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IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (**IVRMA**)
TECHNICAL ADVISORY COMMITTEE (**TAC**) MEETING

AGENDA

DATE: Thursday, November 20, 2025

TIME: 3:00 p.m.

LOCATION: ICTC Offices (Hybrid)
1503 N. Imperial Ave., Ste. 104
El Centro, CA 92243

Zoom meeting information is as follows.

<https://us06web.zoom.us/j/88360530754?pwd=4N9RIOqtVPYnNtb2LObtRSKTLBstvC.1>

Meeting ID: 883 6053 0754

Passcode: 931083

Chairperson: City of El Centro

Vice-Chair: City of Brawley

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.

PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee 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.

DISCUSSION/ACTION/INFORMATION ITEMS

1. INTRODUCTIONS

2. OCTOBER 23, 2025, MINUTES

REVIEW/DISCUSSION/*ACTION*
(See Pg.3)

3. CALRECYCLE LAMD

By CalRecycle LAMD Staff

UPDATES/ANNOUNCEMENTS

4. IC INTEGRATED WM PLAN/BUDGET

By IVRMA Staff

UPDATES/DISCUSSION/ACTION

- | | |
|--|---------------|
| 5. IVRMA UPDATES
<i>By IVRMA Staff</i> | DISCUSSION |
| 6. MEMBER ROUNDTABLE
<i>By All</i> | DISCUSSION |
| 7. ADJOURNMENT | <i>ACTION</i> |

The next IVRMA TAC meeting is tentatively scheduled for Thursday, December 18, 2025. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email me at

maricelagalarza@imperialctc.org.



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**IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (IVRMA)
TECHNICAL ADVISORY COMMITTEE (TAC)**

DRAFT MINUTES

October 23, 2025

Present

Quorum Attendees:

Frank Pacheco	City of El Centro
Liz Zarate	City of El Centro
Emette Freid	City of Imperial
Jose Castañeda	Imperial County
Aldo Ayon	City of Brawley
Liliana Falomir	City of Calexico

Attendees:

Maricela Galarza	IVRMA
Angelica Gerardo	IVRMA
Diana Marmolejo	IVRMA
Tania Rivera	IVRMA
David Aguirre	ICTC
Sylvia Gerardo	Republic Services
Shirley Moreno	Republic Services
Matt Gray	CR&R

1. Mr. Pacheco called the meeting to order at 3:10p.m. **A Quorum was present.** Introductions were made.
 - Hybrid meeting
2. **JUNE 26 & SEPTEMBER 25, 2025 MINUTES** were reviewed, and no comments or changes were requested. Minutes were adopted for June 26 & September 25, 2025. (Ms. Falomir, Seconded by Mr. Freid) **Motion Carried.**
3. **CALRECYCLE LAMB**
 - No Representative was present.

4. IC INTEGRATED WM PLAN/BUDGET

- Ms. Galarza presented an overview of the Regional Compliance Plan proposed for implementation in Imperial County, requesting input and discussion (Please see attachment for reference). She noted that the Imperial County Integrated Waste Management Plan (ICIWMP) has not been updated since 1999 and now requires a comprehensive, full-scale revision. Due to the scope and complexity of the document, consultant support will be necessary to complete the update.
- Ms. Galarza also explained that, following the recent budget amendment, the associated costs for the ICIWMP update will be incorporated into the membership share structure. The same cost-sharing method currently used for IVRMA operations dues will be applied to this effort.
- Ms. Galarza will be sending out a follow up email to all jurisdictions. Will also be including the information of the consultants that were reached out to get a proposal.

5. IVRMA UPDATES

Ms. Galarza provided the following updates.

- Is currently working on developing the Curbside Collection program for senior residents (65+) and individuals with disabilities. This program will soon be integrated into IVRMA's existing services.

Ms. Marmolejo provided the following updates.

