



IMPERIAL VALLEY FOREIGN TRADE ZONE

IMPERIAL COUNTY COMMUNITY AND ECONOMIC DEVELOPMENT • 940 W. Main St., Ste. #203, El Centro, CA, 92243

MEETING MINUTES

Thursday, September 3, 2015 2:00 PM
Calipatria City Hall Council Chambers
125 N. Park Ave, Calipatria, CA 92233

PROCEEDINGS

A meeting of the Imperial Valley Foreign Trade Zone – Joint Powers Authority (IVFTZ-JPA) was held on Thursday, September 3, 2015 at 2:00 p.m. at Calipatria City Hall Council Chambers, located at 125 N. Park Ave, Calipatria, CA 92233.

ATTENDEES

JPA Members

City of Brawley
City of Calexico
City of Calipatria
City of El Centro

Primary

Rosanna Bayon MOORE

Romualdo MEDINA
Ruben DURAN

Alternate

Julia OSUNA

Consultants

ITC-Diligence, Inc.

David HARLOW

Coordinating Staff

I.C. Community & Econ. Development

Esperanza Colio WARREN
Cindy PEREZ

MINUTES

I. Call meeting to order

- a. Roll call

Meeting was called to order by J. OSUNA at 2:10 p.m. Roll call was performed by C. PEREZ with four (4) JPA members present, it was determined that quorum was met. **Present:** City of Brawley, City of Calexico, City of Calipatria, City of El Centro (City of El Centro was not present at the time of roll call but arrived later).

- b. Approval of 06/03/2015 minutes

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J. OSUNA opened discussion to approve the minutes for 06/03/2015. R. MOORE motioned to approve the minutes. R. MEDINA seconded the motion. J.OSUNA put the motion to a vote.

Vote: 3 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

II. Discussion/action

a. Errors and Omissions Policy Follow-Up

E.C. WARREN opened the discussion regarding the Errors and Omissions Policy. E.C. WARREN referenced an email attached to the agenda where County Counsel representative Eric Havens continues to recommend that no decreases be made to the insurance requirements. E.C. WARREN presented a list of insurance providers that offer Errors and Omissions Policy for the Operator's Agreement. County of Imperial was unable to provide specific quotes since according to the insurance companies every quote will be different depending on the type of business.

b. Alternative Site Framework (ASF) Update

E.C. WARREN provided an update to the Alternative Site Framework application. On Tuesday 9/1/15, D. HARLOW and E.C. WARREN presented the ASF application to the Imperial County Board of Supervisors where the differences between the FTZ and the ASF and its benefits were explained. The Imperial County Board approved the submittal of the ASF application. With the approval of the resolution the County of Imperial will be ready to submit the ASF application with the support of Miller & Co.

c. Budget approval for ASF workshop

E.C. WARREN explained that part of the contract that FTZ-JPA has with Miller & Co as a consultant is to present a workshop where anyone interested on learning about the Foreign Trade Zone can be invited. E.C. Warren mentioned that Scott Taylor from Miller & Co. was available to come to the Imperial Valley on 9/24/15 and suggested to invite all the cities and any potential businesses. R. MOORE suggested inviting other agencies such as the Overall Economic Development Commission (OEDC). J.OSUNA suggested inviting the Brokers from Calexico. E.C. WARREN proposed to approve offering breakfast at Club Lohoo during the workshop as an incentive to attendees.

E.C. WARREN presented quotes for approval for an event for 75 to 100 people. D. HARLOW recommended to invite city governments, land owners, and land developers. R. MEDINA proposed to advertise the event on the newspaper. E.C. WARREN confirmed that the event will be advertised in the newspapers, massive emails will be sent, and follow up calls will be made.

R. DURAN noted that 9/24/15 will be the Caltrans external quarter meeting. It was suggested to change the date of the workshop. E.C. WARREN will follow up with the consultant to find a more convenient date for the workshop. October 8th and October 15th were proposed as alternative dates.

