AGENDA

CITY COUNCIL
CITY OF IMPERIAL
200 WEST 9TH STREET
IMPERIAL, CA 92251-1637
MAY 15, 2019
CLOSED SESSION 5:15 PM
WORK SESSION 6:00 PM
OPEN SESSION 7:00 PM

The Imperial City Council meetings, including public comments, are being live streamed on the City's social media pages. By remaining in the room you are giving your permission to be recorded.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE BUILDING & SAFETY DIRECTOR, (760) 355-1152. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

A. CITY COUNCIL CONVENES TO CLOSED SESSION AT 5:15 PM

This is a **CLOSED SESSION** in which the **COUNCIL** discusses matters in closed as opposed to open session. Only those matters authorized by the Brown Act as permissible **CLOSED SESSION** subjects will be discussed. They are as follows:

A-1. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Section 54956.9 (d))

Significant exposure to litigation – (3 potential cases)

A-2. SUBJECT: CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Section 54956.8)

Property:	Northwest Corner of 15th Street and SR-86
Agency Negotiator:	City Manager
Negotiating Parties:	Halferty Development Company LLC
Under Negotiation:	Pricing and Terms

CITY COUNCIL ADJOURNS CLOSED SESSION

B. CITY COUNCIL CONVENES IN A WORK SESSION AT 6:00 PM

B-1. SUBJECT: PRESENTATION/DISCUSSION: PROPOSED MUNICIPAL BUDGET FOR FISCAL YEAR 2019-2020.

1. PRESENTATION TO THE CITY COUNCIL OF THE PROPOSED FISCAL YEAR 2019-2020 MUNICIPAL BUDGET.

ADJOURN WORK SESSION AND CONVENE TO REGULAR MEETING.

C. CITY COUNCIL CONVENES TO OPEN SESSION AT 7:00 PM

ROLL CALL
PLEDGE OF ALLEGIANCE
ADJUSTMENTS TO THIS AGENDA
ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

D. PUBLIC APPEARANCES:

D-1. Matters not appearing on the agenda. If you wish to address the COUNCIL concerning any item within the COUNCIL'S jurisdiction, please raise your hand and be acknowledged by the MAYOR, and at that time state your name and address for the record. The MAYOR reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the Council in writing.

D-2. Matters appearing on the agenda. If you wish to address the COUNCIL concerning any item appearing on the agenda, please raise your hand and be acknowledged by the MAYOR, and at that time state your name and address for the record. The MAYOR reserves the right to place a time limit on each person's presentation of three (3) minutes.

E. PROCLAMATION

E-1. PRESENTATION – PROCLAMATION - MAY AS "CENSUS 2020 KICK-OFF MONTH" IN THE CITY OF IMPERIAL.

F. CONSENT AGENDA:

All items appearing under "Consent Agenda" will be acted upon by the City Council by one motion without discussion. Should any Council member or other person request that any item be considered separately, that item will then be taken up at the time as determined by the **MAYOR.**

F-1. Approval of claims/warrants report.
F-2. Approval of relinquishment of a portion of a 15-ft wide drainage easement located along the north side of APN 064-330-017. (516 Aten Blvd.)

G. PUBLIC HEARINGS: (DISCUSSION/ACTION –APPROVE-DISAPPROVE)

G-1. SUBJECT: PUBLIC HEARING/DISCUSSION/ACTION: DEVELOPMENT IMPACT FEES.

1. APPROVE RESOLUTION NO. 2019-16, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, UPDATING THE DEVELOPMENT IMPACT FEE SCHEDULE AND ADOPTING THE JUNE 2018 DEVELOPMENT IMPACT FEE (NEXUS) REPORT.

H. ACTION ITEMS: (DISCUSSION/ACTION – APPROVE-DISAPPROVE)

H-1. SUBJECT: DISCUSSION/DIRECTION: WATER AND SEWER CAPACITY FEES.

1. REVIEW/ACCEPT REPORT AS PREPARED BY BARTLE WELLS ASSOCIATES AND PROVIDE STAFF WITH DIRECTION FOR IMPLEMENTATION OF NEW CAPACITY FEES.

H-2. <u>SUBJECT:</u> DISCUSSION/ACTION: PORTION OF McCALL DRAIN No. 5 AT THE CROSS ELEMENTARY SCHOOL SITE.

1. APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE IMPERIAL UNIFIED SCHOOL DISTRICT.

2. APPROVAL OF ABANDONMENT AGREEMENT BETWEEN IMPERIAL IRRIGATION DISTRICT AND CITY OF IMPERIAL.

H-3. <u>SUBJECT:</u> DISCUSSION/ACTION: ENGINEERING DESIGN SERVICES FOR THE 2020 OVERLAY IMPROVEMENTS PROJECT AT THE INTERSECTION OF ATEN BOULEVARD AND CLARK ROAD.

1. AWARD CONTRACT FOR ENGINEERING DESIGN SERVICES TO LC ENGINEERING CONSULTANTS IN THE AMOUNT OF $33,900.O0

H-4. <u>SUBJECT:</u> DISCUSSION/ACTION: WATER TREATMENT PLANT – GAC SYSTEM.

1. APPROVE PURCHASE OF FILTER MEDIA FOR THE CARBON COLUMNS FROM CALGON CARBON CORPORATION IN THE AMOUNT OF $122,156.00.

H-5. <u>SUBJECT:</u> DISCUSSION/ACTION: MAINTENANCE OF EQUIPMENT-VACTOR TRUCK

1. APPROVE QUOTE FROM HAAKER EQUIPMENT COMPANY IN THE AMOUNT OF $18,085.38 FOR REPAIRS TO THE VACTOR TRUCK

H-6. <u>SUBJECT:</u> DISCUSSION/ACTION: WATER TREATMENT PLANT – UPDATE TO SCADA SYSTEM.

1. APPROVE QUOTE FROM SKM IN THE AMOUNT OF $38,500.00 TO UPDATE SCADA SYSTEM.

H-7. <u>SUBJECT:</u> DISCUSSION/ACTION: PURCHASE OF EQUIPMENT – PUBLIC SERVICES

1. APPROVAL TO REALLOCATE FUNDS FROM WATER MAINTENANCE AND WASTEWATER MAINTENANCE FOR THE PURCHASE OF EQUIPMENT.

2. APPROVAL TO PURCHASE 6" DIESEL PUMP FROM XYLEM IN THE AMOUNT OF $64,530.00

H-8. <u>SUBJECT:</u> DISCUSSION/ACTION: EMERGENCY REPAIRS TO SEWER MANHOLES/SINKHOLES AT 15TH AND "M" STREETS.

1. ADOPTION OF RESOLUTION NO. 2019-17, DECLARING AN EMERGENCY AND AUTHORIZING CITY MANAGER TO TAKE SUCH ACTION NECESSARY IN RESPONSE THERETO.

H-9. SUBJECT: DISCUSSION/ACTION: CITY HALL REPAIRS

1. PROVIDE DIRECTION IN REGARDS TO DEMOLITION AND/OR CONSTRUCTION OF NEW CITY HALL AND POLICE STATION.

I. REPORTS:

I-1. SUBJECT: MAYOR AND COUNCIL MEMBER REPORTS.
I-2. SUBJECT: DEPARTMENT HEAD AND STAFF REPORTS.
I-3. SUBJECT: CITY MANAGER REPORT.

ADJOURN CITY COUNCIL MEETING UNTIL THE NEXT REGULARLY SCHEDULED MEETING, WEDNESDAY, JUNE 5, 2019 AT 7:00 P.M.

NOTE: Any documents produced by the City and distributed to a majority of the City Council/Agency Board regarding any item on this agenda will be made available at the front counter at City Hall, located at 420 S. Imperial Avenue, during normal business hours

E-1

Proclamation of the City of Imperial

WHEREAS, the United States Census Bureau is required by Article 1, Section 2 of the United States Constitution to conduct an accurate count of the population every ten years; and

WHEREAS, a complete and accurate count of California's population is essential as the state receives approximately $77 billion annually in federal funding that relies, in part, on Census data; and

WHEREAS, the data collected by the decennial Census determines the number of seats each state has in the United States House of Representatives and is also used to distribute billions of dollars in federal funds to state and local governments; and

WHEREAS, regions throughout Imperial County have diverse communities and demographic populations that are considered hard-to-count and are at risk of being missed in the 2020 Census; and

WHEREAS, the 2020 Census requires cross-sector collaboration, partnership, and coordination between the city, county, and state governments, community and faith-based organizations, education, businesses, and other sectors; and

WHEREAS, the City of Imperial is kicking-off its outreach and engagement efforts in May 2019 for the 2020 Census and the City of Imperial is committed to robust outreach and communication strategies, focusing on reaching the hardest-to-count individuals.

NOW, THEREFORE, I, ROBERT AMPARANO, MAYOR of the City of Imperial, State of California, do hereby proclaim the month of May 2019, as "Census 2020 Kick-Off Month" in the City of Imperial.

F-1

Check Register Report

CITY OF IMPERIAL

BANK: UNION BANK

Date: 05/10/2019
Time: 10:25 am
Page: 1

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks							
87184	04/30/2019	Printed		6607	BEATRIZ MARTINEZ		103.76
87185	04/30/2019	Printed		6605	CARLOS MERCADO		30.39
87186	04/30/2019	Printed		010	CITY OF EL CENTRO		84,670.00
87187	04/30/2019	Printed		3029	CLAIREMONT EQUIPMENT		95.20
87188	04/30/2019	Printed		6217	DAVELLY REAL ESTATE		116.57
87189	04/30/2019	Printed		1287	DEMCO, INC.		380.97
87190	04/30/2019	Printed		3386	DON EUHUS		160.00
87191	04/30/2019	Printed		517	DYNAMIC CONSULTING ENGINEERS		2,000.00
87192	04/30/2019	Printed		6604	GUADALUPE DEMSKE		45.57
87193	04/30/2019	Printed		6587	HECTOR LOPEZ BATTISTINI		87.13
87194	04/30/2019	Printed		028	IMPERIAL IRRIGATION DISTRICT		10,759.57
87195	04/30/2019	Printed		122	IMPERIAL STORES		42.88
87196	04/30/2019	Printed		1555	IMPERIAL VALLEY PRESS		176.11
87197	04/30/2019	Printed		6603	ISMCJAMES		132.88
87198	04/30/2019	Printed		6606	JULIAN LOPEZ		190.42
87199	04/30/2019	Printed		6596	LC ENGINEERING CONSULTANTS INC		1,730.00
87200	04/30/2019	Printed		6600	LISA BEINSCHROTH		66.01
87201	04/30/2019	Printed		6601	LUIS MARCELES		94.63
87202	04/30/2019	Printed		6602	MIGUEL VIZCARRA		34.97
87203	04/30/2019	Printed		3998	NAPA		6.08
87204	04/30/2019	Printed		4562	PET WASTE ELIMINATOR		2,150.00
87205	04/30/2019	Printed		084	PITNEY BOWES PURCHASE POWER		600.00
87206	04/30/2019	Printed		172	PYRAMID CONSTRUCTION		95,002.85
87207	04/30/2019	Printed		6531	R.E. SCHULTZ CONSTRUCTION, INC		1,408.47
87208	04/30/2019	Printed		133	RAIN FOR RENT		35.29
87209	04/30/2019	Printed		5637	ROBERT AMPARANO		272.07
87210	04/30/2019	Printed		6609	RUBIN SEEDS LLC		325.00
87211	04/30/2019	Printed		6023	SEBASTIAN HARVESTING		1,461.65
87212	04/30/2019	Printed		091	STAPLES CREDIT PLAN		160.70
87213	04/30/2019	Printed		6416	SUN DATA SUPPLY		172.51
87214	04/30/2019	Printed		6608	THE LIBRARY STORE		79.92
87215	04/30/2019	Printed		487	XPRESS LUBE		130.40
87218	05/02/2019	Printed		001	ATS LABS, INC.		6,412.00
87219	05/02/2019	Printed		1642	ACME SAFETY & SUPPLY CORP		2,502.74
87220	05/02/2019	Printed		5201	AIRMEDCARE NETWORK		16.00
87221	05/02/2019	Printed		2357	ALL VALLEY FENCE		56.56
87222	05/02/2019	Printed		6181	ALLIANT CONSULTING, INC		3,136.25
87223	05/02/2019	Printed		195	ALLIED WASTE		11,087.64
87224	05/02/2019	Printed		5956	AMAZON CAPITAL SERVICES		1,293.42
87225	05/02/2019	Printed		6617	AMELIA ROSAS-CARLOS		325.00
87226	05/02/2019	Printed		3115	AMERICAN WATER WORKS ASSOC		790.00
87227	05/02/2019	Printed		656	AQUA METRIC		10,058.11
87228	05/02/2019	Printed		2081	ARAMARK UNIFORM SERVICE		3,407.22
87229	05/02/2019	Printed		6615	AUDREY JOHNSON		4.85
87230	05/02/2019	Printed		4400	BABCOCK LABORATORIES, INC.		30.00
87231	05/02/2019	Printed		6370	BIG STATE INDUSTRIAL SUPPLY		1,293.58
87232	05/02/2019	Printed		674	BRENNTAG		7,336.61
87233	05/02/2019	Printed		3029	CLAIREMONT EQUIPMENT		633.75
87234	05/02/2019	Printed		6222	CODE EXXPERTS, LLC		562.50
87235	05/02/2019	Printed		2676	CONSTANCIO S. TORRES		73.50
87236	05/02/2019	Printed		514	CORE & MAIN LP		4,472.36
87237	05/02/2019	Printed		6094	CYNTHIA MARTINEZ		68.04
87238	05/02/2019	Printed		6622	DANIEL DOBRON		530.00
87239	05/02/2019	Printed		1056	DELL MARKETING L.P.		483.93
87240	05/02/2019	Printed		117	HAAKER EQUIPMENT COMPANY		142.30

Check Register Report

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks							
87241	05/02/2019	Printed		1349	HDL COREN & CONE		1,875.00
87242	05/02/2019	Printed		2096	HOME DEPOT CREDIT SERVICES		1,602.13
87243	05/02/2019	Printed		4377	HUBER TECHNOLOGY INC		2,865.63
87244	05/02/2019	Printed		2226	I.V. REAL ESTATE		9,438.50
87245	05/02/2019	Printed		028	IMPERIAL IRRIGATION DISTRICT		3,588.75
87247	05/02/2019	Printed		122	IMPERIAL STORES		821.69
87248	05/02/2019	Printed		3187	IMPERIAL TRUSS & LUMBER CO.		1,096.66
87249	05/02/2019	Printed		2099	IMPERIAL VALLEY OCCUPATIONAL M		160.00
87250	05/02/2019	Printed		6613	INSTITUTE FOR HEALTHCARE		140.38
87251	05/02/2019	Printed		008	JIM REITER'S LOCKSMITH & SAFE		47.74
87252	05/02/2019	Printed		642	JORDAN CENTRAL IMPLEMENT CO.		225.97
87253	05/02/2019	Printed		3245	JUPITER VENTURES I, LP		1,000.00
87254	05/02/2019	Printed		1647	LA BRUCHERIE IRRIGATION SUPPLY		201.68
87255	05/02/2019	Printed		401	LOWE'S		623.24
87256	05/02/2019	Printed		6614	MARIO RODRIGUEZ		171.16
87259	05/02/2019	Printed		3998	NAPA		1,488.11
87260	05/02/2019	Printed		4481	O'REILLY		139.86
87261	05/02/2019	Printed		079	ONE SOURCE DISTRIBUTORS		2,232.21
87262	05/02/2019	Printed		5177	ORANGE COMMERCIAL CREDIT		780.00
87263	05/02/2019	Printed		3581	PARKHOUSE TIRE INC.		1,558.81
87264	05/02/2019	Printed		3308	PREMIER PRODUCE CO.		363.50
87265	05/02/2019	Printed		1455	PRIMO CONSTRUCTION & SERVICES		378.00
87266	05/02/2019	Printed		6261	PRISCILLA GARCIA		74.94
87267	05/02/2019	Printed		6616	RICARDO NAVARRO		89.05
87268	05/02/2019	Printed		6612	RJ PERFORMANCE		206.42
87269	05/02/2019	Printed		404	ROGER'S & ROGER'S NISSAN, INC.		15,996.46
87270	05/02/2019	Printed		1105	SCHOLASTIC TEACHER STORE		1,139.14
87271	05/02/2019	Printed		6610	SHAINA SMITH		2.51
87272	05/02/2019	Printed		6611	SHARI MORRIS		101.71
87273	05/02/2019	Printed		135	SOCALGAS		67.12
87274	05/02/2019	Printed		091	STAPLES CREDIT PLAN		144.70
87275	05/02/2019	Printed		6416	SUN DATA SUPPLY		85.69
87276	05/02/2019	Printed		1265	SUPERIOR READY MIX CONCRETE LP		784.19
87277	05/02/2019	Printed		1425	THE RENAILT-THOMAS CORPORATION		489.01
87278	05/02/2019	Printed		957	THE SOCO GROUP, INC		1,918.11
87279	05/02/2019	Printed		2293	TOM WATSON, INC		1,113.02
87280	05/02/2019	Printed		2008	UNITED PARCEL SERVICE		16.42
87281	05/02/2019	Printed		1100	USA BLUEBOOK		11,787.07
87282	05/02/2019	Printed		1715	WAXIE SANITARY SUPPLY		42.12
87283	05/02/2019	Printed		1154	WELLS FARGO BANK		5,000.00
87284	05/02/2019	Printed		164	ELMS EQUIPMENT RENTAL, INC.		56.25
87285	05/02/2019	Printed		513	GIBSON & SCHAEFER, INC.		1,181.06
87286	05/02/2019	Printed		6618	GUADALUPE MENDEZ		63.96
87287	05/02/2019	Printed		120	IMPERIAL COUNTY FIRE DEPT.		71,755.40
87288	05/02/2019	Printed		028	IMPERIAL IRRIGATION DISTRICT		28,488.85
87289	05/02/2019	Printed		221	IMPERIAL PRINTERS		138.99
87290	05/02/2019	Printed		6620	MARTHA MERAZ		70.92
87291	05/02/2019	Printed		6621	RUTH LOPEZ		16.47
87292	05/02/2019	Printed		6619	SERGIO SANTILLAN		201.61
87293	05/02/2019	Printed		6623	T-REX EQUIPMENT		41,914.75
87294	05/02/2019	Printed		6260	TUSCANY NINE, INC.		200,000.00

