



**1503 N. IMPERIAL AVENUE, SUITE 104
EL CENTRO, CA 92243-2875
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TRANSPORTATION COMMISSION AGENDA

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

**WEDNESDAY, JANUARY 28, 2026
6:00 PM**

CHAIR: ROBERT AMPARANO

VICE CHAIR: KARIN EUGENIO

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 Commission's website: www.imperialctc.org.

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To Join Zoom Meeting click on the following link:

<https://us06web.zoom.us/j/86158972143?pwd=Ar3NTHW38cE8xYVO5s2YKEm9m0NaCS.1>

To join by phone dial (669) 444-9171

Meeting ID: 861 5897 2143

Passcode: 799132

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. EMERGENCY ITEMS

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

III. PUBLIC COMMENT PERIOD (MATTERS NOT ON THE AGENDA)

This is an opportunity for members of the public to address the Commission on any subject matter within the Commission's jurisdiction, but not an item on the agenda. Any action taken because of public comments shall be limited to direction to staff. When addressing the Commission, state your name for the record prior to providing your comments. Please address the Commission as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Commission; 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: 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.

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

IV. CONSENT CALENDAR

A. ICTC Commission Minutes: December 10, 2025 pages 4-18

B. Receive and file:

1. ICTC Management Committee Minutes:	December 10, 2025
2. ICTC TAC Minutes:	December 11, 2025
3. SSTAC Minutes	December 3, 2025

C. Federal Transit Administration (FTA) Title VI Program for Federal Transit funds page 20

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the Imperial County Transportation Commission Title VI Plan.

D. ICTC - Public Transportation Agency Safety Plan (PTASP) page 70

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. ICTC Public Transportation Agency Safety Plan (PTASP)

V. REPORTS (Up to 5 minutes per staff report)

A. ICTC Executive Director page 73

• Executive Director Report

B. Southern California Association of Governments page 80

• See attached report

C. California Department of Transportation – District 11 page 83

• See attached report

D. Commission / Committee Member Reports (if any)

VI ACTION CALENDAR

A. Rotation of Chair and Vice Chair Positions page 99

It is requested that the Commission take appropriate action in consideration of the rotation and assignment of the two positions.

VII. DISCUSSION CALENDAR

A. Imperial Mexicali Binational Alliance Discussion

VIII. MEETING DATE AND PLACE

A. The next meeting of the **Imperial County Transportation Commission** is scheduled for **Wednesday, February 25, 2026, at 6:00 p.m.**, at the ICTC Offices located at 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243 and remotely via Zoom Meeting for the public and non-voting members.

IX. ADJOURNMENT

IV. CONSENT CALENDAR VI. CONSENT CALENDAR

- A. ICTC Commission Minutes: December 10, 2025
- B. Receive and file:
 - 1. ICTC Management Committee Minutes: December 10, 2025
 - 2. ICTC TAC Minutes: December 18, 2025
 - 3. SSTAC Minutes December 3, 2025

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MINUTES FOR December 10, 2025
6:00 p.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Gil Rebollar
City of Calipatria	Javier Amezcuia
City of Calexico	Lisa Tylenda
City of El Centro	Sonia Carter
City of Imperial	Robert Amparano
City of Holtville	Mike Goodsell
City of Westmorland	Justina Cruz
County of Imperial	Absent
County of Imperial	Absent
Imperial Irrigation District	Karin Eugenio

STAFF PRESENT: David Aguirre, Cristi Lerma, Marlene Flores, Maricela Galarza, Gustavo Gomez,**OTHERS PRESENT:** Geoffrey Holbrook: ICTC Counsel; David Salgado: SCAG; Ann Fox, Melina Pereira, John Garcia: Caltrans**PUBLIC:** None

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held on Wednesday, December 10, 2025, together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Robert Amparano called the Commission meeting to order at 6:13 p.m. Roll call was taken, and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT CALENDAR

The consent calendar was reviewed and forwarded by the ICTC Management Committee.

A. ICTC Commission Minutes: November 18, 2025

B. Receive and file:

1. ICTC Management Committee Minutes: November 18, 2025
2. ICTC TAC Minutes: October 23, 2025
3. SSTAC Minutes: October 1, 2025

A motion was made by Goodsell and seconded by Rebollar to approve the consent calendar as presented, roll call:

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City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	NP
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Hawk	NP
County of Imperial Singh	NP
City of Westmorland	Yes
Imperial Irrigation District	NP

V. REPORTS

A. ICTC Executive Director

Mr. Aguirre had the following updates:

- The ICTC/IVT team delivered a total quantity of 1,226 dry and canned food items to the Imperial Valley Foodbank on November 25, 2025, during our Stuff a Bus event. ICTC appreciates the opportunity to support our community by contributing to the effort to end food insecurity.
- ICTC was able to provide 13 passenger trips to Veterans during our *Veterans ride free in November event* within the Imperial Valley many of which utilized the IVT Medtrans service to facilities in San Diego.
- The ICTC General Assembly is scheduled for January 22, 2026, from 5:00-8:00 p.m. at the Old Eucalyptus Schoolhouse. Admission for elected officials and city/county managers and distinguished guests will be complimentary. Staff are actively working to secure sponsorship opportunities to support the event. For questions or to learn more about sponsorship options, please contact Cristi Lerma.
- ICTC has been approached by UC Davis about the potential to partner on the development of a Wildlife Crossing across westbound I-8 near the In Ko Pah Gorge. The project currently has funding to complete the initial development of the project which includes the Project Initiation Document (PID), Project Approval and Environmental Document (PAED) and some Plans, Specifications and Estimate (PSE) activities. ICTC's potential role on the project would be to serve as a project sponsor and minor administrative support.
- IVT Ride Service Modifications: The service began operating in its new capacity on September 2, 2025, and offered free rides to all for the first week of operation. Ridership information will be shared to the Commission periodically at the Commission meetings.
- The Transit Comprehensive Operational Analysis is anticipated to take a year to complete. The project has kicked off, and outreach efforts have taken place. The Analysis is currently being developed. The consultant provided a presentation highlighting proposed recommendations to the commission in November 2025.
- CTC/IVT Operations and Maintenance Facility: Request for Proposals (RFP) for the Environmental and Design Services was released on September 26, 2025, and due on December 1, 2025. Staff also submitted multiple grant applications for the anticipated construction efforts under FTA 5339 for Bus Facilities and Low No Emission Programs but were not selected under the current grant cycle. ICTC will continue to pursue construction funding opportunities.
- CMAQ and STBG Call for Projects: The Imperial County region submitted a total of 15 applications from the cities of Calexico, Calipatria, El Centro, Holtville, Imperial and the County of Imperial. The scoring and ranking of projects were completed by members of the ICTC TAC in June 2025. The recommendations were presented to the Management Committee in July 2025 and to the commission in July 2025. Staff forwarded the final list of recommendations to SCAG for further evaluation in July

2025. SCAG is presenting its list of recommended projects to the SCAG Transportation Committee at its November 2025 Meeting. The final recommended list of projects were presented and approved at the December 2025 SCAG Regional Council Meeting.

- Calexico East Port of Entry Intermodal Transportation Center: ICTC received approval to proceed with Right of Way acquisition from the California Transportation Commission (CTC) in June 2025. ICTC is working on next steps to proceed with the property acquisition and anticipates closing the transaction in January 2026.
- Imperial County EV Charging Infrastructure Feasibility Study: ICTC has finalized the contract agreement with the selected firm, and a project kickoff meeting was completed on October 22, 2025. ICTC and Consultant team are working on existing conditions and gathering GIS data from our region.
- The next IMBA and Strategic Planning meeting is scheduled to be held on November 13, 2025, in Imperial County.
- State Route 86(Northbound) Border Patrol Checkpoint: ICTC's consultant has finalized the project improvement plans and CBP will proceed with developing environmental documents and pursue funding for the construction of the facility. ICTC continues to engage in discussions with the CBP team on the next steps for the project. The project requires the finalization of the environmental documents prior to proceeding with the construction phase. CBP is currently reviewing the project with their HQ Team to attempt to secure funding.
- A complete report is on page 22 of the agenda.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following updates:

- SCAG Publishes Annual Economic Report and Presents Analysis to Joint Policy Committee The “2025 Southern California Economic Update” took place during the SCAG Joint Policy Committee Meeting on Dec. 4. This annual presentation provides a comprehensive overview of the region’s economic performance and outlook to inform decision making by Southern California’s local and regional policymakers. More information on the future leaders initiative is on the website at <https://scag.ca.gov/future-leaders>.
- On December 4, 2025, SCAG’s Regional Council approved an award of \$1.25 billion in Federal Fiscal Year 2026-27 and 2027-28 Surface Transportation Block Grant (STBG) program and Congestion Mitigation and Air Quality (CMAQ) Improvement program funding for 132 projects throughout the region. These projects, which are expected to have an economic benefit to the region, were nominated by eligible project sponsors through their respective county transportation commissions and evaluated according to the criteria outlined in the STBG/CMAQ Program Guidelines.
- On November 6, 2025, the SCAG Regional Council approved updated guidelines and authorized the call for projects under the Regional Early Action Planning Grants (REAP 2.0) funded Programs Accelerating Transformative Housing Program (PATH). SCAG previously suballocated \$45 million through the first Lasting Affordability funding cycle to create and expand housing trusts, catalyst funds and innovative financing strategies that secure long-term affordability. This call makes an additional \$20 million available to existing housing trusts and catalyst funds. The call for applications will open on November 17, 2025, and close on January 20, 2026, at 11:59 p.m.
- A complete report is on page 29 of the agenda.

C. California Department of Transportation (Caltrans)- District 11

Ms. Fox had the following updates:

- Caltrans Grant Funding Newsletter and Letters of Support: Stay in touch with Caltrans and get updates sent directly to your inbox on current and future grant funding opportunities, including calls for Caltrans letters of support and application training webinars, by subscribing to the Caltrans Office of Strategic Investment Planning newsletter.
- U.S. Department of Transportation (USDOT) Grant Opportunities: The USDOT website provides a DOT Discretionary Grants Dashboard for grant opportunities in various areas such as: Strengthening Mobility and Revolutionizing Transportation (SMART), Rural Opportunities to Use Transportation for Economic Success (ROUTES), and Federal Transit Administration (FTA) grant programs.
- Federal Update: Caltrans met with U.S Customs and Border Protection to provide an update in our most recent efforts to improve the movements of goods and pedestrians in Imperial County.
- State Update: Caltrans had the opportunity to attend the 2025 Binational Delegation to Mexico City in Mexico City. This Binational Delegation provides the opportunity for participants to meet with key federal officials, including members of the Sheinbaum Administration and Mexican Senate, and diverse business industry leaders to discuss major issues.
- A complete report is on page 31 of the agenda.

D. Commission Member Reports

- Updates were provided by various commissioners.

VI. CLOSED SESSION

A. Motioned to Adjourn to Closed Session ([Carter/Tylenda](#))

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Government Code section 54956.9(d)(1) Granados v. Imperial County, et al, Imperial County Superior Court, Case No. ECU004066

C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (1 matter) Government Code section 54956.9(d)(2)

D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code § 54957)
Title: ICTC Executive Director

E. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)
Agency Designated Representative: ICTC Counsel
Unrepresented Employee: Executive Director

F. Announcement of Closed Session Action(s)
The Commission met in closed session to discuss Items B through E, direction was given and no reportable action was taken.

VII. ACTION CALENDAR

A. Employment Agreement for the Position of Executive Director

1. Approved the Executive Director Agreement

2. Authorized the Chairman to sign the Agreement

A motion was made by [Goodsell](#) and seconded by [Carter](#) to approve Action A as presented, roll call:

Agency	Roll Call
City of Brawley	Absent
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	NP
County of Imperial Singh	NP
City of Westmorland	Yes
Imperial Irrigation District	Yes

Motion Carried.

B. Calexico Intermodal Transportation Center (ITC) Project – Contract Change Order No. 8 and Change Order No. 9

1. Approved Change Order No. 8 and Change Order No. 9 to Hazard Construction Engr. LLC for the Calexico ITC Project in the Not to Exceed amounts of (\$268,491.88) and (\$38,780.75) respectively modifying the total contract value to \$13,153,858.91.
2. Authorized the Executive Director to sign Change Order No. 8 and 9.

A motion was made by [Rebollar](#) and seconded by [Amezcuia](#) to approve Action B presented, roll call:

Agency	Roll Call
City of Brawley	Absent
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	NP
County of Imperial Singh	NP
City of Westmorland	Yes
Imperial Irrigation District	Yes

Motion Carried.

VIII. DISCUSSION CALENDAR

A. E-Bikes, Scooters and Street Racing Safety Discussion

Mr. Aguirre provided a PowerPoint presentation to the commissioners regarding regulatory matters and safety protocols. He provided examples of what other agencies have done with education campaigns.

IX. MEETING DATE AND PLACE

A. The next meeting will be on January 28, 2026, at 6:00 p.m. at the ICTC Offices, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, and via Zoom Meeting for the public.

IX. ADJOURNMENT

A. Meeting Adjourned at 7:58 p.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF December 10, 2025
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rebecca Terrazas-Baxter
City of Calexico	Benjamin Martinez
City of Calipatria	Laura Gutierrez
City of El Centro	Robert Sawyer
City of Holtville	Nick Wells
City of Imperial	Dennis Morita
County of Imperial	Dr. Kathleen Lang
County of Imperial	Naomi Robles
Imperial Irrigation District	Manuel Ortiz
City of Westmorland	Laura Fisher
ICTC	David Aguirre

STAFF PRESENT: Esperanza Avila, Cristi Lerma, Maricela Galarza

OTHERS PRESENT: Alejandro Lopez-Rangel, Bryan Ott, Frank Safaie: Caltrans; David Salgado: SCAG

The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held on Wednesday, December 10, 2025, together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Dr. Kathleen Lang called the meeting to order at 10:32 a.m., roll call was taken, and a quorum was present.

II. EMERGENCY ITEMS

There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT ITEMS

A. Approval of Management Committee Draft Minutes November 12, 2025

B. Receive and File:

1. ICTC Commission Minutes: October 22, 2025

2. ICTC TAC Minutes: October 23, 2025

3. ICTC SSTAC Minutes November 05, 2025

C. IVRMA Administration-Office Space Renewal Contract/Agreement

1. Approved the attached Office Space Lease Agreement for Suite 6, located at 300 S. Imperial Avenue, El Centro, CA, for the lease term January 1, 2026 – December 31, 2027; and

2. Authorized the Executive Director and/or designee to execute the Lease Agreement and any related documents on behalf of IVRMA.

3. Directed staff to forward the signed agreement to the current Landlord.

A motion was made by [Wells](#) seconded by [Sawyer](#) to approve the consent calendar as presented; **Motion carried unanimously.**

V. REPORTS

A. ICTC Executive Director

Mr. Aguirre had the following updates:

- The ICTC/IVT team delivered a total quantity of 1,226 of dry and canned food items to the Imperial Valley Foodbank on November 25, 2025. ICTC appreciates the opportunity to support our community by contributing to the effort to end food insecurity.
- ICTC was able to provide 13 passenger trips to Veterans within the Imperial Valley many of which utilized the IVT Medtrans service to facilities in San Diego.
- SAVE THE DATE – ICTC General Assembly on January 22, 2026: ICTC will be hosting its General Assembly on Thursday, January 22, 2026, from 5:00-8:00 p.m. at the Old Eucalyptus Schoolhouse. Admission for elected officials and city/county managers and distinguished guests will be complimentary. Staff are actively working to secure sponsorship opportunities to support the event.
- Bus Stop Improvement Project: The 65% percent improvement plans have been completed and were distributed to participating agencies. ICTC has received agency comments, and the comments have been forwarded to the consultant for incorporation into the project improvement plans. The improvement plans have been finalized at the 100% completion level. Final preparation of the project specifications and contract documents plans is being completed. ICTC is working towards procurement and hopes to start construction at the end of 2025 or early 2026.
- Calexico Intermodal Transportation Center (ITC): The Contractor continues with construction activities for the project. Demolition activities have been completed and construction efforts associated with the development of building infrastructure are ongoing. Shade canopy improvements have also begun, in addition to site electrical and plumbing work. The project remains on schedule and is anticipated to be completed in early 2026.
- CTC/IVT Operations and Maintenance Facility: Request for Proposals (RFP) for the Environmental and Design Services was released on September 26, 2025, and due on December 1, 2025. It is anticipated that a consultant will be selected at the Commission meeting in January 2026. Staff also submitted multiple grant applications for the anticipated construction efforts under FTA 5339 for Bus Facilities and Low No Emission Programs. ICTC was informed that it was not selected under the recent grant cycle. ICTC will continue to pursue construction funding opportunities in the immediate future.
- EV Charger Acquisition Project: ICTC is now in the process of finalizing and reviewing the proposal submitted. The agreement was presented to the Commission and was approved at the October 2025 Commission Meeting.
- Calexico East Port of Entry Intermodal Transportation Center: ICTC received approval to proceed with Right of Way acquisition from the California Transportation Commission (CTC) in June 2025. ICTC is working on next steps to proceed with the property acquisition and anticipates closing the transaction in January 2026.
- All ICTC Executive Directors' updates can be found on page 33.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following updates:

- SCAG Publishes Annual Economic Report and Presents Analysis to Joint Policy Committee The “2025 Southern California Economic Update” took place during the SCAG Joint Policy Committee Meeting on Dec. 4. This annual presentation provides a comprehensive overview of the region’s economic performance and outlook to inform decision making by Southern California’s local and regional policymakers.
- Regional Council approved the \$1.25 Billion in STBG/CMAQ funding on Dec. 4, 2025 for Federal Fiscal Year 2026-27 and 2027-28. The Surface Transportation Block Grant (STBG) program and Congestion Mitigation and Air Quality (CMAQ) Improvement program will fund 132 projects throughout the region. These projects, which are expected to have an economic benefit to the region, were nominated by eligible project sponsors through their respective county transportation commissions and evaluated according to the criteria outlined in the STBG/CMAQ Program Guidelines.
- SCAG updates can be found on page 40 of the agenda.

C. Caltrans Department of Transportation – District 11

Mr. Lopez-Rangel had the following updates:

- Friday, January 16, 2026, is the final submittal deadline for California Transportation Commission (CTC) requests.
- U.S. Department of Transportation (USDOT) Grant Opportunities: Rural opportunities to use Transportation for Economic Success, and Federal Transit Administration grant programs.
- Caltrans Federal Grants 101 Webinar Series: a 5-part series designed to assist local, regional, and tribal partners with the competitive Federal grants application process and ensure successful outcomes for all partners involved.
- Caltrans updates can be found on page 42 of the agenda.

D. Committee Member Reports

- There were no other reports.

VI. ACTION CALENDAR

A. Calexico Intermodal Transportation Center (ITC) Project – Contract Change Order No. 8 and 9

1. Approved Change Order No. 8 and Change Order No. 9 to Hazard Construction Engr. LLC for the Calexico ITC Project in the Not to Exceed amounts of (\$268,491.88) and (\$38,780.75) respectively modifying the total contract value to \$13,153,858.91.
2. Authorized the Executive Director to sign Change Order No. 8 and 9.

A motion was made by [Garcia](#) seconded by [Sawyer](#) for approval as presented. **Motion carried unanimously.**

B. Phase 1 of Imperial County Integrated Waste Management Plan (ICIWMP) Update - Consultant Selection and funds request

1. Approved the cost sharing recommendations requiring contributions by each of the cities/county to fund the Imperial County Integrated Waste Management Plan (ICIWMP) Update

2. Authorized IVRMA staff to execute the consultant agreement with MidAtlantic Solid Waste (MSW) Consultants in the amount of \$41,600, and initiate Phase 1 implementation
3. Authorized staff to make the necessary adjustments to the IVRMA budget pending agency participation and receipt of funds.

