



**Imperial County Local Transportation Authority**

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

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## **AGENDA**

**WEDNESDAY, JUNE 25, 2025**  
**6:00 PM or immediately after the ICTC meeting**

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

**CHAIRPERSON: ROBERT AMPARANO**

**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 Zoom Meeting click on the following link:

<https://us06web.zoom.us/j/86542138630?pwd=AcItTbeNaxGEaJT8UeGDGtbKeJQyEN.1>

To Join by phone dial (669) 444-9171

Meeting ID: 865 4213 8630

Passcode: 804745

### **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 [cristilerna@imperialctc.org](mailto:cristilerna@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.

**IV. CONSENT CALENDAR**

- A. Approve Minutes for March 26, 2025 Page 4

**V. REPORTS**

- A. LTA Executive Director Report Page 8

**VI. ACTION CALENDAR**

- A. LTA Administrative Services Budget FY 2025-26 Page 11

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

1. Approve the FY 2025-26 Administrative Services Budget for the Local Transportation Authority

**VII. ADJOURNMENT**

## **IV. CONSENT CALENDAR**

- A. APPROVE MINUTES FOR MARCH 26, 2025



Imperial County Local Transportation Authority

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**MINUTES FOR  
March 26, 2025**

**VOTING MEMBERS PRESENT:**

City of Brawley	Gil Rebollar
City of Calipatria	Javier Amezcua
City of Calexico	Lorenzo Calderon
City of El Centro	Sonia Carter
City of Imperial	Robert Amparano
City of Holtville	Mike Goodsell
City of Westmorland	Ana Beltran
County of Imperial	Absent
County of Imperial	Martha Cardenas-Singh

**STAFF PRESENT:** David Aguirre, Cristi Lerma, Marlene Flores, Michelle Bastidas, Esperanza Avila

**OTHERS PRESENT:** Eric Havens: Counsel; Ann Fox, Melina Pereira, John Garcia: Caltrans; Roger Martinez, Mary Tangloa: Vasquez & CO; John Grass: City of Brawley; Coley Delaney: Pun Group.

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Amparano at 8:36 p.m. and roll call was taken.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT CALENDAR**

- A. Approved minutes for June 26, 2025. A motion was made by [Rebollar](#) and seconded by [Cardenas-Singh](#) 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 Hawk	Absent
County of Imperial Singh	Yes
City of Westmorland	Yes

**Motion Carried.**

## **V. REPORTS**

- A. Mr. Aguirre reviewed the report on page 7

## **VI. ACTION CALENDAR**

- A. Imperial County Local Transportation Authority (LTA) Audit, Fiscal Year 2023/2024
1. Received, Approved and Filed the FY 2023-24 Imperial County Local Transportation Authority Annual Financial Audit for the following agencies: Brawley, Calipatria, Calexico, El Centro, Holtville, Imperial, Westmorland, the County of Imperial and the ICLTA.
  2. Authorized the Authority to withhold Measure D funds for applicable agencies (after bond principal and interest payments) until completion of the agency's audit if any of the provisions from the ordinance are not turned in by the specified deadline.
    - a. Maintenance of Effort, due October 1<sup>st</sup>
    - b. Annual projects completed list, due November 1<sup>st</sup>
    - c. Annual approval by the council/board of the 5-year list of projects, due November 1<sup>st</sup>
  3. Authorized the Authority to deposit any interest earned from funds withheld (due to the above-mentioned action) in the 5% Regional Set-A-Side fund.
  4. Authorized staff to instruct the Measure D participating agencies to include the LTA logo on signage for their road projects that use Measure D funds.

A motion was made by [Cardenas-Singh](#) and seconded by [Goodsell](#) as presented. Roll call:

<b>Agency</b>	<b>Roll Call</b>
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 Hawk	Absent
County of Imperial Singh	Yes
City of Westmorland	Yes

**Motion Carried.**

- B. Rotation of the Vice-Chair Position

A motion was made by [Rebollar](#) and seconded by [Goodsell](#) to appoint Martha Cardenas-Singh as the Vice-Chair for 2025. Roll call:

<b>Agency</b>	<b>Roll Call</b>
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 Hawk	Absent
County of Imperial Singh	Yes
City of Westmorland	Yes

**Motion Carried.**

## **VII. ADJOURMENT**

- A. Meeting Adjourned at 8:54 p.m.

