

# IMPERIAL VALLEY FOREIGN TRADE ZONE

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

## MEETING MINUTES

Wednesday, March 20, 2017 03:30 PM  
Imperial County Planning and Development Department Conference Room  
801 Main St. El Centro, CA. 92243

### PROCEEDINGS

A meeting of the Imperial Valley Foreign Trade Zone – Joint Powers Authority (IVFTZ-JPA) was held on March 20, 2017 at 03:30 p.m. at the Imperial County Planning and Development Department conference room located at 801 Main St. El Centro, CA. 92243.

### ATTENDEES

#### ***JPA Members***

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

#### ***Primary***

Rosanna Bayon MOORE

#### ***Alternate***

Julia OSUNA

Marcela PIEDRA  
Andy HORNE

#### ***Consultants***

ITC-Diligence, Inc.

David HARLOW

#### ***Coordinating Staff***

I.C. Community & Econ. Development

Esperanza Colio WARREN

David HERNANDEZ

#### ***Other Invites***

### MINUTES

#### ***I. Call meeting to order***

- a. Roll call

Meeting was called to order by J. Osuna at 03:30 p.m. Roll call was performed by David



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Hernandez with four (3) JPA members present and one (1) by phone (R. MOORE), it was determined that quorum was met.

b. Approval of 01/18/2017 minutes

A. HORNE motioned to approve minutes as presented, M. PIEDRA 2<sup>nd</sup>. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

## II. Discussion/action

a. Budget Contingency Fund

E. WARREN covered the current status of the contingency fund in the 2016-2017 budget. A discussion on the future use of the contingency fund was had and concluded with the following: A. HORNE motioned that on June 30<sup>th</sup> the member agencies be credited according to their contribution ratio any amount over 5k total contingency toward next year's membership contributions. J. OSUNA 2<sup>nd</sup>. **Vote:** 3 in favor, 1 against, 0 abstain at the time of the vote. **Motion passed.**

A. HORNE motioned that the first motion be rescinded and that a new motion be made. J. OSUNA 2<sup>nd</sup>. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

A. Horne motioned that the contingency fund be prorated and credited back to the 5 agencies of the JPA. The 2017-18 budget will include a 5k contingency fund and all members will continue to contribute to that fund. J. OSUNA 2<sup>nd</sup>. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

b. Discussion/Action on IVFTZ #257 operators: My Distribution Center, JE Exports, and Imperial Railport.

D. HERNANDEZ gave a report on the status of the operators in the contracting process. All operators have complied and submitted the necessary documentation or have arranged for an extension to continue with the contracting process as requested by the IVFTZ-JPA.

c. Discussion/action on IVFTZ #257 Annual Report.

D. Harlow gave a report on the annual report for the IVFTZ. This report gives a synopsis of the transactions made in the 2016-2017 fiscal year. A request was made by A. HORNE for D. Harlow to produce a summary of the report for distribution.

M. PIEDRA motioned to approve the 2016-2017 IVFTZ Annual Report with modifications as indicated by D. Harlow. A. HORNE 2<sup>nd</sup>. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**



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d. Update on the status of the ASF

E. WARREN presented correspondence from the U.S. Department of Commerce Foreign-Trade Zone Board stating that the reorganization of the FTZ #257 under the alternate site framework had been approved. E. Warren also shared what the city contribution would be at a \$60,000 share. It was requested by the JPA that a budget with \$50,000 city contribution be made and presented at the next meeting.

e. Discussion/action NAFTAZ Annual Conference

A discussion regarding the attendance for one member to attend the NAFTAZ Annual Conference was had and a request was made to increase the number of members to the NAFTAZ to be increased to 3 members to become members and attend the 2017-2018 NAFTAZ Annual Conference. A motion was made by A. Horne to provide in the travel budget for three JPA members to attend the NAFTAZ Annual Conference, M. Piedra 2<sup>nd</sup>. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion passed.**

F. Discussion on city participation with the IVFTZ

A discussion regarding the new city participation in the IVFTZ-JPA was had. E. WARREN gave information on the communication that has occurred and expressed her determination to continue to reach out to the remaining cities regarding their decision to join.

G. Discussion/action IVFTZ #257 Marketing Plan Reassessment

The JPA discussed the marketing plan that is currently be used and suggested that a new plan be made to market the IVFTZ more aggressively. A request by the JPA was made to D. Harlow to produce a new marketing plan for use by the JPA. This plan will be reviewed at the next IVFTZ-JPA meeting.

### **III. Future agenda items and other business**

### **IV. Next meeting date**

TBD

### **V. Meeting adjourned**

- a. Meeting was adjourned at 4:46 p.m.