- Thanked all jurisdictions for their participation and engagement with the IVRMA Outreach Department.
- Event Collaboration: IVRMA, in partnership with the City of Brawley, hosted an outreach event, which was reported to have a successful outcome.
- Medical Waste and Sharps Outreach: The Outreach Department has been collecting information to inform residents of proper disposal locations for medical waste and sharps within each jurisdiction. Flyers will be produced and distributed to jurisdictions and local businesses.
- Illegal Tire Dumping: IVRMA conducted a meeting on illegal tire collection with public works representatives from all jurisdictions and Raul Martinez, County Environmental Health Compliance Specialist. Mr. Martinez noted that CalRecycle offers a program providing free cameras to jurisdictions for placement on properties experiencing issues with illegal tire disposal.
- Event Coordination: The Outreach Department requested that Republic Services and CR&R provide the 2026 clean-up event calendars to allow for coordination and to prevent overlapping events.

6. MEMBER ROUNDTABLE

- None.

7. ADJOURNMENT

- Mr. Pacheco adjourned the meeting at 4:00pm

The next IVRMA TAC meeting is scheduled for Thursday, November 20, 2025. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email at maricelagalarza@imperialctc.org.

Comprehensive Update to the Imperial County Integrated Waste Management Plan (ICIWMP)

Sole Proposal Received: MSW
Consultants

Prepared for: IVRMA Technical
Advisory Committee

Date: October 23, 2025

Background

- IVRMA issued an RFQ for a comprehensive update to the ICIWMP (last updated in 1999).
- The update will align with California mandates (AB 341, AB 939, AB 1826, SB 1016, SB 1383, SB 212).
- The plan will guide Imperial County's solid waste and resource recovery strategies for the next 20 years.
- RFQ was sent to 6 consultants and was amended for extension of additional 2 weeks by request
- Only one proposal was received by extension date — from MidAtlantic Solid Waste (MSW) Consultants (Orlando, FL).

Imperial County

Integrated Waste Management Plan

HHW Element

Siting Element

County Wide Summary Plan

Negative Declaration

Non-Disposal Facility Element

WASTE ELEMENT
D AREA
NTY

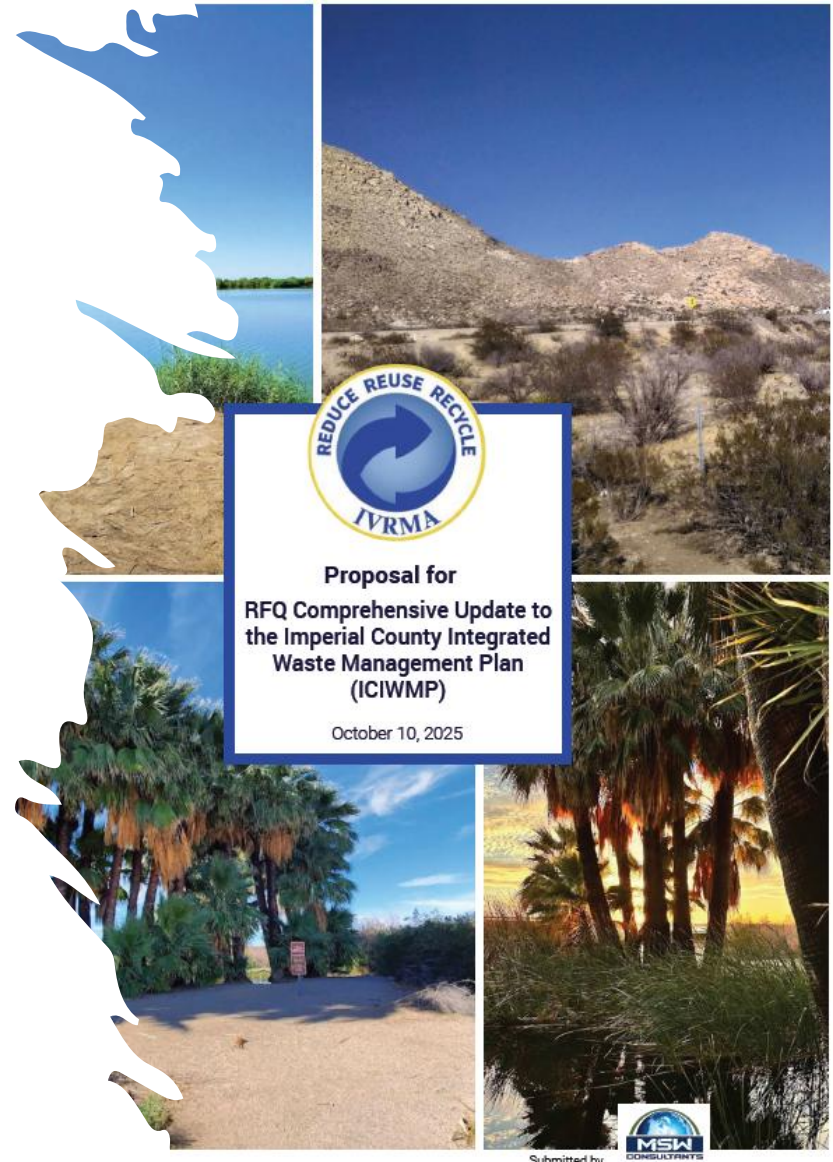
Prepared by:
Imperial County Public Works Department
155 South 11th St.
El Centro, CA 92243

