



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, OCTOBER 26, 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

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, Executive Order N-29-20, 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 please click on the following link: Join Zoom Meeting
<https://us06web.zoom.us/j/88975398805?pwd=SFFPTHM5dGhMQW8rWkZBQksxdGY2UT09>

To Join by phone dial (720) 707-2699
Meeting ID: 889 7539 8805
Passcode: 169335

I. CALL TO ORDER AND ROLL CALL

II. ACTION CALENDAR

- A. Adopt resolution authorizing remote teleconference meetings in accordance with Assembly Bill 361 Page 4

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

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 a public comment shall be limited to direction to staff. In compliance with the 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 crستيرma@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.

V. CONSENT CALENDAR

- A. Approve Minutes for June 22, 2022 Page 7

VI. REPORTS

- A. LTA Executive Director Report Page 11

VII. ACTION CALENDAR

- A. SR 78/86 Checkpoint Improvement Project Engineering Services – Change Order No. 2 – Contract Amendment Page 14

The Management Committee met on October 12, 2022, and forwards this item to the LTA Board for review and approval after public comment, if any:

1. Approve the contract amendment to the Engineering Consultant Agreement for the SR86 Checkpoint Improvement Project with AECOM in the amount of \$139,000.00 modifying the total contract value to \$641,000.00.
2. Authorize the Chairperson to sign the contract amendment.

VIII. ADJOURNMENT

- A. Motion to Adjourn.

II. ACTION CALENDAR

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

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

RESOLUTION NO._____

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 JUNE 22, 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
JUNE 22, 2022

VOTING MEMBERS PRESENT:

City of Brawley	George Nava via zoom
City of Calipatria	Maria Nava-Froelich via zoom
City of Calexico	Raul Urena
City of El Centro	Cheryl Viegas-Walker
City of Imperial	Robert Amparano
City of Holtville	Mike Goodsell via zoom
City of Westmorland	Xavier Mendez via zoom
County of Imperial	Absent
County of Imperial	Luis Plancarte

STAFF PRESENT: David Aguirre, Cristi Lerma (zoom), Michelle Bastidas, Virginia Mendoza, Marlene Flores, Angela Delgadillo, Eric Havens via zoom (Counsel)

OTHERS PRESENT: David Salgado: SCAG, Gustavo Dallarda: Caltrans (zoom)

I. CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chair Nava-Froelich at 8:40 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 [Viegas-Walker](#) 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	Yes
City of Imperial	Yes

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

Motion Carried.

III. EMERGENCY ITEMS

There were none.

IV. PUBLIC COMMENTS

There were none.

V. CONSENT CALENDAR

- A. Approved minutes for February 23, 2022. ([Amparano/Viegas-Walker](#))

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

Motion Carried.

VI. REPORTS

- A. Mr. Aguirre reviewed the report on page 9 of the agenda. There were no questions.

VII. ACTION CALENDAR

- A. LTA Administrative Services Budget FY 2022-23

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

A motion was made by [Viegas-Walker](#) and seconded by [Plancarte](#) as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Abstain
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes

County of Imperial Kelley	Absent
City of Westmorland	Yes

Motion Carried.

VIII. ADJOURMENT

- A. Meeting Adjourned at 8:48 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: October 20, 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 October 26, 2022

1. Refunding was completed on 03/2022 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

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	\$2,655,605	79%
Calipatria	\$0	100%
Holtville	\$0	100%

