

**George Nava**  
City of Brawley  
**Martha Cardenas-Singh**  
City of El Centro  
**Camilo Garcia**  
City of Calexico  
**Maria Nava-Froelich**  
City of Calipatria  
**Mike Goodsell**  
City of Holtville  
**Vice-Chair**  
**Robert Amparano**  
City of Imperial



**Chairperson**  
**Luis Plancarte**  
County of Imperial  
**John Hawk**  
County of Imperial  
**Ana Beltran**  
City of Westmorland

**David Aguirre**  
Executive Director  
**Cristi Lerma**  
Board Secretary

**300 S. IMPERIAL AVE., SUITE 6**  
**EL CENTRO, CA 92243-2875**  
**PHONE: 1-877-RECYCLE**  
**FAX: (760) 337-3184**  
[www.ivrma.org](http://www.ivrma.org)

## **IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY AGENDA**

**LARGE CONFERENCE ROOM**  
**1503 N. IMPERIAL AVE., SUITE 104**  
**EL CENTRO, CA 92243**

**WEDNESDAY, June 26, 2024**  
**6:00 PM (OR AFTER ICTC, LTA OR SAFE)**

### **CHAIR: LUIS PLANCARTE**

### **VICE CHAIR: ROBERT AMPARANO**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the IVRMA's website: <http://ivrma.org/>

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, please contact the Secretary to the Board at (760) 592-4494 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

To Join Zoom Meeting click on the following link:

<https://us06web.zoom.us/j/83721309267?pwd=FCDRXzmiz1oqgxMLSB6VNa68U23Yht.1>

To Join by phone dial (669) 444-9171

Meeting ID: 837 2130 9267

Passcode: 048984

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

### **II. PUBLIC COMMENTS**

This is an opportunity for members of the public to address the Board on any subject matter within the Board's jurisdiction, but not an item on the agenda. Any action taken because of public comment shall be limited to direction to staff. Each speaker should contact the Secretary to the Board at (760) 592-4494 or by email to [cristilerma@imperialctc.org](mailto:cristilerma@imperialctc.org). When addressing the Board, state your name for the record prior to providing your comments. Please address the Board as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Board; groups or topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct: No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats, or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, obey the direction of the Chair and Secretary to the Board.

**SERVING THE CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL,  
WESTMORLAND, AND IMPERIAL COUNTY**

**III. CONSENT CALENDAR**

- A. IVRMA Board Draft Minutes for May 22, 2024 Page 4

**IV. ACTION CALENDAR**

- A. Draft IVRMA FY 2024-25 Annual Budget Page 8

The ICTC Management Committee met on June 12, 2024, and forwards this item to the IVRMA Board for their review and approval after public comment, if any:

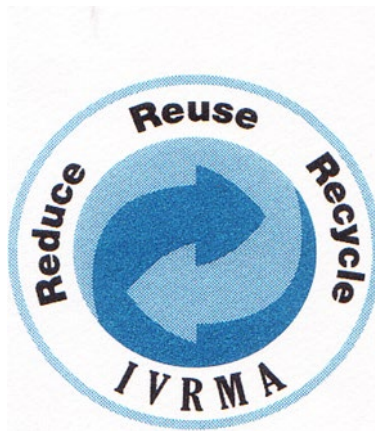
1. Adopt the Draft IVRMA Budget for FY 2024/2025.

**V. ADJOURNMENT**

### **III. CONSENT CALENDAR**

#### **A. IVRMA Board Draft Minutes for May 22, 2024**

**George Nava**  
 City of Brawley  
**Martha Cardenas-Singh**  
 City of El Centro  
**Raul Urena**  
 City of Calexico  
**Chair**  
**Maria Nava-Froelich**  
 City of Calipatria  
**Chairperson**  
**Mike Goodsell**  
 City of Holtville  
**Robert Amparano**  
 City of Imperial



**Luis Plancarte**  
 County of Imperial  
**John Hawk**  
 County of Imperial  
**Ana Beltran**  
 City of Westmorland  
**David Aguirre**  
 Imperial County Transportation Commission  
 /Administrator  
**Cristi Lerma**  
 Board Secretary