A motion was made by [Morita](#) seconded by [Terrazas-Baxter](#) for approval as presented; **Motion carried unanimously.**

VII. The next meeting is scheduled for **January 14, 2026**, at the ICTC Office.

VIII. ADJOURNMENT

The meeting was adjourned at 11:09 a.m.



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
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TECHNICAL ADVISORY COMMITTEE MINUTES

December 11, 2025

Present:

Lily Falomir	City of Calexico
Fernando Williams	City of Calexico
Francisco Barba	City of Calipatria
Angel Hernandez	City of El Centro
Luis Alonzo	City of El Centro
Chandler Sinclair	City of Holtville
Hector Salcedo	City of Imperial
Yvonne Cordero	City of Imperial
Marco Coronel	County of Imperial
Adolfo Garcia	County of Imperial
Manuel Ortiz	IID

Others:

Laura Bowen	City of Calexico
Marlene Flores	ICTC
Cesar Beltran	ICTC
Alvin Lee	Caltrans
Mia Held	C&S Companies
Cynthia Mancha	Holt Group
Alan Molina	Holt Group
Ignacio Romo	IID
Joel Lopez	IID
Jessica Padilla Bowen	KPA
Ramiro Barajas	City of Westmorland

The meeting was called to order at 10:04 a.m. A quorum was present, and introductions were made. There were no public comments made.

1. A motion was made to adopt the minutes for November 20, 2025 ([Ortiz/Coronel](#)), **Motion Carried.**

2. EV Charging Station Passenger Vehicle Feasibility Study
(Presented by C&S Consultant Staff)

Mrs. Held and Mrs. Padilla Bowen presented on EV Charging Station Passenger Vehicle Feasibility Study.

Ms. Mancha inquired whether, during the site analysis and cost-benefit evaluation, the assessment of existing sites would include consideration of infrastructure for electrical capacity. Mrs. Held responded that two site visits are planned for the future and that there will be collaboration with IID to evaluate whether the proposed location is feasible. She added that the assessment will include cost-benefit analysis and timelines for future implementation.

Mrs. Flores invited the agencies to participate in order to gather their unique perspective and challenges related to EV Charging Stations and highlighted the importance of working with the IID in this EV Station Passenger Vehicle Feasibility Study.

Ms. Sinclair asked who currently owns the EV Charging Stations throughout the County. Mrs. Flores responded that the study is in the early stages and that identifying this information is one of the objectives of the study.

Ms. Mancha added that all new EV Charging Stations need to be registered with Imperial County Weights and Measures and they would be a great resource during the EV Charging Station Passenger Vehicle Feasibility. Mrs. Flores appreciated the contribution of any information that could be useful to the study.

Mr. Salgado recommended incorporating a section in the study of better practices and lessons learned for the future EV Charging Stations.

Mr. Romo inquired about the electrical loads required for future EV Charging Stations. Mrs. Held replied that the study is still in its early stages and that this information will need participation from the IID in order to provide agencies with an accurate answer once the study is completed. Mr. Romo added that, depending on the location of future assessments, IID conducts a system-impact study to determine necessary system upgrades and the associated infrastructure cost. Mrs. Held responded that, as part of the study, the team plans to balance the selection of level 2 or level 3 chargers, given their respective electrical loads requirements.

3. Caltrans Updates / Announcements
No updates were given

4. SCAG Updates / Announcements
(Presented by SCAG Staff)

- Mr. Salgado invited agencies to participate in the 2026 SCAG Sustainability Award Application, deadline to submit is January 5, 2026.

5. ICTC Updates / Announcements
(Presented by SCAG Staff)

Mrs. Flores shared ICTC updates:

- The next ICTC General Assembly is scheduled for January 22, 2026, at the Old Eucalyptus in the City of El Centro.

- The CMAQ & STBG projects have been selected by SCAG, one-on-one meetings between the agencies and SCAG staff are scheduled for January 2026.

6. Cities and County Planning / Public Works Updates:

Updates were given by the agencies.

7. General Discussion / New Business

New businesses were shared by the agencies.

The next TAC meeting will be on January 22, 2026, at 10:00 a.m., via Zoom for the public and in person at the ICTC offices.

The meeting adjourned at 11:24 a.m.



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

MINUTES December 03, 2025

Present:

Voting Attendees:

Sarah Enz	Public Administrator
Cristina Leal	ARC
Camilo Garcia	Workforce & Economic Development
Raul Cordova	IC Work Training Center
Gustavo Gómez	ICTC
Mike Hack	Consumer
Andrew Sanchez	Imperial Valley College

Non-Voting Attendees:

Jose Guillen	IVT MedTrans/IVT Ride NOW
Helio Sanchez	IVT Transit
Cesar Sanchez	IVT Transit
Karla Pacheco	IVT ACCESS
Luis Castro	Imperial County Department of Social Services
Denise Andrade	HealthNet
Daniel Flores	Access to Independence
Priscilla Baca	ICTC
Debbie Marshall	State Council on Developmental Disabilities (Zoom)

1. Ms. Enz called the meeting to order at 10:04 a.m.
Introductions were made.

A quorum was present.

2. Minutes were adopted for October 01, 2025 & November 5, 2025

Motion was carried.

3. CTSA Reports

Mr. Gomez presented the following information:

- The consulting team is drafting a plan for the Comprehensive Operational Analysis Study. We expect one more outreach round in February and will present the draft and recommendations to the public at our SSTAC meeting.
- We're preparing to bid for the Bus Stops Improvement project, which includes 7 stops in El Centro, 3 in Calipatria, and 1 in Westmorland. The project involves improvements to shelters, with some needing replacement.

- The Calexico ICTC Project is currently under construction, with completion anticipated in March 2026. Progress continues despite delays caused by site flooding.
- Last month, we awarded a contract for GTFS real-time tracking. This will let passengers see where vehicles are and receive delay updates. In the coming months, we'll add an app and QR codes at bus stops so riders can track vehicles and get text alerts about delays and arrival times
- Our contactless payment method allows customers to pay quickly and securely using either a credit card or by tapping their phone or card. We anticipate awarding this contract in January.
- We held our Stuff-a-Bus event in November, along with our Veterans campaign. During November, veterans were able to ride for free. Additionally, we extended this benefit to include IVT Medtrans services for veterans.

Ms. Baca presented the following information:

- Ride along to the Coachella Valley, IVT Gold, IVT Green line and Blue line.
- Mr. Gomez and I gave a presentation at the senior center in Calipatria. I had a few events that took place at the senior apartments in El Centro and Calexico.
- A few events are coming up next month.

4. UTN Letter to the Heating Panel Review:

Presented by Mr. Gomez:

- We wanted to remind you that the Unmet Transit Needs (UTN) process is approaching. Each year, we seek public feedback on transit needs within the community and county. The Social Services Transportation Advisory Council (SSTAC) is central to this process. Please review and share any comments or updates you have. If you need to discuss this with others, we hope to finalize this by next month's meeting. Our goal is to complete the list and prepare the required letter for the 2026-2027 fiscal year, following our priority order. Recent service updates include the Innercare bus stop in El Centro and IVT Ride Now service in Heber and IVT Express route. Within the last four years, we have been able to obtain 150 responses per survey.

5. Transit Operator FY 2026-27 Quarter 1 Reports:

Imperial Valley Transit:

Mr. Sanchez had the following report:

- Stuff a Bus and Veterans ride for free for November. 13 Veterans rode for free in November, and the Stuff a Bus result is over 1200 pounds of donations.
- We have maintenance personnel who keep all bus stops clean. If anyone sees any bus stops not clean, please reach out to ICTC or Transdev.

IVT Access:

Ms. Pacheco had the following report:

- IVT ACCESS running as normal.
- During the holidays, services die down.
- We had one veteran ride for free in November.

IVT Ride Now:

Mr. Guillen had the following report on all IVT Ride services:

- IVT RIDE NOW, in Westshore had flooded, but we were able to get back to schedule later that day.

- IVT Ride Now ridership has been steadily increasing in El Centro, Calexico, and Brawley.
- The general public can download the app and access on-demand services. However, our seniors receive priority when they make their reservations.
- We have been averaging 60 to 65 more people per day.

IVT MedTrans:

Mr. Guillen had the following report:

- IVT Med Trans Transportation is running smoothly
- We had 5 Veterans ride for free in the month of November. Our veterans visiting the VA hospitals in La Jolla
- We are monitoring the weather and will notify riders promptly if snow is expected

6. General Discussion:

- ICTC & Transdev will be participating in the Imperial Light Parade and the Calexico parade.
- Debbie Marshall announced they would be having their first conference on March 21 at IVC College for adults with disabilities.
- The Comprehensive Operational Analysis survey was conducted throughout November and garnered over 300 responses. As an added incentive, participants had a chance to win a \$50 gift card. The winner will be announced in the next couple of weeks.
- Dr. Sanchez announced that the bus stop on the east side of campus will be temporarily closed due to construction. Additionally, IVC College will be closed for winter break from December 15 through January 3, 2025.

7. Adjournment

- The meeting adjourned at 10:48 a.m.
- The next meeting will be held on Wednesday, January 7, 2025, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.

IV. CONSENT CALENDAR

C. Federal Transit Administration (FTA) Title VI Program for Federal Transit funds

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the Imperial County Transportation Commission Title VI Plan.



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

January 21, 2026

Robert Amparano, Chairman
Imperial County Transportation Commission
1503 N. Imperial Ave Suite 104
El Centro, CA 92243

SUBJECT: Federal Transit Administration (FTA) Title VI Program for Federal Transit funds

Dear Commission Members:

As a recipient of Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) dollars, ICTC is required to adopt and implement a plan that complies with Title VI of the Civil Rights Act of 1964 as amended. It requires that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program or activity which is federally funded. Prohibited practices include but are not limited to:

- Denying a person any service or benefit because of race, color, or national origin.
- Exclusion of federally funded services or programs.
- Providing a different service or benefit or providing services or benefits in a different manner.
- Locating facilities in any way that would limit or impede access to a federally funded service or benefit.
- Discrimination of any service or benefit of a person because of race, color, or national origin.

FTA requires that all recipients document their compliance by submitting a Title VI Program once every three years. The Title VI Program must be approved by the governing entity prior to submission to FTA. ICTC is required to have a single plan document that incorporates multiple items including the policy statement, a bilingual public notice, the procedures for filing a complaint and the complaint forms. The process also requires a review of the demographics and languages spoken in the region, and accommodations for public participation through interpreters and the use of bilingual documentation.

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the Imperial County Transportation Commission Title VI Plan.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Aguirre'.

David Aguirre
Executive Director

Attachment

DA/mb/gg

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

TITLE VI 2026



Introduction

This document was prepared by the Imperial County Transportation Commission (ICTC) and approved by the Commission in order to comply with Title VI of the Civil Rights Act of 1964, including new provisions detailed in U.S. Department of Transportation's FTA circular 4702.1B "Title VI Requirements and Guidelines for Federal Transit Administration Recipients" and pursuant to FHWA's 23 CFR Part 200 "Title VI Program and Related Statutes-Implementation and Review Procedures".

As a recipient of funds administered by the U.S. Department of Transportation, it is the policy of the Imperial County Transportation Commission to effectuate Title VI of the Civil Rights Act of 1964 as amended. It requires that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program or activity which is federally funded.

Prohibited practices include but are not limited to:

- Denying a person any service or benefit because of race, color, or national origin.
- Exclusion of federally funded services or programs.
- Providing a different service or benefit or providing services or benefits in a different manner.
- Locating facilities in any way that would limit or impede access to a federally funded service or benefit.
- Discrimination of any service or benefit of a person because of race, color, or national origin.

The Environmental Justice component of Title VI guarantees fair treatment for people of all races, and incomes regarding the development of environmental justice laws, regulations and policies.

Under Title VI, ICTC specifically seeks to:

- Ensure meaningful involvement of low-income and minority groups in the planning and decision-making processes.
- Safeguard low-income and minority groups against disproportionately high and adverse human health or environmental impacts of its programs, policies and activities.
- Ensure low income and minority groups are not excluded from participation in, denied the benefits of, or subjected to discrimination under federally funded programs and that they receive an equitable share of program benefits.

The Executive Director is responsible for initiating and monitoring Title VI activities, preparing required reports and ensuring that the Commission adheres to other compliance responsibilities as required by applicable regulations. ICTC's Title VI Plan provides the direction and program structure for ensuring the Commission's compliance with Title VI. Functional responsibility rests with ICTC staff and each and every transit provider under contract with ICTC. ICTC will not accept discrimination against any participant or beneficiary of ICTC programs or services by an employee or contractor in the performance of assigned duties, services or programs.

In the event ICTC distributes federal funds to another entity, the ICTC will monitor and ensure the compliance of each member agency and third party contractor at any tier and each sub-recipient at any tier under the project, with all requirements prohibiting discrimination on the basis of race, color, or national origin; and will include non-discrimination language in all written agreements.

Any person believing, they have been discriminated against based on race, color, or national origin in the provision of services, programs, activities, or benefits, may file a formal complaint directly with ICTC, Federal Highway Administration or with the Federal Transit Administration.



DAVID AGUIRRE, Executive Director

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Regulatory Authority

Because Title VI is comprehensive in scope, it covers all an agency's federally funded programs or activities. This is the case because Title VI of the Civil Rights Act of 1964, as amended, provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance.

The impact of Title VI has been further extended by the Civil Rights Restoration Act of 1987. The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of terms "programs or activities" to include all programs or activities of federal aid recipients, sub-recipients, and contractors, whether such programs and activities are federally assisted or not [Pub. L. No. 100-259, 102 Stat. 28 (1988)]. Authorities and citations that espouse the requirements of Title VI include:

- *FHWA Title VI program requirements* (23 CFR Part 200)
- *Title VI Requirements and Guidelines For Federal Transit Administration Recipients*, FTA Circular 4702.1B, dated October 2012
- *Title VI of the Civil Rights Act of 1964*, as amended, 42 U.S.C. 2000 et seq.
- 49 United States Code 5332, *Nondiscrimination in Mass Transportation*
- Executive Order 12898, *Executive Order on Federal Actions To Address Environmental Justice in Minority Populations and Low-Income Populations*
- *Nondiscrimination In Federally-Assisted Programs –Title VI Of The Civil Rights Act Of 1964*, 49 Code of Federal Regulations Part 21
- *Nondiscrimination in Federally Assisted Programs – Implementation of Title VI of the Civil Rights Act of 1964*, 28 CFR Part 42, Subpart C
- *Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964*, 28 CFR 50.3
- *Civil Rights Restoration Act of 1987* (Public Law 100-259)

Imperial County Transportation Commission Title VI Program Policy

Policy Statement

ICTC is committed to ensuring that no person is excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color, or national origin. All persons regardless of their citizenship or immigration status are covered under this policy. In addition, ICTC prohibits discrimination on the basis of race, color or national origin in employment and business opportunities when such practices are related to or affect the delivery of federally funded programs, services, or benefits.

As a Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) fund recipient, ICTC will ensure that its program policies and activities comply with the Department of Transportation (DOT) Title VI regulations of the Civil Rights Act of 1964.

ICTC will ensure that the level and quality of its services and programs are provided without regard to race, color, or national origin.

ICTC will ensure meaningful involvement of all affected persons, including minority and low-income population, in the development of policies, programs, and decision-making processes. ICTC will promote the participation of all affected populations in any decision or policy making process.

ICTC will ensure that Limited English Proficient (LEP) individuals have access to ICTC's programs, activities, and services. ICTC will develop and implement a Language Assistance Plan (LAP) to ensure meaningful access to its programs, activities, and services for individuals with Limited English Proficiency (LEP).

Applicability

This policy is applicable to all ICTC employees, contractors, consultants, and subrecipients performing work on behalf of ICTC. The policy also protects members of the public who participate or benefit from ICTC programs, activities and services. Failure of an ICTC employee to comply with this policy and its procedures may result in disciplinary action up to and including employment termination.

Administration of the Regulation

ICTC will integrate the provisions of the Title VI program into all program's activities and services. Federally funded contracts will include Title VI program language.

ICTC's Title VI Notice to the Public

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color or national origin in programs and activities receiving Federal financial assistance. Any person who feels they have been discriminated against with respect to transit services or benefits on the basis of race, color, or national origin may file a written complaint with the Imperial County Transportation Commission.

For more information or to file a complaint, you may contact the Title VI Program Coordinator, Michelle Bastidas at (760) 592-4494; or by email: michellebastidas@imperialctc.org; or visit ICTC at:

Imperial County Transportation Commission
1503 N. Imperial Ave. Suite 104
El Centro, Ca. 92243
www.imperialctc.org/policies/title-vi

Complaints may also be filed directly with the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA). FTA recommends, but does not require, that individuals first file a complaint directly with their transit provider to give it an opportunity to resolve the situation. Complaints may be filed in writing or online:

<https://highways.dot.gov/civil-rights/title-vi-complaint>

<https://ftawebprod.fta.dot.gov/OCF/OnlineComplaintForm/CreateOnlineComplaintForm>

Complaints also may be filed directly with the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA) via Complaint Form:

<https://highways.dot.gov/civil-rights/how-file-external-or-internal-program-complaint-under-americans-disabilities-act>

<https://www.transit.dot.gov/sites/fta.dot.gov/files/2022-11/Civil-Rights-Complaint-Form-Alternate.pdf>

Federal Highway Administration
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590

Federal Transit Administration
Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE
Washington, DC 20590

Título VI de la Ley de Derechos Civiles de 1964, asegura que “Ninguna persona en los Estados Unidos, debido a su raza, color u origen nacional, será excluida de participar, ni se le negarán los beneficios, o será objeto de discriminación, en cualquier programa o actividad que reciba ayuda financiera federal”. Los estatutos federales relacionados y la ley estatal refuerzan estas protecciones para incluir el sexo, la discapacidad, la religión, la orientación sexual y la edad. Cualquier persona que considere que ha sido discriminada de los servicios de tránsito o programas debido a su raza, color, u origen nacional, puede presentar una denuncia por escrito a la Comisión de Transporte del Condado de Imperial.

Para más información o para someter una denuncia, debe contactar al Coordinador del Programa Titulo VI, Michelle Bastidas al número (760) 592-4494; o por correo electrónico a michellebastidas@imperialctc.org; o en persona al:

Imperial County Transportation Commission
1503 N. Imperial Ave. Suite 104
El Centro, Ca. 92243
www.imperialctc.org/policies/title-vi

Las denuncias también pueden ser sometidas directamente con La Administración Federal de Carreteras (FHWA) o la Administración Federal de Tránsito (FTA). FTA recomienda, aunque no lo exige, que las personas presenten primero una denuncia directamente ante su proveedor de transporte para darle la oportunidad de resolver la situación. Las denuncias pueden ser sometidas en escrito o en línea:

<https://highways.dot.gov/civil-rights/title-vi-complaint>

<https://ftawebprod.fta.dot.gov/OCF/OnlineComplaintForm/CreateOnlineComplaintForm>

Las denuncias también pueden ser entregadas directamente con la Administración Federal de Carreteras (FHWA) o la Administración Federal de Tránsito (FTA) llenando el Formulario Para Denuncia.