# **V. REPORTS**

## **A. LTA EXECUTIVE DIRECTOR REPORT**



Imperial County Local Transportation Authority

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## Memorandum

**Date:** June 20, 2025  
**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 Board Meeting of June 25, 2025.

1. 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*	\$2,982,839	76%
Calipatria	\$0	100%
Holtville	\$0	100%

\*Remaining Project Bond funds as of Bank Statements dated 4-30-25

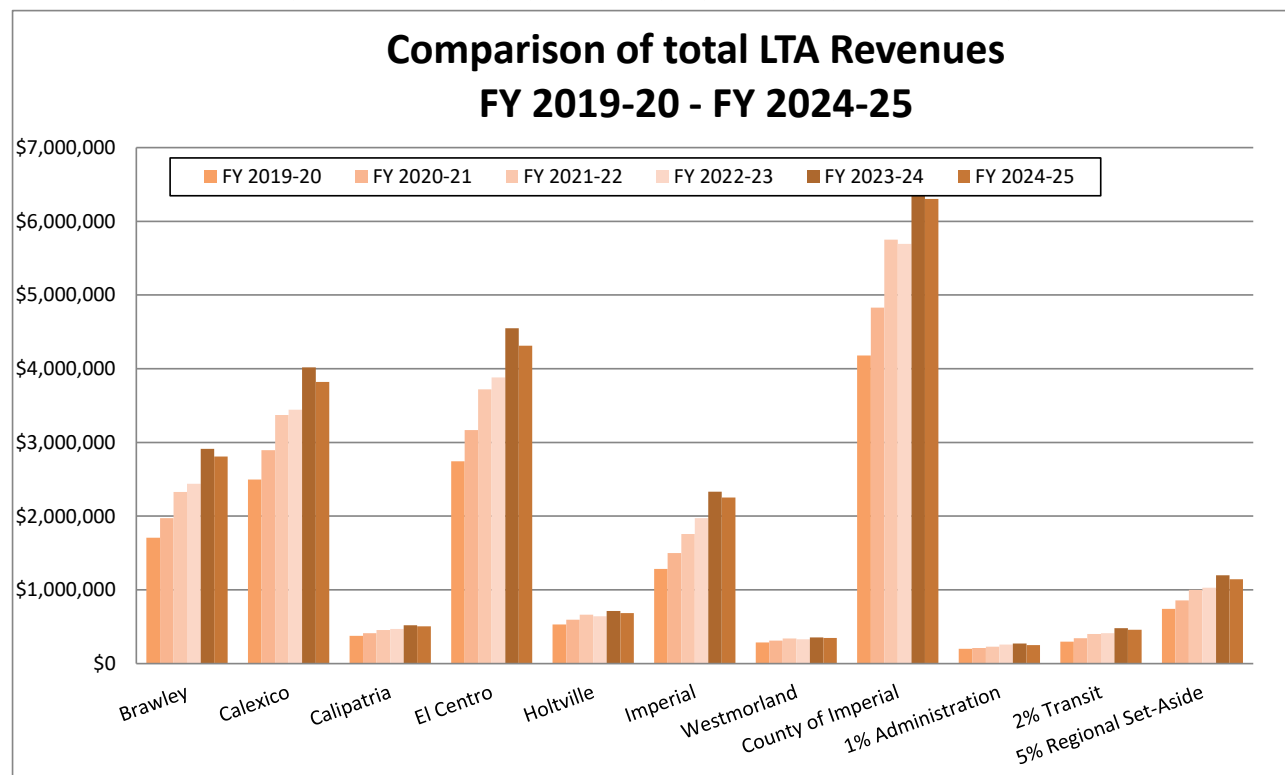
2. LTA 2% Transit Set-Aside  
Total Allocations for FY 2024-25
  - a. IVT Ride \$250,000 (Brawley, Calexico, Imperial, El Centro, Heber & West Shores)
  - b. Available Balance 06/20/25 - \$1,262,159
3. LTA 5% Highway Set-Aside
  - a. Processed Disbursements - \$6,354,699
  - b. Pending projects - \$2,672,699
    1. Traffic Signal SR 86 & Dogwood Rd Imperial County - \$1,680,815
    2. Forrester Road PSR - \$92,923
    3. SR 86 Border Patrol Checkpoint - \$648,961
    4. Calexico Traffic Study & Traffic Control Assistance - \$250,000
  - c. LTA 5% Regional Hwy Available Balance as of 02/28/25: \$5,939,897
4. The Measure D Local Taxpayer Supervising Committee (LTSC) met on March 13, 2025, and directed the Authority to amend the ordinance Section 6 - Maintenance of Effort. A public hearing is planned to be scheduled for September 24th during the regularly scheduled LTA meeting to accomplish the change in language to the Maintenance of Effort to the participating agencies in order to ensure that all agencies have a more comprehensive and equitable annual MOE.



