

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE  
MINUTES OF February 14, 2024  
10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

City of Brawley	Tyler Salcido
City of Calexico	Esperanza Colio-Warren
City of Calipatria	Laura Gutierrez
City of El Centro	Abraham Campos
City of Holtville	Nick Wells
City of Imperial	Dennis Morita
County of Imperial	Miguel Figueroa
County of Imperial	Absent
Imperial Irrigation District	Manuel Ortiz
City of Westmorland	Laura Fischer
ICTC	David Aguirre

**STAFF PRESENT:** Cristi Lerma, Michelle Bastidas, Katie Luna, Angela Delgadillo

**OTHERS PRESENT:** Alejandro Lopez, Bryan Ott, Nick Ventrilla, Hanh-Dung Khuu, Michaela Howard: Caltrans, David Salgado: SCAG, Jacob Swim: Michael Baker, Francis Roque, Roger Martinez: Auditors

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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 Wednesday, February 14, 2024, together with staff reports and related documents attached thereto and incorporated therein by reference.

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

Chair Morita called the meeting to order at 10:33 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 08, 2023  
January 10, 2024
- B. Received and Filed:
1. ICTC Commission Minutes: November 08, 2023  
January 24, 2024
  2. ICTC TAC Minutes: October 26, 2023  
December 14, 2023
  3. ICTC SSTAC Minutes: November 01, 2023  
January 03, 2024

A motion was made by [Colio-Warren](#) seconded by [Gutierrez](#) to approve the consent calendar as presented; Roll call was taken:

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 Figueroa	Absent
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion carried.**

**V. ACTION CALENDAR**

A. Imperial County 2023 Long Range Transportation Plan

1. Approved the 2023 Long Range Transportation Plan Final Report Dated January 2024.
  - A brief presentation was given by Jacob Swim from Micheal Baker about the final report of the 2023 Long Range Transportation Plan.

A motion was made by [Colio-Warren](#) seconded by [Campos](#) to approve Action A. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion carried.**

B. Imperial County Transportation Commission (ICTC) resolution for Federal Fiscal Year (FFY) 2024/2025 – 2029/2030 Federal Transportation Improvement Program

1. Authorized the Chairman to sign the resolution that certifies funding has been identified for the projects in the FFY 2024/2025 - 2029/2030 FTIP and affirms our commitment to implement all projects in the program.

A motion was made by [Salcido](#) seconded by [Gutierrez](#) to approve Action B. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion carried.**

C. Imperial County Local Transportation Authority (LTA) Audit, Fiscal Year 2022/2023

1. Received, Approved, and Filed the FY 2022-23 Imperial County Local Transportation Authority Annual Financial Audit for the following agencies: Brawley, Calexico, El Centro, Holtville, Imperial, Westmorland, the County of Imperial, and the ICLTA.
  - A brief presentation was given by the auditors explaining the findings of the Imperial County LTA Audit.

A motion was made by [Salcido](#) seconded by [Wells](#) to approve Action C. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion carried.**

D. 2023 Call for Projects – Carbon Reduction Program (CRP), Congestion Mitigation and Air Quality (CMAQ), and Surface Transportation Block Grant (STBG) Programming Project List – FFY 2023/24 to FFY 2025/26

1. Approved the 2023 Call for Projects- Carbon Reduction Program (CRP), Congestion Mitigation and Air Quality (CMAQ), and Surface Transportation Block Grant Program (STBG) Programming Project List for FFY2023/24 to FFY2025/26
2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment upon receipt of approval.

A motion was made by [Gutierrez](#) seconded by [Wells](#) to approve Action C. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Yes
Imperial Irrigation District	Yes

**Motion carried.**

## VI. INFORMATION CALENDAR

A. Imperial Valley Procurement and Resource Fair – Exhibiting Opportunity  
*Presented by Michaela Howard, Caltrans*

- Caltrans District 11, in partnership with the Imperial Valley’s Small Business Development Center (SBDC) and the City of El Centro, is hosting a Procurement and Resource Fair.
- The event will take place on Thursday, March 21<sup>st</sup>, from 2 pm to 5 pm. This event will be located at MLK Pavilion in El Centro (770 Park Ave, El Centro, CA 92243).
- For any questions, please contact please reach out to the D11 Small Business Team (SB, DVBE, and DBE Programs) at [d11.smallbusiness@dot.ca.gov](mailto:d11.smallbusiness@dot.ca.gov).