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R.B. MOORE made a motion to approve an alternative date for the ASF workshop from 10:00 am to 12:00 pm at Club Lohoo for continental breakfast for an estimated amount of \$864.00. R. MEDINA seconded the motion. J. OSUNA put the motion to a vote. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

d. Approval of travel for NAFTAZ annual conference

E.C. WARREN presented information about the upcoming NAFTAZ annual conference to take place in Los Angeles, CA from September 27th to September 30th, 2015. E.C. WARREN offered the possibility for a IVFTZ-JPA board member to attend the event due to the proximity of the location. E.C. WARREN showed an estimated travel expense report to include 2 attendees to the event and showed a copy of the IVFTZ-JPA budget for review. J. OSUNA mentioned her interest to attend the event. E.C. WARREN suggested transferring budget funds from contingency to travel expenses to cover for the attendance of a second member.

R.B. MOORE made a motion to authorize the travel of staff, E.C. WARREN, and a participating board member, J.OSUNA, to attend the annual conference and modify the travel budget to reflect those changes taken from the contingency funds. R. DURAN seconded the motion. J. OSUNA put the motion to a vote. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

e. Status on City Manager's meeting regarding proposed multi-agency cost-sharing

E.C. WARREN summarized on a presentation made for the city managers regarding the Multi-Agency Cost Sharing; Westmorland, Calexico, and Holtville did not attend the presentation. R.B. MOORE, who also attended the meeting, mentioned everybody was open to the proposed cost-sharing. R.B. Moore was concerned about small cities that may not be able to afford participation/contribution to the FTZ.

R.B. MOORE proposed to send the estimated costs or increases to cities for the next fiscal year a year in advance for pre-planning purposes. E.C. WARREN stated that invoices had been sent to all the cities for their contribution for FY 2015-2016. R.B. MOORE recommended sending everybody a copy of the estimated cost for FY 2016-2017 as a courtesy notice. To remind them we are in the midst of a transition and that in the next fiscal year this is going to be extended to all jurisdictions.

E.C. WARREN proposed to review the original JPA to add the additional cities fees. It was agreed that E.C. WARREN will send the original JPA agreement to County Counsel for them to start preparing a new draft of the JPA adding all the cities and their contributions. It was discussed by IVFTZ-JPA members the need to address in the new agreement the language in case one of the cities does not want to participate or contribute. Members were concerned about the contribution from the City of Westmorland, which struggles the most due to the fact that they don't have a City Manager. E.C. WARREN agreed to contact the City of Westmorland to see if they will be willing to participate or not before the ASF application and new agreement

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are finalized. She mentioned she would have a conversation with Mr. Cordova to see if the County will be willing to pay the City of Westmorland's share of cost.

III. Future agenda items and other business

a. Other Business

D. HARLOW provided an update on JE Exports. Customs has been very slow to process this application. The application was filed with the Foreign Trade Zone and with Customs in the middle of May. The application is still pending for Customs approval.

J. OSUNA asked D. HARLOW for an update on MyDistribution Center, Inc. D. HARLOW mentioned he had tried to get in touch with Mr. Romero sending several emails and phone calls and Mr. Romero hasn't been committing to what the Board was requiring. He mentioned a letter intended to Mr. Romero giving him a time frame to comply and specify that if they don't comply by the end of the year the IVFTZ-JPA will recommend to customs to deactivate MyDistribution Center, Inc. ICCED was asked to follow up with a warning letter of deactivation to Mr. Romero.

b. Future Agenda

1. Alternative Site Framework application Update
2. Outcome on ASF Workshop October 12
3. Report on NAFTAZ Annual Conference
4. Discuss draft of new JPA agreement
5. Presentation to city managers.
6. Update information on MyDistribution operator

IV. Next meeting date

- a. October 22, 2015 at 3:00 p.m. in the City of El Centro Conference Room.

V. Meeting adjourned

- a. Meeting was adjourned at 2:56 p.m.