Check Register Report

CITY OF IMPERIAL	BANK: UNION BANK	Date: 05/10/2019
		Time: 10:25am
		Page: 3

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks							
87376	05/09/2019	Printed		195	ALLIED WASTE		100,237.00
87377	05/09/2019	Printed		1851	AT&T LONG DISTANCE		265.79
87378	05/09/2019	Printed		5994	AUTOZONE INC.		38.73
87379	05/09/2019	Printed		1382	BROWNELLS, INC.		25.71
87380	05/09/2019	Printed		251	CALIFORNIA JPIA		1,030,823.00
87381	05/09/2019	Printed		455	CALIFORNIA STATE DISBURSEMENT		618.46
87382	05/09/2019	Printed		6624	CLAUDIA VILLALOBOS		74.03
87383	05/09/2019	Printed		3403	DANIELS TIRE CORPORATE ADMIN		336.17
87384	05/09/2019	Printed		569	DESERT VETERINARY GROUP		185.00
87385	05/09/2019	Printed		4460	ELIZABETH CANTU		46.62
87386	05/09/2019	Printed		5134	FORENSIC DRUG TESTING SERVICES		98.00
87387	05/09/2019	Printed		314	FRANCHISE TAX BOARD		231.00
87388	05/09/2019	Printed		6545	GISSELL FRAZIER		30.65
87389	05/09/2019	Printed		2226	1.V. REAL ESTATE		9,438.50
87390	05/09/2019	Printed		1190	ICMARC		2,157.69
87391	05/09/2019	Printed		102	IMPERIAL POLICE OFFICERS ASSN.		750.00
87392	05/09/2019	Printed		221	IMPERIAL PRINTERS		13.26
87393	05/09/2019	Printed		122	IMPERIAL STORES		103.22
87394	05/09/2019	Printed		320	INTERNAL REVENUE SERVICE		150.00
87395	05/09/2019	Printed		2901	KIMBALL MIDWEST		364.18
87396	05/09/2019	Printed		101	LINCOLN LIFE		1,925.81
87397	05/09/2019	Printed		3998	NAPA		43.35
87398	05/09/2019	Printed		6598	PERFORMANT RECOVERY, INC.		396.32
87399	05/09/2019	Printed		2564	ROGERS & ROGERS CHRYSLER JEEP		215.50
87400	05/09/2019	Printed		979	SELLERS PETROLEUM		9,213.48
87401	05/09/2019	Printed		2365	SPARKLETTS		371.93
87402	05/09/2019	Printed		091	STAPLES CREDIT PLAN		74.93
87410	05/09/2019	Printed		5837	U.S. BANK		24,044.99
87411	05/09/2019	Printed		944	UNITED WAY OF IMPERIAL COUNTY		6.00
87412	05/09/2019	Printed		611	VERIZON WIRELESS		4,034.73
87413	05/09/2019	Printed		1715	WAXIE SANITARY SUPPLY		877.61
87414	05/09/2019	Printed		1132	WELLS FARGO BANK MN, N.A.		328,169.94
87415	05/09/2019	Printed		1827	WILKINSON REAL ESTATE		178.39

Total Checks: 139	**Checks Total (excluding void checks):**	**2,186,723.31**
Total Payments: 139	**Bank** Total (excluding void checks):	2,186,723.31
Total Payments: 139	Grand Total (excluding void checks):	2,186,723.31

Agenda Item No. E-2

DATE SUBMITTED	05/08/2019	COUNCIL ACTION	(X)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
DATE ACTION REQUIRED	05/15/2019	ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	(x)

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

RELINQUISHMENT OF A PORTION OF A 15-FT WIDE DRAINAGE EASEMENT LOCATED ALONG THE NORTH SIDE OF APN 064-330-017

1. AUTHORIZATION TO FILE A QUITCLAIM DEED FOR THE RELINQUISHMENT OF A PORTION A DRAINAGE EASEMENT.

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT DEPARTMENT

BACKGROUND/SUMMARY:

The City of Imperial received an application from Springfield Associates LLC, owner of the parcel located at 516 Aten Blvd (APN 064-330-017) requesting that a portion of an existing 15-foot wide drainage easement located along the North side of the parcel be abandoned. See Exhibit 1 attached herewith for details.

Said drainage easement was established, but not dedicated to the City of Imperial, per Parcel Map No. 28-90, on file in Book 8, Page 47 in the Recorder's Office of the County of Imperial.

The Community Development Department, along with the Public Services Department, completed an extensive review of documents on record and the historical use of this portion of drainage easement concluding that there is no opposition for the permanent relinquishment of said easement by the City of Imperial through the attached Quitclaim Deed.

FISCAL IMPACT: NONE	FINANCE ~~ADMIN SERVICES~~ SIGN INITIALS
STAFF RECOMMENDATION: Staff recommends the authorization to file a quitclaim deed for the relinquishment of said portion drainage easement.	DEPT. INITIALS OM
MANAGER'S RECOMMENDATION:	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

Recording requested by (name):

CITY OF IMPERIAL

When recorded mail to
and mail tax statements to:

Springfield Associates, LLC

An Ohio Limited Liability Company

202 N. Limestone St. 300

Springfield, OH 45503

Recorder's Use Only

QUITCLAIM DEED

Assessor's Parcel No. (APN): 064-330-017

Documentary Transfer Tax: $___0.00__________
If exempt, enter R&T code: __________________
Explanation: ____________________________

Signature of Declarant or Agent determining tax

Declaration of Exemption From Gov't Code § 27388.1 Fee

- ☐ Transfer is exempt from fee per GC § 27388.1(a)(2):
  - ☐ recorded concurrently "in connection with" transfer subject to Documentary Transfer Tax
  - ☐ recorded concurrently "in connection with" a transfer of residential dwelling to an owner-occupier
- ☐ Transfer is exempt from fee per GC 27388.1(a)(1):
  - ☐ Fee cap of $225.00 reached ☐ Not related to real property

For a valuable consideration, receipt of which is hereby acknowledged,

City of Imperial

(Disclaiming Party(ies)) hereby quitclaim(s) to

Springfield Associates, LLC an Ohio Limited Liability Company

(Property Owner(s)) the following real property in the City of Imperial________________________,

County of Imperial__________________________, California (insert legal description):

PORTION OF RELINQUISHED EASEMENT

The West 340.73 Feet of an existing 15.00 Feet Drainage Easement granted per PARCEL Map NO. 28-90, on file in Book 8, Page 47 in the Recorder's Office of the County of Imperial, State of California, Lying South of the North Line of Parcel 1 of Parcel Map No. 40-91 on File in Book 9, Page 82 in said Recorder's Office as described and illustrated by the attached Exhibits "A" and "B"

Date: ________________

(Signature of declarant)

(Print name)

Date: ________________

(Signature of declarant)

(Print name)

ACKNOWLEDGMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of ______________________)

On ________________________ before me, ____________________________________
(insert name and title of the officer)

personally appeared ____
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal. **(Seal)**

Signature ___________________________________

EXHIBIT "A"

EASEMENT TO BE ABANDONED

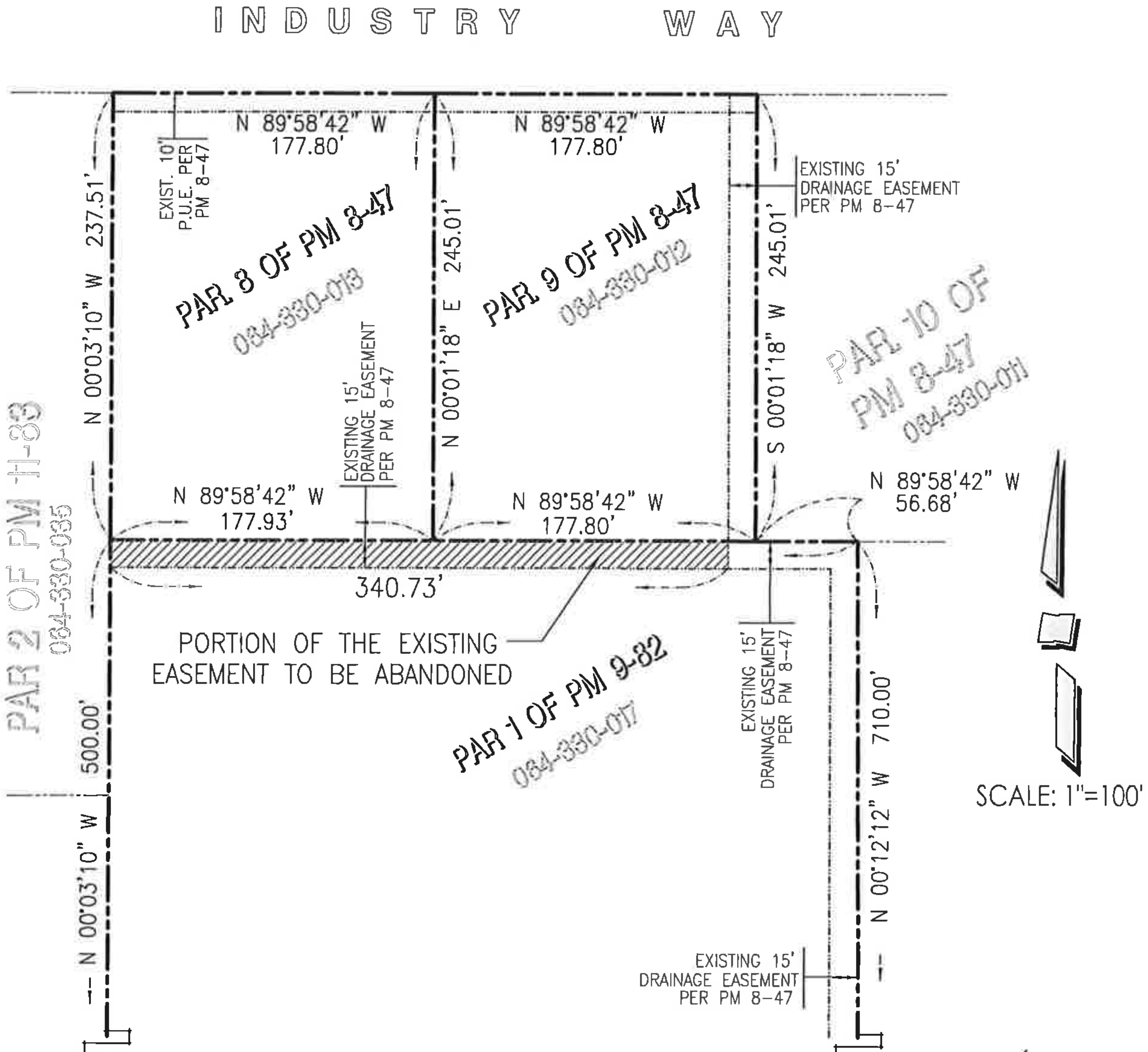
THE WEST 340.73 FEET OF AN EXISTING 15.00 FEET DRAINAGE EASEMENT GRANTED PER PARCEL MAP NO. 28-90, ON FILE IN BOOK 8, PAGE 47 IN THE RECORDER'S OFFICE OF THE COUNTY OF IMPERIAL, STATE OF CALIFORNIA, LYING SOUTH OF THE NORTH LINE OF PARCEL 1 OF PARCEL MAP NO. 40-91 ON FILE IN BOOK 9, PAGE 82 IN SAID RECORDER'S OFFICE.

4/15/19

LICENSED LAND SURVEYOR
VICTOR RODRIGUEZ-FERNANDEZ
No. LS5335
STATE OF CALIFORNIA

EXHIBIT "B"

EASEMENT TO BE ABANDONED



4/15/19

LICENSED LAND SURVEYOR
VICTOR RODRIGUEZ-FERNANDEZ
No. LS5335
STATE OF CALIFORNIA

BJ

18-056

EXHIBIT 1

PM 8-47

SURVEYOR'S MONUMENTATION STATEMENT

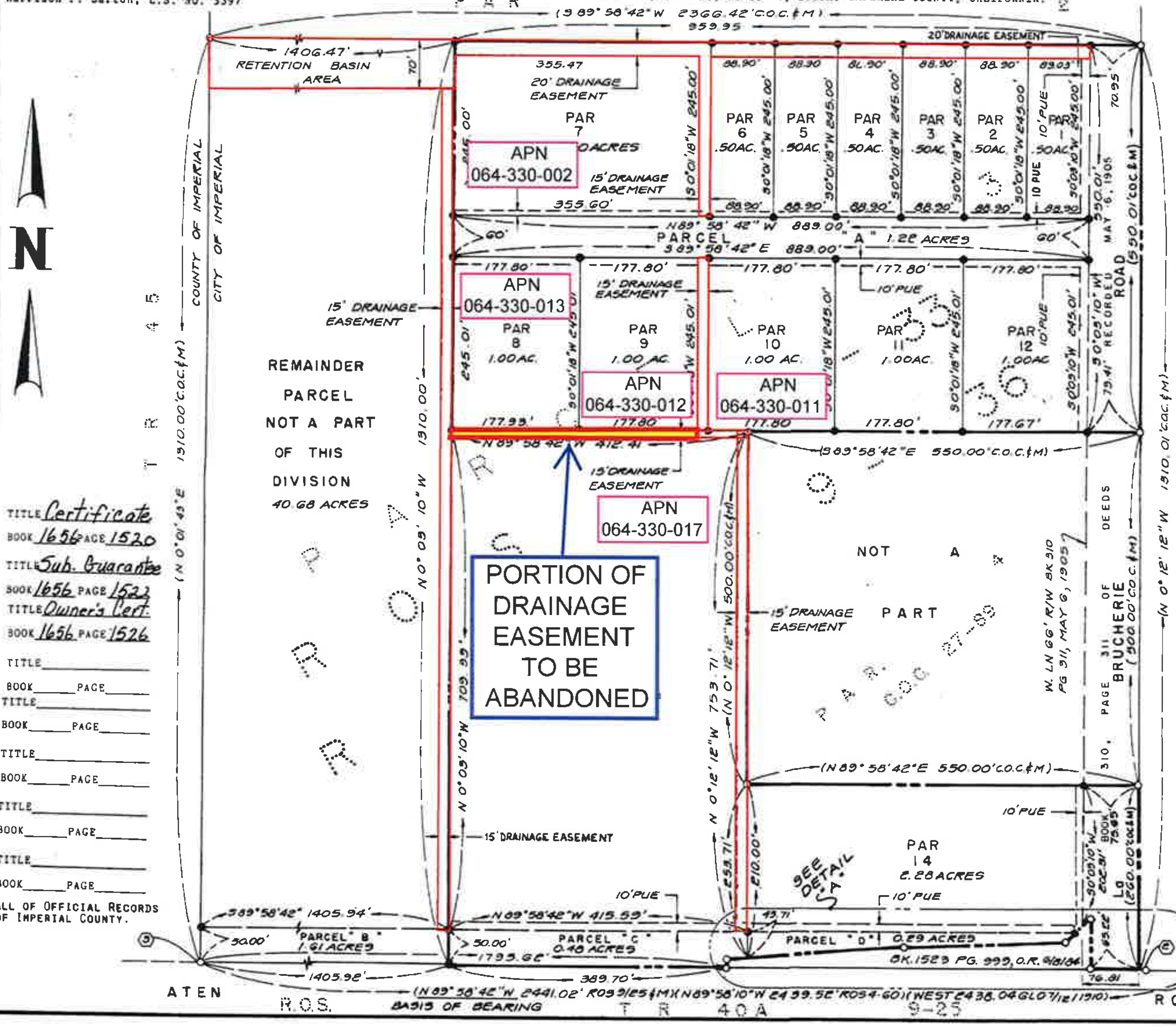
I, Harrison P. Barton, hereby state that all monuments shown on this map are of the character indicated and occupy the positions indicated and that the monuments are sufficient to enable the survey to be retraced.