## VII. REPORTS

A. ICTC Executive Director

- Mr. Aguirre had the following updates:
  - Calexico East Port of Entry Bridge Widening Project: The overall project is estimated to be completed in May 2024.
  - Imperial Valley Transit (IVT) FREE FARES PROGRAM: ICTC was able to secure a second grant to provide free fares for all services except the Calexico on Demand service. There will be a public hearing held to reinstate the fares.
  - Calexico Intermodal Transportation Center (ITC): It is anticipated that the project will start construction in July 2024.
  - Transit Comprehensive Operational Analysis: Staff are currently working on the development of the Request for Proposals (RFP) and it is anticipated that the RFP will be released in the coming months.
  - Forrester Road Project Study Report (PSR): The updated PSR is anticipated to be received by early 2024.
  - State Route 86 (Northbound) Border Patrol Checkpoint: Border Patrol, Caltrans, and ICTC are having weekly meetings toward completing design plans and obtaining Caltrans Permits and Environmental Clearance. The improvement plans have been prepared in final draft form and have been submitted to Caltrans for review.
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- All ICTC Executive Directors updates can be found on page 106.
- B. Southern California Association of Governments (SCAG)
- Mr. Salgado had the following updates:
    - 2024 SCAG Scholarship Program Call for Applications: Applications for the 2024 SCAG Scholarship Program are now open. The program offers a \$4,000 scholarship for up to 9 high school or community college students from the SCAG region interested in pursuing planning or public service-related careers. Applications are due electronically on March 22. More information is available on the SCAG website.
    - SCAG 2024 SAVE THE DATE! 2024 REGIONAL CONFERENCE & GENERAL ASSEMBLY: SCAG will host the 59th annual Regional Conference & General Assembly on May 2-3, 2024, at the JW Marriott Desert Springs Resort & Spa in Palm Desert.
    - SCAG 2024 General Assembly Delegate and Alternate Selection: SCAG sends an email to all cities asking for respective councils to take action to appoint a specific General Assembly Delegate and an Alternate. Elected Officials and City Managers are comped on registrations.
    - SCAG updates can be found on page 113.
- C. Caltrans Department of Transportation – District 11
- Mr. Lopez Rangel had the following updates:
    - SR-98 Widening Project: Completion of Stage 4 is estimated for Spring 2024.
    - I-8, SR-78 Bridge Rehab at Various Locations: Work has begun at the I-8 location over the All-American Canal, bridge deck work is complete with painting in progress on both the EB and WB structures.
    - I-8 Roadside Safety Improvements: This project is implementing various safety improvements at various locations on I-8 between Silsbee Rd and Aderholt Rd. The scope includes slope paving, gore paving, and rumble strip installations. Construction activities are underway and estimated completion is spring 2024.
    - Clean California Projects: The Brawley bus shelter (SR86) is in progress. Additionally, median island improvements in El Centro (SR86) and a gateway beautification project at SR-7/Nina Lee Rd just north of the Calexico Port of Entry are also included as part of this effort. The gateway project is complete along with three (3) of the median island improvements.
    - SR-111 Roadside Improvements: The construction start date is February 2024.
    - SR-186 All-American Canal Bridge: The Anticipated funding fiscal year for construction is 2027/28.
    - SR-86/Customs & Border Protection (CBP) Checkpoint Expansion: A series of permits will be required for existing traffic control at the checkpoint, for the inspection operations and equipment within the facility, and a temporary checkpoint while the project is in construction.
    - Project Study Report: Forrester Road Improvements: The document is anticipated to be completed by early spring of 2024.
    - Feasibility Studies: District 11 Truck Parking and Medium/Heavy Duty ZEV Charging Station Site Assessment: study completion is estimated for summer 2024.

- Calxico East Land Port of Entry Joint Operations Systems: The study completion is estimated for summer 2024.
- March 15, 2024 – Deadline for California Transportation Commission (CTC) Requests: Friday, March 15, 2024, is the final deadline (for that May 16-17, 2024, CTC meeting).
- Unique Entity Identifier (UEI) Renewals Due: The City of Westmorland must renew UEI registration and can check [SAM.gov](https://sam.gov) for instructions. To confirm a UEI, click this UEI [SmartSheet](#) link, and enter information in the yellow columns Expiring soon: Holtville (March 15, 2024) and El Centro (March 22, 2024)
- 2025 Active Transportation Program ([Cycle 7](#)):
- USDOT Discretionary Grants [Dashboard](#); Closing Date: February 28, 2024
- November 21, 2024 – Environmental and Climate Justice Community Change Grants Due
- Tuesday, February 27, 2024 – (8:30-11:30) “Local Assistance Day” – Quarterly Webinar A [registration](#) link with further details is available here –
- All Caltrans updates can be found on page 116.

**VIII.** The next meeting is scheduled for **March 13, 2024, at 10:30 a.m.** at the ICTC Office and via Zoom Meeting for non-voting members and the public.

**IX. ADJOURNMENT**

The meeting was adjourned at 11:41 a.m.