IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY
AGENDA

REMOTE PARTICIPATION ONLY
WEDNESDAY, JULY 22, 2020
6:00 PM (OR AFTER ICTC, LTA OR SAFE)

CHAIR: GEORGE NAVA
VICE CHAIR: CHERYL VIEGAS-WALKER

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/99592836502?pwd=MnJMWmwrYmx6QVZlZlFPVmllQndwUT09

To participate by phone:
1 (669) 900-9128
Meeting ID: 995 9283 6502#
Password: 419200#

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC COMMENTS

Given recent public health directives limiting public gatherings due to the threat of COVID-19 and 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. Agenda and minutes are also available at: http://ivrma.org/docs.php. If any member of the public wishes to address the Board, their comments should not exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Board. The Board 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.

III. CONSENT AGENDA

Consent agenda items are approved by one motion. Board members or members of the public may pull consent items to be considered separately at a time determined by the Chairman. The Executive Director recommends review and approval of the Consent Calendar as presented.

A. Approval of the IVRMA Board Draft Minutes: June 24, 2020
IV. REPORTS

A. IVRMA Program Report  Page 8

V. ACTION CALENDAR

A. Discussion / Action for FY 2020/2021 IVRMA Membership fees formula:  Page 15

   a. Under this option, the new population formula is approved for FY 2021/2022 and beyond; with no changes to the current approved membership fees and budget for current fiscal year 2020/2021.
   b. Under this option, approve modification minus the inmate population to only affect the County of Imperial and the City of Calipatria for this fiscal year. The total budget will decrease to $289,689.10 for FY 2020/2021; and approve new formula for FY 2021-2022 and beyond. This option will reduce budget reserve by approximately $9,158.00.
   c. Approve new formula and modify redistribution less the inmate population. The proposed change will affect all agencies fees, and total budget will remain the same.
   d. No change to current population formula and budget.

The ICTC Management Committee met on July 8, 2020 and forwards this item to the IVRMA Board for review and approval, after the receipt of public comment:

1. As recommended by Management Committee, approve option A: Approve the new population formula for FY 2021/2022 and beyond; with no changes to the current approved membership fees and budget for current FY 2020/2021

VI. MEETING DATE AND PLACE

A. If there are no urgent items for August, the next meeting of the Imperial Valley Resource Management Agency will be held on Wednesday, September 23, 2020 at 6:00 p.m., at the ICTC Offices, 1503 N. Imperial Ave., Suite 104, El Centro, Ca 92243 and via Zoom Meeting.

VII. ADJOURNMENT

A. Motion to adjourn
A. Approval of the IVRMA Board Draft Minutes:
   June 24, 2020
MINUTES FOR
JUNE 24, 2020

VOTING MEMBERS PRESENT:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Roll Call</th>
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</thead>
<tbody>
<tr>
<td>City of Brawley</td>
<td>George Nava via zoom</td>
</tr>
<tr>
<td>City of Calipatria</td>
<td>Maria Nava-Froelich via zoom</td>
</tr>
<tr>
<td>City of Calexico</td>
<td>Lewis Pacheco</td>
</tr>
<tr>
<td>City of El Centro</td>
<td>Cheryl Viegas-Walker</td>
</tr>
<tr>
<td>City of Holtville</td>
<td>James Predmore via zoom</td>
</tr>
<tr>
<td>City of Imperial</td>
<td>Robert Amparano via zoom</td>
</tr>
<tr>
<td>County of Imperial</td>
<td>Luis Plancarte via zoom</td>
</tr>
<tr>
<td>County of Imperial</td>
<td>Ryan Kelley</td>
</tr>
<tr>
<td>City of Westmorland</td>
<td>Larry Ritchie via zoom</td>
</tr>
<tr>
<td>Executive Director</td>
<td>Mark Baza (non-voting)</td>
</tr>
</tbody>
</table>

STAFF PRESENT:  David Aguirre, Michelle Bastidas, Cristi Lerma, Daveline Villasenor
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 8:07 p.m. and roll call was taken.