IT Corporation
5754 Pacific Center Blvd., Suite 203
San Diego, CA 92121

January 1994
Revised November 12, 1998

Proposing Firm Overview

- MSW Consultants (Orlando, Florida)
 - Specialized in waste and recycling management consulting with over 100 years of combined staff experience.
 - 12 full-time and 7 part-time staff, 125+ public and private clients nationwide.
 - Expertise includes waste master planning, financial modeling, waste characterization, and grant strategy.



Submitted by



Key Team Members

- John Culbertson – Principal-in-Charge | 30+ yrs solid waste planning & analysis.
 - Steve Deasy – Project Manager | 25 yrs sustainability & SW planning.
 - Karen Luken – Planning Lead (EESI) | 30 yrs global waste systems & facilitation.
 - David Davis – California Partner | AB 341, 1826, 1383 compliance & rate design.
 - Lucas Arias – Ops Manager | SB 1383 implementation & compliance tools.

Relevant Experience

- CalRecycle (CA): Statewide Waste Characterization/MRF Study (2024).
 - Boston Mountain SW District (AR): Waste Reduction & Recycling Master Plan (2021).
 - Cambria County, PA: SWMP Update.
 - Riverside County, CA: Franchise re-negotiations for SB 1383 compliance.
 - City of Stanton & Orange, CA: Solid waste management and edible food recovery programs.

Proposed Approach

- Two-Phase Methodology:
 - Phase 1: Baseline, compliance, and scoping.
 - Phase 2: Plan development and implementation.
 - Ensures compliance, stakeholder alignment, and data-driven updates to ICIWMP.

Phase 1 Work Plan

- Task 1 – Project Initiation & Kickoff: Schedule, communication, kickoff meeting.
- Task 2 – Define Vision & Mission: Board/staff interviews & workshop.
- Task 3 – Assess Current Conditions: Contracts, data, system baseline.
- Task 4 – Regulatory Gap Analysis: AB/SB compliance matrix.
- Task 5 – Emerging Technologies: Report + work session.
- Task 6 – Phase 2 Scoping: Draft scope, budget, and timeline.



Estimated Timeline

- Phase 1: 120 days after contract execution (includes holidays).
 - Phase 2: Estimated 9–12 months (to be refined in Phase 1).
- 

Cost Proposal

- Phase 1 Total: \$41,600 (223 hours).
- Includes \$2,000 travel expenses (visioning session can be virtual, saving \$3,000).
- Phase 2 Estimate: \$10,000 (desktop/proxy)–\$150,000 (field project) for waste characterization; \$125,000–\$200,000 for IWMP development.
- Phase 2 budget to be developed collaboratively during Phase 1.

COST PROPOSAL

Our budget for Phase 1 is shown in the table below. This is a firm price. Note that this budget includes an in-person visioning meeting and associated travel expenses. At the request of the Authority, this initiative could be converted into a virtual session at a savings of \$3,000.