<https://highways.dot.gov/civil-rights/how-file-external-or-internal-program-complaint-under-americans-disabilities-act>

<https://www.transit.dot.gov/sites/fta.dot.gov/files/2022-11/Civil-Rights-Complaint-Form-Alternate.pdf>

Federal Highway Administration
U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590

Federal Transit Administration
Civil Rights Division
Attention: Complaint Team
East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE
Washington, DC 20590

List of Locations Where the Title VI Notice is Posted

ICTC's Title VI notice to the public is currently posted at the following locations:

Location Name	Address	City
ICTC Offices	1503 N. Imperial Ave., Suite 104	El Centro, CA. 92243
website	www.imperialctc.org	
website	www.ivtransit.com	
website	www.ivtaccess.org	
website	www.ivtridenow.com	
website	www.ivtmedtrans.com	
IVT bus operations facilities	792 E. Ross Rd.	El Centro, CA. 92243
IVT Rider's Guidebook	N/A	
IVT Ride Now Brochure	N/A	
IVT MedTrans Brochure	N/A	
IVT Access Brochure	N/A	

Title VI Complaint Procedure

TITLE VI DISCRIMINATION COMPLAINT PROCEDURES (ENGLISH)

General

Title VI of the Civil Rights Act of 1964, ensures “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Any person who believes they have been discriminated against with respect to transit services or benefits on the basis of race, color, or national origin may file a Title VI complaint with the Imperial County Transportation Commission. Complainants may also file an online or written complaint directly with the Federal Transit Administration (FTA). FTA recommends, but does not require, that individuals first file a complaint directly with their transit provider to give it an opportunity to resolve the situation.

Related federal statutes and state law further those protections to include sex, disability, religion, sexual orientation, and age. Any person that believes they have been discriminated against on bases other than race, color, or national origin will be referred to the appropriate complaint or grievance process.

Complaint Procedures

Complaints alleging discrimination on the basis of race, color, or national origin may be submitted to the Title VI Coordinator of the Imperial County Transportation Commission, 1503 N. Imperial Ave Suite 104, El Centro, CA 92243. Every effort will be made to obtain early resolution of complaints.

1. The complaint must meet the following requirements:
 - a. The complaint shall be in writing and signed by the Complainant(s). If the Complainant cannot complete a written statement, a verbal complaint may be made. The Title VI Coordinator will interview the Complainant and assist the person in converting the verbal complaint to writing. All complaints must be signed by the Complainant or his/her/their representative.
 - b. The Complaint must contain information about the alleged discrimination such as name, address, phone number of complainant(s), location, date and description of the issue. The description of the alleged act of discrimination or disparate treatment should include, as appropriate: type or name of service, bus number, location (city/streets) date and time of day, employee name, position or badge number if available, and any person(s) involved or witnesses to the incident.
 - c. Per federal law the complaint must be filed within 180 days of the alleged incident.
 - d. The complaint should be submitted to:
Imperial County Transportation Commission
Attn: Michelle Bastidas, Title VI Coordinator
1503 N. Imperial Ave., Suite 104, El Centro CA, 92243
Office: (760) 592-4494

Fax: (760) 592-4410
E-mail address: michellebastidas@imperialctc.org

2. The ICTC Title VI coordinator will acknowledge receipt of the complaint in writing within ten (10) working days.
3. The ICTC Title VI coordinator will maintain a log of all Title VI complaints identifying complainant's name, date, nature of the complaint, and basis for the discrimination complaint based on a protected class. Coordinator will maintain a list of formal complaints received that will include status and resolution.
4. The ICTC Title VI coordinator will forward the formal complaint to Caltrans for investigation (FHWA) or to the Office of Civil Rights (FTA).

Investigation of Complaints

The Title VI Coordinator will review all complaints to determine if there is sufficient merit to warrant investigation. In some cases, there may be a written request to the complainant to provide additional information. If a complaint is found to have sufficient merit to warrant investigation, the Title VI Coordinator will proceed with an investigation. If the complaint does not warrant investigation, the Title VI Coordinator will then respond within thirty (30) working days to the Complainant and so state.

A complaint can be rejected or dismissed for the following reasons:

1. The complaint is filed past the 180 days of the alleged occurrence.
2. The complaint is not signed or is anonymous.
3. The Complainant fails to respond to repeated requests for additional information.
4. The Complainant cannot be located.
5. The Complainant requests the withdrawal of the complaint.

Disposition of Complaints

A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the Title VI Coordinator and a copy forwarded to the Complainant no later than sixty (60) calendar days after its filing.

A recommendation will be made by the Title VI Coordinator and will be subject to review by the ICTC Executive Director and ICTC Legal Counsel.

In the event that the ICTC or its federally funded contractors and consultants are in non-compliance with the Title VI regulations, remedial actions will be noted.

The notice of the determination will be mailed to the Complainant. Notice shall include information on appeal rights and instructions for initiating an appeal.

A copy of the complaint and the Title VI Coordinator's report shall be issued to the FTA/FHWA within 120 days of receipt of the complaint.

A summary of the complaint, the finding or resolution, will be included as a part of the Title VI updates to the FTA/FHWA.

Appealing Disposition of Complaints

Complainants that are not satisfied with the disposition of the complaint may appeal to the Executive Director.

1. The appeal should be made with the Title VI Coordinator within ten (10) working days of the date of the resolution.
2. The Executive Director will acknowledge receipt of the appeal in writing within ten (10) working days of receiving the request for appeal.
3. The Executive Director may make a final determination or may choose to refer the matter to the Commission for final action.
4. The resolution and/or referral to the Commission will be communicated to the complainant. The Commission's decision will be communicated to the Complainant and/or his/her/their designee in writing.

Record Keeping Requirements

The Title VI Coordinator shall maintain a record of each complaint and appeal, the ICTC's response(s), and steps taken to resolve the complaint. The individual's right to a prompt and equitable resolution of a complaint will not be impaired by his/her/their pursuit of other remedies. The use of this grievance process is not a prerequisite to the pursuit of other remedies.

Filing Title VI Discrimination Complaints with the Federal Transit Administration or Federal Highway Administration

Individuals may also file Title VI discrimination complaints with the Federal Transit Administration or the Federal Highway Administration. The Federal Transit Administration's Complaint Procedure is contained in the FTA Circular C4702.1B and the Federal Highway Administration Complaint Procedure is contained in the FHWA Guidance Memorandum, *Processing of Title VI Complaints*.

Additional Resources

Federal Transit Administration

Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Highway Administration

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590

<https://www.transit.dot.gov/title6>

<https://dot.ca.gov/programs/civil-rights/title-vi>

https://www.fhwa.dot.gov/civilrights/programs/title_vi/

Title VI Complaint Procedures

TITLE VI DISCRIMINATION COMPLAINT PROCEDURE (SPANISH)

PROCEDIMIENTO PARA PRESENTAR UNA DENUNCIA DE DISCRIMINACION DE TITULO VI

General

Título VI de la Ley de Derechos Civiles de 1964, asegura que “Ninguna persona en los Estados Unidos, debido a su raza, color u origen nacional, será excluida de participar, ni se le negarán los beneficios, o será objeto de discriminación, en cualquier programa o actividad que reciba ayuda financiera federal”. Los estatutos federales relacionados y la ley estatal refuerzan estas protecciones para incluir el sexo, la discapacidad, la religión, la orientación sexual y la edad. Cualquier persona que considere que ha sido discriminada de los servicios de tránsito o programas debido a su raza, color, u origen nacional, puede presentar una denuncia por escrito a la Comisión de Transporte del Condado de Imperial. Las denuncias también pueden ser sometidas directamente con la Administración Federal de Tránsito (FTA). La FTA recomienda, aunque no es obligatorio, que el reclamante someta la denuncia directamente con el proveedor de servicios de tránsito para dar oportunidad de resolver la situación.

Procedimientos de Denuncia

Denuncias de presunta discriminación en la base de raza, color, u origen nacional pueden ser enviadas al Coordinador del Título VI de la Comisión de Transporte del Condado de Imperial, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243. Todo esfuerzo será hecho para obtener resolución temprana de las denuncias.

1. La denuncia debe tener los requisitos siguientes:
 - a. La denuncia debe ser escrita y firmada por el reclamante. En caso de que el reclamante no pueda completar una declaración por escrito, una denuncia verbal puede ser aceptada. El Coordinador del Título VI entrevistará al reclamante y ayudará a la persona a convertir la denuncia verbal en escrito. Todas las denuncias deben ser firmadas por el Reclamante o su representante.
 - b. La denuncia debe contener información sobre la discriminación pretendida como nombre, dirección, número de teléfono del reclamante, y de la ubicación, la fecha y la descripción del incidente. La descripción del acto pretendido de discriminación o trato desigual debe incluir: tipo o nombre de servicio, número de camión, la ubicación (la ciudad/calles) la fecha y la hora, nombre del empleado, posición o insignia si está disponible, y cualquier persona involucrada o los testigos al incidente.
 - c. Por la ley federal la denuncia debe ser presentada dentro de 180 días siguientes del incidente en cuestión.
 - d. La denuncia debe ser sometida a:
Comisión de Transporte del Condado de Imperial (ICTC)
Con atención a: Michelle Bastidas, Coordinador del Título VI
1503 N. Imperial Ave., Suite 104, El Centro, CA 92243

Oficina: (760) 592-4494
Fax: (760) 592-4410
Correo electrónico: michellebastidas@imperiallctc.org

2. El Coordinador del Título VI de ICTC reconocerá recibo de la denuncia por escrito dentro de diez (10) días hábiles.
3. El Coordinador del Titulo VI de ICTC mantendrá un registro con todas las denuncias que incluirá el nombre del reclamante, fecha, el tipo de denuncia, y la base por la discriminación basada en un grupo protegido. El coordinador mantendrá una lista de denuncias formales recibidas que incluirá el estatus y la resolución.
4. El Coordinador del Titulo VI de ICTC enviará la denuncia formal a Caltrans para su investigación (FHWA) o a la Oficina Departamental de Derechos Civiles de la Administración Federal de Transporte (FTA).

Investigación de Denuncias

El Coordinador del Título VI revisará todas las denuncias para determinar si hay méritos suficientes para justificar una investigación. En algunos casos podría haber una petición por escrito al reclamante para proporcionar información adicional. Si la denuncia encuentra mérito suficiente para justificar investigación, el Coordinador de Titulo VI continuará con una investigación. Si la denuncia no justifica investigación, el Coordinador de Título VI responderá dentro de treinta (30) días hábiles al reclamante.

La denuncia puede ser rechazada o desestimada por las siguientes razones:

1. La denuncia es presentada después de los 180 días del incidente.
2. La denuncia no es firmada o es anónima.
3. El Reclamante falla a responder a la petición repetida de información adicional.
4. El Reclamante no puede ser localizado.
5. El Reclamante solicita retirar la denuncia.

Disposición de Denuncia

Una determinación por escrito sobre la validez de la denuncia y una descripción de la resolución, en su caso, será emitida por el Coordinador del Título VI y se enviará una copia al reclamante dentro de sesenta (60) días hábiles después de su presentación.

Una recomendación será hecha por el Coordinador de Título VI y será revisada por el Director Ejecutivo de ICTC y la Asesoría Legal de ICTC.

En caso de que ICTC, sus contratistas y/o consultores que son financiados federalmente no estén en conformidad con las regulaciones del Título VI, acciones correctivas serán tomadas.

El aviso de la determinación será enviado al Reclamante. El aviso incluirá información en derechos de apelación e instrucciones para iniciar una apelación.

Una copia de la denuncia y del reporte del Coordinador de Titulo VI será publicado al FTA/FHWA dentro de ciento veinte (120) días de haber recibido la denuncia.

Un resumen de la denuncia, el hallazgo o la resolución serán incluidos como una parte de las actualizaciones de Título VI al FTA/FHWA.

Apelación de Disposición de Denuncias

Los reclamantes que no sean satisfechos con el resultado de la denuncia pueden apelar al Director Ejecutivo.

1. La apelación debe ser presentada por medio del Coordinador de Título VI dentro de diez (10) días hábiles de la fecha de la resolución.
2. El Director Ejecutivo notificara haber recibido la apelación dentro de diez (10) días hábiles de recibir la petición para apelación.
3. El Director Ejecutivo puede hacer una determinación final o puede referirse el asunto a la Comisión para la acción final.
4. La resolución y/o la referencia a la Comisión serán comunicadas al reclamante. La decisión de la Comisión será comunicada por escrito al reclamante y/o a su designado.

Requisitos para el Mantenimiento de Registros

El Coordinador del Título VI llevará un registro de cada denuncia y apelación, la respuesta de ICTC, y las medidas adoptadas para resolver la denuncia. El derecho del individuo a una resolución pronta y equitativa de una denuncia no se verá afectada por su búsqueda de otros recursos. El uso de este proceso de denuncia no es un requisito previo para la búsqueda de otros recursos.

Presentación de Denuncia de discriminación de Titulo VI a la Administración Federal de Tránsito

Individuos también pueden presentar denuncias de discriminación Título VI a la Administración Federal de Tránsito. El procedimiento de demanda de la Administración Federal de Tránsito está contenido en el FTA Circular C4702.1B y el procedimiento de demanda de La Administracion Federal de Carreteras esta contenido en FHWA Guidance Memorandum, *Processing of Title VI Complaints*.

Recursos Adicionales

Federal Transit Administration

Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE
Washington, DC 20590

Federal Highway Administration

U.S. Department of Transportation
Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590

<https://www.transit.dot.gov/title6>

<https://dot.ca.gov/programs/civil-rights/title-vi>

https://www.fhwa.dot.gov/civilrights/programs/title_vi/

PUBLIC PARTICIPATION PLAN FOR TITLE VI

ICTC and sub-recipients are required to ensure a proactive public involvement process that assures meaningful opportunity for all members of the public, including minority and low-income populations, transit dependent individuals, older adults, persons with disabilities, and individuals with limited English proficiency, to be involved in all phases of the regional planning process by providing complete information, timely public notice, opportunities for making comments, full access to key decisions, and early and continuing involvement in developing transportation plans and programs while ensuring compliance with applicable civil rights and nondiscrimination requirements. When the public is engaged in the process, their feedback helps assure projects address community needs. An agency's public participation strategy shall offer continuous opportunities for the public to be involved in the identification of social, economic, and environmental impacts of proposed transportation decisions.

ICTC will continue to employ the following measures to seek out and consider the viewpoints of minority, low-income, and LEP populations in the course of conducting public outreach and involvement activities. These measures are adopted from the ICTC Public Participation Plan and also in the Title VI Program. The public outreach and involvement activities listed below were also undertaken since the last Title VI Program report and shall remain in place to ensure that minority, low-income and LEP people have meaningful access to these activities.

1. Bilingual (English & Spanish) information operators are available to respond to customers calling the ICTC and transit service information lines.
2. Bilingual (English & Spanish) staff is available to answer telephone inquiries for ICTC ADA certification interviews and ADA paratransit scheduling.
3. Bilingual (English & Spanish) staff will perform the ADA certification interview as requested, or if the interview scheduler believes that it would be necessary or beneficial.
4. The following materials shall be available in both English and Spanish: (1) ADA Certification Brochure; (2) ADA Certification Application; (3) IVT Riders Guides (4) Disabled Transit Services information.
5. ICTC shall provide bilingual (English & Spanish) language media advertising as part of the countywide transit marketing program.
6. The websites for ICTC and the transit services shall be in bilingual format; www.imperialctc.org, www.ivtransit.com, www.ivtaccess.com www.ivtridenow.com, www.ivtmedtrans.com
7. Bilingual (English & Spanish) staff is available at public meetings, workshops, public hearings and Commission meetings and committees.
8. Interpretation services may be contracted for public meetings upon timely requests.

9. Public meetings conducted via Zoom may provide auto-translation of captions when requested.

Board Selections

ICTC Board is currently composed of ten voting members and one non-voting member consisting of two members of the Imperial County Board of Supervisors; one member from each incorporated city (seven) within Imperial County who shall be the mayor of the city or a member of its city council; one member of the Board of Directors of the Imperial Irrigation District; and, one non-voting member appointed by the Governor representing the California Department of Transportation (Caltrans).

In the future the governing Board of the commission may also include the following ex-officio or non-voting members: one member representing the State of Baja California, Mexico, who may be appointed by the governor of the state; one member representing the municipality of Mexicali, Mexico, who may be the mayor or his or her designee; one member representing the Consul of Mexico in Calexico, California, who may be the consul or his or her designee; and, one member representing any federally recognized Native American tribe in Imperial County.

The Public Works TAC makes technical recommendations to ICTC regarding regional issues including transportation, solid waste, development, and regional funding apportionments. The Committee is made up of Public Works Directors from each of the seven cities and County, and a representative from the Imperial Irrigation District.

The SSTAC membership is appointed by ICTC per the tenets of PUC 99238. The Council serves three-year terms and drawn from members and agencies within the community. The SSTAC addresses the mobility needs of the community including; transit-dependent, the elderly and the disabled.

Table depicting the membership of non-elected committees and councils as of January 2026:

Committee / Body	African American	Asian American	Caucasian	Latino	Native American	Other
ICTC Technical Advisory Committee (TAC)		1	5	9		
ICTC Social Services Transportation Advisory Council (SSTAC)			3	8		
ICTC Management Committee			6	4		

Outreach Efforts to Encourage Participation

ICTC values the ethnic and cultural diversity of the public it serves in Imperial County and is committed to ensuring the meaningful involvement of minority, low-income, and other traditionally underrepresented populations in its programs, committees, and decision making processes.

ICTC actively seeks and encourages participation from underrepresented populations in its non-elected committees when vacancies occur. Outreach efforts include announcements at Board and Committee meetings, direct outreach through Board and Committee members to their constituents, posting of informational notices at ICTC facilities, and publication of vacancy announcements on ICTC's website and social media platforms. Groups on its non-elected committees when filing a vacancy.

In addition, ICTC conducts outreach to community-based organizations, advocacy groups, and service providers that work with minority, low-income, and Limited English Proficiency (LEP) populations to share information about participation opportunities and public involvement activities.

To support meaningful access, ICTC provides language assistance upon request, including translated materials and interpretation services for public meetings, consistent with its Language Assistance Plan. ICTC staff at public meetings are bilingual and all ICTC public meetings currently have a virtual participation option.

ICTC documents its outreach efforts, including methods used and populations reached, and periodically evaluates the effectiveness of these strategies to identify opportunities for improvement.

For any major service changes, planning activities and public hearings, ICTC ensures inclusive participation.

Summary of Outreach Efforts Made Since Last Title VI Documentation Submission

Over the last reporting period, ICTC conducted the following public outreach and involvement activities:

Printed Bus Schedules and Transit Information on the website.

All public bus schedules and the Riders Guides include Spanish sections and information is available on the IVT, IVT Access, IVT Ride NOW, IVT MedTrans websites. All transit printed materials are made available in English and Spanish.

Bilingual Outreach:

Bilingual assistance is utilized in outreach programs when needed and appropriate. ICTC conducts on-going advertising and public hearing notices in a bilingual format. All social media posts are posted both in English and Spanish. Some of the major marketing outreach efforts include Veterans Day and Stuff-a-Bus campaigns. In addition, the recent studies were done that included public outreach:

IVT Ride Transition to IVT Ride NOW

IVT Ride dial-a-ride for seniors was transitioned to a general public IVT Ride NOW service that still provides priority to the senior population. A transition necessary due to declining ridership, now service like micro-transit. A comprehensive bilingual outreach took place for the modifications. ICTC staff developed a plan to conduct outreach including in-person presentations and surveys to the public regarding the service modifications. Presentations were held to key stakeholders and the city councils of the affected communities.