II. PUBLIC COMMENTS
There were none.

III. CONSENT CALENDAR
A. IVRMA Board Draft Minutes for May 25, 2020

A motion was made by Viegas-Walker and seconded by Amparano to approve the Consent Calendar as presented.

Motion Carried unanimously.
IV. REPORTS

Ms. Villasenor had the following announcements:

- The 2019 CalRecycle four-year region review will be completed by the end of June 2020. Request letters from each participating city to create temporary relief from specific waste reduction and recycling requirements during the pandemic was sent to CalRecycle on June 16, 2020. After the report submittal on August 1, 2020, CalRecycle will conduct its formal on-site review of all jurisdictions. The on-site review consists of the recycling programs required by the state of California; AB 341 MCR, AB 1826, AB 827 and SB 1374 C&D. It is crucial that the City, or IVRMA on behalf of the cities, include schools and school districts as part of the MORe education, outreach, monitoring, and reporting plans. AB 827 overview requires businesses to make composting and recycling bins accessible to customers at restaurants, malls, and other businesses. This bill requires commercial waste generators and organic waste generators that provide customers access to the business with a commercial solid waste recycling bins or an organic waste recycling bin to collect materials purchased on the premises by July 1, 2020.

- The Imperial Valley Jurisdictions Electronic Annual Report (EAR) report is due August 1, 2020. IVRMA will be contacting the required city departments, haulers, businesses to gather the required information for the year 2019. Planning and Developing Departments/Public Works Departments will be requested to provide the total tons of rubberized asphalt, concrete, recycled/reused asphalt and site grind for any project completed in 2019. Local Food Businesses will be requested to provide information on Waste Reduction Programs in place. This concludes the total tons of food donated per AB1826 MORe requirements. Updated ordinances, letters sent to residents and businesses and procurement policies referencing AB1826, AB1383, AB827, AB341 and SB1374 will be requested from each city. We appreciate your support in providing the necessary information by July 17, 2020.

- During the absence of amnesty events due to the pandemic COVID-19, IVRMA will be assisting all jurisdictions with any dumped tires collected within the city limits collected and taken to the city yards. Please contact IVRMA at (760) 337-4537 to schedule a tire pick-up.

V. ACTION CALENDAR

A. Draft IVRMA Budget, FY 2020-21

Ms. Villasenor presented the budget on page 12 of agenda. Mr. Baza stated that the membership formula used differs from the formula ICTC and LTA uses. IVRMA’s uses prison population. Mr. stated that staff will be reviewing the formula and will be requesting a change for the following fiscal year.

The ICTC Management Committee met on June 10, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

1. Adopted the IVRMA Budget for FY 2020-21.

A motion was made by Viegas-Walker and seconded by Amparano to approve the Consent Calendar as presented.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Roll Call</th>
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<tbody>
<tr>
<td>City of Brawley</td>
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<tr>
<td>City of Calipatria</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Calexico</td>
<td>Absent</td>
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<tr>
<td>City of El Centro</td>
<td>Yes</td>
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<tr>
<td>City of Holtville</td>
<td>Yes</td>
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<td>City of Imperial</td>
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<td>County of Imperial</td>
<td>Yes</td>
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<tr>
<td>County of Imperial</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Westmorland</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Motion Carried unanimously.

B. FY 2020-21 Hunter Employment Services, Inc. Agreement – First Modification

In previous years IVRMA has contracted employment services with Hunter Employment Services Inc. Ms. Villasenor stated that for fiscal year 2020/2021, employment services for IVRMA staff will remain with Hunter Employment Services, Inc. A summary of the positions and their associated rates are listed.

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary Rate</th>
<th>Billing Rate</th>
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</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>$14.00</td>
<td>$21.14</td>
</tr>
<tr>
<td>Outreach Representative</td>
<td>$17.83</td>
<td>$26.93</td>
</tr>
<tr>
<td>Tire Crew Lead</td>
<td>$15.00</td>
<td>$25.20</td>
</tr>
<tr>
<td>Tire Crew Assistant</td>
<td>$13.50</td>
<td>$22.68</td>
</tr>
<tr>
<td>HHW/Labor</td>
<td>$13.50</td>
<td>$22.68</td>
</tr>
</tbody>
</table>

All requirements, including payment terms will remain the same in this fiscal year. Benefits are included for full-time employees as specified in the original agreement, such as Personal Time Off (PTO), Workers Compensation and Liability insurances. The agency will only be charged for positions that are filled.