Harrison P. Barton, L.S. NO. 5397

IN THE CITY OF IMPERIAL, COUNTY OF IMPERIAL, STATE OF CALIFORNIA

PARCEL MAP No. 28-90

BEING A DIVISION OF PARCEL 3 OF CERTIFICATE OF COMPLIANCE NO. 27-89 RECORDED IN BOOK 1635, PAGE 1166 OF OFFICIAL RECORDS OF IMPERIAL COUNTY, BEING A PORTION OF TRACT 101, T 15 S., R. 13 E., S.B.M. IMPERIAL COUNTY, CALIFORNIA.



TITLE *Certificate*
BOOK *1656* PAGE *1520*
TITLE *Sub. Guarantee*
BOOK *1656* PAGE *1523*
TITLE *Owner's Cert.*
BOOK *1656* PAGE *1526*
TITLE ____
BOOK ____ PAGE ____
TITLE ____
BOOK ____ PAGE ____
TITLE ____
BOOK ____ PAGE ____
TITLE ____
BOOK ____ PAGE ____
TITLE ____
BOOK ____ PAGE ____

ALL OF OFFICIAL RECORDS OF IMPERIAL COUNTY.

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF IMPERIAL INDUSTRIAL PARK LTD. ON FEBRUARY 14, 1990. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY.

LICENSED LAND SURVEYOR HARRISON POPE BARTON No. 5397 Exp. 9/30/92 STATE OF CALIFORNIA

HARRISON P. BARTON, LS 5397
EXPIRATION DATE: 9/30/92

CITY ENGINEER'S STATEMENT

THIS MAP CONFORMS WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES OF THE CITY OF IMPERIAL.

DATE: *July 16, 1990*

Charles Stevens
CHARLES STEVENS
RCE NO. *C29725*
EXPIRATION DATE: *3/31/91*

CITY CLERK'S STATEMENT

I HEREBY CERTIFY THAT THE CITY OF IMPERIAL BY ~~RESOLUTION~~ *Minute Order* ADOPTED *March 7, 1990* HAS APPROVED THIS MAP AND ACCEPTED ON BEHALF OF THE PUBLIC ALL PARCELS OF LAND OFFERED FOR DEDICATION AS SHOWN HEREWITH.

DATE: *July 25 1990*

BETTY WILLETT
CLERK OF THE CITY COUNCIL

COUNTY RECORDER'S STATEMENT

FILED THIS *17th* DAY OF *Sept* 19*90*, AT *10:45A*.M. IN BOOK *8* OF PARCEL MAPS, AT PAGE *47&48*, AT THE REQUEST OF *Ticor Title Insurance*

DOCUMENT NO: *90-16629*
FEE: *$8.00*

DOLORES PROVENCIO *Assistant*
COUNTY RECORDER

BASIS OF BEARING:

BEARING OF NORTH 89° 58' 42" WEST ALONG THE SOUTH LINE OF TRACT 101 BETWEEN THE NW CORNER OF TRACT 40B AND THE SE CORNER OF TRACT 45 PER ROS 9-25.

SURVEYOR'S NOTES:

SEE SHEET 2.

SCALE: 1" = 100'

TESCO ENGINEERING & SURVEYING
PROJECT NO. 90-9-57
SHEET 1 OF 2 SHEET

CITY OF IMPERIAL

43-77

PM 28-90
PM 8-47

1 of 2

Agenda Item No. G-1

DATE SUBMITTED	5/8/2019	COUNCIL ACTION	(X)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR O. MORA	PUBLIC HEARING REQUIRED	(X)
		RESOLUTION	(X)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	5/15/2019	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	( )

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

1. Approval of the Development Impact Fee Report.

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT DEPARTMENT

BACKGROUND/SUMMARY:

The City of Imperial's Development Impact Fee Report is outdated (2010) and in need of revision.

The implementation of development impact fees provides a funding mechanism by which future development pays for public facility improvements needed and created by said future development. This report has been prepared by Howes, Weiler, & Associates and is an update of the development impacts fees calculated for and documented in the City of Imperial DIF Report, June 2010. The intent of this report is to provide the necessary detail to support a development impact fee for the identified facilities in conformance with California Government Code Sections 66000 - 66025.

This enabling legislation allows for impact fees to be collected and sets the parameters to ensure that the impact fees are reasonably related to the cost of the associated service provided by the City of Imperial. This City of Imperial DIF Report identifies build-out projections for the City of Imperial and the areas of annexation based on the existing General Plan land use designations and findings from the City of Imperial's Service Area Plan (SAP) approved in 2015. These build-out projections were then used to determine the impacts to public facilities created by the projected future development. The costs to pay for future facility improvements were then determined and utilized in this report as a part of the methodology to provide the necessary rational nexus between the public facility improvement needs and the impact fee to be paid by future development.

FISCAL IMPACT: No Impact.	ADMIN SERVICES SIGN INITIALS
STAFF RECOMMENDATION: Staff recommends approval of the Development Impact Fee Report.	DEPT. INITIALS OM
MANAGER'S RECOMMENDATION:	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2019-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, UPDATING THE DEVELOPMENT IMPACT FEE SCHEDULE AND ADOPTING THE 2010 CITY OF IMPERIAL DEVELOPMENT IMPACT FEE (NEXUS) REPORT

WHEREAS, many cities and counties have adopted and imposed development impact fees on new development to pay for new development's fair share of infrastructure and services; and

WHEREAS, on May 6, 2002, the City Council of the City of Imperial adopted a Resolution establishing a Development Fee Impact Program in the City of Imperial; and

WHEREAS, the City of Imperial amended its Service Area Plan and expanded its Sphere of Influence on June 26, 2008 at the request of developers seeking to annex into the City of Imperial; and

WHEREAS, Howes, Weiler & Associates prepared a Development Impact Fee Report ("Report") dated June 2010, on behalf of the City of Imperial and in accordance with Government Code §§ 66000 et seq.; and

WHEREAS, an updated Development Impact Fee Report ("Report") dated May 2019 was prepared by Howel, Weiler & Associates on behalf of the City of Imperial and in accordance with Government Code §§ 66000 et seq.; and

WHEREAS, the Report provided the City with information and data regarding the nexus between the public facilities and services and the benefiting land uses that would pay the fees at time of development; and

WHEREAS, it is the City's policy that future new development should contribute its fair share to public facilities and services though the imposition of impact fees which will be used to finance, defray or reimburse the City for the appropriate portion of the cost of public facilities which serve such development; and

WHEREAS, the City Council has held a duly noticed public hearing on May 15, 2019 to hear testimony for and against the proposed update to the Development Impact Fee Program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial as follows:

SECTION 1: That the City Council of the City of Imperial finds and determines that the Development Impact Fee Report dated May 2019 complies with California Government Code § 66001 by establishing the basis for the imposition of the fees on new development. This finding is based on the fact that the Report:

(a) Identifies the purpose of the fees;
(b) Identifies the use to which the fees will be put;
(c) Shows a reasonable relationship between the use of the fees and the type of development project on which the fees are imposed;

(d) Demonstrates a reasonable relationship between the need for the public facilities and the type of development projects on which the fees are imposed; and

(e) Demonstrates a reasonable relationship between the amount of the fees and the cost of the public facilities or portion of the public facilities attributable to the development on which the fees are imposed.

SECTION 2. The adoption of the Development Impact Fee Report and the Development Impact Fee Schedule are statutorily and categorically exempt from the requirements of the California Environmental Quality Act ("CEQA").

SECTION 3. That the City Council adopts the Development Impact Fee Schedule attached hereto as Exhibit A and for the purposes of calculating the circulation facility impact fees for commercial and industrial land uses, the San Diego Association of Government's (SANDAG) vehicular traffic generation rates shall be utilized to determine average daily trips (ADT).

SECTION 4. That the Development Impact Fee Report dated May 2019, attached hereto as Exhibit B is hereby adopted.

SECTION 5. That the fees specified in the attached Exhibit A shall become effective _______ 2019.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Imperial, this 15th day of May 2019.

____

P. Robert Amparano, Mayor

ATTEST:

____

Isabel Alvarez

From:	Daniel Dobron <dan@pwdevelopment.com>
Sent:	Thursday, April 25, 2019 6:14 PM
To:	Isabel Alvarez; Othon Mora
Cc:	Debra Jackson; Stefan Thomas Chatwin; Andrew Dixon; Nick Dobron
Subject:	RE: Update Draft Development Impact Fee Report
Attachments:	2019_04_25_12_20_21.pdf; REVISED_DRAFT_Imperial DIF Report Update_06.21.18.pdf

Isabel,

Am I understanding this report correctly that the City of Imperial is looking at raising impact fees from $2,895.60 per SFD home to $4,280.79? If so, that is an increase of $1,385.19 per unit (almost a 50% increase). Please let me know on this right away. If we are understanding it correctly, we would not be supportive at all of this. We are already struggling to keep sales absorption up in the valley. Construction costs have gone through the roof over the last couple of years but the values in the valley do not keep up with the rise in costs, leaving us with less profit and less absorption. This type of increase would cause us to be very concerned about our future in the valley and we are the biggest SFD landowner in the City of Imperial.

Thanks,

Daniel Dobron
32823 Temecula Pkwy., Suite A
Temecula, CA 92592
(951) 240-5230 x-102 office
(951) 240-5075 fax
www.pwdevelopment.com
Pacific West development

From: Isabel Alvarez <isabelalvarez@cityofimperial.org>
Sent: Thursday, April 25, 2019 12:36 PM
To: Othon Mora <omora@cityofimperial.org>
Cc: Debra Jackson <cityclerk@cityofimperial.org>
Subject: Update Draft Development Impact Fee Report
Importance: High

Good afternoon,

Attached for your review is an updated draft of the City of Imperial's 2010 Development Impact Fee Report. As stated in the letter (also attached), the deadline to submit comments in writing or via email is 5:00 p.m., Tuesday, May 7, 2019. Please do not hesitate to contact me if you have any questions.

Sincerely,

Isabel Alvarez

Administrative Analyst
Community Development Department
City of Imperial
400 S. Imperial Avenue, Suite 101
Imperial, CA 92251
Office: 760.355.3335
Cell: 760.457.6734

City of Imperial

Development Impact Fee Report
Update
Draft – May 2019

DRAFT – MAY 2019

CITY OF IMPERIAL
DEVELOPMENT IMPACT FEE REPORT
UPDATE

SUBMITTED TO:

CITY OF IMPERIAL
420 Imperial Avenue
Imperial, California 92251

PREPARED BY:

HowesWeiler & Associates
LAND USE PLANNING AND ENGINEERING

2888 Loker Avenue East, Suite 217
Carlsbad, California 92010
760.929.2288

TABLE OF CONTENTS

LIST OF EXHIBITS

LIST OF TABLES

EXECUTIVE SUMMARY

The Executive Summary briefly summarizes the results of the Development Impact Fee (DIF) Report and presents the impact fees generated by this report. The implementation of development impact fees provides a funding mechanism by which future development pays for public facility improvements needed and created by said future development.

This report is an update of the development impacts fees calculated for and documented in the City of Imperial DIF Report, June 2010, prepared by Howes, Weiler & Associates. The intent of this report is to provide the necessary detail to support a development impact fee for the identified facilities in conformance with California Government Code Sections 66000 - 66025. This enabling legislation allows for impact fees to be collected and sets the parameters to ensure that the impact fees are reasonably related to the cost of the associated service provided by the City of Imperial. The format of this report is such that it is as easy to follow as possible without sacrificing the detail necessary to fully justify the fee amounts.

This City of Imperial DIF Report identifies build-out projections for the City of Imperial and the areas of annexation based on the existing General Plan land use designations and findings from the City of Imperial's Service Area Plan (SAP) approved in 2015. These build-out projections were then used to determine the impacts to public facilities created by the projected future development. The costs to pay for future facility improvements were then determined and utilized in this report as a part of the methodology to provide the necessary rational nexus between the public facility improvement needs and the impact fee to be paid by future development.

The impact fees ultimately collected by the City of Imperial can only be collected from Development that occurs within the city limits. If development is proposed outside the city limits but within the sphere of influence, this development area should be annexed prior to building. This scenario is typically mandated by Imperial County LAFCO and is supported by the Imperial County Planning Department. However, if building actually occurs within the sphere of influence, no impact fees can be collected for the City of Imperial. Furthermore, adjustments to the City's SAP as well as the DIF Program would be required in a timely manner to account for said development. It must be emphasized; at no time can impact fees be collected by the City of Imperial for development that occurs outside the city limits.

The reader should also be clearly aware that there are many calculations necessary as a part of the preparation of the impact fees. These calculations are very precise. For simplicity reasons, none of the numbers in the report will be provided to a level of detail beyond a hundredth of a decimal point.

A summary of all the development impact fees generated by this report is provided in **Table 1 – Development Impact Fee Summary**. The derivation of the fees can be closely followed by the documentation and methodology contained in this report.

TABLE 1 - DEVELOPMENT IMPACT FEE SUMMARY

IMPACT FEE SUMMARY				
FACILITY	**SINGLE FAMILY RESIDENTIAL (Per Dwelling Unit)**	**MULTIPLE FAMILY RESIDENTIAL (Per Dwelling Unit)**	**COMMERCIAL**	**INDUSTRIAL**
Administrative Facilities	$301.86	$301.86	$452.56 (per 1,000 Sq. Ft.)	$452.56 (per 1,000 Sq. Ft.)
Fire Facilities	$169.13	$169.13	$253.57 (per 1,000 Sq. Ft.)	$253.57 (per 1,000 Sq. Ft.)
Law Enforcement Facilities	$330.03	$330.03	$495.05 (per 1,000 Sq. Ft.)	$495.05 (per 1,000 Sq. Ft.)
Library Facilities	$63.42	$58.30	$0.00	$0.00
Park Facilities	$2,037.61	$1,873.39	$0.00	$0.00
Circulation Facilities	$1,760.38	$1,408.31	$86.99 (per ADT)	$86.99 (per ADT)
TOTAL	**$4,662.43**	**$4,141.01**	**Land Use Dependent (1)**	

Notes:
(1) Land Use Dependent - The Development Impact Fees for nonresidential land uses are based on both the overall square footage of the building as well as the type of land use. Therefore, a TOTAL fee amount cannot be provided.

INTRODUCTION

I. PURPOSE

The purpose of the Development Impact Fee (DIF) Report update is to ensure that future development in the City of Imperial (City) will be conditioned to pay for its fair share of future public facilities. This report documents the current status and levels of service of existing public facilities and sets up a fee schedule to be paid for by future development that will help ensure that public facilities will be maintained at specified Performance Standards as growth occurs. The Imperial City Council shall continue to utilize the fee schedule set up by this report and the DIF Ordinance as an additional tool for funding public facilities.

It should be noted that there are many calculations necessary as a part of the preparation of the impact fees. These calculations are very precise and due to rounding, direct addition, or multiplication of the numbers provided in the report, therefore, the results may be in amounts that are slightly off. For simplicity reasons, none of the numbers in the report will be provided to a level of detail beyond a hundredth of a decimal point.

II. BACKGROUND

The report incorporates the recommendation of the City of Imperial Service Area Plan (SAP) approved by the City of Imperial on September 16, 2015. As a part of the preparation of the SAP for the Imperial County Local Agency Formation Commission (LAFCO), a facilities analysis was conducted to identify the future public facilities necessary to support future growth within the existing city limits and the areas of annexation. As a means to assist in the funding for improvements to public facilities due to impacts created by future development, the SAP recommends the continuing implementation of the DIF program. For consistency and accuracy, all population and land use information, estimates, and projections used in the calculations to determine developer impact fees are consistent with the City of Imperial's SAP.

III. REPORT ORGANIZATION

The DIF Report provides the necessary justification and methodology for determining impact fees to fund several of the public facilities identified in the SAP. As permitted by the California Government Code, this report identifies appropriate impact fees for the following facilities:

- Administrative Facilities - City of Imperial
- Fire Facilities - County of Imperial through a contract with the City
- Law Enforcement - City of Imperial
- Library Facilities - City of Imperial
- Park and Recreational Facilities - City of Imperial
- Circulation Facilities - City of Imperial

Each facility is analyzed in detail based on the standards developed by LAFCO for SAPs. For each facility, the following information was provided;

- Description of the nature of each service to be provided.
- Description of the service level capacity from the service provider's facilities.
- Presentation of maps that clearly indicate the location of existing and proposed facilities, including a plan for timing and location of facilities.
- Identification of existing land use and a five-year projection of land use and land use controls.
- Identification of the anticipated service level to be provided.
- Demonstration that adequate services will be provided within the time frame provided.
- Discussion of any conditions that may be imposed or required within the affected territory.
- Description of any actions, improvements, or construction necessary to reach required service levels, including costs and financing methods.
- Provision of copies of district enabling legislation pertinent to the provision of services and annexations.