## MINUTES FOR May 22, 2024

### VOTING MEMBERS PRESENT:

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of Calexico	Camilo Garcia
City of Holtville	Mike Goodsell
City of El Centro	Martha Cardenas-Singh
City of Imperial	Robert Amparano
County of Imperial	Luis Plancarte
County of Imperial	John Hawk
City of Westmorland	Absent

**STAFF PRESENT:** David Aguirre, Michelle Bastidas, Marlene Flores, Esperanza Avila, Maricela Galarza, Katie Luna, Angela Delgadillo

**OTHERS PRESENT:** Javier Moreno; City of Calexico, Eric Havens: Counsel; John Garcia, Gerard Chadergran: Caltrans, David Salgado: SCAG

**PUBLIC:** None

### I. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Chair Goodsell at 8:14 p.m. and roll call was taken.

### II. PUBLIC COMMENTS

There were none.

### III. CONSENT CALENDAR

- A. IVRMA Board Draft Minutes for April 24, 2024
- B. Secure E-Waste Solutions (SES) Agreement – Sixth Modification

The ICTC Management Committee met on May 8, 2024, and forwarded this item to the IVRMA Board for their review and approval after public comment, if any:

## IVRMA Board Meeting Minutes

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1. Authorize the Chairperson to sign the Sixth Modification of the Secure E-Waste Solutions (SES) Agreement from July 1, 2024, through June 30, 2029.

C. Hunter Employment, LLC Agreement- Fifth Modification

The ICTC Management Committee met on May 8, 2024, and forwarded this item to the IVRMA Board for their review and approval after public comment, if any:

1. Authorize the Chairperson to execute the Fifth Modification of the Hunter Employment, LLC Agreement for July 1, 2024, to June 30, 2025.

D. Clean Earth Environmental Services Inc. Eighth Modification

The ICTC Management Committee met on May 8, 2024, and forwarded this item to the IVRMA Board for their review and approval after public comment, if any:

1. Authorize the Chairperson to execute the Eighth Modification of the Clean Earth Environmental Services, Inc. Agreement for July 1, 2024, to June 30, 2025.

The motion was made by *Amparano* and seconded by *Garcia*. Roll call vote was as follows:

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 (P)	Yes
County of Imperial (H)	Yes
City of Westmorland	Absent

**Motion was carried.**

## IV. ACTION CALENDAR

A. Team Services Junk Removal - Three-Year Agreement

The ICTC Management Committee met on May 8, 2024, and forwarded this item to the IVRMA Board for their review and approval after public comment, if any:

1. Authorize the Chairperson to execute the Team Services Junk Removal three-year agreement, for FY 2024-25, FY 2025-26, and FY 2026-27.

The motion was made by *Nava* and seconded by *Nava-Froelich*. Roll call vote was as follows:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes

**IVRMA Board Meeting Minutes**

**May 22, 2024**

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City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial (P)	Yes
County of Imperial (H)	Yes
City of Westmorland	Absent

**Motion was carried.**

**V. ADJOURNMENT**

- A. The meeting was adjourned at 8:19 p.m.

## **IV. ACTION CALENDAR**

### **A. Draft IVRMA FY 2024-25 Annual Budget**

The ICTC Management Committee met on June 12, 2024, and forwards this item to the IVRMA Board for their review and approval after public comment, if any:

1. Adopt the Draft IVRMA Budget for FY 2024/2025.



300 S. IMPERIAL AVE., SUITE 6  
EL CENTRO, CA 92243-2875  
PHONE: (760) 337-4537  
FAX: (760) 337-3184

June 18, 2024

Luis Plancarte, Chairman  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: IVRMA FY 2024-25 Annual Budget

Dear Commission Members:

The provided summary outlines the IVRMA budget, which comprises various grants and membership dues. Notably, the membership component of the FY 24-25 IVRMA Budget request reflects a reduction from the preceding fiscal year, declining from \$578,000 (FY 23-24) to \$425,400, constituting a total decrease of approximately 26%. This decrease is predominantly attributed to IVRMA's leadership role in spearheading the capacity plan project for Imperial County and its associated jurisdictions during the previous fiscal cycle. Consequently, a one-time expenditure of \$150,000 was earmarked for this initiative in the FY 2023-24 budget. Following this allocation, IVRMA has enlisted the expertise of a consultant to oversee the project for the Imperial County Region Capacity Planning. The project's ongoing activities will seamlessly transition into the new fiscal year, alongside the remaining funds from the preceding fiscal period (FY 2023-24). It is imperative to note that no supplementary expenditures are anticipated for this project in the forthcoming fiscal year budget request.

The Membership funds allocated for financing various IVRMA administrative operations, including the operations of the three Household Hazardous Waste Facilities (HHW), remain consistent with the previous fiscal year's allocation of \$375,000. This stability is maintained in the final budget request for the upcoming fiscal period. Additionally, the forthcoming budget request incorporates the recurring subscription cost for the Minerva software, which amounts to \$50,400 annually. This inclusion brings the total budget request to \$425,400. The Minerva software plays a pivotal role in facilitating compliance with record-keeping obligations for cities, not only in alignment with SB1383 requirements but also in the compilation of data for the state's Electronic Annual Report (EAR) mandated by CalRecycle. Its implementation streamlines communication processes between IVRMA and member cities, enhancing efficiency in data acquisition essential for fulfilling the requisite EAR obligations.

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IMPERIAL, WESTMORLAND, AND IMPERIAL COUNTY**



The Minerva software cost constitutes an approved expenditure eligible for allocation from SB1383 state funds, which are currently received by jurisdictions. Consequently, this results in a reduction of costs sourced from other local funding streams. Furthermore, following discussions with city representatives during the monthly Technical Advisory Committee (TAC) meetings, IVRMA was approached to provide a recommendation regarding the eligibility of certain membership operational expenses (e.g., \$375,000) as costs associated with SB1383 compliance, in addition to the costs of the reporting software. Given IVRMA's expanded involvement with the SB1383 mandate on a regional scale, it was determined that 30% of IVRMA's operational expenses (e.g., \$375,000) would qualify for reimbursement under this state grant. This allocation encompasses wages for managerial activities, compensation for outreach endeavors, and procurement of materials specifically linked to SB1383 compliance efforts.

The breakdown of costs is visually presented in the IVRMA shared costs chart, which is provided as an attachment. This breakdown has led to a total cost of \$112,500, constituting 30% of the total budget of \$375,000. This amount is deemed eligible for consideration under the SB1383 state grant funding. Furthermore, an additional \$50,400 has been allocated under this grant, resulting in a cumulative total of \$162,900. Hence, the remaining operational costs of IVRMA amount to \$262,500, which will need to be supplemented by other local funding sources. A detailed breakdown of these costs, including the allocation specific to each city, is also illustrated in the attached chart for your reference.

The ICTC Management Committee met on June 12, 2024, and forwards this item to the IVRMA Board for their review and approval after public comment, if any:

1. Adopt the Draft IVRMA Budget for FY 2024/2025.

Sincerely,



David Aguirre  
Executive Director

DA/mg

# FY 2024-25 BUDGET - ADMINISTRATION, OPERATIONS AND PLANNING

IVRMA - Imperial Valley Resource Management Agency			IVRMA FY 24-25
1	2		3
<b>REVENUES</b>			
A	493000	Reimbursement for Services Provided	\$ 375,000
B	493000	Reimbursement for Services Provided-Capacity Planning/Reporting Software	\$ 50,400
C	430000	On hand balance / interest revenue	\$ 195,441
<b>D Total Revenues</b>			<b>\$ 620,841</b>
<b>EXPENDITURES</b>			
<b>Administration and Operations</b>			
E	514000	Communications - Phone Charges	\$ 4,325
F	519045	Exp-Maintenance	\$ 1,500
G	519001	Maintenance-Vehicles	\$ -
H	519038	Fuel Expense	\$ 2,000
I	522000	Memberships	\$ -
J	524025	Admin. Office Expense	\$ 2,500
K	524030	Office Expense-Postage	\$ -
L	524000	Office Expense-Printing	\$ -
M	526000	Publ and Legal Notices	\$ -
N	525065	Adm-Legal & Acctg Fees	\$ 77,000
O	517070	Exp-Insurance	\$ 21,000
P	532005	Exp-Utilities	\$ 3,000
Q	527000	Rents & Leases Equipment	\$ 27,156
<b>R Administration and Operations Subtotal</b>			<b>\$ 138,481</b>
<b>Professional and Specialized Projects and Services</b>			
S	530000	Special Dept Exp - Other	\$ 3,000
T	531040	Travel Out of Cnty Misc	\$ -
U	549000	Equipment	\$ 2,500
V	525010	Professional and Specialized Projects and Services	\$ 46,019
W	525115	Prof & Spec Serv-Wages	\$ 252,000
X	530005	Special Dept Exp-Capacity Planning/Reporting Software	\$ 178,841
<b>Y Professional and Specialized Projects and Services Subtotal</b>			<b>\$ 482,360</b>
<b>Y Total Expenditures</b>			<b>\$ 620,841</b>

FY 2024-25      PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING									
	IVRMA - Imperial Valley Resource Management Agency			IVRMA FY 20-21	IVRMA FY 21-22	IVRMA FY 22-23	IVRMA FY 23-24	IVRMA FY 24-25	
	1	2		3	4	5	6	7	
REVENUES									
A	493000	Reimbursement for Services Provided		\$ 289,689	\$ 347,811	\$ 375,000	\$ 375,000	\$ 375,000	
B	493000	Reimbursement for Services Provided-Capacity Planning/Reporting Software		\$ -	\$ -	\$ -	\$ 203,900	\$ 50,400	
C	430000	On hand balance / interest revenue		\$ -	\$ -	\$ -	\$ -	\$ 195,441	
D Total Revenues				\$ 289,689	\$ 347,811	\$ 375,000	\$ 578,900	\$ 620,841	
EXPENDITURES									
Administration and Operations									
E	514000	Communications - Phone Charges		\$ 4,284	\$ 5,400	\$ 5,600	\$ 3,840	\$ 4,325	
F	519045	Exp-Maintenance		\$ 1,200	\$ 1,500	\$ 3,000	\$ 3,000	\$ 1,500	
G	519001	Maintenance-Vehicles		\$ 1,500	\$ 1,200	\$ 2,500	\$ -	\$ -	
H	519038	Fuel Expense		\$ 1,000	\$ 1,200	\$ 1,500	\$ 2,500	\$ 2,000	
I	522000	Memberships		\$ 1,700	\$ 2,100	\$ 2,850	\$ -	\$ -	
J	524025	Admin. Office Expense		\$ 1,000	\$ 1,000	\$ 1,200	\$ 2,500	\$ 2,500	
K	524030	Office Expense-Postage		\$ 300	\$ 100	\$ 100	\$ -	\$ -	
L	524000	Office Expense-Printing		\$ 500	\$ 500	\$ 700	\$ -	\$ -	
M	526000	Publ and Legal Notices		\$ 1,260	\$ -	\$ 2,500	\$ -	\$ -	
N	525065	Adm-Legal & Acctg Fees		\$ -	\$ -	\$ -	\$ 25,000	\$ 77,000	
O	517070	Exp-Insurance		\$ -	\$ -	\$ -	\$ 15,000	\$ 21,000	
P	532005	Exp-Utilities		\$ -	\$ -	\$ -	\$ 2,000	\$ 3,000	
Q	527000	Rents & Leases Equipment		\$ -	\$ -	\$ -	\$ 26,536	\$ 27,156	
R Administration and Operations Subtotal				\$ 12,744	\$ 13,000	\$ 19,950	\$ 11,840	\$ 138,481	
Professional and Specialized Projects and Services									
S	530000	Special Dept Exp - Other		\$ 40,600	\$ 47,358	\$ 48,602	\$ -	\$ 3,000	
T	531040	Travel Out of Cnty Misc		\$ 2,000	\$ 2,000	\$ 1,200	\$ -	\$ -	
U	549000	Equipment		\$ 4,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,500	
V	525010	Professional and Specialized Projects and Services		\$ 83,000	\$ 77,048	\$ 88,835	\$ 46,030	\$ 46,019	
W	525115	Prof & Spec Serv-Wages		\$ 147,345	\$ 208,405	\$ 214,413	\$ 246,594	\$ 252,000	
X	530005	Special Dept Exp-Capacity Planning/Reporting Software		\$ -	\$ -	\$ -	\$ 203,900	\$ 178,841	
Y Professional and Specialized Projects and Services Subtotal				\$ 276,945	\$ 334,811	\$ 355,050	\$ 498,524	\$ 482,360	
Y Total Expenditures				\$ 289,689	\$ 347,811	\$ 375,000	\$ 510,364	\$ 620,841	