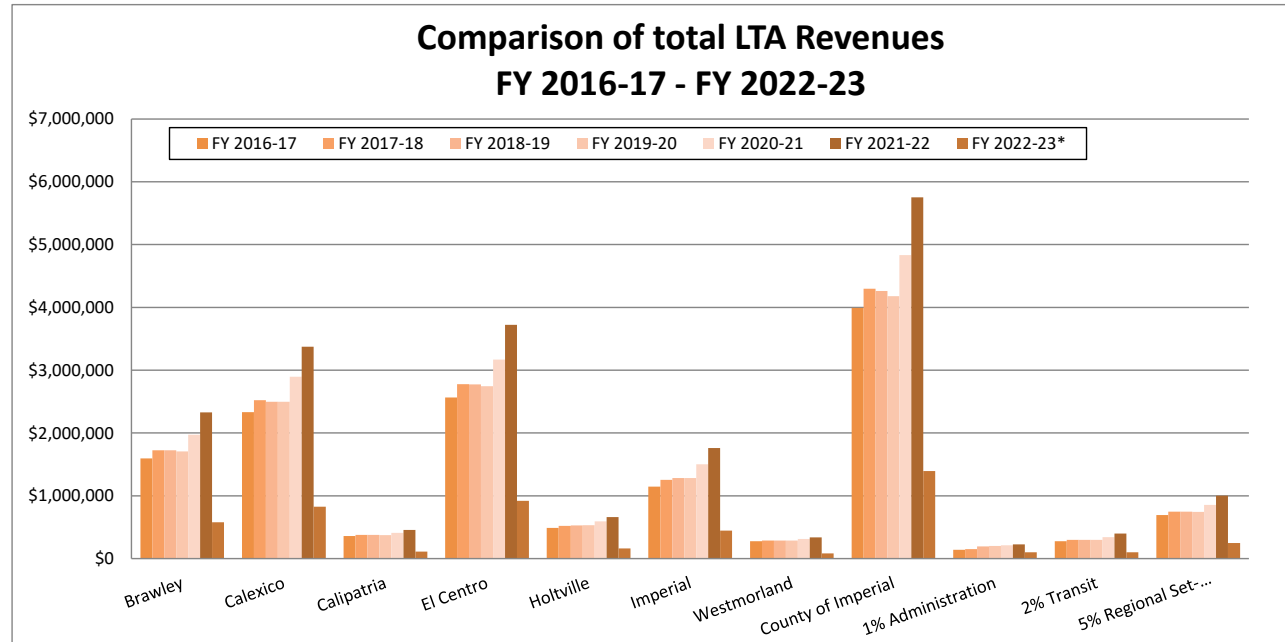
*Remaining Project Bond funds as of Bank Statements dated 9-30-22

3. LTA 2% Transit Set-Aside
 - a. Total Allocations for FY 2022-23
 - i. IVT Ride \$250,000 (Brawley, Calexico, Imperial, El Centro, Heber & West Shores)
 - ii. Available Balance 10/19/22 - \$439,712
4. LTA 5% Highway Set-Aside
 - a. Processed Disbursements - \$4,157,264
 - b. Pending projects - \$3,455,146
 1. Traffic Signal SR 86 & Dogwood Rd Imperial County - \$1,680,815
 2. Forrester Road PSR - \$155,320
 3. SR 86 Border Patrol Checkpoint - \$856,608
 4. Calexico East Port of Entry Bridge Expansion - \$762,403
 - c. LTA 5% Regional Hwy Available Balance as of 10/19/22: \$4,277,866

5. LTA FY revenues

LTA Revenues

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23*
Brawley	\$1,594,447.27	\$1,724,444.04	\$1,725,712.20	\$1,708,309.63	\$1,973,179.09	\$2,329,277.17	\$577,904.19
Calexico	\$2,330,616.78	\$2,522,261.10	\$2,498,561.57	\$2,496,364.99	\$2,895,513.18	\$3,373,877.73	\$827,878.47
Calipatria	\$358,648.40	\$376,847.80	\$375,882.59	\$375,010.38	\$411,033.42	\$455,012.61	\$112,712.33
El Centro	\$2,564,748.13	\$2,777,968.18	\$2,772,865.22	\$2,745,303.02	\$3,169,283.41	\$3,721,630.08	\$919,138.87
Holtville	\$488,397.80	\$520,865.11	\$528,409.50	\$530,539.51	\$592,883.74	\$661,781.67	\$160,300.48
Imperial	\$1,146,465.51	\$1,254,758.35	\$1,283,934.58	\$1,284,456.38	\$1,500,288.41	\$1,758,809.88	\$446,659.33
Westmorland	\$275,785.29	\$286,856.02	\$285,903.42	\$287,435.95	\$312,555.82	\$339,173.06	\$82,608.48
County of Imperial	\$3,990,335.85	\$4,295,754.01	\$4,261,906.22	\$4,179,704.84	\$4,830,782.66	\$5,753,297.52	\$1,394,183.11
1% Administration	\$138,580.93	\$149,562.56	\$195,223.72	\$199,626.70	\$211,624.03	\$227,015.72	\$100,423.88
2% Transit	\$277,161.87	\$299,125.10	\$299,535.46	\$296,919.39	\$341,874.07	\$400,427.43	\$99,393.74
5% Regional Set-Aside	\$692,904.63	\$747,812.75	\$748,838.66	\$742,298.46	\$854,685.13	\$1,001,068.57	\$248,484.38
	\$13,858,092.46	\$14,956,255.02	\$14,976,773.14	\$14,845,969.25	\$17,093,702.96	\$20,021,371.44	\$4,969,687.26



Revenue distributions listed include bond payments for the participating agencies

*up to month of September 2022

6. LTA FY 2021-2022 Audit is underway. Individual kickoff meetings for Imperial County & City of El Centro were held 10/19/22. For the Cities of Holtville, Calexico, Imperial, & Brawley individual kickoff meetings will be held on 10/20/22. The City of Calipatria's kickoff meeting will be held on 10/24/22. The City of Westmorland's kickoff meeting is pending to be scheduled.