Each facility analysis was divided into three sections that discuss the above-mentioned information. These sections are:

- ***Performance Standard*: ** A description of the desired level of service that a public facility must provide.

- ***Facility Planning and Adequacy Analysis*: ** A description of the existing facilities, the current adequacy of the facilities and the future demand for facilities.

- ***Fee Calculation:*** A discussion of the cost assumptions and a description of the methodology used to calculate the development impact fee.

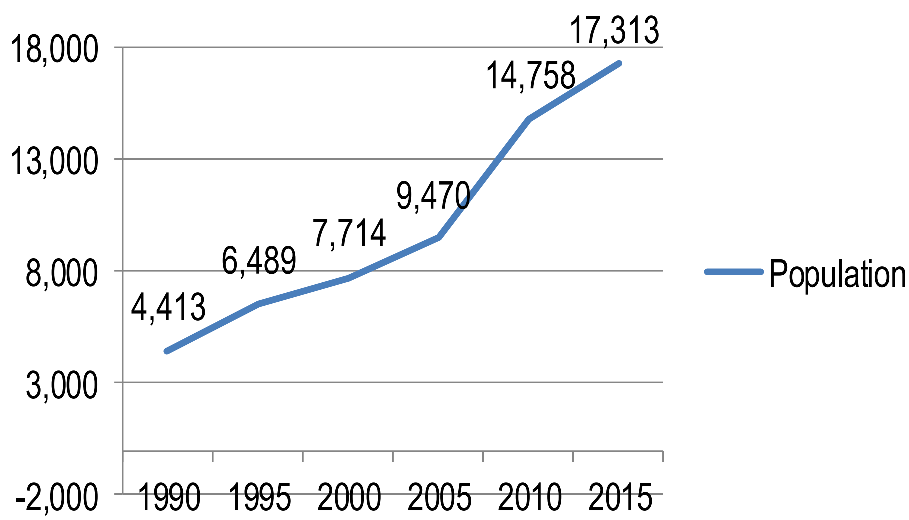
EXISTING AND PROJECTED POPULATION AND DEVELOPMENT

I. INTRODUCTION

A. Growth Trends

Although the City of Imperial was incorporated in July 12, 1904, it has experienced significant population growth since 1990. Population estimates reveal an increase of 4,413 in 1990 to approximately 16,000 by 2014. The City of Imperial was the fastest growing city in Imperial County from 1990 to 2010 with an average annual growth rate of 12.94 percent compared to Imperial County as a whole which experienced an average growth rate of 2.99 percent for the same time period. The City's SAP determined that the 2015 population estimate is 17,313, based on existing dwelling unit projections within the City limits. For consistency purposes, the SAP existing population estimates will be utilized for this DIF Report, shown in **Figure 1- Population Growth Within City of Imperial from 1990-2015**.

FIGURE 1 – POPULATION GROWTH WITHIN CITY OF IMPERIAL FROM 1990-2015[1]



Source: U.S. Census Bureau for 2010 statistics (actual building permits 2010 through 2015)

The City's average household size of 3.35 persons per household (pph) is significantly larger than the State's average household size at 2.90 persons per household[2].

1 - Imperial Building Permit records were used to estimate 2010-2015 population growth at 3.35 pph

2 - United States Census Data: http://www.census.gov/quickfacts/table/HSD310215/06025,00

B. Projecting Growth

Build-out projections forecast residential and non-residential growth within an area from the present time until all available land has been developed to the extent realistically permitted by the terrain and local zoning regulations. This condition is described as "built-out". The purpose of such a projection is to help the City Council members as well as other local decision makers understand the extent of the demand for public facilities and services they must ultimately provide.

Residential build-out projections are determined by adding the existing number of units to the potential future residential units. Non-residential build-out projections are measured for each land use by potential square footage that can be developed within the area. Square footage is a function of available acreage for development.

It is important to note that build-out projections are not time dependent. The time it will take a community to reach build out will vary depending on many factors, not least of which are the inevitable economic swings of a region. For this reason, this analysis does not attempt to predict when build out will occur. However, based on information obtained from the Southern California Association of Governments (SCAG), the amount of land anticipated to be annexed, the anticipated timing for annexation and input received from the internal evaluations as conducted by the City of Imperial staff, assumptions for yearly growth rates are provided in this report. The backup information can be found in the City's SAP.

For purposes of planning and budgeting for needed public facilities, it is advisable to make short-term projections (from three to five years). However, a community should not lock in to such predictions, but instead should monitor its growth and the subsequent demands on its public facilities constantly and make adjustments in its facility planning annually.

Public facility planning is a dynamic process that begins with an accurate assessment of potential build-out scenarios. The steps to develop accurate build-out projections are:

- Define the area of interest, generally termed as the "Study Area;"
- For residential projections, measure the number of existing residential units and calculate the existing population;

- For non-residential projections calculate the total square footage of existing buildings; and

- Estimate the residential and non-residential build out projections. This estimate is based on a set of land use assumptions provided by the City.

II. STUDY AREA

A. Location and Limits

The City of Imperial is a predominantly agricultural city approximately 5.85 square miles in size and is situated 13 miles north of the U.S./Mexico border. It is adjacent to the northern boundary of the City of El Centro, focused along the north-south California State Route 86 corridor all within the County of Imperial. State Route 86 serves the entire Imperial County, traverses the City of Imperial at a north/south orientation, and functions as the Town's main arterial. The City is home to many important operations including the Imperial County Airport, the Imperial Irrigation District Headquarters, and the El Centro Sector Headquarters of the U.S. Border Patrol, all of which contribute to employment opportunities and demand for housing thus impacting growth and service demand (City of Imperial, 2015-a). **Exhibit 1 - City Location Map,** depicts the location of Imperial County in relation to southern California and the City of Imperial within Imperial County.

The current boundaries of the City of Imperial's city limits and the sphere of influence are provided in the SAP approved September 16, 2015 and as illustrated in **Exhibit 2 - 2015 City Limits and Sphere of Influence**.

The City of Imperial has adopted a goal to extend the service area boundary easterly to Highway 111. The future public facilities demand resulting from this additional area was considered by the City's SAP and is, consequently, considered in the determination of fees in this DIF Report. **Exhibit 3 – Planned 2020 Sphere of Influence** depicts the total range of the study area.

B. Land Uses

A land use survey was conducted for all areas within the City Limits and within the City's Sphere of Influence in 2014 during the City's Housing Element Update for the assessment of potential residential land use development opportunities. This document incorporates those land use findings and an inventory of additional non- residential land use designations available for development. The current City of Imperial General Plan land use designations were used to determine the available acreage, the future development potential for all vacant and underutilized land, and ultimately growth projections. Refer to **Exhibit 4 - General Plan Land Use Map**, which depicts the City's adopted land use designations.

Findings determined that within the established City of Imperial Sphere of Influence, there is ample opportunity for land development. Approximately 4,488 acres are vacant and undeveloped in potential annexation areas in addition to the 979+ acres of undeveloped land or land under development that currently exists within the City Limits of which 640+ can support residential land uses. Annexation areas proposed by the City of Imperial are identified on **Exhibit 5 – Planned Annexation Areas** and in **Table 2 – City of Imperial Annexation Areas**. Additionally, a comprehensive explanation of the City of Imperial's land use setting, including, specific plan areas, land use restrictions, and annexation history, for the City of Imperial is provided in the City's SAP.

TABLE 2 – CITY OF IMPERIAL ANNEXATION AREAS

ANNEXATION AREA	GENERAL LOCATION	GENERAL LAND USES PROPOSED	ANTICIPATED TIMING (YEARS)
N-1 (Barioni Lakes North)	North	Residential/Commercial	10
N-2 (Barioni Lakes West)	North	Residential	10
N-3 (Regional Park)	North	Regional Park	1
N-4 (Barioni Lakes Estates Phase I)	North	Residential/Commercial	1
N-5 (HBC)	North	Industrial/Agriculture	5
N-6 (West Neckel Development)	North	Residential	20
NE-1 (McFarland Ranch)	Northeast	Agriculture/Commercial	10
NE-2 (Sanchez Ranch)	Northeast	Residential/Commercial/Ag	5
W-1 (Western Developments)	West	Residential	10
SE-1 (Encanto Estates)	Southeast	Agriculture/Commercial	1
SE-2 (East Annexation)	Southeast	Industrial	5
SE-3 (Crown Commercial/Andalusa)	Southeast	Residential	5
SE-4 (Andalusa East)	Southeast	Residential	20
SE-5 (NE Corner of Cross Rd & Aten Rd)	Southeast	Residential/Commercial	10
SE-6 (South of Aten/East of RR Tracks)	Southeast	Industrial	10

Source: City of Imperial Service Area Plan, 2015.