New Border Express Route

An implementation of a demonstration route that services the Calexico East Port of Entry. Multiple bi-lingual transit stop visits, handouts of informational flyers, social media posts, and workshops were held to communicate the new transit service.

New Calexico Microtransit Service – Calexico On Demand

An implementation of a demonstration microtransit route that services the City of Calexico. The service operates as an on-demand service available to provide trips to the general public within the City of Calexico. Bi-lingual marketing information was developed and extensive outreach was provided to allow the community to learn about this new transit service.

Free Fares Program

A grant was obtained by ICTC to offer its riders free fares. Bi-lingual outreach for the free fares programs was created and implemented.

Transit Comprehensive Operational Analysis

A study to review the existing transit services and identify the improvements needed for creating a better bus system for the County. The study is looking to improve the service and attract new riders. An extensive outreach effort has been conducted including various stakeholder's workshops and city council presentations. Transit stops visits have been conducted throughout the transit system, and five large community outreach events. All outreach efforts have been bi-lingual.

Unmet Transit Needs Public Hearing

Surveys for the annual Unmet Transit Needs Public Hearings are available online both in Spanish and English. Furthermore, surveys are distributed at transfer terminals in Spanish and English as well. The agenda for the hearing is also printed in both languages for the public attending the hearing.

Phone Access

A bilingual receptionist is available to answer phone inquiries for Spanish speaking customers during business hours. The ICTC phone system currently includes a Spanish option on the ICTC's

recorded greeting. After business hours inquiries can be left on the bilingual voice mail and are responded to promptly the next business day.

All IVT and IVT Access dispatchers, reservationists and drivers are bilingual and able to provide monolingual speaking guests with information on public transit services.

Mobility Staff

All of our mobility staffing are bilingual and able to inform LEP riders on public transit services.

Marketing

All of our brochures and guides for the services, IVT, IVT Access, IVT Ride NOW, and IVT MedTrans come in both Spanish and English. Polls and surveys conducted electronically are available in both English and Spanish.

Access for Persons with Limited English Proficiency (LEP)

Introduction

Many individuals in the United States read, write, speak and understand English. However, there are many individuals whose primary language is not English. Individuals who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English can be Limited English Proficient, or “LEP.” This language barrier may prevent individuals from accessing services and benefits.

There are federal civil rights requirements that provide the foundation for the development of an LEP plan. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of national origin in programs and activities receiving federal financial assistance. In some circumstances, failure to ensure that LEP persons can effectively participate in federally assisted programs may constitute discrimination based on national origin under Title VI.

To comply with Title VI and its implementing regulations, agencies must take reasonable steps to ensure meaningful access to programs and services for persons with limited English proficiency.

The U.S. Department of Transportation has issued policy guidance clarifying recipients' responsibilities to LEP persons under Title VI, including the use of a four-factor analysis to determine appropriate language assistance measures.

Four Factor Analysis

The U. S. Department of Transportation (DOT) issued its *Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons* [Federal Register: December 14, 2005 (Volume 70, Number 239)]. This policy states that DOT recipients are required to take reasonable steps to ensure meaningful access to programs by LEP persons. This coverage extends to the recipient's entire program. There are four factors for agencies to consider when assessing language needs and determining what steps they should take to ensure access for LEP persons:

- The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service of the recipient;
- The frequency with which LEP individuals come in contact with the program;
- The nature and importance of the program, activity or service provided by the recipient to people's lives;
- The resources available to the recipient and costs.

A brief description of the self-assessment undertaken in each of these areas follows.

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service.

Spanish speakers are the category of LEP persons likely to be encountered by Imperial Valley Transit (IVT) and ADA Paratransit services. For Imperial County, the Census 2020 information shows that the total population is 179,702. Of that number 85% or 153,027 are reported to be of Hispanic or Latino descent.

According to the 2023 American Community Survey (ACS) 5 Year Estimates for Imperial County (conducted by the US Census Bureau) also indicates that persons who speak only English at home comprise 24.9% of persons in the County of Imperial. While those that speak Spanish are estimated to be at 73.7%.

These percentages show a slight decrease in English speakers and a slight increase in Spanish speakers from the prior ACS survey data.

2. The frequency with which LEP individuals come in contact with the program.

ICTC staff in conjunction with IVT and the ADA Paratransit operator staff have assessed the frequency at which staff has or could possibly have contact with LEP persons. This includes examining census data, phone inquiries, requests for translated documents, and staff feedback. Census data, as well as empirical data indicate that there is a fairly large percentage of the general population who are Spanish-speaking persons. As a public transportation provider, it is necessary to recognize this large segment of the general population. Phone inquiries and staff feedback also indicate that Spanish-speaking LEP persons have regular contact with the service.

3. The nature and importance of the program, activity or service provided by the recipient to people's lives.

Public transportation is vital to many people's lives. According to the Department of Transportation's *Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons*, "Providing public transportation access to LEP persons is crucial. An LEP person's inability to utilize effectively public transportation may adversely affect his or her ability to obtain health care, or education, or access to employment."

4. The resources available to the recipient and costs.

ICTC staff have also assessed their available resources that could be used to provide language assistance. This included identifying bilingual staff, review of contract for professional translation services, determining which documents should be translated, reviewing language of transit services websites and deciding what level of staff training is needed. After analyzing the four factors outlined in U. S. DOT policy guidance, ICTC staff developed the following plan for providing language assistance to LEP persons.

Components of the Plan

There are five areas that comprise ICTC's LEP plan:

- Identifying LEP individuals who need language assistance
- Language assistance measures
- Training staff
- Providing notice to LEP persons
- Monitoring and updating the LEP plan

1. Identifying LEP individuals who need language assistance

As stated above, the Census 2020 and American Community Survey data show that Spanish-speaking LEP persons are the group requiring language assistance. This information can also be used to identify concentrations of LEP persons within the service area. There are nine zip code areas with a high percentage of LEP persons 92231, 92243, 92244, 92250, 92251, 92227. Higher percentages of LEP persons can also be identified more accurately by census tracts.

In general, there are higher populations of LEP persons on the southern areas of the County of Imperial, in immediate proximity to the international border with Mexico. Identifying concentrations of LEP persons helps to ensure that they receive the necessary language assistance measures. There are also several measures that can be taken to identify individual persons who may need language assistance:

- When public meetings are held, a sign-in table is set up to have a staff member greet and briefly speak to each attendee in order to informally determine his/her/their ability to speak and understand English. In which case they can be offered language assistance.
- Notices are posted of available language assistance at public meetings to encourage LEP persons to self-identify.
- All public meeting agendas include the following language, "In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, Executive Order N-29-20, and the Federal Transit Administration Title VI, please contact the Secretary to the Commission at (760) 592-4494 if special assistance is needed to participate in a Commission 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."

2. Language assistance measures

There are several language assistance measures available to LEP persons, including both oral and written language services. There are also various ways in which ICTC staff responds to LEP persons, whether in person, by telephone or in writing. Oral language services include bilingual front-line staff for ICTC receptionist, office assistant, office technician and Mobility

Coordination staff, as well as, at community presentations and events. Professional interpreters are available upon request for a variety of presentations and events. Bi-lingual staff and outreach consultants are present when doing any marketing or informational outreach for the transit services. Interpretation services for virtual public meetings are also available upon request.

In addition to these oral language services, written language services are available. Documents that are determined to be available for the general public are translated to Spanish. Vital documents are *defined as those documents without which a person would be unable to access services*. The following are written communications that are printed in both Spanish and English:

- Public Notices and Public Service announcements
- Interior bus posters and stickers displaying safety or system information
- Fare cards on fare boxes
- Onboard surveys
- Rider's guides
- Notices of service changes
- Marketing materials such as special events for transit services

There are several measures in place to respond to LEP individuals. Bus operators, who are the most direct point of contact for LEP persons, have several methods to respond to an LEP individual. Many bus drivers are bilingual; however, if the bus driver operator is not bilingual, they are instructed to ask for assistance from a bilingual passenger. In the few cases where there is no one on the bus who can offer language assistance, the bus driver contacts dispatch, and a supervisor is sent to the bus to assist. Spanish speaking callers are directed to a bilingual dispatcher.

Receptionist, Office Technician, Office Assistant and Mobility Coordination staff serve as a primary in-person contact for LEP persons. They are present at special events, community functions, school presentations and other locations upon request. The need for a professional interpreter is determined by the venue, the area, and the subject of the event. The person coordinating the event can indicate if there will be Spanish speaking people in attendance and can request a bilingual professional interpreter. Office administrative staff, Mobility Coordination staff, dispatchers and drivers are also responsible for forwarding complaints to the appropriate management level. They ensure that complaints from LEP persons that could be considered as national origin discrimination are forwarded to the person designated to handle all Title VI complaints.

IVT

The IVT oral language services include bilingual representatives for the reservation line, which serves as the primary contact with customers, as well as bilingual staff in the dispatch center, including bilingual Supervisors. Between these two centers there is at least one bilingual person on staff at all times. The IVT service also has a majority of bilingual vehicle operators. In addition to these oral language services, several written language services are available. The following are written communications that are printed in both Spanish and English:

- The IVT Schedule Guide
- Marketing materials such as television and radio commercials
- Social media marketing and notices
- Interior vehicle posters and stickers displaying vital information, such as safety information
- Brochures with information about accessibility and general riding
- ADA compliant websites

There are several measures in place to respond to LEP individuals. Vehicle operators, who are the primary in-person contact for LEP persons, have several methods to respond to an LEP individual. Many vehicle operators are bilingual; however, if the vehicle operator is not bilingual, they can contact dispatch for radio assistance with a Spanish-speaking passenger. They can also request a bilingual supervisor or vehicle operator to be sent for further assistance. Spanish speaking callers are directed to a bilingual dispatcher.

ADA Paratransit

The ADA Paratransit service oral language services include bilingual representatives for the reservation line, which serves as the primary contact with customers, as well as bilingual staff in the dispatch center, including bilingual Supervisors. Between these two centers there is at least one bilingual person on staff at all times. The ADA Paratransit service also has several bilingual vehicle operators. In addition to these oral language services, several written language services are available. The following are written communications that are printed in both Spanish and English:

- The ADA Paratransit brochure
- Marketing materials i.e. television and radio commercials
- ADA Paratransit Eligibility application
- Interior van posters and stickers displaying vital information, such as safety information
- Brochures with information about accessibility and general riding
- ADA compliant website

There are several measures in place to respond to LEP individuals. Vehicle operators, who are the primary in-person contact for LEP persons, have several methods to respond to an LEP individual. Many vehicle operators are bilingual however, if the vehicle operator is not bilingual, they can contact dispatch for radio assistance with a Spanish-speaking passenger. They can also request a bilingual supervisor or vehicle operator to be sent for further assistance. Spanish speaking callers are directed to a bilingual dispatcher.

3. Training Staff

It is important that staff members, especially those having contact with the public, know their obligation to provide meaningful access to information and services for LEP persons. Even staff members who do not interact regularly with LEP persons should be aware of and

understand the LEP plan. Properly training staff is a key element in the effective implementation of the LEP plan.

There are five primary groups of staff members who are critical to the LEP plan: ICTC staff, bus operators, dispatchers and customer contact personnel, marketing and mobility staff, and management. Bus operators have the most frequent contact with LEP persons through daily interaction with passengers. Dispatch and customer contact personnel also have frequent contact with LEP persons either in-person or by telephone. These two groups are most likely to encounter LEP persons and thus to provide language assistance. LEP training for both of these groups occurs during their initial training. Additionally, this training is included in an annual safety meeting held for all bus operators. Training topics for these two groups include:

- What Title VI is
- Understanding the Title VI LEP responsibilities
- What language assistance services are offered

Specific procedures to be followed when encountering an LEP person

Management is also crucial in implementing LEP policy. It is their responsibility to disseminate LEP plan information to appropriate administrative and technical staff. Management should also ensure staff understands Title VI responsibilities and how to handle complaints.

IVT and ADA Paratransit

There are three primary groups of staff members who are critical to the LEP plan: bus operators, dispatch and customer contact personnel. Bus operators have the most frequent contact with LEP persons, through daily interaction with passengers. Dispatch personnel have frequent contact with LEP persons through reservation lines. Customer contact personnel also have frequent contact with LEP persons through the telephone lines. These three groups are most likely to encounter LEP persons and thus to provide language assistance. LEP training for these groups occurs during their initial departmental training. Training topics for these two groups include:

- Understanding the Title VI LEP responsibilities
- Language assistance services available
- Specific procedures to be followed when encountering an LEP person
- Handling complaints and LEP requests

4. Monitoring and updating the LEP plan

This plan is designed to be flexible and should be viewed as a continuing work in progress. As such, it is important to consider whether new documents and services need to be made accessible for LEP persons, and to monitor changes in demographics and types of services, to update the LEP plan when appropriate. At a minimum, ICTC, IVT and the ADA Paratransit

services will follow the Title VI Program update schedule for the LEP plan. Each update should examine the following:

- How many LEP persons were encountered?
- Is the existing language assistance meeting the needs of LEP persons?
- What is the current LEP population in Imperial County?
- Has there been a change in the types of languages where services are needed?
- Have available resources, such as technology, staff and finances changed?
- Were any complaints received?
- Do staff members understand the LEP plan policies and procedures?

There are several methods that can be used to assist in answering these questions. One method is to review customer comments and complaints to determine if services are accessible to Spanish speakers. Feedback from the LEP community will be sought through community outreach events and presentations to determine the effectiveness of the plan in reaching LEP persons. Special consideration will be given to the LEP plan when service enhancements or service reductions are scheduled, to ensure that LEP persons are aware of these services. Census data will also be reviewed as it becomes available to determine changes in the LEP population.

Future considerations for the LEP plan include:

- Continuing creating future websites in an English/Spanish bilingual format
- Translating all informational brochures into Spanish
- Providing group travel training to LEP persons by working with bilingual staff

This plan outlines five key areas of an effective LEP strategy: identifying LEP individuals who need language assistance, primarily through Census data; language assistance measures, including written and oral language services, and responding to LEP persons on the telephone, in writing and in person; training staff, including coach operators, customer service representatives and management employees; providing notice to LEP persons through both oral and written communications; and monitoring and updating the LEP plan through a variety of means.

Language Assistance Plan – Implementation and Practical Application

Introduction

In the Four Factory Analysis, ICTC has identified the Limited English Proficiency populations that live within its service area, as well as the general types of communications the agency generates and how they might be used by these populations. The Language Assistance Plan is comprised of the following elements:

1. The results of the Four Factor Analysis.
2. A description of how ICTC provides language assistance services by language.
3. A description of how ICTC provides notice to LEP persons about the availability of language assistance.
4. A description of how ICTC trains employees to provide timely and reasonable language assistance to LEP populations.
5. A description of how ICTC monitors, evaluates, and updates the Language Assistance Plan.

The Results of the Four Factor Analysis

The purpose of the Four Factor Analysis is to identify LEP populations within the Imperial County and the IVT Imperial Valley Transit (IVT) and ADA Paratransit services. According to the Census 2020 information 85% that the total population is of Hispanic or Latino descent. Spanish language is prevalent throughout the service area and a high percentage of Spanish LEP speakers live in Imperial County as it is in close proximity to the Mexico international border.

We assessed the following information; the 2020 US Census data/American Community Survey reports that “People Who Speak a Language Other Than English at Home” is 74.9%, “People Who Speak Spanish at Home” is 73.5%, while “People Who Speak English Less Than Very Well” is 34.2% and the 2023 American Community Survey (ACS) 5 Year Estimates for Imperial County (conducted by the US Census Bureau) also indicates that persons who speak only English at home comprise 24.9% of persons in the County of Imperial. While those that speak Spanish are estimated to be at 73.7%.

Language Assistance services

There are several language assistant measures that are available to LEP populations within Imperial County and the IVT Imperial Valley Transit (IVT) and ADA Paratransit services. These include:

- Translation of key documents to Spanish
- Bus operators are bi-lingual
- Dispatch personnel are bi-lingual

- Vehicle operators needing assistance with an LEP individual may contact dispatch for radio assistance
- Any staff may request for a bilingual supervisor to be sent out for further assistance

Notice to LEP Persons about available Language Assistance

Our transit system notifies LEP persons in Spanish that language assistance is available without cost. ICTC notifies LEP persons in Spanish via brochures, flyers, and local advertisements. All major community workshops and meetings include instructions on how to request translation services. Bilingual staff is present at community outreach events with LEP communities. ICTC provides interpreters at community meetings as needed. For media outreach ICTC uses non-English community radio stations and television stations to announce major community workshops.

Training Staff

ICTC works to instill in its staff and third-party contractors an awareness of and sensitivity to the needs of LEP persons. Both ICTC and IVT staff are likely to come in contact with LEP individuals and are trained on procedures for accommodating LEP persons. LEP training for these groups occurs during their initial departmental training. Training topics for these groups include Title VI program. These trainings include instructions for how to respond to phone inquiries and written communication from LEP persons.

Monitoring and updating the LAP plan

This plan is designed to be flexible and should be viewed as a continuing work in progress. As such, it is important to consider whether new documents and services need to be made accessible for LEP persons, and to monitor changes in demographics and types of services, to update the LAP plan when appropriate. At a minimum, ICTC, IVT and the ADA Paratransit services will follow the Title VI Program update schedule for the LAP plan.

Description of Subrecipient Monitoring and Schedule of Subrecipient Title VI Program Submission

In accordance with 49 CFR 21.9(b), and to ensure that subrecipients are complying with the DOT Title VI regulations, primary recipients must monitor their subrecipients for compliance with the regulations. ICTC periodically monitors to determine a subrecipient's compliance with the FTA/FHWA Title VI regulations. These reviews include service measurements, location of transit service and facilities, participation opportunities in the transit planning and decision-making processes, and communication needs of persons with limited English proficiency (LEP).

ICTC did not have any subrecipients for the reporting period of 2023-2026. ICTC recognizes the need to monitor subrecipients in compliance with Title VI. When subrecipients enter into agreements/MOUs for receipt of funds, statements are placed to ensure compliance with all applicable federal requirements including those associated with Title VI and the regulations of the Department of Transportation. Upon signing of the funding agreements ICTC staff will contact subrecipients to ensure they understand Title VI requirements and to determine what help or guidance they might need to complete their Title VI program. Subrecipients will be given copies of ICTC's Title VI program for their reference and use. ICTC will follow the "ICTC FTA Subrecipient Monitoring Policy".

Based on the subrecipient's need, ICTC will provide additional assistance including technical help; this may include information sharing, research assistance, or review of subrecipient's draft documents. ICTC will provide an in-depth review of the requirements to ensure subrecipient's understanding of the Title VI program requirements. ICTC will check in periodically to ensure that Title VI program is up to date. ICTC will also conduct annual compliance checks to ensure full implementation of the program. ICTC will support and provide assistance as requested by the subrecipient to fully implement the Title VI program.

Title VI Equity Analysis

ICTC is currently in the process of construction of the Calexico Intermodal Transfer Center. The completion of this project is expected to be in April 2026. A Community Impact Assessment was performed for the California Department of Transportation (Caltrans) in May 2021. The Project involves the construction of a bus transfer terminal in the downtown area of the City of Calexico. As described in the Community Impact Assessment (CIA), the Project would not result in any substantial effects to the community. The Equity Analysis was conducted during the planning stage with regard to the location of the facility.

An equity analysis was conducted during the planning stage for the Calexico bus transfer terminal which will require land acquisition and displacement of businesses. Outreach was done to include persons potentially impacted by the siting of the site. Other facilities were reviewed to determine any cumulative adverse impacts.

