

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF October 15, 2025
10:30 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rebecca Terrazas-Baxter
City of Calexico	Benjamin Martinez
City of Calipatria	Absent
City of El Centro	Robert Sawyer
City of Holtville	Nick Wells
City of Imperial	Thomas Garcia
County of Imperial	Kathleen Lang
County of Imperial	Naomi Robles
Imperial Irrigation District	Manuel Ortiz
City of Westmorland	Absent
ICTC	David Aguirre

STAFF PRESENT: Esperanza Avila, Cristi Lerma, Marlene Flores, Gustavo Gomez

OTHERS PRESENT: Alejandro Lopez-Rangel, Maria Ibarra: Caltrans; Dennis Brooks: AMMA; Alvaro Caviedes, Manuel Soto: Jarrett Walker & Associates; Emmit Fried: City of Brawley; Jessica Padilla, Andrea Brealt; Armando Orozco: City of Calexico

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, October 8, 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 10:30 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 | September 10, 2025 |
| B. | Receive and File: | |
| 1. | ICTC Commission Minutes: | July 23, 2025 |
| 2. | ICTC TAC Minutes: | August 28, 2025 |
| 3. | ICTC SSTAC Minutes | September 03, 2025 |

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

V. REPORTS

- A. ICTC Executive Director

Mr. Aguirre had the following updates:

- ICTC has been working towards developing a bus stop maintenance program for a few 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.
- Staff are working on developing a bus stop improvement project in the cities of Westmorland, Calipatria and El Centro. The project consists of installing various bus shelters and potentially other amenities. The improvement plans have been finalized at the 100% completion level. Final preparation of the project specifications and contract document plan is being completed. ICTC is working towards procurement and hopes to start construction in January 2026.
- 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. 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>. It is anticipated that the CTC will be approving this redistribution at their December meeting.
- The contractor continues with construction activities on the Calexico Intermodal Transportation Center project. The project remains on time with estimated completion in March 2026.
- The IVT Ride Now service began operating in its new capacity on September 2, 2025.
- Request for Proposals (RFP) for the Environmental and Design Services for the proposed ICTC/IVT Operations and Maintenance Facility were released on September 26, 2025, and due on November 14, 2025. Staff also submitted multiple grant applications for the anticipated construction efforts under FTA 5339 for Bus Facilities and Low No Emission Programs. It is anticipated that Environmental and Design Services will take about a year to complete due to the complexity of the project requests that will include zero emission and hydrogen cell infrastructure.
- The Imperial County region submitted a total of 15 applications for the CMAQ and STBG programs Call for Projects earlier this year. Applications submitted included 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 currently evaluating project submittals across the SCAG region. It is anticipated that determinations pertaining to possible project selection will take place in the near future. This item is scheduled to be on the SCAG Transportation Committee agenda on November 6, 2025.

- ICTC received approval to proceed with Right of Way acquisition from the CTC in June 2025 for the Calexico East Port of Entry Intermodal Transportation Center. ICTC is working on the next steps to have the proposed property appraised and to work towards acquisition and will be brought to the Commission for consideration in October. This project is fully funded, including construction.
- The Sustainable Transportation Planning Grant Program is accepting applications for FY 2026-27 with a deadline of November 21, 2025. ICTC will be submitting two applications and encouraged agencies to do the same.
- All ICTC Executive Directors' updates can be found on page 22.

B. Southern California Association of Governments (SCAG)

Mr. Salgado had the following updates:

- Thank you to everyone that attended the **2025 Southern California Demographic Workshop**. More information including recordings of the workshop can be viewed at the following link: <https://scag.ca.gov/2025-southern-california-demographic-workshop-revisiting-the-intergenerational-contract>
- SCAG SAFETY EXISTING CONDITIONS REPORT: <https://scag.ca.gov/sites/default/files/2025-10/26-416-CPLPER-0218-TransportationSafetyReport-Final.pdf>
- SCAG "SoCal Community Transportation Safety Modeling Tool:" <https://rdp.scag.ca.gov/community-safety-model/>
- The SCAG **2026 Draft Public Participation Plan (PPP)** is now available for public comment. The PPP outlines SCAG's commitments to representative, accessible, and effective public and stakeholder participation in the development of its plans, programs, and initiatives. The PPP also defines audience categories, outlines methodology for conducting participation efforts, summarizes communication methods, and describes SCAG's measures and processes for evaluating its participation efforts. The 45-day public comment period for the 2026 Draft Public Participation Plan began on Sept. 22 and **concludes on Nov. 7**. For more information on how to submit a comment and to view a copy of the Draft Public Participation Plan and an Executive Summary, visit the project website: <https://scag.ca.gov/public-participation-plan>
- SCAG recently [announced the Future Leaders Initiative \(FLI\)](#). This six-month civic leadership pilot program is for young adults interested in building an understanding of how regional and local governments collaborate for long-term change and impact. FLI applications will open on **Tuesday, Oct. 14**
- The SCAG Transportation Data Analysis Technical Assistance Program is available for all agencies to use. Mr. Salgado urged agencies to use this free service. For additional information please reach out to Mr. David Salgado.
- SCAG updates can be found on page 29 of the agenda.

C. Caltrans Department of Transportation – District 11

- Friday, November 28, 2025, is the final submittal deadline for (Allocations & Time Extensions) for the January 29-30, 2026, CTC meeting.

- DBE Interim Final Rule (IFR) will be effective October 3, 2025. A webinar held in October reviewed the following changes.
 - a. No contracts utilizing federal funds dated today and after are allowed to have a DBE contract goal.
 - b. DBE goal setting will cease until further notice from the Office of Civil Rights (unsure of timeline).
 - c. Current contracts remain valid. However, no race and gender data will be collected or tracked, and DBE compliance and oversight will be minimal until re-certification process is complete.
 - Please see the Caltrans Local Assistance Blog (LAB), which has additional resources and updates. [LocalAssistanceBlog.com](https://www.localassistanceblog.com)
 - Caltrans updates can be found on page 32 of the agenda.
- D. Committee Member Reports
- There were no other reports.

VI. ACTION CALENDAR

A. Adoption of IVRMA Employee Handbook

1. Authorized the Chairperson to Adopt the IVRMA Employee Handbook.

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

B. FY 22-23, 23-24 and 24-25 TDA Triennial Performance Audit – Award Recommendation

1. Approved the award of the Agreement for the FY 22-23, 23-24 and 24-25 TDA Triennial Performance Audit to Moore and Associates in the amount of \$75,887.33.
2. Authorized the Chairperson to sign the agreement.

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

C. Award of Contract for Procurement of Electric Vehicle (EV) Charging Equipment and Management Software

1. Approved the award of contract for the Procurement of Electric Vehicle (EV) Charging Equipment and Management Software to OpConnect, Inc. in the amount of \$326,144.62; and
2. Authorized the executive director to sign the agreement.

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

VII. INFORMATION CALENDAR

A. Imperial Valley Transit Comprehensive Operations Analysis

- Mr. Soto from Jarrett Walker & Associates provided a presentation on the progress of the Imperial Valley Transit Comprehensive Operational Analysis (IVT COA). The project is on track for completion by March 2026. Mr. Soto also noted that additional

public engagement workshops are scheduled to take place later this year to gather further community input and feedback.

VIII. The next meeting is scheduled for **November 12, 2025**, at the City of El Centro.

IX. ADJOURNMENT

The meeting was adjourned at 11:29 a.m.