



Imperial County Local Transportation Authority

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

## AGENDA

**WEDNESDAY, SEPTEMBER 23, 2020**  
**6:00 PM or immediately after the ICTC meeting**

### REMOTE PARTICIPATION ONLY

**CHAIRPERSON: GEORGE NAVA**

**EXECUTIVE DIRECTOR: MARK BAZA**

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

To participate on your computer via Zoom Meeting:

<https://zoom.us/j/93791479885?pwd=R1FRQVc5OU5KMWlQWm5zSDliUEgvOT09>

To participate by phone:

1 (669) 900-9128

Meeting ID: 937 9147 9885 #

Passcode: 748259 #

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

#### **II. EMERGENCY ITEMS**

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

#### **III. PUBLIC COMMENTS**

In compliance with the Governor's Order N-29-20, the meeting will be held telephonically and electronically. If members of the public wish to review the attachments or have any questions on any agenda item, please contact Cristi Lerma at 760-592-4494 or via email at [cristilerma@imperialctc.org](mailto:cristilerma@imperialctc.org). Agenda and minutes are also available at: <https://www.ltaimperial.com/authority-governance/board-of-directors/agendas-and-minutes>

If any member of the public wishes to address the Authority, please submit written comments by 5 p.m. on Tuesday, September 22, 2020. Comments should not exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Authority. The Authority will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

#### **IV. CONSENT CALENDAR**

A. Approval of LTA Board Draft Minutes June 24, 2020

**V. REPORTS**

- A. LTA Executive Director Report

**VI. INFORMATION CALENDAR**

- A. LTA 2012 Refunding Opportunity Update  
Presented by Mark Baza and Carmen Vargas

**VII. ACTION CALENDAR**

- A. Fund Request to the Local Transportation Authority (LTA) – State Route 98 from Ollie Avenue and Rockwood Avenue

The ICTC Management Committee met on September 9, 2020 and forward this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the allocation for funding needed in the amount of \$200,000 as a local match for the SR-98 Widening Project from Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside from the Measure D allocations
2. Authorize the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.

**VIII. ADJOURNMENT**

- A. Motion to Adjourn

## **IV. CONSENT CALENDAR**

- A. APPROVAL OF LTA BOARD DRAFT MINUTES FOR JUNE 24, 2020



Imperial County Local Transportation Authority

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MINUTES FOR  
JUNE 24, 2020

**VOTING MEMBERS PRESENT:**

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of El Centro	Cheryl Viegas-Walker
City of Holtville	James Predmore
City of Imperial	Robert Amparano
County of Imperial	Ryan Kelley
County of Imperial	Luis Plancarte
City of Westmorland	Larry Ritchie
Executive Director	Mark Baza (non-voting)

**STAFF PRESENT:** David Aguirre, Michelle Bastidas, Cristi Lerma

**OTHERS PRESENT:** David Salgado: SCAG; Eric Havens: Legal Counsel

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

Meeting was called to order by Chair Nava at 8:28 p.m. and roll call was taken.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT CALENDAR**

A motion was made by [Viegas-Walker](#) and seconded by [Amparano](#) to approve the consent calendar as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Not present
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial	Yes
County of Imperial	Yes
City of Westmorland	Yes

**Motion Carried.**

**V. REPORTS**

A. The Executive Director Report was on page 33 of the agenda. There were no questions.

**VI. ACTION CALENDAR**

A. LTA Administrative Services Budget FY 2020-21

ICTC Staff presented the LTA administrative services budget to the LTA Board. There were no questions and the board moved forward with approval. There was no public comment.

1. Approved the FY 2020-21 Administrative Services Budget for the Local Transportation Authority.

A motion was made by [Predmore](#) and seconded by [Nava-Froelich](#),

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Not present
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial	Yes
County of Imperial	Yes
City of Westmorland	Yes

**Motion Carried.**

**VII. ADJOURMENT**

A. Meeting Adjourned at 8:38 p.m.

# **V. REPORTS**

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



**Imperial County Local Transportation Authority**

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# Memorandum

**Date:** September 18, 2020  
**To:** Local Transportation Authority  
**From:** Mark Baza, Executive Director  
**Re:** Executive Director’s Report

The following is a summary of the Executive Director’s Report for the LTA meeting of September 23, 2020.