- 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 certification is due 11/2022

VII. ACTION CALENDAR

- A. SR 78/86 Checkpoint Improvement Project Engineering Services – Change Order No. 2 – Contract Amendment



Imperial County Local Transportation Authority

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

October 14, 2022

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

SUBJECT: SR 78/86 Checkpoint Improvement Project Engineering Services – Contract Amendment No. 2

Dear Authority Members:

The “State Route 86 U.S. Border Patrol Checkpoint” improvement project was identified as a regional priority by the Imperial County Local Transportation Authority (LTA) and the Imperial County Transportation Commission (ICTC). The current configuration of the checkpoint has been a bottleneck and creates delays for regional travel and goods movement in Imperial Valley. The LTA approved funding for the project as part of the five percent Regional Highway Set-Aside from Measure D in the amount of \$1.3 million dollars.

On December 28, 2018, ICTC entered into an agreement with AECOM Technical Services, Inc. to complete the engineering design improvements for the SR78/86 Checkpoint. The initial Scope of Work and cost was \$319,000.00 which included the design of the new canopy, additional secondary lane, and other facility improvements. On December 16, 2020, ICTC and AECOM agreed to modify the scope of work to include additional design efforts for a widened canopy, booth layout plans, VACIS inspection area, relocation plans for the existing inspection booth, electrical plans, SR86 and SR78 intersection traffic study and a hydraulic analysis. The amended cost for the project became \$504,000.00. ICTC, Customs and Border Protection (CBP), AECOM and Caltrans have been participating in regular meetings regarding the design completion, acquisition of project funding and other key adjustments to the project. During the discussions it was agreed that a pavement turn pocket allowing vehicles utilizing any of the new secondary lanes turning access to SR78 should be implemented and an acceleration lane would be required to allow for vehicles to safely merge onto northbound SR86 from the secondary lanes. The additional pavement turn pocket and acceleration lane were not considered as part of the initial scope of work therefore a contract amendment would be required to complete the design efforts. ICTC requested a formal scope of work and cost estimate from AECOM to complete the design and specifications for the turn pocket and acceleration lane, additional surveying services, modifications to the specifications, cost estimates and modifications to the hydraulic analysis as a result of the additional improvements. ICTC received a final proposed scope of work and cost estimate in the amount of \$139,000.00 from AECOM to complete the requested services.

ICTC reviewed the proposed scope and fee and found the proposed cost to be reasonable after negotiation. The total revised contract would be \$641,000.00. The proposed contract amendment fee has been budgeted in ICTC/LTA FY 22/23 Budget. Any remaining funds from the initially approved budget (1.3 million) would be contributed towards construction efforts.

A critical component to note is the cost to construct the project. The initial scope of work was anticipated to cost under 2.5 million to construct. As a result of the numerous adjustments to the project, the anticipated cost to construct the project is over 5 million dollars. The increased cost may result in further delays for the acquisition of construction funding. ICTC and CBP are committed to exploring funding opportunities for the completion of the project.

The ICTC Management Committee met on October 12, 2022, and forwards this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the contract amendment to the Engineering Consultant Agreement for the SR86 Checkpoint Improvement Project with AECOM in the amount of \$139,000.00 modifying the total contract value to \$641,000.00.
2. Authorize the Chairperson to sign the contract amendment.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Aguirre', with a stylized flourish at the end.

DAVID AGUIRRE
Interim Executive Director

Attachment

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3. All other terms and conditions of the Agreement are and will remain in full force and effect.
There are no other modifications, express or implied except as herein provided.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the day and year first
above written.