The location of the project will not result in a disparate impact on the basis of race, color, or national origin. Legitimate justification for the project location included in the full report included here:

<https://www.imperialctc.org/assets/calexico-itc-cia.pdf>

Additional Information for Transit Providers that operate less than 50 fixed route vehicles in peak service and are not located in an Urbanized Area (UZA) of 200,000: System-Wide Policies and Service Standards

Effective Practices to Fulfill the Service Standard Requirement

Vehicle Load Standards

The average of all loads during the peak operating period should not exceed the following load factors for that service type:

Primary Corridor Bus: Loads not to exceed 1.57 passenger / seat
Local Services: Loads not to exceed 1.25 passengers / seat

Vehicle Headway Standards

Peak period headways on 1 N and 1 S will be 35 minutes, Monday through Friday. ICTC will explore the possibility of instituting 35-minute headways on route 2N and 2S within and throughout the Primary Corridor depending on the availability of funding.

Other lines may operate at longer headways, based on the long distances traversed, ridership, demand, and transfer opportunities at the terminus of these lines.

On-Time Performance Standards

Fixed Route [Local and Intercity]:

ICTC endeavors to operate with no early departures before the time shown in the schedule brochure.

Ninety (90) percent of all trips should be operated "on-time," defined as departing a published time-point no more than ten (10) minutes later than the published scheduled to accommodate the deviation pick-ups.

Demand Response:

Ninety-five (95) percent of all monthly trips operate on-time ten (10) minutes past the scheduled pick-up time, with the pick-up time defined as within the 30-minute manifest block.

Service availability

The 2019 Short Range Transit Plan presents service coverage for Imperial Valley Transit in residential areas as ninety (90) percent of the population being within ¼ mile of a bus route. The

major activity centers for Imperial Valley Transit are employment concentrations of 200 or more employees, health centers, middle schools, high schools, colleges, universities, shopping centers of over 25 stores, and social services/government centers.

Route Spacing recommendations given an area's population density and percentage of households without automobiles is depicted below:

% of Households without Automobiles	Population Density (Persons per Square Mile)			
	Over 6,400	4,500 to 6,400	2,500 to 4,449	Under 2,500
Over 15.0	¼ mile	¼ mile	⅓ mile	½ mile
10.0 to 15.0	¼ mile	⅓ mile	½ mile	1 mile or paratransit
5.0 to 9.9	⅓ mile	½ mile	1 mile or paratransit	-
Below 5.0	½ mile	1 mile or paratransit	-	-

Effective Practices to Fulfill the Service Policy Requirement

Vehicle Assignment Policy

Fixed Route [Local and Intercity]:

Bus assignments take into account the operating characteristics of the various buses within the ICTC fixed route fleet, which are matched to the operating characteristics of the route. In the absence of specific operating requirements, vehicle assignments will be done so as to ensure a random rotation of fleet vehicles through the routes in the ICTC system.

Demand Response:

Except for situations requiring the assignment of a trip to a specific vehicle for reasons such as lift capacity, interior clearance or operating characteristics within the service area, demand response trips shall be assigned so as to ensure that vehicles are randomly operated in these services.

Transit Amenities Policy

The following policies will be applied as funding allows:

Installation of a shelter should be considered at bus stops with an average per trip boarding of 5 or more passengers. Seating/benches should be considered at bus stops with an average per trip boarding of 3 or more passengers.

Priority for benches and shelters should be given to bus stops serving senior housing or activity centers, or facilities which serve clients with mobility impairments.

Title VI training

Currently ICTC provides all with Title VI training provided by the National Transit Institute.

Developing and implementing staff training of ICTC's Title VI program while also coordinating public dissemination will be of priority.

Training is mandatory for all ICTC employees. Trainings will take place at least once every two years. The trainings at a minimum will include Title VI and nondiscrimination laws, how to recognize and process a Title VI complaint, how to respond to LEP requests, who the Title VI coordinator is, implementations of Title VI program by ICTC to comply with FTA and FHWA requirements.

These training courses are documented by maintaining sign-in sheets or training agendas.

Title VI Assurances in Contract Documents and Agreements

ICTC has signed the Title VI assurances as part of the Exhibit 4-C "MASTER AGREEMENT - ADMINISTERING AGENCY-STATE AGREEMENT FOR FEDERAL-AID PROJECTS" (specifically, Appendices A and E of the Title VI Assurances) in all sub-contracts and sub-agreements with federal funds, where applicable.

ICTC will insert the clause of the Appendix E of the Title VI Assurance in every federally-funded contracts and agreements.

Data Collection

ICTC may collect and analyze data on the statistical demographic data of participants/beneficiaries of its federally-funded activities and programs. This data comes from governmental sources responsible for collecting and vetting the information for consistency and accuracy, including the U.S. Bureau of Labor Statistics, U.S. Census Bureau, U.S. Bureau of Economic Analysis, California Department of Finance, California Department of Labor, California Employment Development Department, among others.

Additionally, ICTC may collect project-specific demographic data through the course of conducting public outreach for programs, activities, services, and projects. ICTC may collect the data of participants at public meetings. This data may help determine the characteristics of the communities that are affected by its activities, programs, and services.

ICTC does not deny participation based on failure to provide data, data collection is planning-level, and individual race/ethnicity is voluntary.

ICTC analyzes data from the U.S. Census Bureau's American Community Survey to help determine the languages spoken by the population served.

Data is reviewed during RTP updated, TIP development, and during major planning or programming decisions. ICTC reviews demographic data to identify minority and low-income populations, evaluates whether outreach efforts reached affected communities and assesses whether any group was excluded or disproportionately impacted.

Title VI Reviews

Internal

Imperial County Transportation Commission (ICTC) shall conduct periodic internal Title VI compliance reviews to ensure that its programs, policies, and activities are implemented in a nondiscriminatory manner in accordance with Title VI of the Civil Rights Act of 1964, 23 CFR 200, and applicable USDOT and FHWA guidance.

The Title VI Coordinator, in coordination with relevant ICTC program staff, shall conduct an internal Title VI compliance review at least once every two years, or more frequently as necessary due to organizational changes, federal guidance updates, or identified compliance concerns.

The internal reviews for the Title VI program will ensure that the following items are being met:

- Accomplishments and Goals Report
- Dissemination of the Title VI Information
- Training for Title VI
- Complaint reviews
- Language access to LEP individuals
- Review contracts and agreements for appropriate Title VI language
- Public participation
- Website
- Data Collection

External (sub-recipients)

The reviews for sub-awardees/sub-recipients will entail an examination of the recipients' adherence to all Title VI requirements. ICTC shall ensure that any agency, consultant, or subrecipient receiving federal funds through ICTC executes a Title VI assurance and will be monitored for compliance. Monitoring may include review of that agency's Title VI plan, public outreach documentation, LEP implementation, and complaint records. Identified issues will be addressed through corrective action plans. ICTC shall follow the FTA Subrecipient Monitoring Policy.

Appendices

- A. Title VI Complaint Form (English)**
- B. Title VI Complaint Form (Spanish)**
- C. List of Transit-Related Title VI Investigations, Complaints, and Lawsuits (as of: January 2026)**
- D. ICTC Title VI Annual Work Plan**
- E. Title VI Procedures for Interpretation or Translation Requests**
- F. Title VI Complaint Log**
- G. Internal Title VI Review Report**

A. Title VI Complaint Form (English)



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

Title VI Complaint Form

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The following information is necessary to assist us in processing your complaint. Should you require any assistance in completing this form, please let us know.

Complete and return this form to the Title VI Coordinator: Imperial County Transportation Commission, 1503 N. Imperial Ave. Suite 104 El Centro, CA 92243.

1. Complainant's Name _____
2. Address: _____
3. City: _____ State: _____ Zip Code: _____
4. Telephone Number (Home): _____ (Mobile): _____
5. Email _____
6. Person discriminated against (if someone other than the complainant):
Name: _____ Relationship: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Please explain why you have filed for a third party: _____

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party: Yes No

7. Which of the following best describes the reason you believe the discrimination took place?

- a. Race:
- b. Color:
- c. National Origin:

8. What date did the alleged incident take place? _____

9. In your words, describe the alleged incident. Explain what happened and whom you believe was responsible. Please use the back of this form if additional space is required.

10. Have you filed this complaint with any other federal, state or local agency, or with any federal or state court? Yes: No:

If yes, please check each box that applies:

Federal Agency Federal Court State Agency
State Court Local Agency

11. Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone number: _____

12. Signature and date required below. You may attach any written materials or other information that you think is relevant to your complaint.

Complainant's Signature

Date

B. Title VI Complaint Form (Spanish)



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

Título VI Formulario Para Denuncia

El Título VI del Acto de los Derechos Civiles de 1964 establece que “Ninguna persona en los Estados Unidos debe, por causa de raza, color, u origen nacional sea excluida de participación en, o ser negado los beneficios de, o ser sujeto a discriminación bajo cualquier programa o actividad que recibe asistencia financiera de parte del gobierno federal.”

La siguiente información es necesaria en asistirnos en procesar su denuncia. Si usted necesita ayuda para llenar este formulario, por favor háganoslo saber.

Llene y regrese este formulario al Coordinador de Título VI: Imperial County Transportation Commission, 1503 N. Imperial Ave. Suite 104, El Centro, CA 92243.

1. Nombre del Demandante: _____
2. Domicilio: _____
3. Ciudad _____ Estado: _____ Código Postal: _____
4. Número de Teléfono (Hogar): _____ (Celular): _____
5. Correo Electrónico: _____
6. Persona que fue discriminada (en caso de una persona distinta del autor):
Nombre: _____
Domicilio: _____
Cuidad: _____ Estado: _____ Código Postal: _____

Explique la razón por la que la denuncia es presentada a través de una tercera persona:

Confirme que ha obtenido permiso del agraviado:

Si No

7. ¿Cuál de las siguientes describe mejor la razón que usted cree que la discriminación se llevó a cabo? ¿Fue debido a su?:

a. Raza:

b. Color:

b. Origen Nacional:

8. ¿En qué fecha sucedió el presunto incidente? _____

9. En sus propias palabras describa el incidente. Explique qué sucedió y quien cree usted fue responsable. Por favor utilice el reverso de este formulario si necesita más espacio.

10. ¿A usted presentado esta queja a alguna otra agencia federal, estatal, o local; o con alguna corte federal o estatal? Si: No:

En caso afirmativo, por favor marque cada cuadrito que corresponde:

Agencia Federal Corte Federal Agencia Estatal

Corte Estatal Agencia Local

11. Por favor provea información sobre una persona de contacto en la agencia/corte donde presento su demanda:

Nombre _____

Domicilio: _____

Cuidad: _____ Estado: _____ Código Postal: _____

Número de Teléfono: _____

12. Firma y fecha requeridas abajo. Usted puede adjuntar cualquier material escrito o cualquier otra información que considere relevante para su queja.

Firme del Demandante

Fecha

C. List of Transit-Related Title VI Investigations, Complaints, and Lawsuits (as of: January 2026)

There are currently no transit-related Title VI investigations, complaints or lawsuits.



D. Title VI Accomplishments and Goals Report Fiscal Year 2025

February 27, 2025

The Title VI Coordinator is required to establish goals for the Title VI Program, monitor progress toward achieving those goals, and report on program accomplishments on an annual basis. This annual report covers the period from July 1, 2024 through June 30, 2025 (Fiscal Year 2025). The report is made available to the public on the program's website, <https://www.imperialctc.org/policies/title-vi>

Fiscal Year 2025 Accomplishments

Program accomplishments in the reporting period include:

- Imperial County Transportation Commission (ICTC) completed and submitted to Federal Transit Administration (FTA) the Title VI Program on February 1, 2026.
- The last Triennial Program Update was approved April 6, 2023 by FTA.
- ICTC updated program information for the public (website, public notice, complaint form).
- ICTC developed the Title VI Implementation Plan, which includes formal complaint procedures, and has made it available to the public on the program's website.
- ICTC conducted an annual LEP Assessment.
- ICTC provided Title VI training for all employees.
- ICTC conducted an internal review of the Title VI program areas in April 2025.
- The updated complaint form and procedures are available in English and Spanish and are available to the public on the website and are posted in highly visible locations within ICTC offices, IVT buses, and IVT facilities that serve the public.

Fiscal Year 2026 Goals

Program goals for the next reporting period (July 1, 2025 through June 30, 2026) include:

1. Ensure the Title VI training is provided to all employees every two years.
2. Review the Title VI assurances included in ICTC contract documents and agreements for federally funded projects.
3. Conduct an LEP Assessment.
4. Prepare for the Triennial Program Update due February 1, 2026.



E. Title VI Procedures for Interpretation or Translation Requests

Currently ICTC provides a notice of assistance in its public meetings for those in need of translation services. A request may be submitted for special assistance including accessibility and translation services. Once a request is submitted a translator will be hired for the meeting.

Currently ICTC employees are also available to provide assistance with either interpretation or translation requests. Bi-lingual employees are available during public meetings and during office hours. Interpretation services for virtual public meetings are also available upon request.

ICTC's experience with request for language services has been minimal and all public documents are provided in both English and Spanish.

ICTC maintains an LEP log to track interpretation and translation requests received and provided.

F. Title VI Complaint Log

Title VI Discrimination Complaint Log

Agency Name:	Imperial County Transportation Commission	Name of respondent (person's business/agency who the complainant is against):	Nature of the complaint:	Date forwarded to Caltrans/Federal Highway Administration (FHWA):	Date of Disposition/Comments:
Agency Name:	Date the complaint was filed:	Date of alleged discriminatory act(s):	Basis of complaint (protected class: race, color, and national origin):		
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G. Internal Title VI Review Report

Imperial County Transportation Commission

Internal Title VI Compliance Review Report

Review Period:

Date of Review:

Prepared by: Title VI Coordinator

Program Reviewed: FTA/FHWA-funded Planning and Programming Activities

1. Purpose of Review

The purpose of this Internal Title VI Compliance Review is to evaluate ICTC's adherence to **Title VI of the Civil Rights Act of 1964, 23 CFR 200**, and applicable FHWA and Caltrans guidance. The review assesses whether ICTC's programs, policies, and activities are implemented in a nondiscriminatory manner and whether required Title VI procedures are documented and followed.

2. Scope of Review

The internal review evaluated the following Title VI program elements:

- Title VI Policy Statement and Assurances
- Title VI Complaint Procedures and Complaint Log
- Limited English Proficiency (LEP) Plan implementation
- Public Participation and Environmental Justice outreach
- Title VI Training requirements and documentation
- Title VI Data Collection and Analysis practices

3. Methodology

The review was conducted through:

- Review of ICTC's adopted Title VI Program document
- Examination of complaint logs and correspondence
- Review of public outreach documentation and meeting notices
- Review of LEP assistance records and translated materials
- Review of Title VI training agendas and attendance records
- Interviews with ICTC program staff, as applicable

4. Review Findings

4.1 Title VI Policy and Assurances

Status:

Observations:

4.2 Complaint Procedures

Status:

Observations:

4.3 LEP Plan Implementation

Status:

Observations:

4.4 Public Participation and Environmental Justice

Status:

Observations:

4.5 Title VI Training

Status:

Observations:

4.6 Data Collection and Analysis

Status:

Observations:

5. Corrective Actions

Issue Identified	Corrective Action	Responsible Party	Target Completion
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6. Conclusion

7. Certification

I certify that this Internal Title VI Compliance Review was conducted in accordance with ICTC's Title VI Program procedures.

Signature: _____

Name / Title: Title VI Coordinator

Date: _____

IV. CONSENT CALENDAR

D. ICTC - Public Transportation Agency Safety Plan (PTASP)

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. ICTC Public Transportation Agency Safety Plan (PTASP)



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

January 23, 2026

Robert Amparano, Chairman
Imperial County Transportation Commission
1503 N. Imperial Ave Suite 104
El Centro, CA 92243

SUBJECT: ICTC - Public Transportation Agency Safety Plan (PTASP)

Dear Commission Members:

The Federal Transit Administration (FTA) has continued to emphasize safety and security for public transportation systems by refining requirements, guidance, and oversight related to the Public Transportation Agency Safety Plan (PTASP) Regulation, codified at 49 C.F.R. Part 673. The regulation, originally published on July 19, 2018, and effective July 19, 2019, requires recipients and subrecipients of federal financial assistance under the Urbanized Area Formula Grant Program (49 U.S.C. Section 5307), as well as rail transit agencies, to develop and maintain a compliant Public Transportation Agency Safety Plan.

In accordance with these requirements, Imperial County Transportation Commission (ICTC) previously developed and adopted a PTASP. ICTC staff are now proposing updates to the existing PTASP to reflect recent changes and ensure continued compliance with FTA requirements. These updates include revisions related to select FTA safety program elements, as well as updates to personnel names and titles referenced throughout the document.

ICTC's PTASP continues to address all required elements of the FTA regulation, including but not limited to:

- *Establishment of Safety Performance Targets*
- *Coordination of Safety Performance Targets with SCAG*
- *Establishment of a Safety Management System and Risk Processes*
- *Establishment of Authorities, Accountabilities and Responsibilities*
- *Establishment of a Safety Assurance Policy and Promotion Protocols*

In addition to ICTC's own policies and procedures, the PTASP incorporates the Safety Management System of ICTC's transit operations contractor, Transdev, ensuring consistency between agency oversight and contractor operations.

The PTASP underscores ICTC's and the Transit Contractor's ongoing commitment to the safety of passengers and employees, as well as the security of vehicles, equipment, facilities, and other assets. The

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

plan establishes formal mechanisms for identifying, evaluating, and mitigating safety risks and hazards across all aspects of transit operations.

It is the intent of ICTC, through the continued implementation and periodic update of the PTASP, to integrate safety considerations into all operational, administrative, and maintenance activities, and to maintain a comprehensive and effective agency-wide safety program.

The PTASP is reviewed and updated as necessary to remain current with federal, state, and local requirements, as well as organizational changes. The current update reflects administrative and regulatory revisions only and does not result in any immediate fiscal impacts.

The updated PTASP is available upon request. Certain sections of the PTASP and SEPP contain sensitive security or operational information and are therefore not included in publicly posted copies. These sections are available for review upon request by authorized personnel.

ICTC staff forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the ICTC Public Transportation Agency Safety Plan (PTASP)

Sincerely,



David Aguirre
Executive Director

DA/gg



- A. ICTC/LTA/IVRMA EXECUTIVE DIRECTOR REPORT
- B. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REPORT
- C. CALIFORNIA DEPATMENT OF TRANSPORTATION- DISTRICT 11
- D. COMMITTEE MEMBER REPORTS



1503 N IMPERIAL AVE SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

Memorandum

Date: January 23, 2026

To: ICTC Commission Meeting

From: David Aguirre, Executive Director

Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the ICTC Management Committee and Commission meeting on January 28, 2026.

