



# IMPERIAL VALLEY FOREIGN TRADE ZONE

IMPERIAL COUNTY WORKFORCE AND ECONOMIC DEVELOPMENT • 1250 Main Street, El Centro, CA, 92243

## MEETING MINUTES

Wednesday, July 30, 2025 @ 3:00 P.M.  
1250 Main Street, El Centro, CA

## PROCEEDINGS

A meeting of the Imperial Valley Foreign Trade Zone – Joint Powers Authority (IVFTZ-JPA) was held on July 30, 2025 @ 3:00 P.M. In person at the conference room of the Imperial County Business Center. Members of the public were encouraged to submit their comments via email prior to the day of the meeting.

## ATTENDEES

### *JPA Members*

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

### *Primary*

Rebecca Terrarzas-Baxter  
Benjamin Martinez  
  
Adriana Nava  
Nick Wells

### *Alternate*

### *Coordinating Staff*

I.C. Workforce & Economic Development  
I.C. Workforce & Economic Development  
I.C. Workforce & Economic Development

Priscilla Lopez  
Jade Padilla  
Tabita Velarde

### *Other Invitees*

Amanda Ward  
  
Rob Richardson

Vilore Foods Company  
Inc. Representative  
IMS Worldwide



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## MINUTES

### *I. Call meeting to order*

- a. Roll call.

R. TERRAZAS-BAXTER called meeting to order at 3:15 P.M. Roll call was performed by J. PADILLA with four (4) JPA members present; it was determined that quorum was met.

- b. Approval of 11/20/2024 Minutes

R. TERRAZAS-BAXTER motions to approve the minutes as presented. NICK WELLS motions for approval. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion Approved.**

### *II. Discussion/direction/action/update*

- a. Discussion/ Action regarding selection of FY 25-26 chair and vice-chair of the IVFTZ-JPA and Membership Forms

B. MARTINEZ was voted chair and R. TERRAZAS-BAXTER volunteered and was voted in as vice-chair. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote **Motion Approved.**

- b. Discussion/Action regarding Vilore Foods Company Inc. MBM Application for Usage-Driven Site Designation and Concurrence Letter

P. LOPEZ and J. PADILLA presented the motion and introduced Amanda Warden on behalf of Vilore Foods Company and IMS Worldwide representative Rob Richardson. The FTZ Board inquired about membership status/ benefits for the City of Imperial and surrounding cities and J. PADILLA and IMS consultant Rob Richardson responded. Amanda Warden responded to inquiries regarding project context (benefits, food processing, regional interest, job creation, cost benefits and analysis). Additional information will be provided by Amanda Ward for marketing purposes benefiting Imperial County. N. WELLS motions for approval and A. NAVA seconds it. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion Approved.**



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c. Update regarding FY 2024-2025 Budget Expenditures

J. PADILLA presented the FY 2024-2025 Budget Expenditures updates, including approved budget, actual cost, additional records, City of Calipatria extra payments and foregoing action. Salaries and staff-time were also discussed.

d. Discussion/Action regarding proposed FY 2025-2026 Budget

J. PADILLA presented the FY 2025-2026 Budget proposals, with two-options provided. Contingencies, new studies cost and membership costs were discussed.

A. NAVA motioned to approve Option 1. Motion 2<sup>nd</sup> by N. WELLS. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion Approved.**

e. Discussion/Action regarding proposed FY 2025-2026 Calendar

J. PADILLA presented proposed scheduling times and location and previous scheduling. FTZ Board discussed time and location benefits for meeting to be held at 1250 W. Main St. El Centro, CA 92243 and time to held meeting at 3:00 P.M.

N. WELLS motioned to approve. R. TERRAZAS-BAXTER 2<sup>nd</sup> the motion. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion Approved.**

f. Discussion / Action regarding Border Market Study

P. LOPEZ presented previously requested Border Market Study update. Procurement processes and project timeline were discussed. A. NAVA requested that specifications of the Request for Proposals be detailed (study information) so that study outcomes be useful to the cities. Project costs were also discussed and additional information was requested by the Board.

Supporting staff was directed to develop the Request for Proposals and it will be presented at the next meeting.

g. Discussion / Action regarding upcoming attendance at the NFTZ Annual Conference

The FTZ Board discussed previous interest, noting that no one has attended a conference in the past. P. LOPEZ recommended that support staff may attend on the Board's behalf.



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Trip costs were discussed. A. NAVA requested additional presentations from vendors such as Amanda Ward, regarding general trends/ benefits of Foreign Trade Zone membership and this will be looked into. Discussion of the annual conference attendance resumed.

N. WELLS motioned to approve. B. MARTINEZ 2<sup>nd</sup> the motion. **Vote:** 4 in favor, 0 against, 0 abstain at the time of the vote. **Motion Approved.**

- h. Discussion / Action regarding upcoming NAFTAZ training opportunities

Future training opportunities were discussed, including registration procedures and possibly attending via online as a group. The group planned to attend the next free webinar, FTZ Saving, on September 3, 2025.

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

- a. Discussion regarding potential agenda items, issues, or operators

P. LOPEZ noted that this section is reserved for any potential items to be added to the agenda by the FTZ Board. A. NAVA noted that regular meetings will keep the Board on task. N. WELLS inquired about the current swap meet renters, and J. PADILLA responded that there is no update and requested to continue to section c – Discussion regarding potential operators.

- b. Discussion regarding current operators

None.

- c. Discussion regarding potential operators

Supporting staff and the FTZ Board discussed the FTZ membership status of the St. Thomas and Las Palmas swap meets, both located in Calexico, California. It was noted that the two entities are well informed and have had issues with obtaining business licenses at the City of Calexico's level. City Council meeting schedules were discussed so that they are not in conflict with FTZ Board meetings. J. PADILLA announced that a new company, 1Econo-Pack Supplies, Inc., applied for Alternative Site Framework Minor Boundary Modification, and it will be presented to the Board at the next meeting (weather scheduled or at special meeting (to be determined)).



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## **IV. Next meeting date**

Date: September 10, 2025, at 3:00 P.M.

Location: 1250 Main Street, El Centro, CA

## **V. Meeting adjourned**

Meeting was adjourned by B. MARTINEZ at 4:12 p.m.