1. 2012 LTA Bond Projects: The following lists the remaining funds for the LTA 2012 Bonds.
  - a. The City of Brawley will be using their remaining bond proceeds for the Legion Road project. Staff has indicated that a final 2012 Bond request will be submitted in November 2020. The City of Brawley bond request will exhaust all 2012 bond proceeds.

<b>2012 Original Bond Funds</b>	
Brawley	\$8,155,000
Calexico	\$15,410,000
Calipatria	\$2,305,000
Imperial	\$6,170,000
County	\$21,935,000

<b>Remaining Bond Funds*</b>		<b>% Spent</b>
Brawley	\$314,676	96%
Calexico	\$0	100%
Calipatria	\$0	100%
Imperial	\$0	100%
County	\$0	100%

\*Remaining Project Bond funds as of Bank Statements dated 8-31-20

2. 2018 LTA Bond Projects: The following lists the remaining funds for the LTA 2018 Bond.

<b>2018 Original Bond Funds</b>	
Calexico	\$12,375,000
Calipatria	\$1,450,000
Holtville	\$2,940,000

<b>Remaining Bond Funds*</b>		<b>% Spent</b>
Calexico	\$7,765,735	63%
Calipatria	\$1,399,111	96%
Holtville	\$0	100%

\*Remaining Project Bond funds as of Bank Statements dated 8-31-20

3. 2020 Bond Refunding – in process  
 Participating agencies: Cities of Brawley, Calexico, Calipatria, Imperial, County of Imperial
  - Estimated Annual Cashflow Savings:
    - City of Brawley \$467,070
    - City of Calexico \$341,477
    - City of Calipatria \$124,687
    - City of Imperial \$349,473
    - County of Imperial \$532,362
    - Total: \$ 1,815,068

## **VI. INFORMATION CALENDAR**

### A. LTA 2012 Refunding Opportunity Update





**Imperial County Local Transportation Authority  
Sales Tax Revenue Refunding Bonds (Limited Tax Bonds), Series 2020 A,B,C,D & E**

Preliminary Time and Responsibility Schedule  
*As of September 17, 2020*

SEPTEMBER 2020							OCTOBER 2020							NOVEMBER 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
26	28	29	30				25	26	27	28	29	30	31	29	30					

- County Board Meeting – Every Tuesday at 8:30 am
- Brawley Council Meeting – 1<sup>st</sup> & 3<sup>rd</sup> Tuesday at 6:00 pm
- Calexico Council Meeting – 1<sup>st</sup> & 3<sup>rd</sup> Wednesday at 6:30 pm
- Calipatria Council Meeting – 2<sup>nd</sup> & 4<sup>th</sup> Tuesday at 6:00 pm
- Imperial Council Meeting – 1<sup>st</sup> & 3<sup>rd</sup> Wednesday at 7:00 pm
- LTA Board Meeting
- Federal Holiday

Date	Task	Responsibility	Status
<b>SEPTEMBER</b>			
Wednesday, Sept. 11	ICTC Management Committee Meeting	I/UW	Complete
Wednesday, Sept. 17	Amended Pledge Agreement Drafts Circulated	BC	Complete
Thursday, Sept. 19	Circulate Interested Parties List and Preliminary Financing Schedule	UW	Complete
Friday, Sept. 20	Working Group Conference Call	I/UW/BC/DC	Complete
Wednesday, Sept. 25	Imperial County LTA Commission Meeting	I/UW/BC	Complete
Thursday, Sept. 26	Agenda Deadlines for Brawley and Imperial Council Agendas – Submit Staff Reports & Amended & Restated Pledge Agreements	I/UW/BC	Complete
<b>OCTOBER</b>			
Tuesday, Oct. 1	Agenda Deadline for Calipatria Council Agenda – Submit Staff Report & Amended & Restated Pledge Agreement	I/UW/BC	Complete
Tuesday, Oct. 1	City of Brawley Council Meeting – 6:00 pm Amended & Restated Pledge Agreement	I/UW/BC	Complete
Wednesday, Oct. 2	City of Imperial Council Meeting – 7:00 pm Amended & Restated Pledge Agreement	I/UW/BC	Complete
Tuesday, Oct. 8	City of Calipatria Council Meeting – 6:00 pm	I/UW/BC	Complete