- 1) **Household Hazardous Waste Site in Calipatria:** The project to establish a Household Hazardous Waste (HHW) Facility in Calipatria has secured \$250,000 in funding. This allocation covers the full scope of development—from construction to procurement of all necessary equipment—ensuring that the facility is fully equipped to serve residents in the north end of the Imperial Valley. While its primary focus is on north end residents, the facility's services will be available to all residents throughout Imperial County during operation days. Staff will be working with the City of Calipatria to move forward with project planning and development.
- 2) **ICTC General Assembly:** ICTC hosted its General Assembly on Thursday, January 22, 2026, at the historic Old Eucalyptus Schoolhouse. Speakers included Ann Fox, Caltrans District 11 Director; Kome Ajise, SCAG Executive Director; ICTC Chairman Robert Amparano; and ICTC Executive Director David Aguirre. The General Assembly was a success thanks in part to the generous support of our sponsors. We extend our sincere appreciation to everyone who took the time to attend and for their continued partnership and support. ICTC looks forward to building on this momentum and continuing this positive trajectory in the years ahead.
- 3) **Interstate 8 Wildlife Crossing** – ICTC has been approached by UC Davis about the potential to partner on the development of a Wildlife Crossing across westbound I-8 near the In Ko Pah Gorge. The project currently has funding to complete the initial development of the project which includes the Project Initiation Document (PID), Project Approval and Environmental Document (PAED) and some Plans, Specifications and Estimate (PSE) activities. ICTC's potential role on the project would be to serve as a project sponsor and to provide minor administrative support. Staff anticipate continued discussions with the grantee and Caltrans to explore the possibility.
- 4) **Bus Stop Maintenance Program:** ICTC has been working towards developing a bus stop maintenance program for many years. Part of the program was to develop a bus stop inventory which noted the gps locations of the bus stops in addition to a description of the assets (if any) at the bus stop. Under its existing structure, the cities/county (where the bus stops are located) are responsible for the maintenance and repair of the bus stops. In return, ICTC provides each of the cities/county funding to maintain and repair the bus stops. To provide a consolidated maintenance effort, ICTC is working with each of the cities/county to transition the maintenance and replacement of the bus stops to ICTC. ICTC will in turn utilize the funding it currently provides to the cities/county to complete the same effort. ICTC has begun the maintenance efforts associated with the bus stops for the cities of El Centro, Calexico, Calipatria, Holtville and the unincorporated communities of Seeley, Niland and Heber. ICTC is working with the cities of Imperial and Brawley to transition maintenance efforts soon.

5) **Bus Stop Improvement Project:** Staff are working on developing a bus stop improvement project across multiple cities throughout the county. The project consists of installing various bus shelters and potentially other amenities. ICTC will be coordinating with the various cities to complete the development. ICTC released the Request for Proposals for design services for the project. ICTC is looking to begin design services soon and have construction take place within FY23-24/FY24-25. The contract was awarded at the April Commission meeting. ICTC has already participated in a kickoff meeting with the consultant and all of the effected agencies. The project design is ongoing and is anticipated to be completed in the next few months. ICTC obtained additional funding to incorporate additional bus stop locations. The new location designs are being incorporated into the overall project design. **The 65% percent improvement plans have been completed and were distributed to participating agencies. ICTC has received agency comments, and the comments have been forwarded to the consultant for incorporation into the project improvement plans. The improvement plans have been finalized at the 100% completion level. Final preparation of the project specifications and contract documents plans is being completed. ICTC is working towards procurement and hopes to start construction in early 2026.**

6) **2024 Local Partnership Program, Cycle 5:** The Road Repair and Accountability Act of 2017 (Senate Bill 1) created the Local Partnership Program (LPP) as a program to reward and incentivize local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements. The program is implemented by the California Transportation Commission (CTC). The CTC adopted the 2024 LPP Program Cycle 5 Guidelines on August 15-16, 2024. As a result of the adoption of the Cycle 5 Guidelines the Call for Projects has opened. The LPP Grant funds require a one-to-one match. The Imperial County Region's estimated allocation amount for FY 2025/26 is \$524 million and \$520 million for FY2026/27 for a total of \$1,044 million. **ICTC received news of an increase in Cycle 5 LPP funds following CTC's redistribution of unused Incentive Funds. This action resulted in a small increase of funds for FY 2025/26, available through June 2028. To access these funds, local agencies will work with ICTC and CTC staff in submitting Nomination Packet to the CTC for approval. Local agencies have begun forwarding their allocation packages to the CTC to secure the additional funding.** There is also a competitive program that is administered by the CTC. Guidelines for the program can be found at <https://catc.ca.gov/-/media/ctc-media/documents/programs/local-partnership-program/2024-lpp-competitive-guidelines-adopted-resolution.pdf>

7) **Calexico Intermodal Transportation Center (ITC):** A new Intermodal Transportation Center in the City of Calexico has been part of ICTC's long range transit planning. The new Calexico ITC will serve as a regional mobility hub that will accommodate bus bays for Imperial Valley Transit in addition to private bus companies, taxis and farm labor buses. ICTC previously received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. The environmental and design phase has been completed. Right of Way Acquisition for the project has been completed. ICTC was awarded multiple grants to complete the required construction efforts for the project. ICTC received grant awards from the Regional Early Action Planning (REAP) 2.0, Active Transportation Program (ATP) and Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant and Community Project Funding/Congressionally Directed Spending Programs. ICTC recently completed the construction procurement efforts, and a contract award was issued to Hazard Construction. The project is anticipated to take a year to complete. We had a successful groundbreaking ceremony on February 28, 2025, at 11 a.m. at the project site. **The Contractor continues with construction activities for the project. Demolition activities have been completed and construction efforts associated with the development of building infrastructure are ongoing. Shade canopy improvements have been mostly completed, in addition to site electrical and plumbing work. Site grading and civil onsite work are currently taking place with portions of the curb and gutter being completed as well as the placement of base. The project remains slightly behind schedule mostly due to weather events and is anticipated to be completed in early 2026.**

8) **IVT Ride Service Modifications:** IVT Ride is a dial-a-ride service that is available to seniors (55 years of age or older) and persons with disabilities in the communities of Calexico, Heber, El Centro, Imperial and Brawley. The service primarily operates in an intracity capacity with the exception of the communities of El Centro, Imperial and Heber and the Westshores service which travels to the city of Brawley or the Coachella Valley. The Westshores service is also available to the general public. Due to continuing declining ridership on all IVT Ride

services, staff are exploring the possibility of modifying the service to provide trips to the general public but still provide priority to the senior population. The possible modification would enable the service to capture additional passengers and implement a microtransit-like service in various communities. The possible modification would also require financial investment in technology and the development of a passenger web and mobile application. Staff anticipate bringing the further evaluated concept to the Management Committee and Commission in the coming months. Staff are also pursuing funding opportunities to facilitate the possible transition of the service. Staff provided the Commission with a presentation on August 28, 2024, with further details. There was consensus to proceed with the software development and hardware acquisition. This item received approval to proceed to further development by the commission. ICTC has received state funding to complete the software and hardware upgrades for the project. ICTC Staff developed a plan to conduct outreach (including in-person presentations and surveys) to the public about the proposed service modifications. ICTC redeveloped the service logo and finalized mobile software for anticipated use. ICTC also provided presentations about the service modifications to key stakeholders and the city councils of the affected communities. A public hearing was held on July 23, 2025 as required by law. **The service began operating in its new capacity on September 2, 2025 and offered free rides to all for the first week of operation. Ridership information will be shared to the Commission periodically at the Commission meetings.**

- 9) **Transit Comprehensive Operational Analysis:** Staff were able to secure grant funding to complete a Transit Comprehensive Operational Analysis (COA). The COA is a comprehensive evaluation of ICTC's existing transit services while also presenting evaluation findings and recommendations for further improvement of ICTC's existing public transit system. ICTC intends to evaluate all ICTC operated services in addition to incorporating an assessment of the feasibility of intercity passenger rail. Staff recently released the Request for Proposals to the public and issued a contract award in October 2024. **The analysis is anticipated to take a year to complete. The project has kicked off, and outreach efforts have taken place. The Analysis is currently being developed. The consulting and ICTC team will be conducting outreach efforts to share the proposed recommendations. Recommendations are currently being developed and are anticipated to be shared in the coming weeks.**
- 10) **ICTC/IVT Operations and Maintenance Facility:** ICTC staff have engaged with the proposed property owner's representative about ICTC's interest in the property. ICTC has also communicated with the city of El Centro regarding action items that would need to take place to facilitate the goal of the project. ICTC has also communicated with grant agencies and our Zero Emission Bus Plan engineering consultant to develop a preliminary site plan of the proposed improvements. Next steps include executing a Letter of Intent with the property owner, continuing coordination with the city of El Centro, and to begin conducting the required environmental studies like a Phase 1 Site Assessment. ICTC will also continue to work on grant opportunities to fund the acquisition of the property. A preliminary site plan has been prepared and was shared with the commission. ICTC was recently informed that it had received a funding commitment for the completion of the design/environmental phases of the project. ICTC has completed a phase 1 and 2 site assessment for the proposed site. ICTC has obtained NEPA clearance from the FTA for the acquisition of the project. During the meeting on March 26, 2025, the Commission approved the acquisition of the property pending Federal Transit Administration (FTA) concurrence. ICTC completed the acquisition of the project site in June 2025. **Request for Proposals (RFP) for the Environmental and Design Services was released on September 26, 2025, and due on December 1, 2025. It is anticipated that a consultant will be selected at the Commission meeting in February 2026. Staff also submitted multiple grant applications for the anticipated construction efforts under FTA 5339 for Bus Facilities and Low No Emission Programs. ICTC was informed that it was not selected under the recent grant cycle. ICTC will continue to pursue construction funding opportunities in the immediate future.**
- 11) **CMAQ and STBG Call for Projects:** SCAG implemented a call for projects for the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG). The funding years associated with this call for projects are FFY 2026-27 and FFY 2027-28. SCAG adopted the CMAQ/STBG Guidelines at its March 6, 2025, Regional Council Meeting. This item was taken to the ICTC TAC in February and was presented to the Management Committee and Commission respectively in March 2025. ICTC adopted its scoring framework at the March 2025 Commission Meeting. The Call for Projects opened on March 31, 2025, and **closed on May 16, 2025**, at 5 p.m. Applications were due to SCAG via its online application portal. **The Imperial County region**

submitted a total of 15 applications from the cities of Calexico, Calipatria, El Centro, Holtville, Imperial and the County of Imperial. The scoring and ranking of projects were completed by members of the ICTC TAC in June 2025. The recommendations were presented to the Management Committee in July 2025 and to the commission in July 2025. Staff forwarded the final list of recommendations to SCAG for further evaluation in July 2025. SCAG is presenting its list of recommended projects to the SCAG Transportation Committee at its November 2025 Meeting. The final recommended list of projects was presented and was approved at the December 2025 SCAG Regional Council Meeting. ICTC staff will be working with SCAG and city/county staff to complete next steps associated with project delivery.

- 12) **2nd Street/Anza Road Bridge Rehabilitation Project:** ICTC is working with Caltrans to develop an approach towards proceeding with the development of the required environmental and engineering phases for the rehabilitation 2nd Street/Anza Road Bridge Project. **ICTC met with Caltrans to discuss the next steps and will begin development of the required actions to proceed with the project. ICTC will be working closely with Caltrans and the city of Calexico on further actions. Caltrans is assisting ICTC with the development of the Project Study Report (PSR) for submittal to the California Transportation Commission. The PSR acts as the design guidelines and preliminary design for the project. ICTC is anticipating proceeding environmental analysis and design in early 2026.**
- 13) **Imperial County EV Charging Infrastructure Feasibility Study:** ICTC recently submitted a grant application under the Carbon Reduction Program (CRP) to prepare a Countywide EV Charging Infrastructure Feasibility Study. The project will aim to identify strategic locations within the county for EV Charging Infrastructure. Caltrans is currently developing a similar project for locations along State facilities. **ICTC has finalized the contract agreement with the selected firm, and a project kickoff meeting was completed on October 22, 2025. ICTC and Consultant team working on existing conditions and gathering GIS data from our region.**
- 14) **EV Charger Acquisition Project:** Staff are working on developing an EV charger acquisition project across multiple cities throughout the county. ICTC will be coordinating with the various cities to complete the development. Once the charger stations are acquired, ICTC will proceed with the next steps associated with the installation. ICTC released the RFP for the project on August 29, 2025. **ICTC is now in the process of finalizing and reviewing the proposal submitted. The agreement was presented to the Commission and was approved at the October 2025 Commission Meeting.**
- 15) **New Border Express Route starting February 10, 2025:** Staff have coordinated the implementation of a demonstration route that will operate Monday through Friday at select times between the 3rd and Paulin Bus Stop to the Calexico East POE. This is being demonstrated in anticipation of a larger scale route associated with the upcoming transit facility that is anticipated to begin when the new East POE facility is completed. There is also an additional IVC Express Trip embedded in the new service which will help alleviate some of the congestion we see on some of our IVC Express trips. **Staff will be providing updates as it pertains to the development of the service.**
- 16) **Calexico East Port of Entry Intermodal Transportation Center:** ICTC was recently awarded \$12.6 million by the California State Transportation Agency (CalSTA) through its Transit Intercity Rail Capital Program (TIRCP) to acquire, design and construct a transit facility at the Calexico East Port of Entry (POE). The goal of the Calexico East POE Intermodal Transportation Center is to create a transformative transportation hub that integrates various modes of transportation including public transit buses. The facility is anticipated to offer amenities such as shade, seating, bicycle parking, signage, and travel guidance, addressing the current lack of amenities and transportation options for pedestrians crossing the border at the Calexico East POE. Additionally, this project will bring four new zero emission vehicles to provide public transit services to the area. The project will have several phases with an estimated completion date in 2030. The Master Agreement between ICTC and Caltrans was approved at the April 2025 Commission Meeting. **ICTC received approval to proceed with Right of Way acquisition from the California Transportation Commission (CTC) in June 2025. ICTC is working on next steps to proceed with the property acquisition and anticipates closing the transaction in January 2026.**

17) **Electronic Fare Payments:** ICTC is currently pursuing the implementation of an electronic fare payment system to its fixed route transit services. The system would allow all of its fixed route buses to take card payments in addition to its existing cash payment system. ICTC has received approval to utilize grant funds and intends to proceed with the development of the project. **ICTC recently received various bids from interested parties for consideration. ICTC is evaluating the responses and intends to work towards a potential contract award in February 2026.**

18) **Forrester Road Project Study Report (PSR):** Caltrans District 11 has been working on a project report on behalf of ICTC. The PSR will analyze safety and operation improvements along Forrester Road between I-8 and SR86/SR78. Other improvements include the Westmorland bypass. A meeting to discuss the draft PSR took place at the ICTC offices on Wednesday, March 29, 2023, at 9 a.m. Further updates to the PSR are anticipated along with additional meetings to discuss the updated PSR. **The updated PSR was recently completed, and the PSR was presented to the management committee and commission in September 2024. ICTC will proceed with further aspects of project development. Staff is preparing the action item to proceed with allocating the funding to proceed into the Project Approval and Environmental Document Phase.**

19) **Imperial Mexicali Binational Alliance (IMBA):** IMBA's 2026 Chair is Tim Kelley representing the Imperial County Region and Vice-Chair is Cynthia Ramirez with CDEM representing the Mexicali Region. **The January 8, 2026 IMBA Meeting took place in Mexicali, B.C. The next IMBA meeting is scheduled to be held on March 12, 2026, in Imperial County.**

20) **State Route 86 (Northbound) Border Patrol Checkpoint:** State Route 86 (Northbound) Border Patrol Checkpoint: In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017; staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the Measure D allocations. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. Following our ICTC Board meeting in late September 2020, ICTC has initiated a traffic study as required by Caltrans. Design work has been delayed due to Border Patrol's concern related to their ability to provide additional funding necessary to meet their operational requirements. On Wednesday, March 17, 2021, ICTC received confirmation from Border Patrol Headquarters in Washington D.C. that they wish to proceed with the original Canopy Design that is similar to Interstate 8 Pine Valley Checkpoint.

As discussed, and confirmed with Border Patrol, ICTC will only provide the remaining funds we had available (February 2021) of approximately \$1.3 million to complete the traffic study, 100% design plans, construction of the canopy, lighting related to the canopy, and traffic related improvements required by Caltrans. Border Patrol is committed to paying for all other construction-related costs and Border Patrol will lead the construction contract. Border Patrol, Caltrans and ICTC are having weekly meetings toward completing design plans. CBP will be working with Caltrans to obtain environmental clearance once funding for construction is obtained. The improvement plans have been prepared in the final draft form and have been submitted to Caltrans for review. Caltrans has provided review comments on the improvement plans. ICTC will work with the design engineer to complete the required updates. Environmental studies and Caltrans submittal are pending submittal by CBP. **ICTC's consultant has finalized the project improvement plans and CBP will proceed with developing environmental documents and pursue funding for the construction of the facility. ICTC continues to engage in discussions with the CBP team on the next steps for the project. The project requires the finalization of the environmental documents prior to proceeding with the construction phase. CBP is currently reviewing the project with their HQ Team to attempt to secure funding.**

21) **Reap 2.0 – Subregional Partnership Program:** ICTC was awarded a total of \$274,133 in funding from the Reap 2.0 Subregional Partnership Program to provide technical support to our local agencies with housing planning and to facilitate housing production. ICTC has notified each of our member agencies about the funding availability. Several cities have expressed interest in the funding and staff is working with each of the agencies to further evaluate their proposed projects. **Final projects have been identified and awarded by the commission. A project kickoff meeting was held with SCAG and the funding awardees. SCAG is working with the awardees to proceed with the project. The City of Calexico and City of Westmorland were able to secure additional funding from SCAG**

to further develop their projects.

22) Surface Transportation Block Grant Program (STBG), and Congestion Mitigation and Air Quality Program (CMAQ) 2025 Call for Projects Nominations – FFY 2026/2027 to FFY 2027/2028: The STBG and CMAQ Call for Projects nominations began on March 31, 2025. Project Nominations were due on Friday, May 16, 2025, via the SCAG online application portal. All agencies were provided with guideline documentation and were encouraged to submit potential projects. In all, fifteen (15) projects were received totaling \$24.2 million. ICTC received projects from the cities of Calexico, Calipatria, El Centro, Holtville, Imperial, and County of Imperial.

With the use of the CMAQ & STBG Guidelines, Project Prioritization Framework, scoring results of all projects, TAC members were able to agree on a recommended list of projects and forward the ICTC recommended projects to SCAG as part of the final submittal process. SCAG recently approved the list of projects anticipated to receiving funding. The project list is as follows:

Imperial County Awarded Projects FTIP Status					
Applicant Agency	Application ID	Application Title	STBG Funding ¹ Recommended	CMAQ Funding Recommended	Total Funding Recommended
City of El Centro	IMP251210	8th St & Aurora Dr. Intersection Improvements	\$ 1,063	\$ -	\$ 1,063
City of Holtville	IMP251214	Melon Road Pedestrian Improvements Phase 3 between 7th Street and 6th Street	\$ -	\$ 436	\$ 436
County of Imperial	IMP251209	Niland Community Sidewalk Improvements on Various Roads Project	\$ -	\$ 1,309	\$ 1,309
City of Calipatria	IMP251211	Railroad Avenue Pedestrian Improvements between Main Street/SR 115 and Date Street	\$ -	\$ 519	\$ 519
City of El Centro	IMP251203	La Brucherie Rd. Rehabilitation Project	\$ 3,391	\$ -	\$ 3,391
City of Holtville	IMP251205	Cedar Avenue Road Rehabilitation between 4th Street and 5th Street	\$ 401	\$ -	\$ 401
City of Holtville	IMP251212	Melon Road Pedestrian Improvements Phase 1 between 9th Street and 8th Street	\$ -	\$ 375	\$ 375
City of Holtville	IMP251213	Melon Road Pedestrian Improvements Phase 2 between 8th Street and 7th Street	\$ -	\$ 406	\$ 406
City of Imperial	IMP251215	Old SR-86 Bike Lane and Sidewalk between Aten Blvd and 15th St	\$ -	\$ 218	\$ 218
County of Imperial	IMP251201	Dogwood Road Pavement Rehabilitation Improvements Project	\$ 1,526	\$ -	\$ 1,526
County of Imperial	IMP251202	Clark Road Rehabilitation From 0.5 Miles North of Heber Rd to City of El Centro City Limits	\$ 1,119	\$ -	\$ 1,119
City of Calexico	IMP251206	Cole Road between SR-98 and Bowker Road	\$ 681	\$ -	\$ 681
					\$ 11,444

ICTC staff is currently working with local agency staff and programming all approved projects in the Federal Transportation Improvement Program (FTIP).