Tasks	Hours	Labor	Expenses	Total
1 - Project Initiation and Management	21	\$4,100	\$0	\$4,100
2 - Capture and Define IVRMA's Values, Vision, and Mission	62	\$11,000	\$2,000	\$13,000
3 - Assessment of Current Conditions	61	\$9,500	\$0	\$9,500
4 - Gap Analysis of California Regulatory Requirements	26	\$6,000	\$0	\$6,000
5 - Discussion of Emerging Tech, Management Practices, and Other Industry Trends	36	\$5,700	\$0	\$5,700
6 - Phase 2 Scoping	17	\$3,300	\$0	\$3,300
Grand Total	223	\$39,600	\$2,000	\$41,600

It is not possible to estimate the cost of Phase 2 at this time. However, for budgetary planning purposes, we offer the following ranges for Phase 2 tasks:

- Waste Characterization: \$10,000 (for desktop) to \$150,000 (for countywide field research)
- IWMP Development (all other tasks): \$125,000 to 200,000

As discussed in our proposal, we will be developing the Phase 2 scope and budget collaboratively with Authority in Phase 1.



Evaluation Summary

- Compliance: Fully responsive to RFQ requirements.
- Experience: Strong national and California expertise.
- Approach: Structured, phased, and collaborative.
- Cost: Reasonable for scope and deliverables.
- Recommendation: Proceed with Phase 1 and TAC recommendation to Board.

Next Steps

- TAC review and recommendation.
- IVRMA Budget Amendment to proceed to initiate project/award.
- Management Committee/Board approval of Phase 1 (\$41,600) Membership share costs.
- Execute contract and kickoff meeting.
- Complete Phase 1 and refine Phase 2 scope and budget.
- Option 1 refine budget with MSW or Go out to Bid for Phase 2.

Budget Amendment Overview (Cost Share)

Budget Amendment would be forwarded to Management and Board for \$41,600 for phase 1 of the project

Cost share would be applied for membership jurisdictions

Project Milestones will be shared with TAC/Management/Board

POP 2025 Cost Sharing Agreement IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY

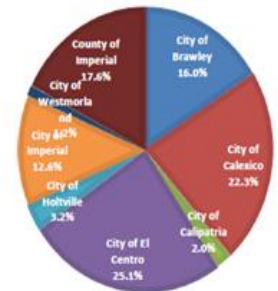
AGENCY	25% Equal Distribution	*Population	Agency Percentage	75% Population Distribution	Regional Project Fee
City of Brawley	\$ 1,300.00	28,543	16.0%	\$ 5,004.56	\$ 6,304.56
City of Calexico	\$ 1,300.00	39,666	22.3%	\$ 6,954.80	\$ 8,254.80
City of Calipatria	\$ 1,300.00	3,646	2.0%	\$ 639.27	\$ 1,939.27
City of El Centro	\$ 1,300.00	44,716	25.1%	\$ 7,840.24	\$ 9,140.24
City of Holtville	\$ 1,300.00	5,653	3.2%	\$ 991.16	\$ 2,291.16
City of Imperial	\$ 1,300.00	22,391	12.6%	\$ 3,925.91	\$ 5,225.91
City of Westmorland	\$ 1,300.00	2,076	1.2%	\$ 363.99	\$ 1,663.99
County of Imperial	\$ 1,300.00	31,255	17.6%	\$ 5,480.07	\$ 6,780.07
Total	\$ 10,400.00	177,946	100%	\$ 31,200.00	\$ 41,600.00

Contribution Requested **\$ 41,600.00**

SHARE COST- ICWMP PHASE 1

	TOTAL MEMBERSHIP REQUESTED
City of Brawley	\$ 6,304.56
City of Calexico	\$ 8,254.80
City of Calipatria	\$ 1,939.27
City of El Centro	\$ 9,140.24
City of Holtville	\$ 2,291.16
City of Imperial	\$ 5,225.91
City of Westmorland	\$ 1,663.99
County of Imperial	\$ 6,780.07
	\$ 41,600.00

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



* population from Dept of Finance May 2025

<https://dof.ca.gov/Forecasting/Demographics/Estimates/e-5-population-and-housing-estimates-for-cities-counties-and-the-state-2020-2024/>