Date	Task	Responsibility	Status
	Amended & Restated Pledge Agreement		
Thursday, Oct. 17	Agenda Deadline for Calexico Council Agenda – Submit Staff Report & Amended & Restated Pledge Agreement	I/UW/BC	Complete
Wednesday, Oct. 23	City of Calexico Council Meeting – 6:30 pm Amended & Restated Pledge Agreement	I/UW/BC	Complete
<b>NOVEMBER</b>			
Friday, Nov. 8	Circulation Update Interested Parties List and Financing Schedule	UW	Complete
Wednesday, Nov. 13	Agenda Deadline for County Board of Supervisors Agenda – Submit Staff Report & Amended & Restated Pledge Agreement	I/UW/BC	Complete
Tuesday, Nov. 19	County Board of Supervisors Meeting – 10:00 am Amended & Restated Pledge Agreement	I/UW/BC	Complete
Wednesday, Nov. 20	Distribute 1 <sup>st</sup> draft of legal and financing documents	BC/DC/UC	Complete
<b>DECEMBER</b>			
Wednesday, Dec. 4	Distribute Drafts of legal and financing documents for LTA Board Meeting 12/11 Agenda Deadline	BC/DC/UC	Complete
Wednesday, Dec. 11	<b><i>LTA Board Meeting @ 6:00 pm to: Approve Resolution of Issuance</i></b>	<b><i>I, B, UW, BC</i></b>	Complete
<b>JANUARY 2020</b>			
Tuesday, Jan. 21	Distribute 2 <sup>nd</sup> draft of legal and financing documents	BC/DC/UC	Complete
Wednesday, Jan. 22	MEETING/CONFERENCE CALL @ TIME TBD TO DISCUSS LEGAL AND FINANCING DOCUMENTS	ALL	Complete
Wednesday, Jan. 29	Distribute Draft of Credit/Rating Presentation	UW	Complete
Thursday, Jan. 30	MEETING/CONFERENCE CALL @ TBD TO DISCUSS CREDIT/RATING PRESENTATION	I/UW/BC	Complete
<b>MARCH 2020</b>			
Tuesday, March 10	Submit credit packages to Rating Agency & Insurers	UW	Complete
Friday, March 13	Credit Presentation/Conference Call	I, B, UW	Complete
<b>SEPTEMBER 2020</b>			
Friday, Sept. 18	Revised POS and Documents Circulated	DC,BC	
Week of Sept. 28	Updated Conference Call with Rating Agencies	I, UW	
Wednesday, Sept. 30	Receive Credit Ratings/Insurance Commitment	I, UW	
<b>OCTOBER 2020</b>			
Thursday, October 1	Distribution of Due Diligence Questionnaire	UC	
Monday, October 5	Receive Credit Ratings/Insurance Commitment	I, UW	
Tuesday, October 6	Due Diligence Conference Call (Time: TBD)	ALL	
Wednesday, October 7	Final Sign Off Call For Preliminary Official Statement (Time TBD)	I, UW	
Wednesday, October 7	Post & Distribute the Preliminary Official Statement	DC	
Wednesday, October 14	Preliminary Pricing Call	I, B, UW	
Thursday, October 15	Final Pricing Call	I, B, UW	
Thursday, October 15	Sign Bond Purchase Contract	I, UW	
Tuesday, October 20	Post and Distribute the Final Official Statement	BC	
Tuesday, October 27	Pre-closing	ALL	
Wednesday, October 28	Closing	ALL	

Key:

- I: Issuer- Imperial County Local Transportation Authority
- B: Borrowers- County of Imperial, Cities of Brawley, Calexico, Calipatria & Imperial
- BC/DC: Bond and Disclosure Counsel – Norton Rose Fulbright
- UC: Underwriter’s Counsel – Stradling Yocca Carlson & Rauth
- UW: Underwriter - Ramirez & Co.
- T: Trustee