The ICTC Management Committee met on June 10, 2020 and forwarded this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairman to sign the employment services Agreement with the firm of Hunter Employment Services, Inc. for FY July 1, 2020 through June 30, 2021.

A motion was made by Nava-Froelich and seconded by Predmore to approve the Consent Calendar as presented.

<table>
<thead>
<tr>
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<tbody>
<tr>
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<td>Yes</td>
</tr>
<tr>
<td>City of Calexico</td>
<td>Absent</td>
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<tr>
<td>City of El Centro</td>
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<td>City of Holtville</td>
<td>Yes</td>
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<td>City of Imperial</td>
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<td>County of Imperial</td>
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<tr>
<td>County of Imperial</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Westmorland</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Motion Carried unanimously.

VI. MEETING DATE AND PLACE

A. The next meeting of the Imperial Valley Resource Management Agency will be held on Wednesday, July 22, 2020 at 6:00 p.m., at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA. and via Zoom Meeting.

VII. ADJOURNMENT

A. The meeting was adjourned at 8:28 p.m.
IV. IVRMA PROGRAM REPORT
AGENDA REPORT

TO: IVRMA Board Members and City / County Managers
FROM: Daveline Villasenor, Project Manager
SUBJECT: IVRMA Board Meeting
MEETING DATE: July 22, 2020

STAFF REPORT

1. Jurisdiction Electronic Annual Report (EAR): The Imperial Valley jurisdictions EAR report is due August 1, 2020. IVRMA will be contacting the required city departments, haulers, businesses to gather the required information for the year 2019. Planning and Developing Departments/Public Works Department will be requested to provide the total tons of rubberized asphalt, concrete, recycled/reused asphalt and site grind for any project completed in 2019. Local Food Businesses will be requested to provide information on Waste Reduction Programs in place. This concludes the total tons of food donated per AB1826 MORe requirements. Updated ordinances, letters sent to residents & businesses, and procurement policies referencing AB1826, AB1383, AB827, AB341 and SB1374 will be requested from each city. We appreciate your support in providing the necessary information by July 17, 2020.

2. ESJPA Meeting Thursday, June 25, 2020: IVRMA was requested to attend by CalRecycle the first Rural Counties Environmental Services Joint Powers Authority Board of Directors Meeting and Technical Advisory Group meeting held on June 25, 2020 from 9 a.m. to 2 p.m. This meeting discussed and shared the challenges and concerns due to pandemic COVID-19 from different Cities and Counties impacting current IVRMA grants and upcoming legislate AB1383 Food Recovery Program due January 2022.

3. FY 2019-2020 Closed Grants:
   a. City County Payment Program 2017-18 Closed with total expended amount of $59,627.
   b. OPP9 Grant Closed with total expended amount of $62,596
   c. TCU17 Grant Closed with total expended amount of $250,000

4. FY 2020-2021 Grants Report:
   a. OPP10 Used Oil Payment Program due August 15, 2020

5. FY 2021-2022 Grants:
   a. OPP11 Used Oil Payment Program Application due July 11, 2020
   b. HHW Small Project Grant Program Application due July 15, 2020

6. Illegally Dumped Tires: During the absence of Amnesty Events due to the pandemic COVID-19, IVRMA will be assisting all jurisdictions with any dumped tires collected within the city limits collected and taken to the city yards. Please feel free to contact IVRMA at (760) 337-4537 to schedule a tire pick-up. We ask that tires be stacked and cleaned of any debris or harmful insects/rodents/animals.

7. CalRecycle Fall Review-IVRMA will have follow up meetings with jurisdictions – Cal Recycle onsite visits after August 1, 2020.
8. **Blue Recycling Waste Baskets**: Free recycling wastebaskets are available for Multifamily Complexes (5 units or more) and Businesses who are in compliance with AB341 Mandatory Commercial Recycling.

