

**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.
- Callexico 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.
- Callexico 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.