## 5. LTA FY 2024-25 Revenues

**LTA Revenues**

	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Brawley	\$1,708,309.63	\$1,973,179.09	\$2,329,277.17	\$2,440,857.37	\$2,912,265.31	\$2,808,358.61
Calexico	\$2,496,364.99	\$2,895,513.18	\$3,373,877.73	\$3,443,349.35	\$4,017,313.18	\$3,819,772.25
Calipatria	\$375,010.38	\$411,033.42	\$455,012.61	\$467,550.20	\$520,741.26	\$505,474.55
El Centro	\$2,745,303.02	\$3,169,283.41	\$3,721,630.08	\$3,882,895.46	\$4,550,959.38	\$4,314,242.51
Holtville	\$530,539.51	\$592,883.74	\$661,781.67	\$641,483.65	\$713,833.01	\$685,064.63
Imperial	\$1,284,456.38	\$1,500,288.41	\$1,758,809.88	\$1,972,479.10	\$2,332,891.85	\$2,251,048.88
Westmorland	\$287,435.95	\$312,555.82	\$339,173.06	\$328,432.76	\$354,632.47	\$347,047.61
County of Imperial	\$4,179,704.84	\$4,830,782.66	\$5,753,297.52	\$5,695,632.54	\$6,630,055.35	\$6,305,663.77
1% Administration	\$199,626.70	\$211,624.03	\$227,015.72	\$256,416.23	\$270,880.37	\$250,717.68
2% Transit	\$296,919.39	\$341,874.07	\$400,427.43	\$411,378.42	\$479,646.72	\$457,793.36
5% Regional Set-Aside	\$742,298.46	\$854,685.13	\$1,001,068.57	\$1,028,446.07	\$1,199,116.78	\$1,144,483.35
	<b>\$14,845,969.25</b>	<b>\$17,093,702.96</b>	<b>\$20,021,371.44</b>	<b>\$20,568,921.15</b>	<b>\$23,982,335.68</b>	<b>\$22,889,667.20</b>



## **VI. ACTION CALENDAR**

### **A. LTA Administrative Services Budget FY 2025-26**

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

1. Approve the FY 2025-26 Administrative Services Budget for the Local Transportation Authority



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June 25, 2025

Robert Amparano, Chairperson  
Local Transportation Authority  
1503 N Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: LTA Administrative Services Budget FY 2025-26

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 2025-26 Administrative Services Budget for the Local Transportation Authority

Sincerely,

DAVID AGUIRRE  
Executive Director

Attachment

Da/cl



Imperial County Local Transportation Authority

	Requested FY 2023-24	Estimated Actual FY 2023-24	Requested FY 2024-25
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**REVENUES**

LOCAL TRANSPORTATION AUTHORITY 1% Administration (7418001)	\$224,557	\$244,825	\$241,821
<b>TOTAL</b>	<b>\$224,557</b>	<b>\$244,825</b>	<b>\$241,821</b>

**EXPENSES**

Communications - Phone charges	\$ 600	\$ 609	\$ 624
Communications - Cell Phone	\$ 450	\$ 347	\$ 396
Memberships	\$ 6,800	\$ 6,800	\$ 7,000
Office Expense	\$ 1,800	\$ 500	\$ 1,800
LTA Staffing & Support (ICTC)	\$ 89,325	\$ 87,249	\$ 88,951
Professional & Special Services	\$ 12,898	\$ 21,065	\$ 20,630
Legal Support COI	\$ 10,000	\$ 10,000	\$ 10,000
Overhead reimbursement	\$ 3,510	\$ 3,510	\$ 5,472
Prof & Spec Svs Audits	\$ 77,446	\$ 77,446	\$ 85,000
Rents & Leases Equipment	\$ 1,475	\$ 1,361	\$ 1,488
Rents and Leases	\$ 13,615	\$ 12,223	\$ 14,630
Utilities	\$ 3,638	\$ 2,554	\$ 2,830
Equipment	\$ 3,000	\$ 935	\$ 3,000
<b>Totals</b>	<b>\$224,557</b>	<b>\$224,599</b>	<b>\$241,821</b>
 Revenues	 \$ 224,557	 \$ 244,825	 \$ 241,821
Expenditures	\$ 224,557	\$ 224,599	\$ 241,821
Net	\$ (0)	\$ 20,226	\$ (0)