FY 2024-25 BUDGET - ADMINISTRATION AND OPERATIONS													
			Membership FY 24-25		City County Payment FY 24-25		HHW FY 24-25		Used Oil FY 24-25		Waste Tire FY 24-25		TOTAL FY 24-25
	1	2	3		4		5		6		7		8
REVENUES													
A	493000	Reimbursement for Services Provided	\$ 425,400		\$ 109,000		\$ 125,000		\$ -		\$ -		\$ 659,400
B	446090	Used Oil Grants	\$ -		\$ -		\$ -		\$ 141,000		\$ -		\$ 141,000
C	439085	State Aid-Waste Tire	\$ -		\$ -		\$ -		\$ -		\$ 300,000		\$ 300,000
D Total Revenues			\$ 425,400		\$ 109,000		\$ 125,000		\$ 141,000		\$ 300,000		\$ 1,100,400
EXPENDITURES													
Administration and Operations													
E	527000	Rents & Leases Equipment	\$ 27,156		\$ -	#	\$ -	#	\$ -		\$ -		\$ 27,156
F	514000	Communications-Phone Charges	\$ 4,325		\$ -		\$ -		\$ -		\$ -		\$ 4,325
G	532005	Exp-Utilities	\$ 3,000		\$ -		\$ -		\$ -		\$ -		\$ 3,000
H	524025	Admin. Office Expense	\$ 2,500		\$ -		\$ -		\$ -		\$ -		\$ 2,500
I	519045	Exp-Maintenance	\$ 1,500		\$ -		\$ -		\$ -		\$ -		\$ 1,500
J	519038	Fuel Expense	\$ 2,000		\$ -		\$ -		\$ -		\$ -		\$ 2,000
M	517070	Exp-Insurance	\$ 21,000		\$ -		\$ -		\$ -		\$ -		\$ 21,000
N	549000	Equipment	\$ 2,500										
O	530005	Special Dept Expense	\$ 50,400										
P	520055	Projects Materials & Supplies	\$ -		\$ 20,000		\$ 20,000		\$ 41,000		\$ -		\$ 81,000
Q Administration and Operations Subtotal			\$ 114,381		\$ 20,000		\$ 20,000		\$ 41,000		\$ -		\$ 142,481
Professional and Specialized Projects and Services													
R	525010	Professional and Specialized Projects and Services	\$ 46,019		\$ 20,000		\$ 43,000		\$ 40,000		\$ 225,000		\$ 374,019
S	525115	Prof & Spec Serv-Wages	\$ 252,000		\$ 69,000		\$ 62,000		\$ 60,000		\$ 75,000		\$ 518,000
T	525030	Prof & Spec Serv-Other	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
U	525065	Adm-Leal &Acctng Fees	\$ 10,000		\$ -		\$ -		\$ -		\$ -		\$ 10,000
V	530000	Special Dept Exp-Training	\$ 3,000		\$ -		\$ -		\$ -		\$ -		\$ 3,000
W Professional and Specialized Projects and Services Subtotal			\$ 311,019		\$ 89,000		\$ 105,000		\$ 100,000		\$ 300,000		\$ 905,019
X Total Expenditures			\$ 425,400		\$ 109,000		\$ 125,000		\$ 141,000		\$ 300,000		\$ 1,047,500