**Imperial County Local Transportation Authority**

Sales Tax Revenue Refunding Bonds (Limited Tax Bonds), Series 2020 A,B,C,D & E

Interested Parties List

*As of September 17, 2020*

**ISSUER - IMPERIAL COUNTY LOCAL TRANSPORTATION AUTHORITY**

1503 N. imperial Ave., Suite 104

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El Centro, CA 92243

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**UNDERWRITER**

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**BOND/DISCLOSURE COUNSEL**

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**RATING AGENCY**

*To Come*

**BOND INSURER**

*To Come*

**VERIFICATION AGENT**

*To Come*

**PRINTER**

*To Come*

## **VII. ACTION CALENDAR**

- A. Fund Request to the Local Transportation Authority (LTA) – State Route 98 from Ollie Avenue and Rockwood Avenue



Imperial County Local Transportation Authority

1503 N. Imperial Ave., Suite 104, El Centro, CA, 92243  
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September 16, 2020

George Nava, Chairman  
Local Transportation Authority  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: Fund Request to the Local Transportation Authority (LTA) – State Route 98 from Ollie Avenue and Rockwood Avenue

Dear Authority Members:

As a part of the Calexico West Port of Entry (POE) Expansion project, SR-98 and Cesar Chavez Boulevard were widened and improved to serve the expansion to the west. Caltrans completed construction on SR-98 between VV Williams and Ollie Avenue in March 2018, and the City of Calexico completed the Cesar Chavez Blvd. widening was in October 2019. Caltrans has completed the design and right of way phase for SR-98 Widening between Rockwood Avenue and Ollie Avenue. On June 24, 2020, the California Transportation Commission (CTC) authorized construction funding. The total project cost is estimated at \$6.33 million using a combination of 2016 Earmark Repurposing, Demonstration, and Traffic Congestion Relief funds. The project has a \$1.7 million funding shortfall for which Caltrans is requesting an ICTC local contribution of \$200,000. The remaining \$1.5 million shortfall would be covered by other state and federal funds.

Attached is a summary of the LTA expenditures and funding available from the 5% Regional Highway Set-Aside fund.

The ICTC Management Committee met on September 9, 2020 and forwards this item to the LTA Board for their review and approval after public comment, if any:

1. Approve the allocation for funding needed in the amount of \$200,000 as a local match for the SR-98 Widening Project from Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside from the Measure D allocations and,
2. Authorize the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.

Sincerely,

MARK BAZA  
Executive Director

MB/vm/cl





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**7243000 LTA 5% State Hwy Set-Aside**

**Processed Disbursements**

Agency	Project Description	Amount	LTA Board Approval	Funds Disbursed
Caltrans	Traffic Signal SR 86 & S Main St. Westmorland	\$373,000	7/24/2013	4/30/2014
County of Imperial	Traffic Signal SR 22 & SR 86 Salton City	\$438,858	9/24/2014	1/12/2015
Caltrans	Heber Bus Stop & Ped Access SR 86	\$708,240	8/27/2014	11/2/2016
City of Calexico	Two year funding for SR 111 Traffic Controllers	\$300,000	10/26/2016	1/10/2018 & 2/22/2018
Caltrans	Forrester Road PSR	\$218,862	1/25/2017	Invoiced to date
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$251,914	9/27/2017	Invoiced to date
City of Calexico	One year funding for SR 111 Traffic Controllers	\$150,000	2/27/2019	6/26/2019
ICTC	Calexico East Port of Entry Bridge Expansion	\$2,700	2/27/2019	Invoiced to date

**Total Disbursements**      \$2,443,574

**Pending Disbursements**

Agency	LTA 5% Regional Hwy Balance as of 8/31/2020	\$7,391,353	Pending projects	
County of Imperial	Traffic Signal SR 86 & Dogwood Rd Imperial County	\$1,680,815	LTA Board approved on 9/23/2015	
Caltrans	Forrester Road PSR	\$398,638	LTA Board approved on 1/25/2017	Multiple Invoices (\$617,500 approved amount)
Caltrans/ICTC	SR 86 Border Patrol Checkpoint	\$1,048,086	LTA Board approved on 9/27/2017	Multiple Invoices (\$1,300,000 approved amount)
ICTC	Calexico East Port of Entry Bridge Expansion	\$1,841,300	LTA Board approved on 2/27/19	Multiple Invoices (\$1,844,000 approved amount)

**Total pending to be Disbursed**      \$4,968,839

**Available Balance Remaining \$2,422,514**

Brawley | Calexico | Calipatria | El Centro | Holtville | Imperial | Westmorland | County of Imperial