23) Orchard Road & SR115 Traffic Concept Report: During the Commission meeting of September 2022, the Commission asked ICTC staff to follow up on the SR 115 Transportation Concept Report (TCR). ICTC staff has conducted meetings with Caltrans and County Public Works staff during the week of October 17th. ICTC staff, in partnership with County and Caltrans staff, are continuing discussions for short-term options to deter trucks from using Orchard Road. The parties are also expected to discuss long-term options as well. More information will be shared as discussions continue.

24) San Diego & Imperial Counties Sustainable Freight Strategy: The study is posted to the ICTC website at: <https://www.imperialctc.org/assets/san-diego-imperial-counties-sustainable-freight-implementation-strategy-final-report-2024-02-01.pdf>

25) Funding Opportunities:

- Local Partnership Program (LPP)- Schedule and major milestones can be found at: <https://catc.ca.gov/programs/sb1/local-partnership-program/local-partnership-program-formulaic>

- For a complete list of California specific grant opportunities go to <https://www.grants.ca.gov/>
- For a complete list of federal transportation grant opportunities go to <https://www.transportation.gov/infrastructure-investment-and-jobs-act>

26) Meetings/trainings attended on behalf of ICTC Executive Director and staff:

Various project specific meetings are held throughout the month.

Various community presentations are held throughout the month by the Regional Mobility Coordinator

Various transit community services provided throughout the month by ICTC/Imperial Valley Transit

- December 11, 2025 – Brawley Avenue (SR-86) Walking Safety Assessment (attended by David Aguirre)
- December 11, 2025 – Technical Advisory Committee at the ICTC office
- December 15, 2025 – ICTC-IMOS Meeting in Mexicali (attended by Marlene Flores and Cesar Beltran)
- December 16, 2025 – DeAnza Health Fair (attended by Priscilla Baca)
- December 18, 2025 – Imperial Gardens Winter Health Fair (attended by Priscilla Baca)
- January 05, 2026 – Lunch Staff Meeting (ICTC Staff)
- January 05, 2026 – Putting up QR codes in Brawley (attended by Priscilla Baca)
- January 07, 2026 – SSTAC Meeting at the ICTC office
- January 07, 2026 – ICTC and IVRMA FY2025 Audits (attended by Michelle Bastidas)
- January 08, 2026 – Slab City Ride Along (attended by Priscilla Baca)
- January 08, 2026 – Imperial-Mexicali Binational Alliance (attended by David Aguirre, Marlene Flores, and Cesar Beltran)
- January 13, 2026 – Ride-Along Coachella to Westshores (attended by Priscilla Baca)
- January 14, 2026 – ICTC Management Committee Meeting at the ICTC offices
- January 14, 2026 – Dogwood Elementary Health Fair in Heber (attended by Priscilla Baca)
- January 14, 2026 – AB 617 Community Steering Committee Meeting in Heber, CA
- January 15, 2026 – League of California Cities Imperial County meeting in Westmorland, CA
- January 15-16, 2026 – CalCOG CARL Session #4 (attended by Marlene Flores)
- January 16, 2026 – Mobility 21 Advisory Board Meeting in Los Angeles, CA
- January 16, 2026 – CTC SCAG CEOs Meeting in Los Angeles, CA
- January 21-22, 2026 - EV Study Project Team Site Visit and Stakeholder interviews
- January 22, 2026 – ICTC General Assembly at the Old Eucalyptus Schoolhouse in El Centro, CA
- January 22, 2026 – ICTC TAC Meeting at the ICTC offices (attended by Marlene Flores and Cesar Beltran)
- January 22, 2026 – IVRMA TAC Meeting at the ICTC offices (attended by Maricela Galarza)

Memorandum

Date: January 14, 2026
To: ICTC Committee and Management Meeting
From: David Salgado, Government Affairs Officer (GAO)
Re: **Southern California Association of Government's (SCAG) Report**

The following is a summary of the SCAG Executive Director's Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission (ICTC) Management Committee and Regular Commission meeting for the month of JANUARY 2025.

1. SCAG Seeks Input on Transforming State Highways into Main Streets

SCAG, in partnership with Caltrans, is working to reimagine four state highways in Southern California that serve as community main streets but face gaps in accessibility, safety, and comfort. Through a regionwide survey, SCAG engaged transportation agencies, government officials, and community members to gather input on current travel behaviors, concerns, and opportunities. These insights will inform recommendations to improve multimodal travel and community connectivity along State Route (SR) 1 (Pacific Coast Highway), SR 18 (Waterman Avenue), SR 86 (Main Street/Brawley Avenue), and SR 39 (Beach Boulevard).

The Planning for Main Streets project seeks to increase mobility, safety, and sustainability by developing conceptual plans for these corridors that focus on equity and community priorities. The project will also generate co-benefits, such as economic development, improved health, and social equity, while building partnerships to foster innovation. On Thursday, December 11, 2025, the consultant team conducted a walk audit in the community of Brawley which included participation from educational stakeholders, city staff, Mayor JJ Galvan, Caltrans, and others as part of the initial steps for understanding the conditions and challenges users face.

2. Regional Council Approves \$1.25 Billion in STBG/CMAQ Funding

On Dec. 4, SCAG's Regional Council approved an award of \$1.25 billion in Federal Fiscal Year 2026-27 and 2027-28 Surface Transportation Block Grant (STBG) program and Congestion Mitigation and Air Quality (CMAQ) Improvement program funding for 132 projects throughout the region. These projects, which are expected to have an economic benefit to the region, were nominated by eligible project sponsors through their respective county transportation commissions and evaluated according to the criteria outlined in the STBG/CMAQ Program Guidelines.

SCAG's role administering these funds improves regional coordination on these federal funding programs and increases representation for cities and local jurisdictions underrepresented in previous cycles. Through the project selection process, SCAG maintains alignment with the Connect SoCal Regional Transportation Plan/Sustainable Communities Strategy.

Following Regional Council approval, Project sponsors may now proceed to program projects into the Federal Transportation Improvement Program and begin the obligation process.

3. SCAG to Release Call for Projects Under the REAP 2.0 Lasting Affordability Program

On Nov. 6, the SCAG Regional Council approved updated guidelines and authorized the call for projects under the Regional Early Action Planning Grants (REAP 2.0)-funded Programs Accelerating Transformative Housing Program (PATH) Notice of Funds Available for Lasting Affordability, Round 2. SCAG previously suballocated \$45 million through the first Lasting Affordability funding cycle to create and expand housing trusts, catalyst funds and innovative financing strategies that secure long-term affordability. This call makes an additional \$20 million available to existing housing trusts and catalyst funds. The goal is for these trusts to expand finance tools and lending products that create supply, choice, and ongoing affordability through a mix of housing types and price ranges, including those for households at or below area median income. The call for applications will open on Nov. 17, 2025, and close on Jan. 20, 2026, at 11:59 p.m.

4. 2026 Regional Conference & General Assembly Save the date!

On May 7-8, 2026, local leaders from throughout Southern California will convene for SCAG's 61st annual Regional Conference and General Assembly at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA. Please be advised city managers and clerks have been notified about the opportunity for each city to identify SCAG General Assembly Delegate and Alternate to represent their city at the official convening of the SCAG General Assembly.

This conference is a prime opportunity for local and regional leaders to collaborate and address Southern California's biggest challenges, from housing and mobility to economic development and environmental sustainability. Please reach out to SCAG staff with any questions.

5. SCAG Applications SCAG Receives \$1.6 Million in Grants for Traffic Safety Programs

SCAG has been awarded \$1.6 million in grant funding from the California Office of Traffic Safety. The funding is for transportation safety improvements, including expansion of a web-based transportation safety data and analytical tool that utilizes traffic safety data to analyze, model, and predict traffic safety performance and risks, as well as continued work on its regional traffic safety and community engagement program, Go Human.

Southern California has some of the highest rates of injuries and fatalities in the United States among pedestrians and bicyclists. An average of five people die, and 20 people are seriously injured every day in traffic collisions in the six-county SCAG region. Pedestrians and bicyclists account for more than 34 percent of regional traffic deaths annually, despite comprising less than 10 percent of all trips.

6. SCAG Launches SoCal Airport Access and Mobility Study

SCAG is launching a survey to understand how people travel to and from Southern California airports. The study will analyze ground access and preferences to help plan for congestion relief, safety, and multimodal connectivity. The survey will be conducted at major commercial and select reliever airports. The goal is to collect data to improve the planning and management of transportation systems connecting regional airports.

The study will help airport and transportation planners prepare for travel demand and address key issues like safety and the low use of public transit for airport access. By understanding the needs of passengers and employees, the findings will guide strategies to improve airport access and connectivity, especially for the 2028 Summer Olympic and Paralympic Games.

7. Future Leaders Initiative Ready to Launch

SCAG's Future Leaders Initiative is a dynamic six-month civic leadership pilot program for young Southern Californians interested in understanding how regional and local governments collaborate to drive long-term change. The application period closed in November with 244 submissions, demonstrating significant demand for leadership development and capacity-building opportunities among young adults across the SCAG region.

In January, SCAG will welcome a cohort of 24 participants, representing every county in the region. Through monthly interactive sessions led by regional leaders and SCAG staff, participants will deepen their knowledge of planning, policy, collaboration, and civic leadership. Participants will also help shape the Regional Transportation Plan/Sustainable Communities Strategy, Connect SoCal 2050, creating opportunities for the next generation to inform the region's long-term vision. The Future Leaders Initiative serves as a pathway to cultivate meaningful connections with aspiring leaders across the region.

California Department of Transportation

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To: ICTC Commission

Date: January 2026

From: ANN FOX
Caltrans District 11 Director

Subject: DISTRICT DIRECTOR'S REPORT

Projects

District 11 Truck Parking and Medium/Heavy Duty ZEV Charging Station Site Assessment. California Senate Bill 671 Clean Freight Corridor Efficiency required identification of freight corridors, and the infrastructure needed to support zero-emission medium and heavy-duty vehicles. In July 2024, Caltrans completed a feasibility study that identified potential sites and conceptual plans for truck parking facilities with medium and heavy duty Zero Emission Vehicle charging stations in San Diego and Imperial Counties. Currently assessing 15 sites in the PID and developing the PEAR, PID draft, and estimates.

Status: Caltrans has initiated the Project Initiation Document (PID).

Lithium Valley Connectivity Project – Phase 1 Project Initiation Document (PID).

Caltrans is preparing a Project Initiation Document (PID) that will identify multimodal, operational, and freight-focused improvements along SR-111, SR-115, SR-86, and SR-78 that support Phase 1 of the Lithium Valley Specific Plan. The PID will evaluate phased improvements to enable mobility for communities and goods movement as clean-energy development grows in Imperial County.

Status: District 11 continues to advance early project development activities for the Project Initiation Document (PID) that will identify multimodal, operational and freight-focused improvements along SR 111, SR 115, SR 86 and SR 78 that support Phase 1 of the Lithium Valley Specific Plan. A Public Engagement Plan is currently being developed, including an online project portal to share updates and gather community input. The PID is expected to be completed by June 2026.

FY 2025-2026 Sustainable Transportation Planning Grant Awards Project. Caltrans has awarded four planning grants to local partners. One being County of

Imperial: Gateway to las Americas – Mobility Improvements around the Calexico commercial Port of Entry.

Calexico East Land Port of Entry Joint Operations Systems. As the lead planning cross border planning agency, Caltrans works with ICTC and the Federal Government to improve reliability of cross border trade, reduce congestion, and reduce pollution at the California Mexico border. This project will create a commercial vehicle appointment system at the Calexico East Port of Entry. If successful, the pilot could be scaled to other POEs and potentially implemented at both northern and southern border POEs across the United States. This effort will develop a Concept of Operations for the first commercial vehicle appointment system at a land POE.

Status: Caltrans will work with the University of Riverside to support the development of the ConOps and the PID is expected to be complete in June 2026.

SR-86 at the intersection of Black Diamond Road. A Project Initiation Document (PID) draft is being prepared after conceptual approval for the Caltrans State Highway Operation and Protection Program (SHOPP) funding to install a roundabout on SR-86 at the intersection of Black Diamond Road.

Status: The Project Initiation Document (PID) draft is being prepared.

Electrical Vehicle Electrification Feasibility Study. A Sustainable Transportation Planning Grant Program award was made to the Quechan Indian Tribe of the Fort Yuma Indian Reservation to complete an Electric Vehicle Electrification Feasibility Study. Some of the overall project objectives are to plan and implement the Tribes' fleet transition to electric vehicles and prioritize charger locations. The Plan will analyze usage patterns, traffic flow, and accessibility to determine the most strategic zones for electric vehicle charging locations.

Status: On January 14, 2026, the consultant distributed a draft final report with the Advisory Committee for internal review. The Advisory Committee meeting is scheduled for January 28, 2026.

Heart of El Centro Revitalization and Connection Project Study. A Sustainable Transportation Planning Grant Program award was given to the City of El Centro to complete the Heart of El Centro Revitalization and Connection Project. The project aims to improve non-motorized mobility and public transit, enhance public spaces, and encourage mixed-use development to reduce reliance on single-occupancy vehicles. These measures would also accommodate growing demand for housing, improve active transportation, and provide economic and educational opportunities for the area's residents. Project will cover the City's Main

Street Corridor covering Downtown El Centro and Civic Center between the Union Pacific Railroad and Imperial Avenue.

Status: Administrative contract amendment is currently underway. The project kick-off and consultant procurement is anticipated to begin January 2026.

SR-86 and Dogwood Road Intersection Widening and Installation of Traffic Signals. Currently in design phase with a tentative updated construction start date of February 2027. Coordination with County of Imperial. Improvements are part of the mitigation measures listed under the Environmental Impact Report for the Imperial Valley Mall, the Imperial Valley Commons, and the Plaza at Imperial Valley.

Status: Consultant to send responses to Caltrans District 11 Design comments.

SR-186 Highway Realignment and Construct New Bridge over the All-American Canal (AAC). The project will replace the existing structure crossing the AAC (carrying SR-186 traffic) with a new segmental concrete bridge, including standard 12-foot lanes, 8-foot shoulders, 6-foot sidewalks, and concrete barrier railing in each direction. Access for AAC maintenance and operation will be improved. Replacement of existing bridge structure was requested by the U.S. Bureau of Reclamation (BOR). Ongoing coordination with U.S. BOR, Imperial Irrigation District, Quechan Tribe of the Fort Yuma Indian Reservation, and International Boundary and Water Commission (IBWC).

Status: The Project Report was approved in September 2025

SR-98 Pavement Rehabilitation. Caltrans ensures the reliability and maintenance of the State Transportation System. This is a SHOPP pavement preservation anchor asset project along SR-98 (22-lane miles). Also included in the scope of the project is lighting rehabilitation, sign panel replacement, upgrades to Americans with Disabilities Act (ADA) curb ramps, flashing beacons, census stations, traffic signals, complete street improvements, and replacing existing safety systems.

Status: Project is in the Project Approval & Environmental Document (PA&ED) phase with scheduled completion of January 2026.

SR-86, SR-111, and SR-115 Curb Ramps & Complete Streets. Caltrans ensures the reliability and maintenance of the State Transportation System. This is a SHOPP Complete Streets anchor asset project on various routes. Proposed complete streets improvements include fixing existing sidewalk, and constructing new sidewalks. Satellite asset improvements include ADA curb ramp upgrades, lighting systems and traffic signal upgrades, overhead sign structure rehabilitation, roadside sign panel replacements, new enhanced visibility crosswalks, and

guardrail upgrades. The project also proposes additional improvements to pavement including micro-surfacing or cold-plane and overlay for the traveled way and shoulders to preserve and extend the service life of segments on the SR-115 existing roadway.

Status: Project is in the Project Approval & Environmental Document (PA&ED) phase with scheduled completion of January 2026.

California-Mexico Binational Rail Strategy. This strategy aims to develop an implementation roadmap for a more efficient, competitive, equitable and sustainable binational rail system between California and Baja California. The key goals include Coordinating investments, policies and programs across the border region. Supporting California's greenhouse gas (GHG) reduction goal. Reducing air quality impacts and exposure in environmental justice communities. Lowering VMT for both passenger and commercial travel and establishing a long-term framework for binational rail coordination.

Status: Caltrans hired Cordoba Corporation as the consultant team. A stakeholder kickoff meeting will be scheduled soon. Stakeholder participation is encouraged and appreciated.

Southern Border States Pooled Fund Study- AV/CV/EV Planning. This study addresses the rapidly advancing technologies of autonomous vehicles (AV), connected vehicles (CV), and electric vehicles (EV) across the Southern Border States (TX, NM, AZ, CA). It includes" Assessing current infrastructure and planning, identifying future needs for AV,CV,EV and alternative fuels.

Status: The project is currently on hold pending FHWA support from the polled fund mechanism. All participating states have committed a combined of \$2.5 million.

California-Baja California Border Master Plan (BMP) The BMP is a binational framework focused on improving border transportation infrastructure and coordination. It aims to enhance crossing efficiency and reduce wait times. Improve freight operations via ITS. Strengthen binational rail integration. Support economic development while ensuring the secure movement of people and goods.

Status: Caltrans is preparing a Request for Proposals (RFP) to hire a consultant team.

Calexico West Pedestrian Feasibility Study This feasibility study will evaluate pedestrian enhancements that will improve the border crossing experience, improve efficiency of movement through the border, and encourage a greater number of pedestrian crossings at the Calexico West Port of Entry. This includes a

Smart Pathway with biometric facial recognition to expedite security processes, wayfinding signage with real-time border crossing information, and other pedestrian amenities. These strategies will align with the objectives set forth in the 2021 CA – Baja CA Border Master Plan and will optimize the use of existing infrastructure and projects under development with a focus on innovative and multimodal strategies for improving active transportation facilities at the Calexico West Port of Entry.

Status: Caltrans has initiated discussions with project partners, including Customs and Border Patrol. An Engagement Portal is currently being developed, and the project development team will kick-off in January 2026.

Middle-Mile Broadband Network (MMBN) Fiber Projects

California Department of Technology (CDT) has determined routes along which fiber will be constructed and selected third party joint builders to design and construct these routes, in their pursuit of bringing high speed and reliable internet access to underserved areas of Imperial County. Caltrans' role is as the Permit reviewer for the joint builder's projects Permit requests. Permit applications have been received for 8 projects with 1 being cancelled and folded under another permit. 5 of the remaining 7 projects have been approved. 3 of the 5 approved projects have completed construction. Routes included: I-8 from Arizona State Line to San Diego County Line. SR86 between El Centro and Brawley. SR111 north of Brawley to Riverside County Line. SR78 from Brawley to Riverside County Line. Construction Completion of all projects: by December 2026.