EXHIBIT 1 - CITY LOCATION MAP

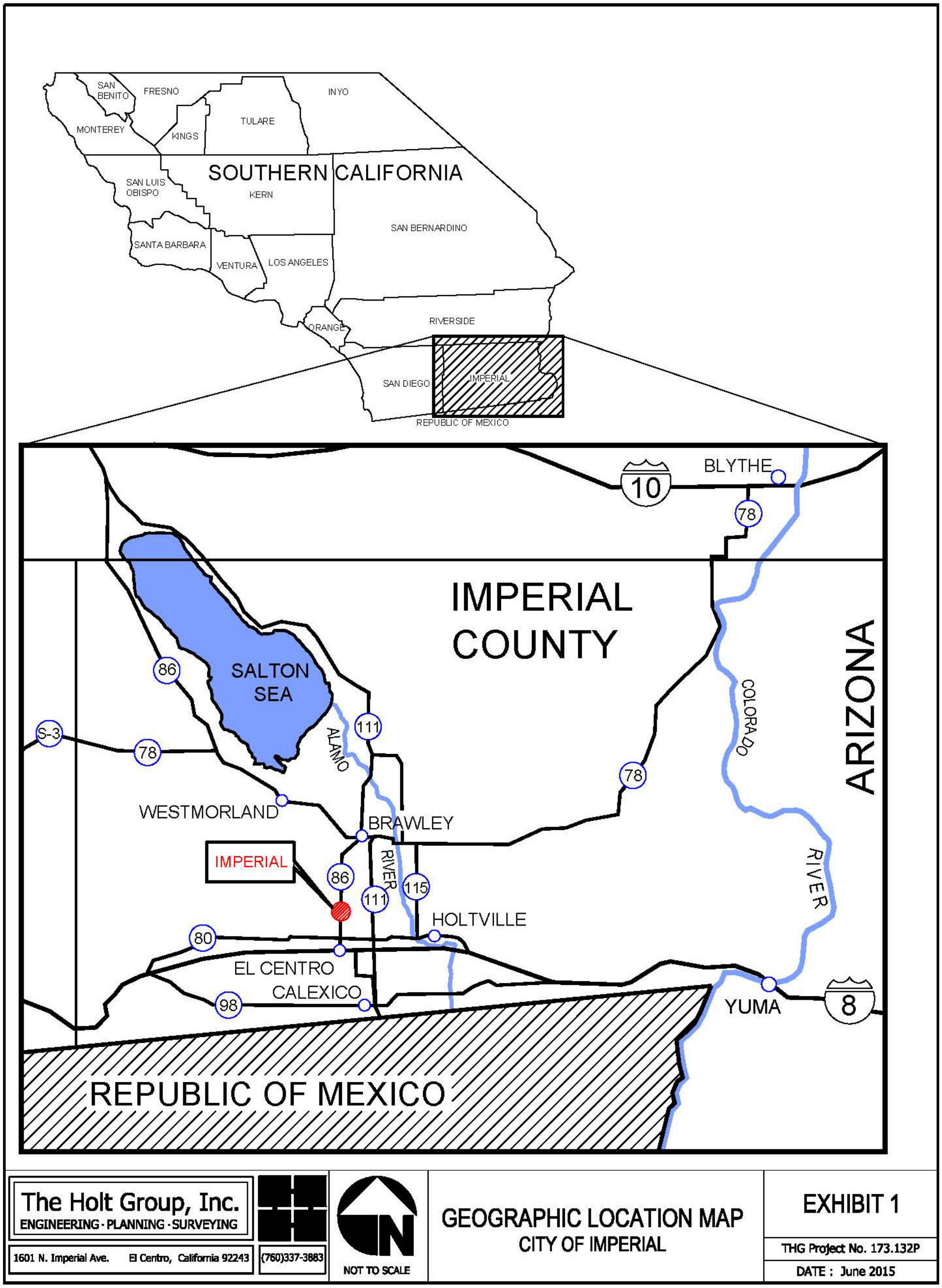


EXHIBIT 2 - 2015 CITY LIMITS AND SPHERE OF INFLUENCE

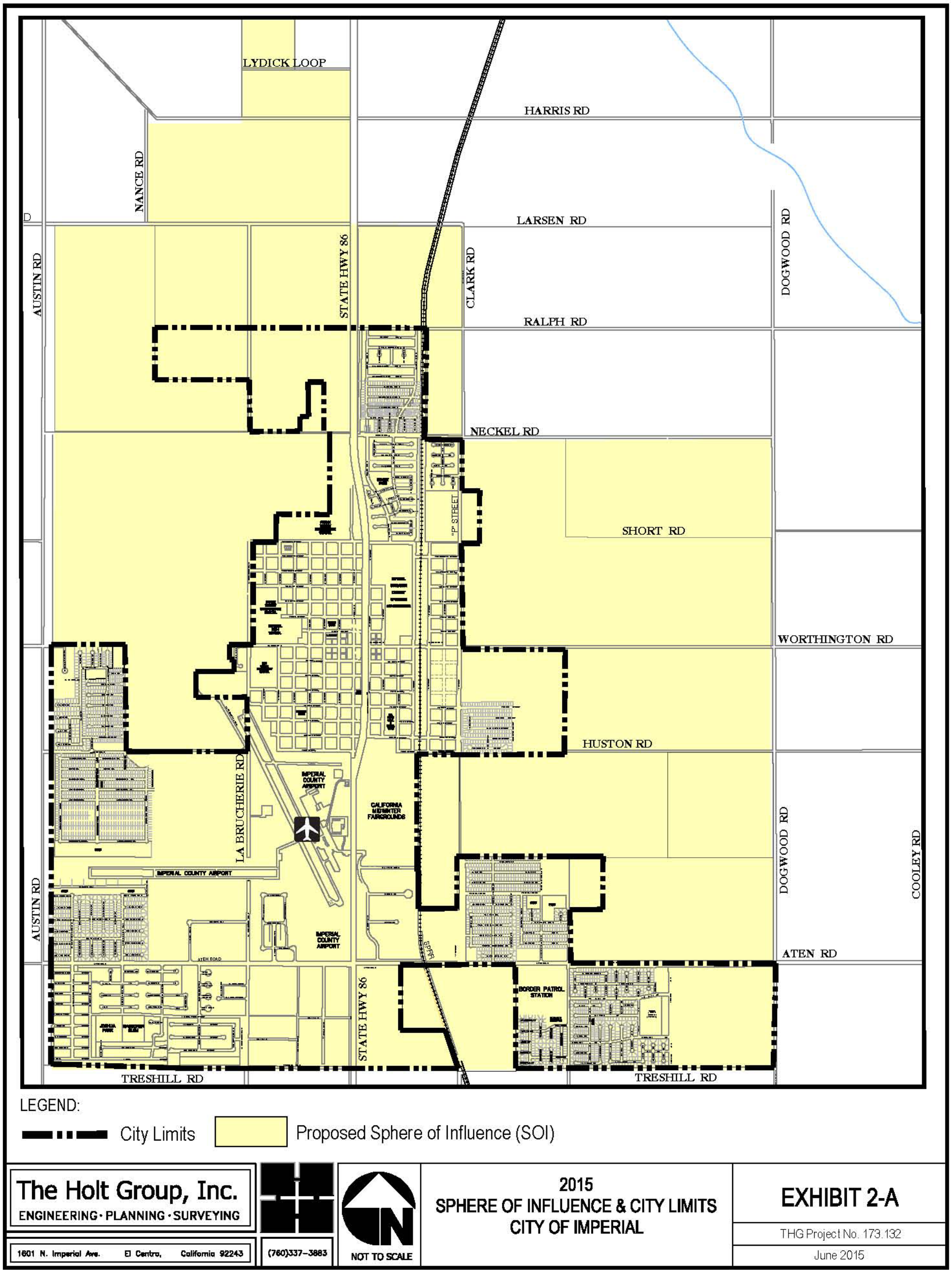


EXHIBIT 3 - PLANNED 2020 SPHERE OF INFLUENCE

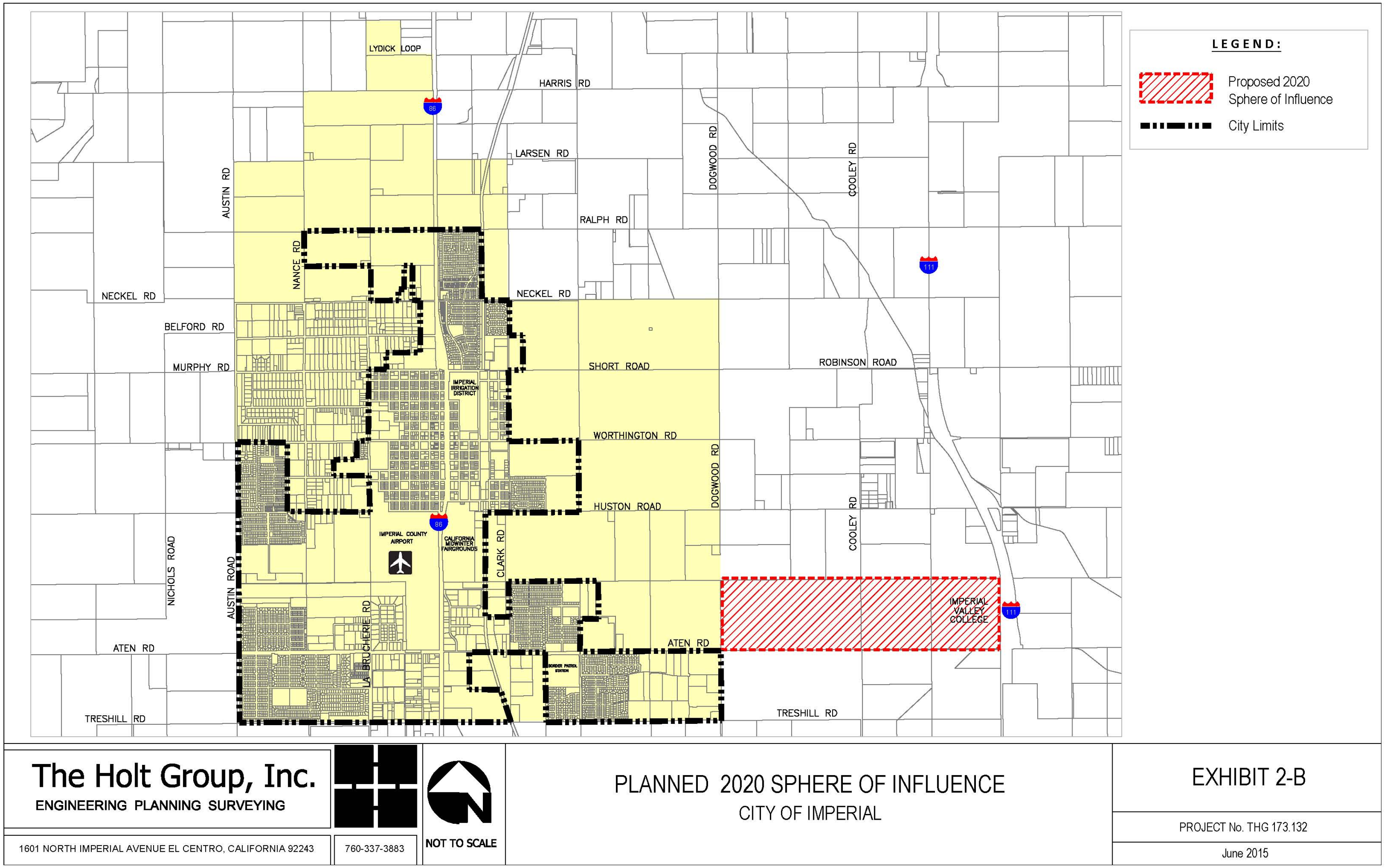


EXHIBIT 4 - GENERAL PLAN LAND USE MAP

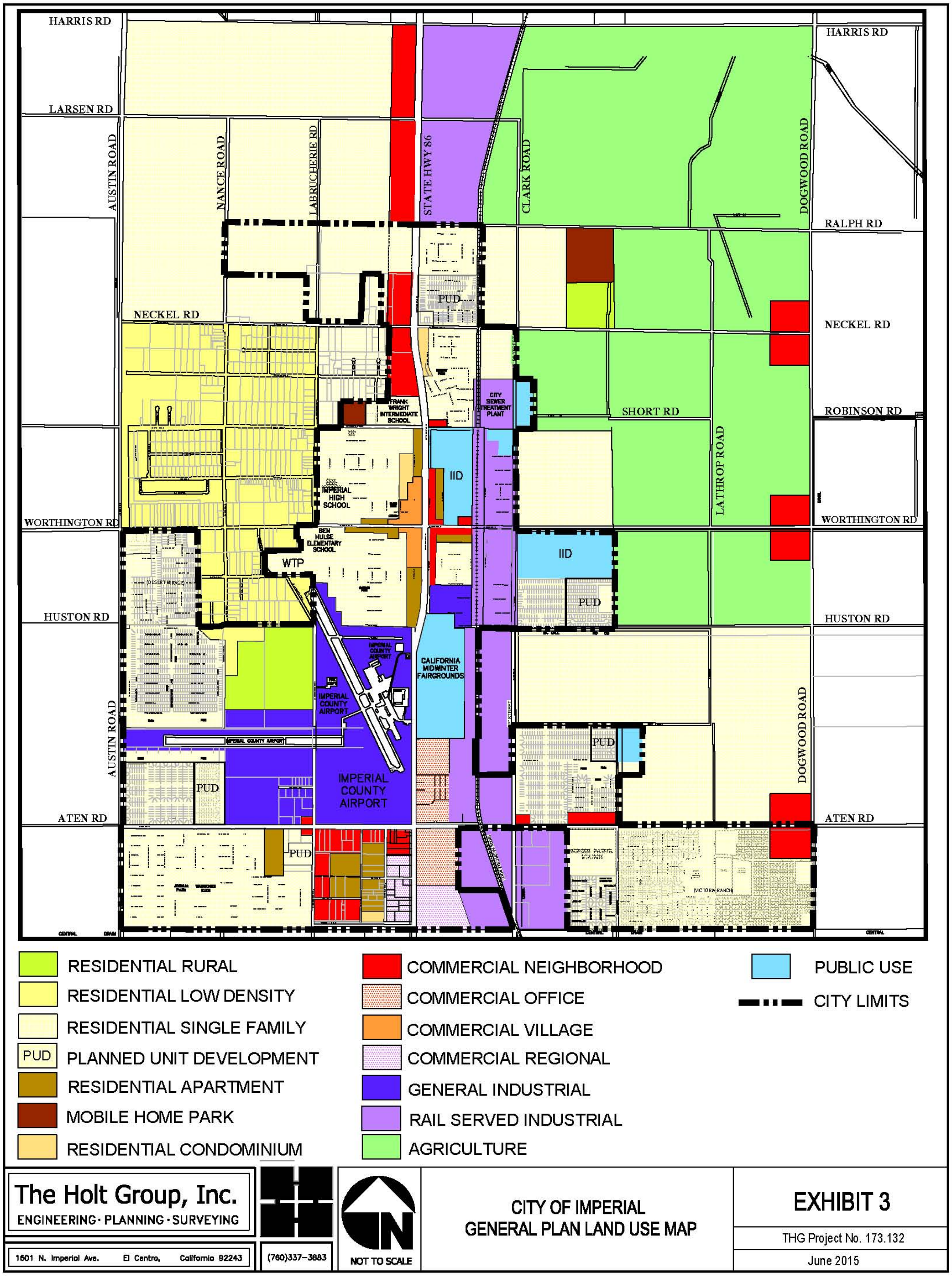
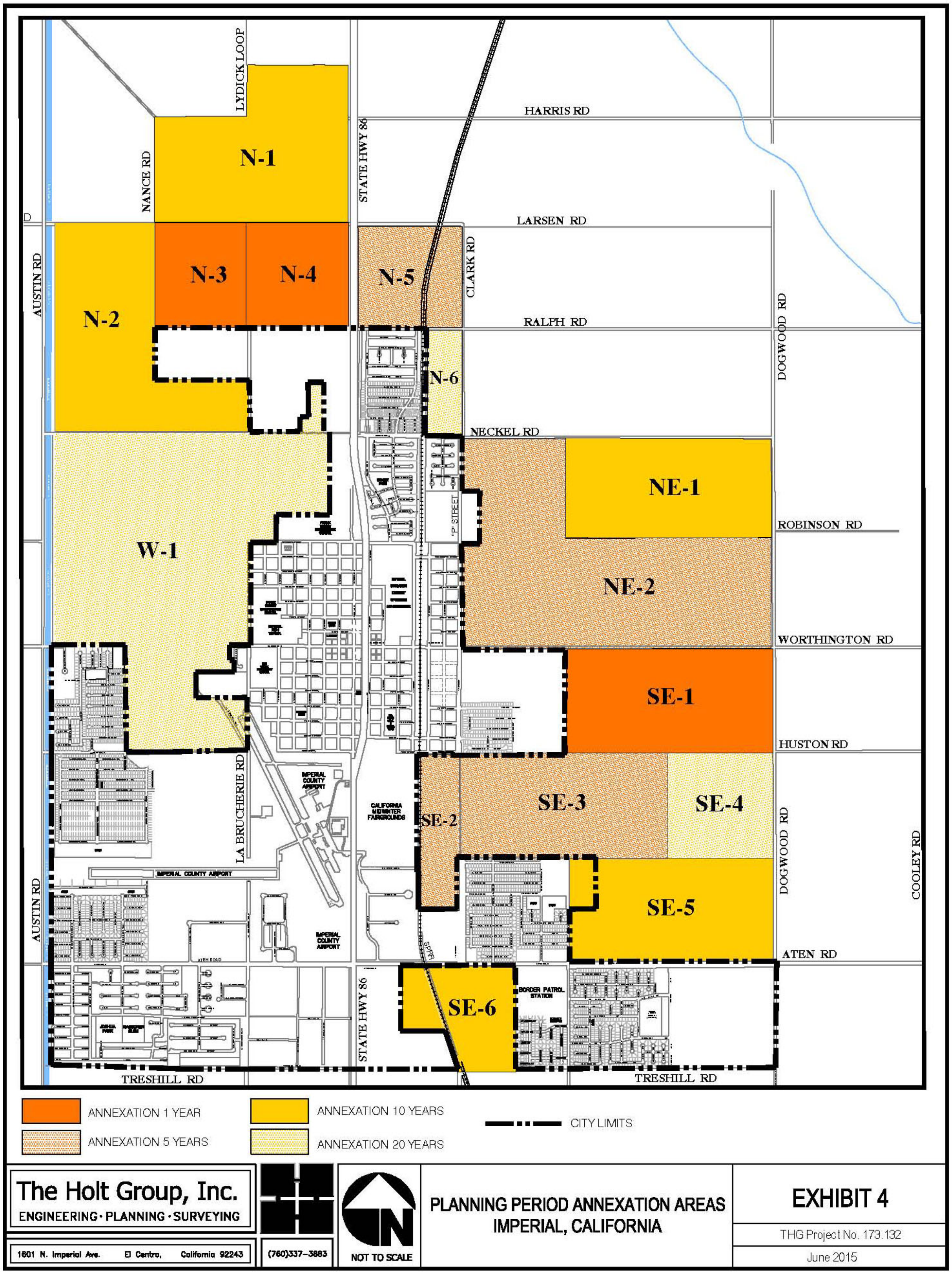


EXHIBIT 5 – PLANNING ANNEXATION AREAS



III. DEVELOPMENT PROJECTIONS

Growth projections in the proceeding sections have assumed the maximum densities allowed. Additionally, an 80% realistic maximum development ratio has been applied for population projections. This discounted density is a conservative calculation in order to discount for land areas that will not have residential use because those areas more than likely that will be used for public improvements such as roadways, parks, retention basins, and other similar facilities that impact the developable land ratio.

A. Residential Projections

The residential development projections provide a listing of the existing, future, and build out dwelling units. Base information was obtained from the City's current SAP which utilized assessor parcel maps, the City of Imperial General Plan, an on-site land use survey, the California Department of Finance and building permit information through December 2014. An average household size of 3.35 pph was used to calculate population projections from any given total number of dwelling units.

The City of Imperial's 2015 population within the City limits was 17,313 and estimated to increase to just under 49,000 by 2025 and is expected to grow to just over 62,500 by the year 2035 when taking into account approved and planned development and not just a historic growth rate. **Table 3: Population Projections** provides estimates for population growth every five years until 2015 based on planned development. This DIF Report uses population projections from the City's current SAP, which includes the recent and anticipated annexations. For purposes of determining future population projections, this DIF Report will not include existing dwelling units located outside of the City limits as developer impacts are related to dwelling units to be built and not just annexed into the City.

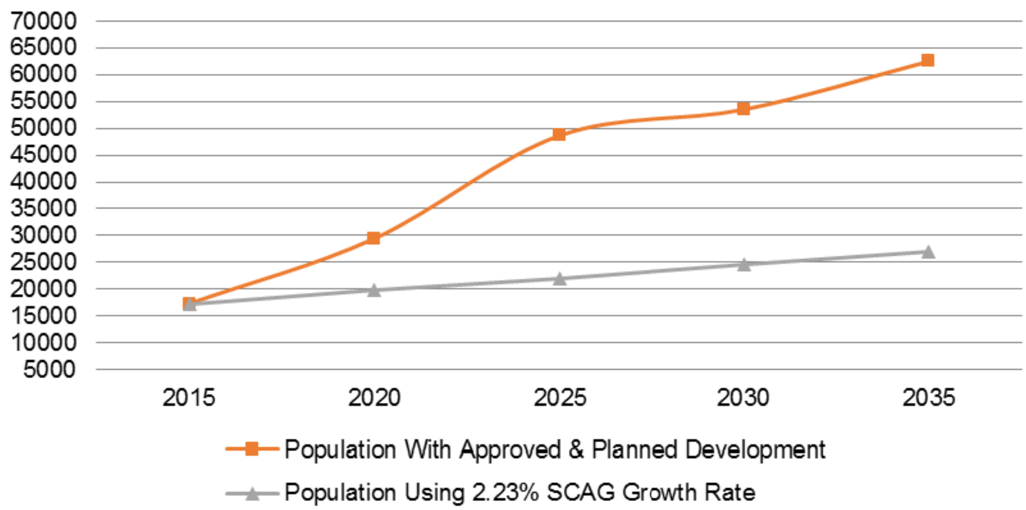
TABLE 3 - POPULATION PROJECTIONS

YEAR	POPULATION PROJECTIONS FOR PLANNED DEVELOPMENT
2020	29,476
2025	48,692
2030	53,533
2035	62,541

Source: City of Imperial Service Area Plan, 2015.

According to the City's SAP, and shown below in **Figure 2 – Population Projections**, population projections for the City of Imperial utilizes the SCAG) gradual population growth of 2.23 percent which would conservatively place the Imperial population at 26,923 at the 20 year mark and compares it to population growth with approved and planned development. If there are changes in the real estate market and the regional development demand increases, the City will likely be directly impacted by new growth and expansion outside of the current City boundary and the Sphere of Influence and more in line with the aforementioned approved and planned development projections and reach a population of 62,541 at the end of the twenty year plan period.

FIGURE 2 – POPULATION PROJECTIONS



Source: City of Imperial Service Area Plan, 2015.

1. Existing Dwelling Units

All the existing dwelling units within the City limits were estimated by the City SAP and included data from the 2010 Census base numbers and subsequent building permits through December 2014 for the incorporated City limits. The existing dwelling units included single family detached dwellings, mobile homes and multi-family residential units. Existing dwelling units within the annexation areas are a part of the count for existing population and dwelling units to ensure they are not included in the fees associated with future development. According to the City's SAP, there are 423 existing dwelling units in the annexation areas. Therefore, it was estimated that there were 5,591 existing dwelling units within the City Sphere of Influence as of December 2014. The corresponding population is 18,730 persons. However, for purposes of determining existing adequacy of, and future costs to, maintain City facilities, the City's SAP only accounted for the dwelling units and corresponding population that are inside the City limits as these are the residents that are currently being served by the City. Consequently, for consistency reasons, this DIF Report also utilizes the existing dwelling units and population within the City to assess adequacy of facilities but does not include the existing 423 dwelling units located in annexation areas as a part of the future dwelling units or population and associated development impact fees.

Table 4 - Existing Population and Dwelling Units identifies the existing population and dwelling units for each residential land use designation.

TABLE 4 - EXISTING POPULATION AND DWELLING UNITS

LAND USE DESIGNATION	EXISTING D/Us	EXISTING POPULATION
Single Family Residential	4,529	15,172
Multiple Family Residential	605	2,027
Mobile Home Park	34	114
TOTALS:	**5,168**	**17,313**

Source: City of Imperial Service Area Plan, 2015.
* = Excludes existing 423 dwelling units in the annexation areas.

2. Future Dwelling Units

Future dwelling units were calculated by adding the number of vacant and underutilized acres for sites both within the incorporated City Limits and in Annexation Areas, and multiplying that summation by the allowed density per acre (Vacant Build-Out Density) and applying the 80% realistic maximum build-out as a conservative ratio. Existing dwelling units in the annexation areas were excluded from the future population and dwelling unit projections because developer impacts are only related to developments that will be built in the future and not just annexed within the City.