**IMPERIAL COUNTY
LOCAL TRANSPORTATION AUTHORITY**

CONSULTANT

By: MARIA NAVA-FROELICH, Chairperson

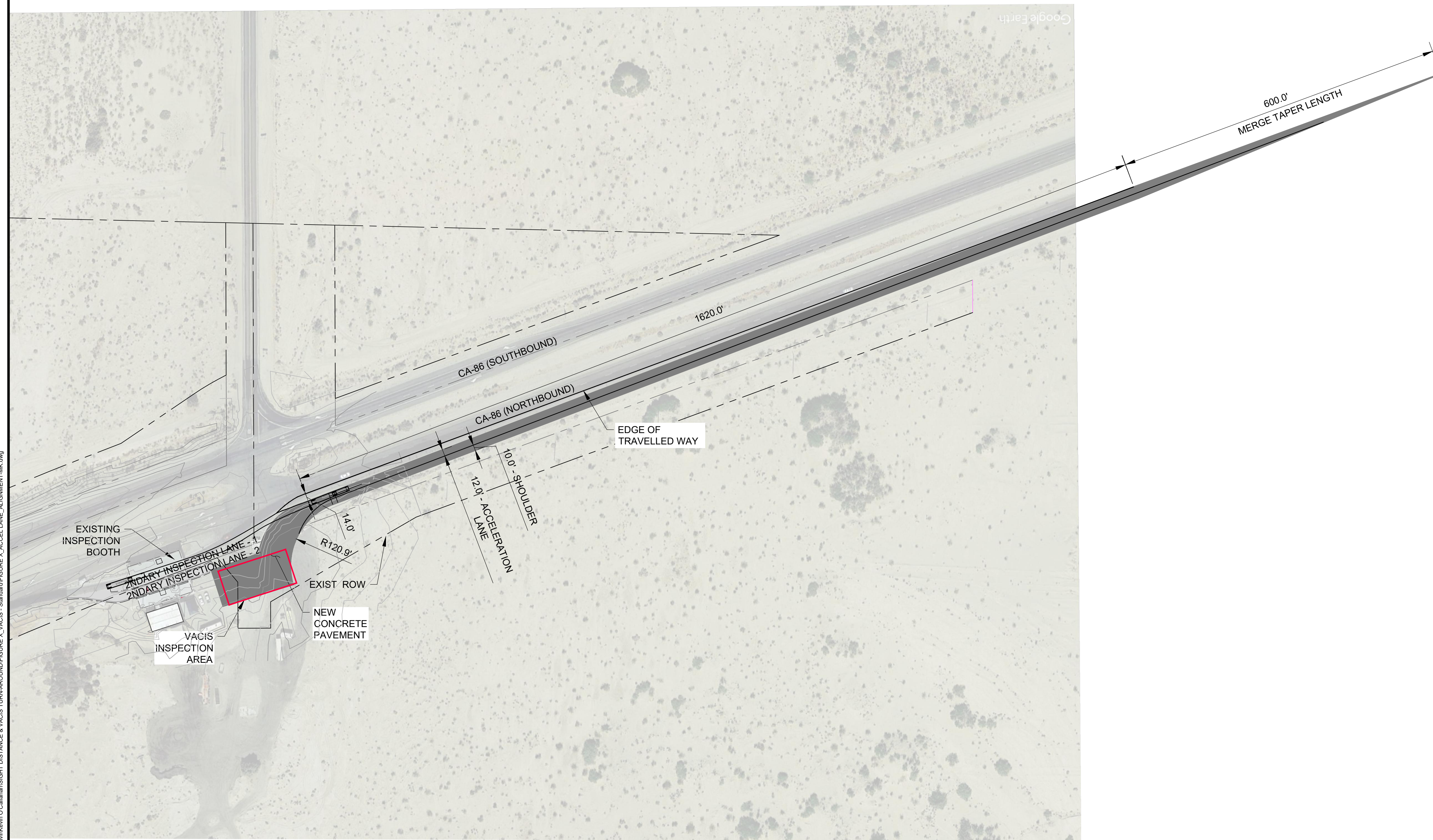
By: SUJAN PUNYAMURTHULA
Senior Vice President

ATTEST:

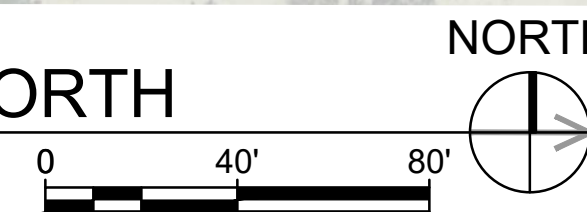
By: CRISTI LERMA
Secretary to the Authority



APPROVED AS TO FORM:

By: Eric Havens
County Counsel



ACCELERATION LANE TO SR-86 NORTH



<div>DRAWING SCALE</div> <div><div><div>0</div><div>1 INCH</div></div></div> <div>IF THIS BAR IS LESS THAN ONE INCH, IT IS A REDUCED PRINT. SCALE REDUCED SHEET ACCORDINGLY.</div>					REVISIONS		<div><div>IMPERIAL COUNTY TRANSPORTATION COMMISSION</div><div>IMPERIAL COUNTY TRANSPORTATION COMMISSION 1503 N. IMPERIAL AVE. SUITE 104 EL CENTRO, CA 92243</div></div>	DRAWING SCALE1" = 40'			<div><div>2020 L Street, Suite 400 Sacramento, CA 95811 TEL: (916) 414-5800 FAX: (916) 414-5850</div></div>	STATE ROUTE 86 U.S. BORDER PATROL CHECKPOINT IMPROVEMENTS		JOB NO. -
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