES BUDGET FY 2022-23



Imperial County Local Transportation Authority

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

June 10, 2022

Maria Nava-Froelich, Chairperson
Local Transportation Authority
1503 N Imperial Ave., Suite 104
El Centro, CA 92243

SUBJECT: LTA Administrative Services Budget FY 2022-23

Dear Board Members:

Attached, please find the Administrative Services Budget for the Local Transportation Authority (LTA). The Administrative Budget is funded by 1% of the revenues received annually for the LTA program. Staff has estimated costs for the auditing, legal, office expenses and staff salaries associated for the proper oversight functions.

ICTC Staff forwards this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the FY 2022-23 Administrative Services Budget for the Local Transportation Authority

Sincerely,

DAVID AGUIRRE
Interim Executive Director

Attachment

Da/cl



Imperial County Local Transportation Authority

| | Requested | Estimated Actual | Requested | |
|--|-------------------|-------------------------|-------------------|--|
| | FY 2021-22 | FY 2021-22 | FY 2022-23 | |

REVENUES

| | | | | |
|---|-----------|-----------|-----------|-----|
| LOCAL TRANSPORTATION AUTHORITY 1% Administration (7418001) | \$195,802 | \$196,244 | \$219,727 | 12% |
| TOTAL | \$195,802 | \$196,244 | \$219,727 | 12% |

EXPENSES

| | | | | |
|---------------------------------|------------|------------|------------|------|
| Communications - Phone charges | \$ 430 | \$ 608 | \$ 624 | 45% |
| Communications - Cell Phone | \$ 450 | \$ 387 | \$ 450 | 0% |
| Memberships | \$ 2,800 | \$ 2,800 | \$ 2,800 | 0% |
| Office Expense | \$ 1,600 | \$ 1,500 | \$ 1,600 | 0% |
| LTA Staffing & Support (ICTC) | \$ 75,657 | \$ 66,073 | \$ 78,509 | 4% |
| Professional & Special Services | \$ 6,711 | \$ 6,158 | \$ 6,578 | -2% |
| Legal Support COI | \$ 10,000 | \$ 10,000 | \$ 10,000 | 0% |
| Overhead reimbursement | \$ 7,279 | \$ 7,279 | \$ 10,591 | 46% |
| Prof & Spec Svs Audits | \$ 73,000 | \$ 73,000 | \$ 90,440 | 24% |
| Rents & Leases Equipment | \$ 1,180 | \$ 1,198 | \$ 1,250 | 6% |
| Rents and Leases | \$ 13,615 | \$ 13,333 | \$ 13,615 | 0% |
| Utilities | \$ 2,080 | \$ 2,200 | \$ 2,270 | 9% |
| Equipment | \$ 1,000 | \$ 100 | \$ 1,000 | 100% |
| Totals | \$195,802 | \$184,636 | \$219,727 | |
| | | | | |
| Revenues | \$ 195,802 | \$ 196,244 | \$ 219,727 | 12% |
| Expenditures | \$ 195,802 | \$ 184,636 | \$ 219,727 | 12% |
| Net | \$ (0) | \$ 11,608 | \$ 0 | |