The formula used to obtain this figure is as follows:

(Developable Acres x Vacant Build Out Density) x 80% = **Realistic Future Dwelling Units**

Table 5 - Future Population and Dwelling Units identifies the future population and dwelling units for each residential use designation. The total additional future dwelling unit count to be built for all areas within City limits and the annexation areas is estimated to be 13,078 additional units with a projected future population of 43,811.

TABLE 5 - FUTURE POPULATION AND DWELLING UNITS

LAND USE DESIGNATION	FUTURE D/Us	FUTURE POPULATION
Single Family Residential	12,877	43,138
Multiple Family Residential	168	563
Mobile Home Park	33	111
TOTALS:	**13,078**	**43,811**

Source: City of Imperial Service Area Plan, 2015.

3. Build-Out Dwelling Units

Combining the existing dwelling units (5,168) with the existing units in the annexation area (423) and the projected future dwelling units (13,078) results in a total build out dwelling unit projection of 18,669 dwelling units or 62,541 residents for the entire Sphere of Influence by 2035, as shown in **Table 6 - Build-Out Population and Dwelling Units**.

TABLE 6 - BUILD-OUT POPULATION AND DWELLING UNITS

LAND USE DESIGNATION	BUILD-OUT DUs	BUILD-OUT POPULATION
Single Family Residential	17,829	59,727
Multiple Family Residential	773	2,590
Mobile Home Park	67	224
TOTALS:	**18,669**	**62,541**

Source: City of Imperial Service Area Plan, 2015.

Table 7 - Summary of Population and Dwelling Unit Projections provides the projected existing, future, and build-out dwelling units and the associated population given the assumption of 3.35 pph.

TABLE 7 - SUMMARY OF POPULATION AND DWELLING UNIT PROJECTIONS

LAND USE DESIGNATION	EXISTING DUs	EXISTING POPULATION	FUTURE DUs	FUTURE POPULATION	BUILD-OUT DUs*	BUILD-OUT POPULATION
Single Family Residential	4,529	15,172	12,877	43,138	17,829	59,727
Multiple Family Residential	605	2,027	168	563	773	2,590
Mobile Home Park	34	114	33	111	67	224
TOTALS:	**5,168**	**17,313**	**13,078**	**43,811**	**18,669**	**62,541**

Source: City of Imperial Service Area Plan, 2015.

* = Includes 423 existing dwelling units in annexation areas to calculate full build out. Development impact fees are only attributed to the future dwelling units.

B. Non-Residential Projections

Non-residential build out projections predict future growth of those areas containing industrial and commercial land use designations. The non-residential development projections provide a listing of the existing, future, and build-out square footage within these areas. The methodology for obtaining existing and future non-residential square footage is similar to that of the residential projections in that a coverage factor is assigned. Build-out non-residential square footage is determined by combining the existing nonresidential inventory with the future nonresidential projections. The square footage amounts were determined using calculations based on acreages contained on the assessor parcel maps, land use designations, vacant and developed lot coverage factors, and from the on-site land use surveys completed for the City's SAP approved on September 16, 2015.

1. Existing Non-Residential Square Footage

Existing non-residential square footage was calculated by applying a coverage factor of 40% on all developed land designated for commercial and industrial uses. The square footage was determined by multiplying the site acreage by the 40% coverage factor for all developed nonresidential designated areas. The nonresidential square footage within the City limits was estimated to be 4,132,793 square feet in 2007. Since then, and over a five year period, a total of 47,158 square feet of commercial and industrial space has been constructed within the incorporated City Limits, per City of Imperial building permit records. This number represents 1.0% of the total non-residential square footage at the beginning of that time period. The existing non-residential square footage within the City Limits is currently estimated at **4,179,951** square feet.

The nonresidential square footage within the annexation areas was estimated to be 397,449 square feet in 2007. Since then, an estimated total of 50,427 square feet of commercial and industrial space has been constructed within the Annexation areas (Imperial County Building Permit Records), thus the existing nonresidential square footage within the annexation areas is currently estimated at **447,876** square feet.

2. Future Non-Residential Square Footage

Similar to the process of determining the existing nonresidential square footage, a coverage factor was used to determine future nonresidential square footage on vacant and underutilized property. The vacant coverage factor for commercial and industrial uses for future development is 30%. The reason for the reduction from 40% for existing development to 30% for future development is that a coverage factor of 30% accounts for reductions of buildable land area for street improvements, landscaping requirements and other utility and land dedications. The future nonresidential square footage within the City limits was estimated to be 10,181,031 square feet under the 2007 SAP. Considering no changes in zoning to affect this estimate, and deducting the 47,158 square feet of commercial space constructed since then, it is estimated the future non-residential square footage is **10,133,873**.

The future nonresidential square footage within the annexation areas was estimated to be 10,651,712 square feet under the 2007 SAP. At the direction of the City, an increase adjustment was made in 2015 to increase the amount of non-residential development along major arterial intersections. These changes resulted in a square footage base number of 11,344,826 square feet. Since the Castle Arch Annexation was removed, which accounted for 84,942 square feet of planned commercial and an additional 50,427 square feet of commercial and industrial space have further been constructed within the unincorporated sphere of influence (as per Imperial County Building permits), a total of 135,369 square feet were deducted from the 11,344,826 to give an estimated total of **11,209,457** of future non-residential square footage within the annexation areas.

3. Build-Out Non-Residential Square Feet

Combining the existing nonresidential inventory with the future nonresidential projections, the total nonresidential build out projections were determined. The total build-out non-residential square footage within the sphere of influence including all existing square footage is estimated to be 25,971,157 square feet.

Non-residential projections calculated for the City's 2015 SAP are being utilized for the calculations of fees in this DIF Report and are presented in **Table 8 - Summary of Non-Residential Development Projections**.

TABLE 8 - NON-RESIDENTIAL DEVELOPMENT PROJECTIONS

STUDY AREAS	EXISTING DEVELOPMENT (SQ. FT.)	FUTURE DEVELOPMENT (SQ. FT.)	BUILD OUT DEVELOPMENT (SQ. FT.)
City Limits:	4,179,951	10,133,873	14,313,824
Annexation Areas:	447,876	11,209,457	11,657,333
TOTALS:	**4,627,827**	**21,343,330**	**25,971,157**

Source: City of Imperial Service Area Plan, 2015.

C. Equivalent Dwelling Unit Phasing of Non-Residential Development

In order to assess development impact fees on all properties equally, non-residential uses need to be converted to Equivalent Dwelling Units (EDUs) for the purpose of preparing a comparative and comprehensive analysis. Per the City of Imperial resolution 90-16, calculating EDUs for non-residential development is accomplished by applying 1.5 EDUs for every 1,000 square feet of non-residential space. Consistent with the City's SAP, a very conservative assumption is further being made that the non-residential development within the City limits will develop at an average of 1% of planned commercial space for every five year period.

To determine the City's EDU estimates, **Table 9 - Non-Residential EDU Summary** includes the estimated existing, future, and build-out projections of non-residential development from Table 8 and assigns 1.5 EDUs per 1,000 square feet.

TABLE 9 - NON-RESIDENTIAL EDU SUMMARY

TOTAL NONRESIDENTIAL BUILD OUT PROJECTIONS - CITY LIMITS, ANNEXATION AREAS						
STUDY AREAS	EXISTING DEVELOPMENT (SQ. FT.)	EXISTING EDUs	FUTURE DEVELOPMENT (SQ. FT.)	FUTURE EDUs	BUILD-OUT DEVELOPMENT (SQ. FT.)	BUILD-OUT EDUs
City Limits:	4,179,951	6,270	10,133,873	15,199	14,313,824	21,471
Annexation Areas:	447,876	672	11,209,457	16,812	11,657,333	17,486
Reduction based on SAP assumptions			(9,969,168)	(14,954)	(9,969,168)	(14,954)
TOTALS:	**4,627,827**	**6,942**	**11,374,162**	**17,057**	**16,001,989**	**23,999**

Source: City of Imperial Service Area Plan, 2015

* Due to the conservative assumption of a 1% development within the City Limits, there is a remainder of 9,969,168 SF of possible future development that is not included in the EDU calculations.

In order to assess development impact fees on all properties equally, it is sometimes necessary to equate nonresidential square footage and residential dwelling units. This requires the use of an average dwelling unit per acre and an average non-residential square footage per acre count.

A balanced city contains an adequate number of various types of dwelling units as well as a commercial and industrial base that will support the needs of the residents and the businesses within the city. The Land Use Element of the City of Imperial General Plan established a set of goals and objectives that are to be met in order to shape the city with the intent to meet this balance.

Based on the previously mention 1.5 EDU for every 1,000 square feet of non-residential square feet, an equivalency factor is needed to determine the non-residential cost per 1,000 square feet. This factor was established by dividing the 1,000 square feet by 1.5 EDU which resulted in a factor of 667 square feet of nonresidential development per equivalent dwelling unit. By dividing the development impact fee cost per EDU by the non-residential equivalency factor (667) and multiplying it by 1,000 square feet, a fair cost can be assessed per 1,000 square feet of non-residential development.

1. Dwelling Unit Growth Projection

   The total future dwelling units from residential and non-residential projections are shown in **Table 10 - Total Build-Out Dwelling Unit Summary**. Projections are provided in 5-year increments for the City through 2035 and are based on projections from the City's SAP.

TABLE 10 - TOTAL BUILD-OUT DWELLING UNIT SUMMARY

YEAR	RESIDENTIAL DUs	NON-RESIDENTIAL EDUs	TOTAL BUILD-OUT EDUs
2015	5,168	6,942	12,110
2020	8,799	12,170	20,969
2025	14,535	16,936	31,471
2030	15,980	16,997	32,977
2035	18,669	17,057	35,726

Note: Existing residential dwelling units in annexation areas are not included in the year 2015 estimates.

ADMINISTRATIVE FACILITIES

I. PERFORMANCE STANDARD

A performance standard was established with the approval of the City of Imperial SAP by the Imperial County LAFCO on January 25, 2001. The performance standard for Administrative Facilities is based on the existing level of service provided by the City of Imperial for administrative facilities and services at the time of the preparation of the SAP. The performance standard is 842 square feet of administrative space per 1,000 population.

II. FACILITY ANALYSIS

This analysis provides an inventory of the existing administrative facilities owned by the City of Imperial, as well as the existing and future demand for administrative facilities.

A. Inventory and Adequacy of Existing Facilities

The existing administrative facilities for the City consists of a total of 13,430 square feet and the location of the facilities are shown on **Exhibit 6 – Existing Administrative Facilities**. This square footage is broken down into the following categories:

City Clerk -	306 sq. ft.
City Hall -	2,523 sq. ft.
City Manager -	866 sq. ft.
Legislative -	1,000 sq. ft.
Community Services -	6,398 sq. ft.
Future Office Space -	2,337 sq. ft.
TOTAL -	**13,430 sq. ft.**[3]

Using the performance standard provided above, the existing demand for administrative facilities is 14,577 square feet, as shown below:

- *17,313 Existing Population x 842 Sq. Ft. / 1,000 Population* **= *14,577 Sq. Ft. Existing Demand***

Based on the performance standard, there is a current deficiency between the supply and demand for administrative facilities:

- *13,430 Sq. Ft. Existing Supply - 14,577 Sq. Ft. Existing Demand =* ***(1,147) Sq. Ft. Supply Deficiency***

[3] Source: 2015 Service Area Plan and communications with City staff.

It should be noted that development impact fees cannot finance this deficiency. Therefore, other financing mechanisms must be used to pay for this portion of the future administrative facilities.

B. Future Demand for Facilities

Using the performance standard of 842 square feet per 1,000 population, and the projected future population of 43,811, the City of Imperial will need an additional 36,889 square feet of administrative space to meet the future demand.

- *43,811 Future Population x 842 / 1,000 Population* ***= 36,889 Sq. Ft. Future Demand***

III. FEE CALCULATION

A. Land Acquisition and Facility Construction Costs

The cost for the provision of new administrative facilities to meet the demand of future development depends on the amenities provided. The costs for providing new administrative facilities are comprised of land acquisition, construction, soft costs (engineering, design, administration, reimbursables and contingencies), and furnishings. These costs are as follows:

- Land Acquisition Cost per Acre $50,000
- Construction Cost per Sq. Ft. $173.02
- Soft Costs per Sq. Ft. $43.26
- Furnishings per Sq. Ft. $25.95

The cost assumption used for Construction Cost is based the original DIF Report Construction Cost of $129.08 per square foot increased by an inflation factor rate. The rate is based on Turner Construction Company's Cost Index and is determined by the following factors considered on a nationwide basis: labor rates and productivity, material prices and the competitive condition of the marketplace.[4] From 2010 to 2018 there was a 34.0% index increase (Index 799 in 2010 to Index 1071 in 2018.)

B. Impact Fee Calculation

The fee calculation is a multi-step process. The first step is to determine the amount of land needed to support the future facilities. This is accomplished by dividing the future demand square footage by 30% lot coverage factor and

[4] Source – Turner Construction Company Cost Index, http://www.turnerconstruction.com/cost-index June 2018

then dividing by 43,560 to convert the square footage result to acreage. The acquisition cost is determined by multiplying the acreage needed to support the building by the cost to acquire the land.

- *36,889 Future Demand Sq. Ft. / 30% Lot Coverage / 43,560 Sq. Ft. per Acre=* ***2.82 Acres for Land Acquisition***

- *2.82 Acres for Land Acquisition x $50,000 per Acre* **= *$141,000 Future Land Acquisition Cost***

The future building cost is determined by multiplying the demand for future facilities by the cost per square foot.

- *36,889 Future Sq. Ft. x $242.23/ Sq. Ft. =* ***$8,935,650 Future Building Cost***

The total cost to be funded by development impact fees for future Administrative Facilities includes the cost for future land acquisition, building cost and a proportionate fair share cost to fund the preparation of the DIF Report.

- *$141,000 Future Land Acq. Cost + $8,935,650 Future Bldg. Cost + $20,000 Fair Share Cost to Fund Preparation of DIF Report* **= *$9,096,650 Total Future Administrative Facility Cost***

The next step involves identifying other sources of funding available to the City that will be used for the construction of the future administrative facilities. These funds would be subtracted from the cost of the facility as identified above. At this time, there are no funding sources identified to assist with the funding of the future administrative facilities.

Another step in the process is to determine the EDUs that will contribute to paying the impact fee. This is accomplished by adding the total future residential dwelling units to the total future nonresidential EDUs. The methodology for determining the nonresidential equivalent dwelling units is provided in the Equivalent Dwelling Unit section of the Development Projections chapter.

- *13,078 Future Dwelling Units + 17,057 Future Nonresidential EDUs =* ***30,135 Total Future EDUs***

The final step is to divide the future Administrative Facilities total cost by the total future EDU.

- *$9,096,650 Future Admin. Facility Cost / 30,135 Total Future EDU* **= *$301.86 per EDU***

Therefore the development impact fee for each dwelling unit is $**301.86** .

Non-Residential cost per 1,000 square feet is determined by dividing the development impact fee cost per EDU by the non-residential equivalency factor and multiplying it by 1,000 square feet as follows.

- *$301.86 per EDU / 667 Non-Res. Equivalency Factor x 1,000 Sq. Ft. =*
  $452.56 Cost per 1,000 Sq. Ft. Non-Residential

These calculations can also be found in **Table 11 - Administrative Facilities – Impact Fee Calculations.**

As indicated previously, there is a current deficiency of administrative facilities needed to serve the existing residents within the City of Imperial. The cost to correct the existing deficiency is $277,838. This was determined by multiplying the deficiency square footage by the cost per square foot for new administrative facilities. Funding to correct the existing deficiency cannot be made through development impact fees.