Middle-Mile Broadband Network (MMBN) Hub Projects

The fiber communication hubs are a critical element of the MMBN network in the pursuit of bringing high speed and reliable internet access to underserved areas of Imperial County. Caltrans has been instrumental to the California Department of Technology (CDT) in the design on most of the Imperial County MMBN hubs and has participated in the preliminary design work on the remaining MMBN hub, and the MMBN hubs will be constructed as a Permit job by a third-party joint builder for CDT. 2 Hub permits have been approved so far.

Hub 79 – Route 111 and Route 78 near Brawley. This hub designed by Caltrans is necessary for the North/South Route roughly following the rail line parallel to Route 86 between El Centro and Brawley and Route 111 north of Brawley to Riverside County line and the Northeast/Southwest route along Route 78 from Brawley to Riverside County line. Design Complete: October 2025. Construction Completion expected February 2026.

Hub 181 – Along Adams Avenue near Route 86 in El Centro. This hub designed by Caltrans is necessary for the East/West Route roughly following I-8/Old Highway 80/Evan Hewes Highway and parallel railroad and the North/South Route roughly following the rail line parallel to Route 86 between El Centro and Brawley and Route 111 north of Brawley to the Riverside County line. Design Complete: October 2025. Construction Completion expected February 2026.

Hub 182 – Near Route 8 and Route 186 near Winterhaven. This hub designed by Golden State Network is necessary for East/West Route roughly following I-8/Old Highway 80/Evan Hewes Highway and parallel railroad. No date scheduled.

Hub 183 – Along Route 111 north of Niland and south of Bombay Beach. This hub designed by Caltrans is necessary for the North/South Route roughly following the rail line parallel to Route 86 between El Centro and Brawley and Route 111 north of Brawley to Riverside County line. Design Complete: October 2025. Construction Completion expected February 2026.

MAINTENANCE AND TRAFFIC OPERATIONS

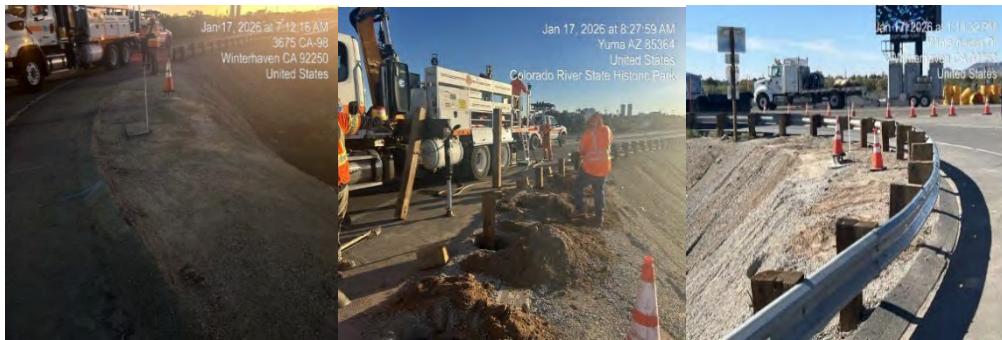
1. El Centro Traveled Way Crew – Fence repair: I-8/SR-111, Sealing intersections: SR-86, Ditch cleaning SR-98 JEO Dogwood Road.



2. El Centro Functional/Marking Crew – Sign/Landscape maintenance, Refresh pavement markings, Litter Control SR-86/Salton City.



3. Midway Traveled Way Crew – Crack sealing SR98/SR-7, Guardrail repair I-8/4th Avenue.



4. Brawley Traveled Way Crew – Sweeping/brush control
Crack sealing-SR-111/Calipatria.



Pavement Preservation. Imperial County along I-8 from Imperial County Line (R0.0R) to 98/8 Flyover (R10.3) and 98/8 Interchange. The purpose of this project is to extend the service life of the existing asphalt concrete (AC) pavement by placing a Microsurfacing seal coat. For locations that have damaged AC, the AC will be removed and replaced by a Cold Planing (grinding) operation and the placement new the AC Pavement. Other work includes re-striping, upgrading roadway signs, shoulder backing and placing rumble strips to enhance safety. This project is in construction phase, and it is expected to be completed by February 2026. (11-2N178: IMP-8-PM R0.0R/R10.3. HM-1 Pavement Preservation).

Pavement Preservation. Imperial County along Route 111 near Brawley and Calipatria at various locations from 0.2 mile south of Route 78 to 0.4 mile south of Route 115. The purpose of this project is to extend the service life of the existing asphalt concrete (AC) pavement by placing a Microsurfacing seal coat and placing a thin rubberized hot mixed (RHMA) asphalt concrete (AC) at various locations. Locations that have damaged AC, will be removed and replaced by cold planing and placing a new layer of AC. Other work includes re-striping,

upgrading roadway signs, shoulder backing and placing rumble strips to enhance safety at Various Locations. This project is in construction phase, and it is expected to be completed by February 2026. (11-2N197: IMP-111-PM 23.5/32.1. HM-1 Pavement Preservation).

Pavement Preservation. Imperial County along I-8 at various locations from 0.2 mile west of Bonds Corner Overcrossing to 0.2 mile east of Fourth Avenue Overcrossing. The purpose of this project is to improve the pavement condition and to extend the service life of the existing asphalt concrete (AC) at various ramps by placing a Microsurfacing seal coat. Other work includes shoulder backing, pavement delineation (re-striping), and install roadway signs at ramps. This stand-alone ramp pavement project completes all of the remaining ramps along IMP-8. This project is in construction phase and is expected to start February 2026 and be completed by August 2026. (11-2N176: Microsurfacing Ramps at IMP-8-PM R50.3/R96. HM1 Pavement Preservation).

Pavement Preservation. Imperial County near Ocotillo Wells along Route 78 from San Diego County Line to north junction Route 86. The purpose of this project is extending the service life of the existing asphalt concrete (AC) by a placing a Microsurfacing seal coat and to further improve the ride quality. Other work includes placing rumble strips to prevent run-off-the road collision and cross over collision prevention and placing pavement delineation (re-stripe). This project is in construction phase, and it is expected to be completed by February 2026. (11-2N228: IMP-78-PM 0/13.2. HM-1 Pavement Preservation).

Safety Improvement Project. Imperial County along Route 86 in and near El Centro and Brawley from McCabe Road to Imperial Avenue and from I Street to 0.3 mile north of New River Bridge. The purpose of the project is to extend the service life of the existing asphalt concrete (AC) by placing a Microsurfacing seal coat. Other improvements include pavement marking and striping, rumble strips and shoulder backing. This project is in construction phase, and it is expected to be completed by March 2026. (11-2N230: IMP-86-PM 4.5/L8.5 and 20.4/21.39. HM-1 Pavement Preservation).

Safety Improvement Project. Imperial County in and near Calexico along Route 98 from 2.3 miles west of Route 111 to Evan Hewes Highway. The purpose of this project is to mainly enhance safety for motorists by Installing rumble strips and pavement markings (re-stripe) to prevent run-off-the road collision and cross over collision prevention. This project is in construction phase, and it is expected to be completed by May 2026. (11-2N226: IMP-98 PM 30/R57.0: HM4-Safety).

Safety Improvement Project. Imperial County along Route 78 from Route 115 to East Highline Canal and from 9 miles north of Glamis to Palo Verde. The purpose of this project is to mainly enhance safety for motorists by Installing rumble strips

and pavement markings (re-stripe) to prevent run-off-the road collision and cross over collision prevention. Other work includes installing roadway signs. This project is in construction phase, and it is expected to start in February 2026 and be completed by July 2026. (11-2N225: IMP-78-PM 21.0/27.0 and 50.0/80.36. HM4 Safety).

Bridge Preservation. Imperial County along Route 111 near Salton Sea at Clay Wash and at Frink Wash. The purpose of this project is to repair two culvert boxes/bridges to extend their service life and to increase their service efficiency. This project is in construction phase, and it is expected to start in February 2026 and be completed by July 2026. (11-2N147: IMP-111-PM 50.56/52.43. HM-3 Bridge Preservation).

Safety Improvement Project. Imperial County at the intersection of SR-7 and Menvielle Road, and along Nina Lee Road. The purpose of this Traffic Safety and Operations HM4 project is to enhance pedestrian safety by installing directional signage and a high visibility crosswalk at the intersection of SR-7 and Menvielle Road. Additionally, the project proposes pedestrian lighting on each side of Nina Lee Road, west of the intersection with Menvielle Road. This project is in design phase, and it is expected to be in construction by the summer of 2026 (11-2N243: IMP-7-PM 0/1. HM-4 Pedestrian Safety).

Pavement Preservation. Imperial County along Route 86 near El Centro from Route 111 to West McCabe Road and at Route 78/111 connectors near Brawley. The purpose of this project is to extend the service life of the existing asphalt concrete (AC) pavement by placing a Microsurfacing seal coat. For locations that have cracked AC, the AC will be treated by removing a top thin layer of AC and replacing it with a thin layer of Rubberized Hot Mix Asphalt (RHMA). Other work includes re-striping, upgrading roadway signs, shoulder backing and placing rumble strips to enhance safety at Various Locations. This project is in design phase, and it is expected to be in construction by the summer of 2026. (11-2N252: IMP-86-PM R0.0/4.4, IMP-78/111 Connectors. HM-1 Pavement Preservation).

Pavement Preservation. Imperial County near Calipatria along Route 115 from 0.1 mile south of Albright Road to 0.5 mile north of Blair Road. The purpose of this project is to extend the service life of the existing asphalt concrete (AC) pavement by placing a Microsurfacing seal coat. Other work includes re-striping, upgrading roadway signs, shoulder backing and placing rumble strips to enhance safety. This project is in design phase, and it is expected to be in construction by the summer of 2026. (11-2N275: IMP-115-PM 30.0/34.5. HM-1 Pavement Preservation).

COMPLETED PROJECTS

Hub 169 – Route 78 at Mitchell's Camp Road south of Palo Verde. This hub designed by Caltrans is necessary for Northeast/Southwest route along Route 78 from Brawley to Riverside/Imperial County line. Design Completed: December 2025.

DISTRICT 11 LOCAL ASSISTANCE REPORT

City of Brawley
City of Calexico
City of Calipatria

City of El Centro
City of Holtville
City of Imperial

County of Imperial
Imperial County Transportation Commission (ICTC)
Imperial Irrigation District (IID)
City of Westmorland

Imperial County Area Engineer: Alejandro Lopez-Rangel

Alejandro.Lopez-Rangel@dot.ca.gov

* ICTC Management Committee Attendee
* ICTC TAC Attendee

*****GRANTS*****

Selected Grant Funding Opportunities are listed below. Please click on below grant links for additional information on deadlines, qualifications, submittal information, etc.

Caltrans Grant Funding Newsletter and Letters of Support

Stay in touch with Caltrans and get updates sent directly to your inbox on current and future grant funding opportunities, including calls for Caltrans letters of support and application training webinars, by subscribing to the Caltrans Office of Strategic Investment Planning newsletter through the [Constant Contact link provided here](#).

For any grant and funding-related inquiries, including requests for Caltrans letters of support or partnership, please reach out directly to Caltrans District 11 Investment Planning Manager Brian Miller at brian.miller@dot.ca.gov.

U.S. Department of Transportation (USDOT) Grant Opportunities

The USDOT website provides a DOT Discretionary Grants Dashboard for grant opportunities in various areas such as: Strengthening Mobility and Revolutionizing Transportation (SMART), Rural Opportunities to Use Transportation for Economic Success (ROUTES), and Federal Transit Administration (FTA) grant programs. Directions, deadlines, and links to apply are [HERE](#).

U.S. Department of Transportation (USDOT) Competitive Grants Dashboard

The USDOT Competitive Grants Dashboard provides communities with an overview of competitive grant opportunities that can help meet their transportation infrastructure needs. Designed with all communities in mind, the Dashboard identifies grant programs with rural and Tribal set-asides or match waivers available. The Dashboard also includes Federal grant programs outside of USDOT that may be of particular interest to [rural communities](#). The Dashboard is updated weekly. Directions, deadlines, and links to apply are [HERE](#).

Key Notices of Funding Opportunity (NOFO)

To provide stakeholders with more visibility on upcoming funding opportunities, DOT publishes a list of anticipated dates for upcoming Notices of Funding Opportunity (NOFO) for key programs. This list is not comprehensive and is updated periodically with additional programs and revised dates as appropriate.

Some key programs and their deadlines:

1. ACTIVE NOFOS

Office of Traffic Safety (OTS) Traffic Safety Grant Applications for FFY 2027

The California OTS is now accepting applications from local public entities seeking traffic safety-related funding to improve local roadway and user safety. Funding is provided as one-year grants targeting OTS grant program priority areas which include impaired and distracted driving, emergency services, motorcycle safety, occupant protection, bike and pedestrian safety, police traffic services, public communications, and roadway safety and traffic records.

- * The FFY 2027 OTS grants application opened December 1, 2025, with applications due via the Grant Electronic Management System (GEMS) **January 31, 2026**.
- * Please visit the OTS website [HERE](#) for more information on the FFY 2027 grants, including the application process and GEM registration, grants manual, and OTS priority program areas.

FHWA Better Utilizing Investment to Leverage Development (BUILD)

Formerly known as RAISE, BUILD is a competitive program providing funding for all types of surface transportation and infrastructure projects with significant or local impacts. Eligible activities include funding for each project phase from planning to construction on transportation projects in urban and rural areas.

- * \$1.5B expected to be made in FY26 with individual awards capped at \$25M.
- * BUILD opened November 26, 2025, and applications are due **February 24, 2026**.
- * Click link [HERE](#) for more information on the BUILD program and eligibility, including application criteria, program requirements, and future amendments to the NOFO.

FHWA Bridge Investment Program (BIP)

The Bridge Investment Program is a competitive program focusing on existing bridges to reduce the overall number of bridges in poor condition, or in fair condition but risk falling into poor condition. BIP offers three types of funding: (1) large bridge projects (totaling over \$100 million), (2) regular bridge projects (totaling under \$100 million), and (3) bridge planning and related studies.

- * \$2.46 billion was made available for FFY 2026.
- * **Please note the BIP is currently on pause pending FHWA review.** FHWA is currently not accepting applications and has not provided information on the status of the program but is expected to keep it open. Caltrans will alert partners if the program is re-opened or amended, but prospective applicants are encouraged to refer to USDOT via grants.gov for any updates at this time.
- * Please visit the link [HERE](#) for further information.

2. ANTICIPATED NOFOS

FTA Pilot Program for Transit Oriented Development (TOD) Planning

Funding for TOD-related comprehensive or site-specific planning on an eligible transit project whereby the project sponsor will also be utilizing FTA's Capital Investment Grants Program funds in addition. TOD emphasizes local development in and around high-quality transit services to create compact, mixed-use communities with easy access to jobs and destination centers via transit alternatives.

- * \$14 million in funding is expected to be made available.
- * NOFO anticipated early in 2026 based on past cycles but pending authorization under new USDOT priorities and guidance.
- * Please visit this link [HERE](#) for more Pilot for TOD Planning program information.

FHWA Charging & Fueling Infrastructure Grants (CFI)

Funding to strategically deploy publicly accessible electric vehicle charging infrastructure and other alternative fueling infrastructure. Funding for this program is offered through two rounds of applications.

- * \$2.5 billion funding available over five years.
- * CFI NOFO anticipated early 2026 based on past cycles but pending authorization under new USDOT guidance and policies.
- * Please visit this link [HERE](#) for more CFI program information.

California Active Transportation Program (ATP) Cycle 8 – Statewide Projects

ATP Cycle 8 is a statewide competitive program to fund all types of active transportation projects designed to increase the number of trips taken by alternative active modes (i.e., bike or pedestrian) and improve user safety or promote safety awareness. Eligible project types may include a combination of active transportation infrastructure (capital), non-infrastructure (education), planning, and quick-build projects.

- * The CTC is hosting workshops and trainings (both virtual and in-person) on application support and program requirements for interested applicants now through Spring, 2026. Information on these sessions can be found [HERE](#) (Please note that interested applicants may attend any session regardless of location!).

- * Final Cycle 8 guidelines adoption and call for projects anticipated early 2026.
- * ATP Cycle 8 Statewide applications are due to CTC **June 22, 2026**.

California Senate Bill 1 (SB1) Cycle 5 Programs

SB1 Cycle 5 is a group of discretionary competitive programs held statewide to provide a variety of funding for local agencies seeking to fund multimodal transportation projects. Funding includes three programs: 1) Solutions for Congested Corridors Program (SSCP), 2) Trade Corridor Enhancement Program (TCEP), and 3) Local Partnership Programs (LPP). More information on program eligibility, workshops and dates, and other requirements for SB1 can be found through the link [HERE](#).

- * Caltrans and the CTC are hosting workshops for each SB1 program, including guidelines information sessions, project eligibility and requirements, and application development office hours **now through Spring 2026**. Information on these events and more can be found [HERE](#).
- * Final SB1 Cycle 5 guidelines adoption and call for projects expected Summer 2026.
- * SB1 Cycle 5 Applications are expected to be due **November 2026**.

Further details on active and upcoming NOFOs and programs are available via this link:
[Key Notices of Funding Opportunity \(US Department of Transportation\)](#)

Additional Grant Tool

The DOT Navigator is a resource to help communities understand how to apply for grants, and plan for and deliver transformative infrastructure projects and services. Use the search box to quickly find resources. See link [HERE](#).

Title VI Nondiscrimination Program

Local agencies must comply with all Title VI requirements (LAPM Section 9.2). Title VI compliance is subject to review at any time.

<https://dot.ca.gov/programs/local-assistance/local-civil-compliance/title-vi>



- PROJECT DELIVERY
- MAINTENANCE AND TRAFFIC OPERATIONS
- CONSTRUCTION

0 5 10 20
Miles



97

Portions of this map contain geographic information copyrighted by the Imperial County GIS program. All rights reserved. The data provided is "as is" without warranty of any kind.

Questions can be directed to (619) 688-6699
ct.public.information.d11@dot.ca.gov

Date: 01/22/2026

VII. ACTION CALENDAR

A. Rotation of Chair and Vice Chair Positions

It is requested that the Commission take appropriate action in consideration of the rotation and assignment of the two positions.



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

January 20, 2026

ICTC Chairperson
Imperial County Transportation Commission
1503 N. Imperial Ave Suite 104
El Centro, CA 92243

SUBJECT: Rotation of Chair and Vice-Chair Positions

Dear Commission Members:

The ICTC Commission has historically rotated the Chair and Vice Chair positions from amongst the member agencies. Both positions serve for a period of approximately one year. Attached is a review of Chair positions since 2004.

It is requested that the Commission take any appropriate action in the consideration of the rotation and assignment of the two positions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Aguirre'.

DAVID AGUIRRE
Executive Director

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

IVAG / ICTC CHAIR AND VICE CHAIRS

CHAIR	VICE CHAIR
calendar year	
2025	Imperial
2024	County
2023	Holtville
6-22 to 12-22	Calipatria
1-22 to 5-22	Calexico
2021	El Centro
2020	Brawley
2019	Imperial
2018	County
2017	Calipatria
2016	Holtville
2015	IID
2014	Westmorland
2013	County
2012	El Centro
2011	Holtville
2010	Brawley
2009	Imperial
2008	Calexico
2007	Calipatria
2006	Brawley
2005	Westmorland
2004	Imperial

Previous number of appointments from 2004 to the present			
Brawley	3	Brawley	2
Calipatria	3	Calipatria	1
Calexico	1	Calexico	2
El Centro	2	El Centro	2
Holtville	3	Holtville	3
Imperial	4	Imperial	3
Westmorland	2	Westmorland	2
County	2	County	3
IID	1	IID	2