9. **Do-It Yourself 15qth Oil Containers**: IVRMA has a large quantity of oil containers for free distribution to City and County residents.
Free Recycling Bins to Imperial Valley Businesses for Recycling Programs

- **PLASTIC**
- **ALUMINUM CANS**
- **GLASS**
- **PAPER**

- Medium Desk-side Recycling Container
  - Dimensions: 14 3/8"L x 10 1/4"W x 15"H
  - Capacity: 28 1/8 Quart

- 23 Gallon Wall Hugger Slim Jim Container
  - Dimensions: 20” L x 11” W x 30” H

For more information call
1-877-RECYCLE
(1-877-732-9253)
Visit our website
www.ivrma.org
Imperial Valley Resource Management Agency
FREE*
(Free to Imperial Valley Residents. Businesses pay for disposal and need appointment.)

Household Hazardous Waste Disposal

LOCATIONS
1. Brawley – Hwy 86 & G Street
2. Calexico – 500 W 5th Street
3. El Centro – 702 E Heil Avenue

WASTE ACCEPTED: Acids, automotive products, fluorescent bulbs, herbicides, pesticides, propane cylinders (full or empty valve closed), solvents, medical waste (sharps).

NOT ACCEPTED: Compressed gas cylinders (20 gallon, i.e. acetylene, oxygen), contaminated soil, explosives (ammunitions), radioactive waste.

For more information call
1-877-RECYCLE
(1-877-732-9253)

Visit our website
www.ivrma.org

Imperial Valley Resource Management Agency
Free Recycling Bins to Imperial Valley Businesses for Recycling Programs

• PLASTIC
• GLASS

• CANS
• PAPER

• Black round dolly
  18" diameter
  Twist-on, twist-off
  Engineered resin construction
  Five 3" non-marking casters
  Fits the 32 gallon round containers
  250 lb weight capacity

• 32 gallon Round Container
  Blue with a white recycle logo
  27-3/8" high x 22" diameter
  32 gallon capacity
  Molded of engineered resins

• Round flat lid with Hole
  Molded seamless construction
  22-1/4" diameter
  Fits the 32 gallon round receptacle

For more information call
1-877-RECYCLE
(1-877-732-9253)

Visit our website
www.ivrma.org

Imperial Valley Resource Management Agency

Printed on Recycled Paper
***FREE***

OIL RECYCLING CONTAINERS
(15 quart Oil Recycling Container)

Free to Imperial Valley Residents (proof of residency required—driver’s license or utility bill) at the

*Household Hazardous Waste Facilities in Brawley, Calexico, and El Centro

*Certified Used Oil Collection Centers

*Curbside Oil Collection

• Holds up to three complete oil changes on most cars, perfect for multiple car families, and vehicles requiring frequent oil changes
• Can be used again and again insuring cost-effective collection
• No worries about leaks, drips or spills due to the tight, positive seal
• Extra large handle provides a comfortable grip for easy carrying and pouring
• Prevents fluids from coming in contact with the cap or plug, minimizing the possibility of dangerous and messy spills

For more information call
1-877-RECYCLE
(1-877-732-9253)

Visit our website
www.ivrma.org

Imperial Valley Resource Management Agency
A. Discussion / Action for FY 2020/2021 IVRMA Membership fees formula
July 2, 2020

George Nava, Chairman  
Imperial Valley Resource Management Agency  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

RE: IVRMA Membership Formula Discussion / Action for FY 2020/21

Dear Committee Members,

At the Board Meeting on June 24, 2020, the Board approved the IVRMA budget for Fiscal Year (FY) 2020/2021, that included membership fees in the amount of $298,847.00. It was found that the population formula that determines membership fees currently differs from the formula used by ICTC and ICLTA for their accounting processes. For IVRMA, prison populations for both the City of Calipatria and the County of Imperial have been used to determine membership fees. Concern was expressed by staff that a change should be considered to use population formula similar to that used by ICTC and ICLTA. The attached spreadsheet describes the budget and fee changes to the following options:

Discussion / Action for FY 2020/2021 IVRMA Membership fees formula:

a. Under this option, the new population formula is approved for FY 2021/2022 and beyond; with no changes to the current approved membership fees and budget for current fiscal year 2020/2021.

b. Under this option, approve modification minus the inmate population to only affect the County of Imperial and the City of Calipatria for this fiscal year. The total budget will decrease to $289,689.10 for FY 2020/2021; and approve new formula for FY 2021-2022 and beyond. This option will reduce budget reserve by approximately $9,158.00.

c. Approve new formula and modify redistribution less the inmate population. The proposed change will affect all agencies fees, and total budget will remain the same.

d. No change to current population formula and budget.

The ICTC Management Committee met on July 8, 2020 and forwards this item to the IVRMA Board for review and approval, after the receipt of public comment:

1. As recommended by Management Committee, approve option A: Approve the new population formula for FY 2021/2022 and beyond; with no changes to the current approved membership fees and budget for current FY 2020/2021.

Sincerely,

MARK BAZA
Executive Director

MB/da/cl  
Attachments

300 S Imperial Avenue Suite 6, El Centro, CA 92243 • 1-877-RECYCLE • Fax (760) 337-3184  
www.ivrma.org  
Printed on Recycled Paper
### OPTION A and OPTION D

**APPROVED BUDGET FY 2020-2021**

<table>
<thead>
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<th>AGENCY</th>
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<td></td>
<td>Fixed</td>
<td>Variable</td>
</tr>
<tr>
<td>City of Brawley</td>
<td>27,229</td>
<td>14.4% 10.8154%</td>
<td>$9,338.97</td>
</tr>
<tr>
<td>City of Calexico</td>
<td>41,032</td>
<td>21.7% 16.2980%</td>
<td>$9,338.97</td>
</tr>
<tr>
<td>City of Calipatria</td>
<td>7,141</td>
<td>3.8% 2.8364%</td>
<td>$9,338.97</td>
</tr>
<tr>
<td>City of El Centro</td>
<td>45,774</td>
<td>24.2% 18.1815%</td>
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<tr>
<td>City of Imperial</td>
<td>19,364</td>
<td>10.3% 7.6914%</td>
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<tr>
<td>City of Westmorland</td>
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<td>1.2% 0.9358%</td>
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<tr>
<td>County of Imperial</td>
<td>39,559</td>
<td>21.0% 15.7129%</td>
<td>$9,338.97</td>
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<tr>
<td><strong>Total</strong></td>
<td>188,821</td>
<td>100% 75%</td>
<td>$224,135.25</td>
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</tbody>
</table>

### OPTION B

**LESS INMATE POPULATION FOR CALIPATRIA AND COUNTY OF IMPERIAL - MODIFICATION TO APPROVED BUDGET**

<table>
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<th>AGENCY</th>
<th>POPULATION</th>
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<td>Population Decrease</td>
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<td>14.4% 10.8154%</td>
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<td>41,032</td>
<td>21.7% 16.2980%</td>
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<td>$9,338.97</td>
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<tr>
<td>City of El Centro</td>
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<td>24.2% 18.1815%</td>
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<td>City of Imperial</td>
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<td>City of Westmorland</td>
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<tr>
<td>County of Imperial</td>
<td>39,559</td>
<td>21.0% 15.7129%</td>
<td>$9,338.97</td>
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<tr>
<td><strong>Total</strong></td>
<td>188,821</td>
<td>100% 75%</td>
<td>$224,135.25</td>
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</tbody>
</table>

### OPTION C

**LESS INMATE POPULATION WITHOUT CHANGES TO APPROVED BUDGET - REDISTRIBUTION OF TOTAL BUDGET**

<table>
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<tr>
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<td>25%</td>
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<td></td>
<td>AMOUNT</td>
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<td>County of Imperial</td>
<td>35,331</td>
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<tr>
<td><strong>Total</strong></td>
<td>180,378</td>
<td>100% 75%</td>
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NO CHANGES ON TOTAL APPROVED AMOUNT

$298,847.00