EXHIBIT 6 - EXISTING ADMINISTRATIVE FACILITIES

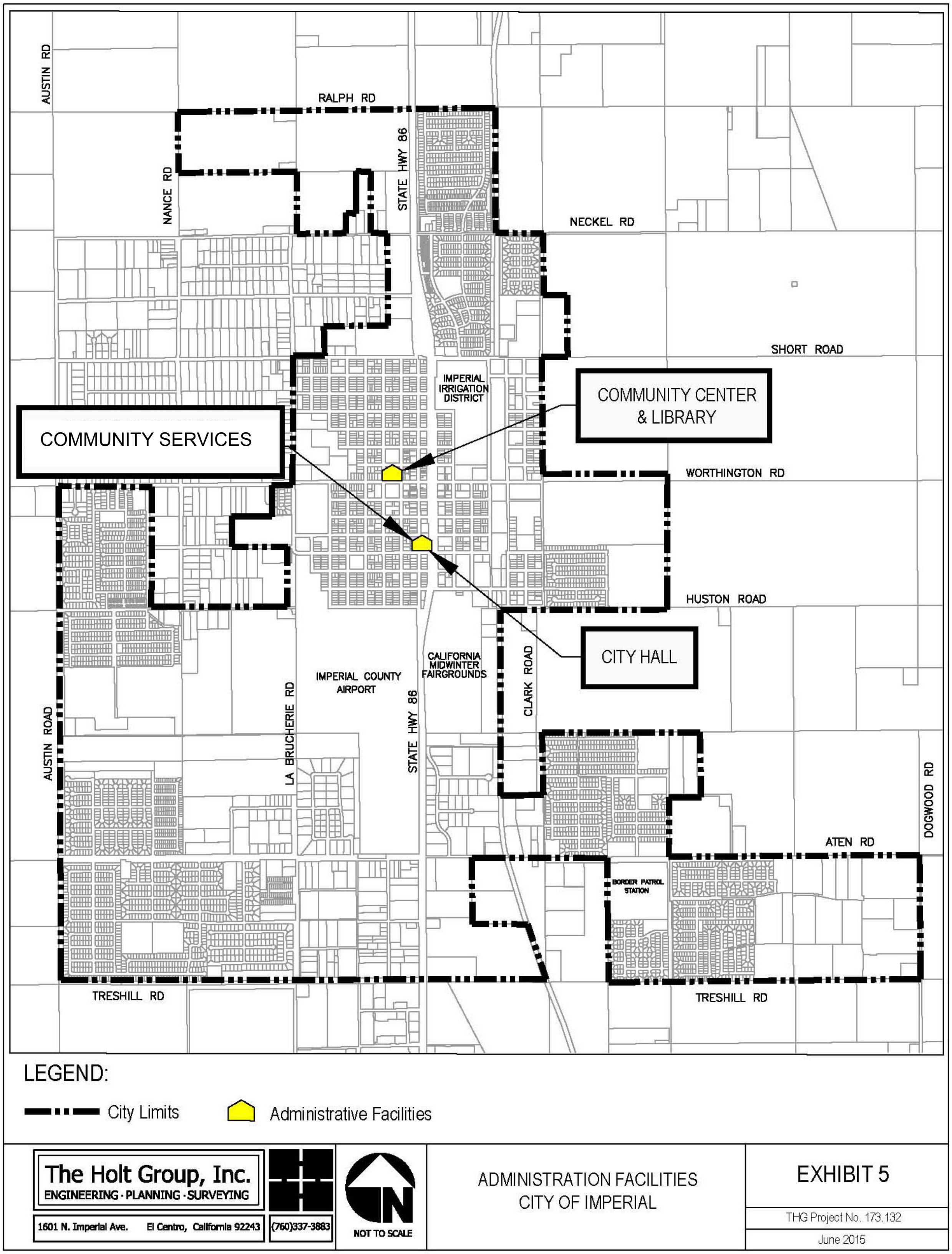


TABLE 11 - ADMINISTRATIVE FACILITIES - FEE CALCULATION

ADMINISTRATIVE FACILITIES FEE CALCULATIONS

Future Facility Cost	(1)				$9,096,650	
Future Development's Share of Facility Costs					$9,096,650	
- Other City Funding Sources					$0	
Future Development's Total Cost					$9,096,650	
Future Residential Units	=	13,078	DUs	=	13,078	Future EDUs
- Future Nonresidential EDUs	=	11,374,162	Sq. Ft.	=	17,057	Future EDUs
Total EDUs					30,135	Future EDUs
Future Development's Total Cost	/	Total Future EDUs		=	Cost	/ EDU
$9,096,650	/	30,135		=	$301.86	/ EDU
Cost / EDU	/	Non-Res. Equivalency Factor (2)		=	Cost per Non-Res. Sq.Ft.	
$301.86	/	667		=	$0.45256	
COST PER DWELLING UNIT				=	$301.86	
COST PER 1,000 SQ. FT. NONRESIDENTIAL				=	$452.56	

(1) Facility requirements are based on a Level of Service Standard of:	842	Sq.Ft. per 1000 Population
Future Population =	43,811	Population
Future Building Demand =	36,889	Sq.Ft.
Cost per Sq.Ft. =	$242	per Sq.Ft.
Future Building Cost =	**$8,935,650**	
Land Acquisition =	2.82	Acres
Land Acquisition Cost per Acre =	$50,000	per Acre
Land Acquisition Cost =	**$141,000**	
Fair Share Cost of the Study Preparation Cost =	**$20,000**	
Total Facility Cost =	**$9,096,650**	

(2) A full explanation of the assumptions and methodology for the equivalency factor is provided under the Equivalent Dwelling Unit Calculation section of the Development Projections chapter.

FIRE FACILITIES

I. PERFORMANCE STANDARD

The Imperial County Fire Department informally monitors the demand on fire protection facilities and services. Currently, the fire department provides response times of 3 to 5 minutes for medical emergencies and 4 to 7 minutes for structural fires. Therefore, the performance standard necessary to maintain the current level of service shall not exceed a response time of 5 minutes for medical emergencies and 7 minutes for structural fires. Additionally, the Agreement for Fire Protection Services states that fire protection service will be provided to the City of Imperial on a twenty-four (24) hour, seven (7) day a-week basis. Further, the NFPA Standard for Firefighters is set at one firefighter per 1,000 residents.

II. FACILITY ANALYSIS

The City of Imperial contracts with the County of Imperial for fire protection and emergency services in accordance with the Agreement for Fire Protection Services dated June 18, 2014. The areas currently served by the County Fire Department include both the areas within the City limits and the annexation areas. The County Fire Department will continue to provide service to these areas.

A. Inventory and Adequacy of Existing Facilities

The City of Imperial is served by one fire station located at 2514 La Brucherie Road shown in **Exhibit 7 – Existing and Proposed Fire Facilities**. The fire station has 14,500 square feet of building area. There are currently three (3) firefighters (one of which must be a paramedic) on duty each shift. In addition, there is one (1) reserve firefighter on call at night. In accordance with the Agreement for Fire Protection Services, three (3) full-time Captains, three (3) full-time Fire Fighters II, and three (3) reserve firefighters are assigned to the City 24 hours per day.

According to the latest agreement dated June 18, 2014, the following fire protection facilities are currently available for Imperial:

- One (1) 500 gallon Engine (City)
- One (1) 500 gallon Engine105 Ladder Truck (City)
- One (1) 1,000 gallon Engine (County)
- One (1) 1,800 gallon Water Tender (County)
- One (1) 2,500 gallon Water Tender (County)

- One (1) 1,500 gallon Aircraft Crash/Rescue Truck (County)
- One (1) Medium Rescue Squad (County)
- One (1) Hazardous Device (Bomb) Unit (County)

As provided in the Agreement for Fire Protection Services, the City of Imperial owns some of the equipment at the fire station. Minor preventative maintenance of the equipment and management of the personnel are performed by the County. Major repairs to equipment are the responsibility of the City of Imperial.

The fire department currently provides average response times of 7 minutes for the Northeast area (Neckel Road), 3 minutes for the Southwest area (Aten/Austin), 5 minutes for the Northwest area (14th/D Street), and 5 minutes for the Southeast area (Clark/Aten).

B. Future Demand for Facilities

The City has identified a 10-acre property on the northeast corner of Worthington Road and P Street for a public safety facility. A master plan for fire protection facilities has not been prepared by the fire department and future needs for additional firefighting equipment and another fire station have yet to be fully determined. However, there are preliminary indications that a shared fire/police substation is desired. This public safety facility is anticipated to be approximately 15,000 square feet and to include training facilities to be shared by the fire and police departments. It is assumed that the fire department will utilize approximately 10,000 square feet of the facility and is used as the square footage used to determine future building cost. The facility is currently in a conceptual phase, so the size, number of people needed to adequately serve the station, and the precise cost is unknown at this time. However, based on the average of construction costs for safety facilities in other jurisdictions, a construction cost assumption of $402.13 per square foot was calculated.

III. FEE CALCULATIONS

A. Land Acquisition and Facility Construction Costs

The cost for the provision of future fire protection facilities to meet the demand of future development depends on the amenities provided. The costs assumed for providing future fire protection facilities are comprised of land acquisition, construction, soft costs (engineering, design, administration, reimbursables and contingencies), and furnishings.

These costs are as follows:

- Land Acquisition Cost per Acre - $50,000
- Construction Cost per Sq. Ft.[5] - $297.87
- Soft Costs per Sq. Ft. – $74.47
- Furnishings per Sq. Ft. - $29.79

There is a need to obtain the following pieces of equipment to adequately serve future development.

Vehicles[6]	
(1)Pumper	$500,000
Total	**$500,000**

Equipment[7]	
(4)Breathing Apparatus	$30,400
(1)Communications Equipment	$15,000
(1)Specialized Equipment	$175,000
Total	**$220,400**

B. Impact Fee Calculation

The fee calculation is a multi-step process similar to the methodology described for the Administrative Facilities. The first step is to determine the total cost of the facilities needed by future development. This can be calculated simply by adding the land acquisition cost to the cost for the building, office equipment and furnishings, and the anticipated cost of firefighting specialized equipment estimated at a total of $220,400 as calculated in the previous section.

The future building cost is determined by multiplying the demand for future facilities by the cost per square foot.

- *10,000 Sq. Ft. Future Demand x $402.13/Sq. Ft.* = ***$4,021,300 Future Building Cost***

The land acquisition cost is:

- *6.70 acres x $50,000/acres* = ***$335,000 Future Land Acquisition Cost***

[5] Based on cost estimates for the Holtville Public Safety building at $2,250,000 for a 10,125 square foot facility with Turner Construction Company Cost Index applied. Source: E-mail from the City of Imperial, December 2016.
[6] Source: E-mail from the City of Imperial, November 2016.
[7] Source: Correspondence with City of Imperial, June 2016.

The vehicle and equipment costs total:

- *$500,000 Vehicle Cost + $220,400 Equipment Cost* = ***$720,400 Vehicle/Equipment Cost***

The total cost to be funded by development impact fees for future Fire Facilities includes the following:

- *$4,021,300 Future Building Cost + $335,000 Future Land Acquisition Cost + $720,400 Vehicle and Equipment Cost + $20,000 Fair Share Cost to Fund Preparation of DIF Report =*
  $5,096,700 Total Future Fire Protection Facility Cost

The next step involves identifying other sources of funding available to the City that will be used for the construction of the future fire protection facilities. These funds would be subtracted from the cost of the facility as identified above. At this time, there are no funding sources identified that assist with the funding of the future fire protection facilities.

The third step is to determine the EDUs that will contribute to paying the impact fee. This is accomplished by adding the total future residential dwelling units to the nonresidential EDUs. The methodology for determining the nonresidential equivalent dwelling units is provided in the Equivalent Dwelling Unit section of the Development Projections chapter.

- *13,078 Future Dwelling Units + 17,057 Future Nonresidential EDUs =*
  30,135 Total Future EDUs

The final step is to divide the future development's total cost by the total future EDUs.

- *$5,096,700.00 Future Facility Cost / 30,135 Total Future EDU* = ***$169.13 per EDU***

Therefore, the development impact fee for each dwelling unit is **$169.13** .

Non-Residential cost per 1,000 square feet is determined by dividing the development impact fee cost per EDU by the non-residential equivalency factor and multiplying it by 1,000 square feet as follows.

- *$169.13 per EDU / 667 Non-Res. Equivalency Factor x 1,000 Sq. Ft. =*
  $253.57 Cost per 1,000 Sq. Ft.

For each 1,000 square feet of nonresidential building space is **$253.57** . These calculations can also be found on **Table 12 - Fire Protection Facilities – Impact Fee Calculations.**

EXHIBIT 7 – EXISTING AND PROPOSED FIRE PROTECTION FACILITIES

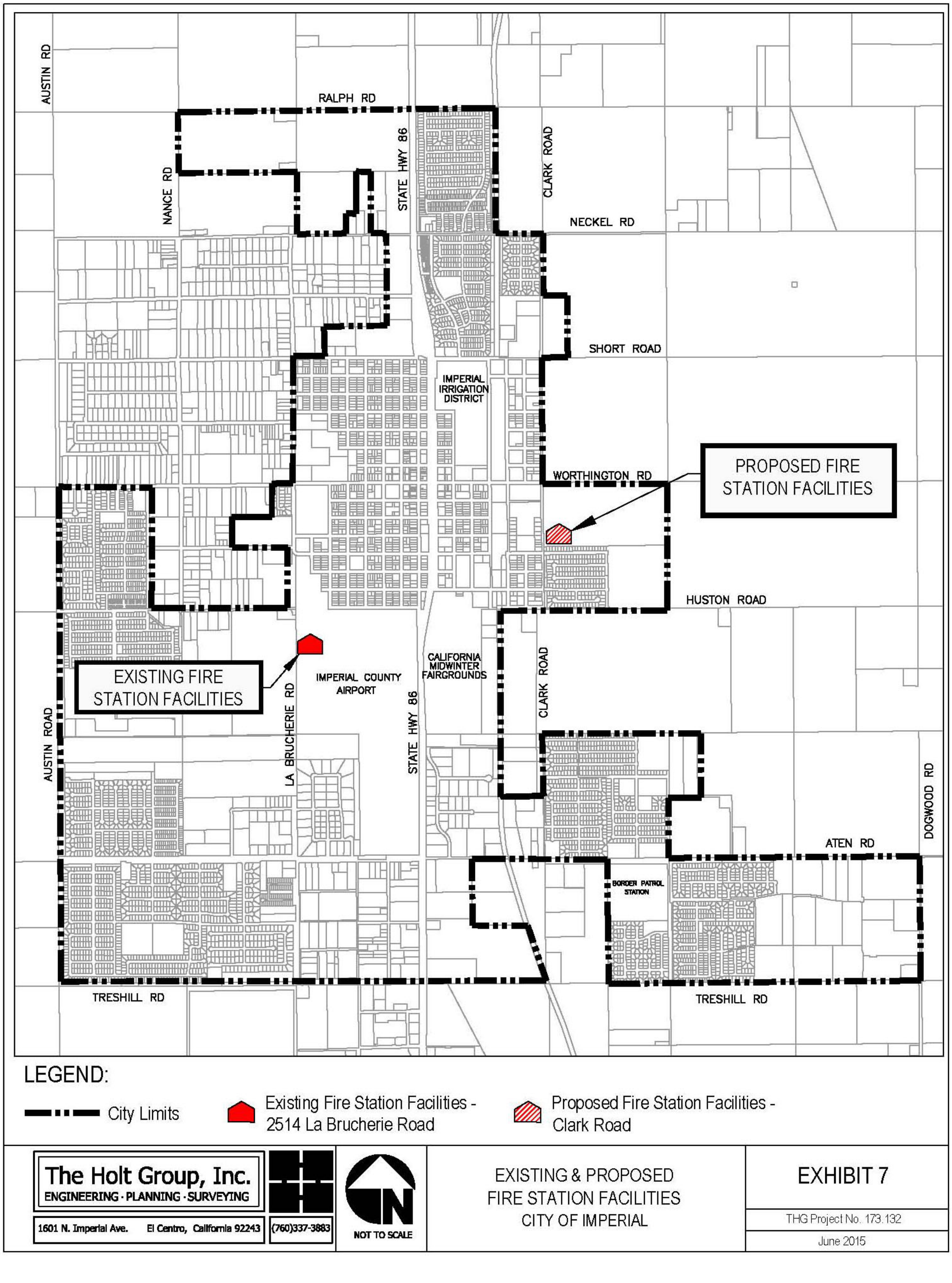


TABLE 12 - FIRE PROTECTION FACILITIES - FEE CALCULATION

FIRE PROTECTION FACILITIES FEE CALCULATION					
Future Facility Cost	(1)			$5,096,700	
Future Development's Share of Facility Costs				$5,096,700	
- Other City Funding Sources				$0	
Future Development's Total Cost				$5,096,700	
Future Residential Units	=	13,078	DUs =	13,078	Future EDUs
- Future Nonresidential EDUs	=	11,374,162	Sq. Ft. =	17,057	Future EDUs
Total EDUs				30,135	Future EDUs
Future Development's Total Cost	/	Total Future EDUs	=	Cost	/ EDU
$5,096,700	/	30,135	=	$169.13	/ EDU
Cost / EDU	/	Non-Res. Equivalency Factor (2)	=	Cost per Non-Res. Sq.Ft.	
$169.13	/	667	=	$0.25357	
COST PER DWELLING UNIT			=	$169.13	
COST PER 1,000 SQ. FT. NONRESIDENTIAL			=	$253.57	

(1) **Facility requirements:**

Future Building Demand =	10,000	Sq.Ft.
Cost per Sq.Ft. =	$402.13	per Sq.Ft.
Building Cost =	**$4,021,300**	
Land Acquisition =	6.70	Acres
Land Acquisition Cost per Acre=	$50,000	Per Acre
Land Acquisition Cost =	**$335,000**	
Vehicles and Equipment=	**$720,400**	
Fair Share Cost of the Study Preparation =	**$20,000**	
Total Facility Cost =	**$5,096,700**	

(2) A full explanation of the assumptions and methodology for the equivalency factor is provided under the Equivalent Dwelling Unit Calculation section of the Build Out Projections chapter.