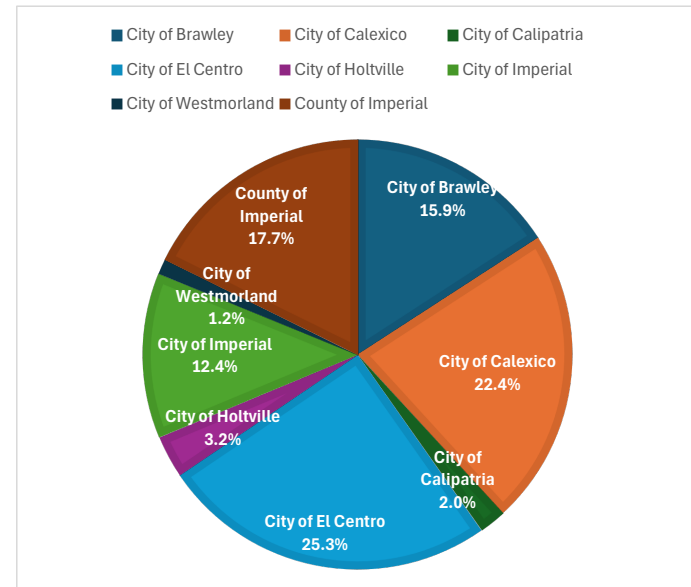
## FY 2024-25 Cost Sharing Agreement IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY

AGENCY	25% Equal Distribution	*Population	Agency Percentage	75% Population Distribution	Annual Membership Fee
City of Brawley	\$ 13,293.75	28,185	16.0%	\$ 51,141.85	\$ 64,435.60
City of Calexico	\$ 13,293.75	39,170	22.3%	\$ 71,074.19	\$ 84,367.94
City of Calipatria	\$ 13,293.75	3,601	2.0%	\$ 6,534.04	\$ 19,827.79
City of El Centro	\$ 13,293.75	44,159	25.1%	\$ 80,126.76	\$ 93,420.51
City of Holtville	\$ 13,293.75	5,583	3.2%	\$ 10,130.39	\$ 23,424.14
City of Imperial	\$ 13,293.75	22,111	12.6%	\$ 40,120.54	\$ 53,414.29
City of Westmorland	\$ 13,293.75	2,050	1.2%	\$ 3,719.74	\$ 17,013.49
County of Imperial	\$ 13,293.75	30,974	17.6%	\$ 56,202.50	\$ 69,496.25
Total	\$ 106,350.00	175,833	100%	\$ 319,050.00	\$ 425,400.00

Contribution Requested **\$ 425,400.00**

### MEMBERSHIP DUES - IVRMA Operations FY 2024-25

		SB 1383 Funding	OTHER FUNDING
City of Brawley	\$ 64,435.60	\$ 24,674.56	\$ 39,761.03
City of Calexico	\$ 84,367.94	\$ 32,307.33	\$ 52,060.61
City of Calipatria	\$ 19,827.79	\$ 7,592.73	\$ 12,235.06
City of El Centro	\$ 93,420.51	\$ 35,773.86	\$ 57,646.65
City of Holtville	\$ 23,424.14	\$ 8,969.89	\$ 14,454.24
City of Imperial	\$ 53,414.29	\$ 20,454.13	\$ 32,960.16
City of Westmorland	\$ 17,013.49	\$ 6,515.04	\$ 10,498.45
County of Imperial	\$ 69,496.25	\$ 26,612.46	\$ 42,883.80
	\$ 425,400.00	\$ 162,900.00	\$ 262,500



\* population from Dept of Finance May 2024

<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-5/>