LAW ENFORCEMENT

I. PERFORMANCE STANDARDS

A performance standard was established with the approval of the City of Imperial SAP by the Imperial County LAFCO on January 25, 2001. The performance standard for law enforcement is based on the existing level of service provided by the City of Imperial for law enforcement at the time of the preparation of the SAP. The performance standard is 1.6 officers per 1,000 population, 2 officers per 1 patrol vehicle, 0.25 Non-paid volunteers per 1,000 population, and 237 square feet of building area per full-time personnel.

II. FACILITY ANALYSIS

The City of Imperial has its own Police Department to serve the needs of its residents. The City of Imperial Police Department also assists the County Sheriff's Office if the County does not have a Deputy in the near vicinity in the event of an emergency. The Imperial Police Department will also provide backup for the County Sheriff, if necessary. Dispatching services are contracted through the City of El Centro Police Department.

A. Inventory and Adequacy of Existing Facilities

The City of Imperial is served by one police station, located at 424 South Imperial Avenue as shown in **Exhibit 8 – Existing and Proposed Law Enforcement Facilities**. The police station is centrally located so that all city boundaries are within an approximate two-mile radius.

Existing facilities include police department personnel. The City of Imperial is served by seventeen (17) sworn officers, one (1) chief, one (1) Administrative Sergeant, one (1) Patrol Sergeant, one (1) Corporal, one (1) Detective (part time), one (1) Officer Assigned to Imperial County Narcotic Task Force (ICNTF), one (1) School Resource Officer, and ten (10) Patrol Officers. According to an inventory provided by the Imperial Police Department, the department has the following existing policing and law enforcement personnel and facilities:

Facilities

- 3,788 square feet of building
- Ten (10) Patrol Vehicles
- Six (6) Support Vehicles
- One (1) Motorcycle
- One (1) Mobile Command Center

The existing police department facilities do not adequately serve the community. The current facility lacks a community room, an emergency operating center, restrooms for public usage, interview rooms, female locker room and restroom facility, adequate evidence rooms with proper ventilation, and adequate space for report writing. Additionally, there are only two holding cells. Sergeants currently share one office with no room for growth, and there is no secured parking for the Police Units and Officers' private vehicles. Based on the performance standards, the existing demand for law enforcement facilities is as follows:

- *17,313 Population x 1.6 Officers / 1,000 Population* = ***27 Sworn Officers***
- *17,313 Population x 0.25 Volunteers / 1,000 Population* = ***4 Volunteers***
- *27 Full-Time Personnel x 237 Sq. Ft. of Building Area* = ***6,399 Sq. Ft.***
- *27 Full-Time Personnel / 2 Patrol Vehicles* = ***14 Vehicles***

The Police Department currently has a staffing level of 17 officers and one volunteer thus a deficiency of -10 police officers and -3 volunteers. There are currently 10 patrol vehicles thus a deficiency of -4 patrol vehicles. Based on the current demand for 6,399 square feet of building space, there is a current deficiency of -(2,611) square feet given that the current offices are limited to 3,788 SF.

- *3,788 Existing Sq. Ft. Supply - 6,399 Existing Sq. Ft. Demand =*
  (2,611) Existing Sq. Ft. Deficiency

It should be noted that development impact fees cannot finance this deficiency. Therefore, other financing mechanisms must be used to pay for this portion of the Law Enforcement facilities.

B. Future Demand for Facilities

Utilizing the existing level of service as identified in the City of Imperial's SAP, there will be a future need for an additional 70 full time Police Officers, 11 support personnel, and 40 patrol vehicles to accommodate the demand created by future development to reach build out. These impacts are derived as follows:

- *1.6 Police Officers / 1,000 Population x 43,811 Future Population =*
  70 Future Police Officers
- *0.25 Volunteer Personnel x 70 Future Police Officers* = ***11 Future Volunteer Personnel***

- *70 Future Police Officers + 11 Future Support Personnel* ***= 81 Total Future Personnel***
- *70 Future Police Officers / 2 Patrol Vehicles* ***= 35 Total Future Patrol Vehicles***

Based on the performance standard of 237 square feet per personnel, an additional 19,209 square feet of Police facilities will be necessary to meet the demand created by future development. This is demonstrated by the following calculations:

- *81 Future Personnel x 237 Sq. Ft. per Personnel* ***= 19,209 Future Sq. Ft. Demand***

The City has identified a 10-acre property on the northeast corner of Worthington Road and P Street for a public safety facility[8]. This public safety facility is anticipated to be approximately 15,000 square feet and to include training facilities to be shared by the fire and police departments. It is assumed that the fire department will utilize approximately 10,000 square feet of the facility which leaves 5,000 square feet for the Police Department. The facility is currently in a conceptual phase, so the size, number of people needed to adequately serve the station, and the cost is unknown at the time of preparation of the SAP update. Based on the analysis conducted by the SAP, it does not appear that a joint use public safety facility with only 5,000 square feet allocated to law enforcement will be adequate to meet the build out demands.

The City currently contracts dispatching with the City of El Centro. However, as the populations of both cities increase, the current dispatching facility's capability to handle the growing number of calls may be insufficient. Therefore, there will likely be a need for the City of Imperial to establish its own dispatching facilities. Dispatching facilities should be considered as a part of the new police station. Since it has not been definitively determined that new dispatching facilities will be necessary, the development impact fee report does not assume the cost for the dispatching facilities.

III. FEE CALCULATIONS

A. Land Acquisition and Facility Construction Costs

The cost for the provision of future law enforcement facilities to meet the demand of future development depends on the amenities provided. The costs assumed for providing future law enforcement facilities are comprised of land acquisition, construction, soft costs (engineering, design,

[8] Source – E-mail correspondence form the City of Imperial, December 2016.

administration, reimbursables and contingencies), and furnishings. These costs are as follows:

- Land Acquisition Cost per Acre - $50,000
- Construction Cost per Sq. Ft.[9] - $297.87
- Soft Costs per Sq. Ft. – $74.47
- Furnishings per Sq. Ft. – $44.68

As shown above in Section II. B. Future Demand for Facilities, there is a need to obtain the following vehicles to adequately serve future development.

Vehicles	
(35) Patrol Vehicles[10]	$1,750,000
Total	**$1,750,000**

B. Impact Fee Calculation

The fee calculation is a multi-step process similar to the methodology described for the Administrative Facilities. The first step is to determine the total cost of the facilities needed by future development. This can be calculated simply by adding the land acquisition cost to the cost for the building, office equipment and furnishings.

The acquisition cost is determined by multiplying the acreage needed to support the building by the cost to acquire the land.

- *3.30 acres x $50,000/acre* = ***$165,000 Future Land Acquisition Cost***

The square footage cost is determined by multiplying the demand for future facilities by the cost per square foot.

- *19,209 Sq. Ft. Future Demand x $417.02/ Sq. Ft.* = ***$8,010,564 Future Building Cost***

The total cost to be funded by development impact fees for future Law Enforcement Facilities includes the cost for future land acquisition, building cost, and a proportionate fair share cost to fund the preparation of the DIF Report.

- *$8,010,564 Future Bldg. Cost + $165,000 Future Land Acquisition Cost + $1,750,000 Future Vehicle Cost + $20,000 Fair Share Cost to Fund Preparation of DIF Report =*
$9,945,564 Total Future Law Enforcement Facility Cost

[9] Based on cost estimates for the Holtville Public Safety building at $2,250,000 for a 10,125 square foot facility with Turner Construction Company Cost Index applied. Source – E-mail from the City of Imperial, December 2016.
[10] Based on estimated $50,000 per patrol vehicle.

The next step involves identifying other sources of funding available to the City that will be used for the construction of the future Law Enforcement facilities. These funds would be subtracted from the cost of the facility as identified above. At this time, there are no funding sources identified the assist with the funding of the future Law Enforcement facilities.

The third step is to determine the EDUs that will contribute to paying the impact fee. This is accomplished by adding the total future residential dwelling units to the nonresidential EDUs. The methodology for determining the nonresidential EDUs is provided in the Equivalent Dwelling Unit section of the Population and Development Projections chapter.

- *13,078 Future Dwelling Units + 17,057 Future Nonresidential EDUs =* ***30,135 Total Future EDUs***

The final step is to divide the future development's total cost by the total future EDUs.

- *$9,945,564 Future Facility Cost / 30,135 Total Future EDU =* ***$330.03 per EDU***

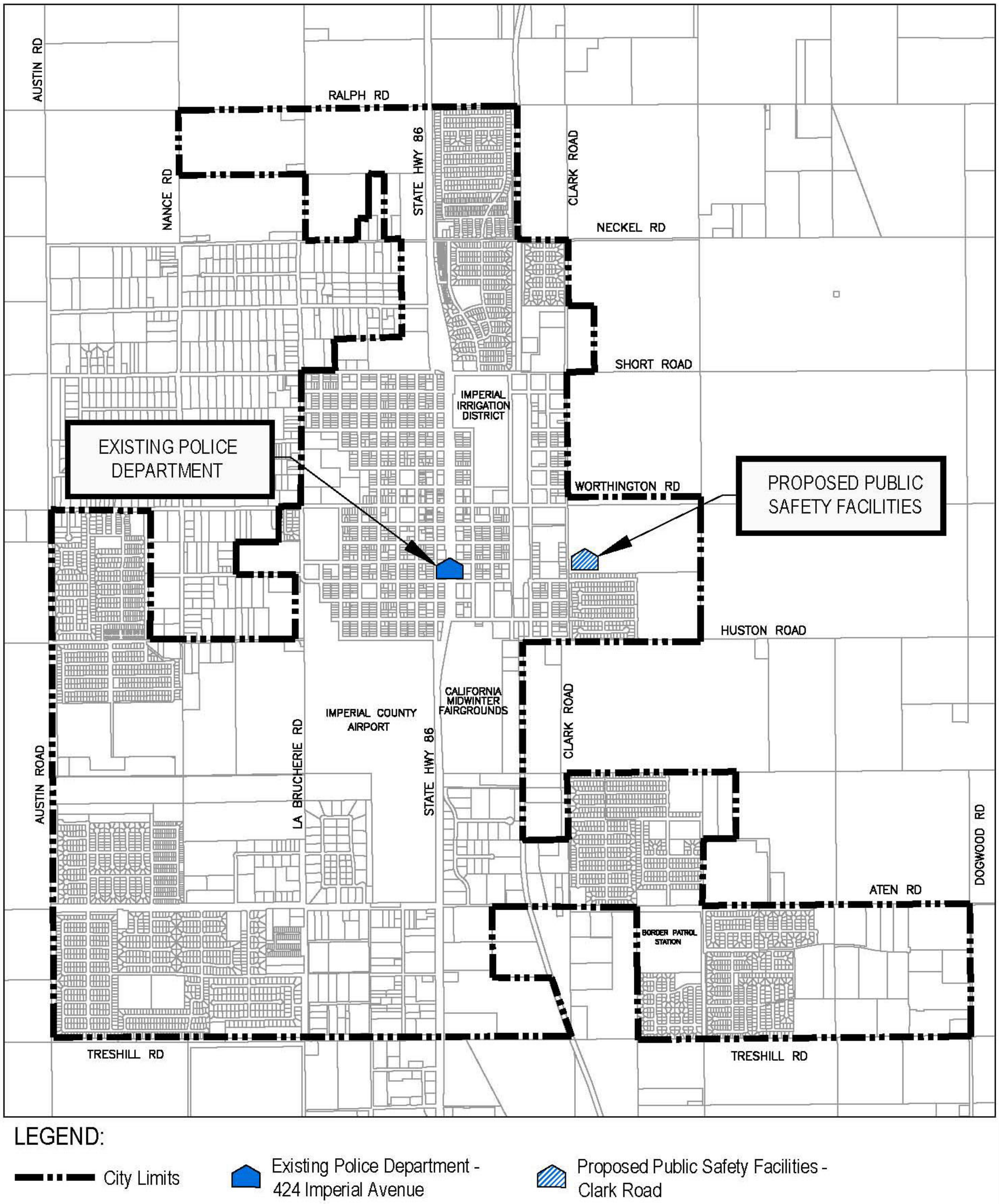
Therefore the development impact fee for each dwelling unit is **$330.03** .

Non-Residential cost per 1,000 square feet is determined by dividing the development impact fee cost per EDU by the non-residential equivalency factor and multiplying it by 1,000 square feet as follows.

- *$330.03 per EDU/ 667 Non-Res. Equivalency Factor x 1,000 Sq. Ft. =* ***$495.05 Cost per 1,000 Sq. Ft. non-residential***

Therefore, for each 1,000 square feet of nonresidential building space is **$495.05** . These calculations can also be found in **Table 13 - Law Enforcement Facilities – Impact Fee Calculations.**

EXHIBIT 8 – EXISTING AND PROPOSED LAW ENFORCEMENT FACILITIES



The Holt Group, Inc. ENGINEERING · PLANNING · SURVEYING 1601 N. Imperial Ave. El Centro, California 92243 (760)337-3883	NOT TO SCALE	EXISTING & PROPOSED POLICE PROTECTION FACILITIES CITY OF IMPERIAL	EXHIBIT 8 THG Project No. 173.132 June 2015

TABLE 13 - LAW ENFORCEMENT FACILITIES – IMPACT FEE CALCULATION

LAW ENFORCEMENT FACILITIES FEE CALCULATIONS					
Future Facility Cost	(1)			$9,945,564	
Future Development's Share of Facility Costs				$9,945,564	
- Other City Funding Sources				$0	
Future Development's Total Cost				$9,945,564	
Future Residential Units	=	13,078	DUs =	13,078	Future EDUs
- Future Nonresidential EDUs	=	11,374,162	Sq. Ft. =	17,057	Future EDUs
Total EDUs				30,135	Future EDUs
Future Development's Total Cost	/	Total Future EDUs	=	Cost	/ EDU
$9,945,564	/	30,135	=	$330.03	/ EDU
Cost / EDU	/	Non-Res. Equivalency Factor (2)	=	Cost per Non-Res. Sq.Ft.	
$330.03	/	667	=	$0.49505	
COST PER DWELLING UNIT			=	$330.03	
COST PER 1,000 SQ. FT. NONRESIDENTIAL			=	$495.05	

(1)	Facility requirements are based on a Level of Service Standard of:	237	Sq. Ft. per Personnel
	Total Future Personnel Demand =	**81**	**Personnel**
	Future Building Demand =	19,209	Sq.Ft.
	Cost per Sq.Ft. =	$417	per Sq.Ft.
	Building Cost =	**$8,010,564**	
	Future Patrol Vehicles =	**$1,750,000**	
	Land Acquisition =	3.30	Acres
	Land Acquisition Cost per Acre =	$50,000	per Acre
	Land Acquisition Cost =	**$165,000**	
	Fair Share Cost of the Study Preparation Cost =	**$20,000**	
	Total Facility Cost =	**$9,945,564**	

(2) A full explanation of the assumptions and methodology for the equivalency factor is provided under the Equivalent Dwelling Unit Calculation section of the Build Out Projections chapter.

LIBRARY FACILITIES

I. PERFORMANCE STANDARD

A performance standard of 217 square feet of library facilities per 1,000 residents was established with the approval of the City of Imperial SAP by the Imperial County LAFCO on January 25, 2001. The performance standard for library facilities was based on the existing level of service provided by the City of Imperial for libraries at the time of the preparation of the SAP in 2001 and has remained the adequate performance standard as evidenced by the approval of the City SAP update in 2015.

II. FACILITY ANALYSIS

As noted above, the City of Imperial operates and maintains its own public library. The library staff consists of two full-time personnel and five part-time employees. The Imperial Public Library located at 200 West Ninth Street currently shares 10,724 square feet of space with the Council Chambers/Community Center, with an estimated 7,901 square feet strictly for library use (1,760 square feet is used for Council Chambers/Community Center, an Executive Room is 545 square feet, and a special collections room is 518 square feet).

The library houses the following:

<u>Collection</u>

- 34,122 books
- 341 serial volumes
- 637 audio materials
- 824 video items
- 1 database-3,800+ eBooks an Audio eBooks
- 14 current serial subscriptions

<u>Computers and Equipment</u>

- 1 copier for staff/public use
- 11 public use computers/1 library catalog computer
- 12 laptops and 1 storage/charging cart (for literacy programs)
- 3 library staff computers
- 2 black/white laser printers
- 1 fax machine for staff/public use
- Video surveillance equipment (8 cameras, monitor/digital storage)
- Miscellaneous (shelving, paperback spinners, tables and chairs)

A. Inventory and Adequacy of Existing Facilities

Using the performance standard provided above, the existing demand for Library facilities is 3,757 square feet, as shown below:

- *17,313 Existing Population within City Limits x 217 Sq. Ft. /1,000 Population =*
  3,757 Sq. Ft. Existing Demand

Based on the performance standard and current expansion of library facilities, there is a surplus between the supply and demand for library facilities:

- *10,724 Sq. Ft. Existing Supply - 3,757 Sq. Ft. Existing Demand =*
  6,967 Sq. Ft. Supply Surplus

B. Future Demand for Facilities

Using the performance standard of 217 square feet per 1,000 population and subtracting out the existing surplus, the City of Imperial will need an additional 2,540 square feet of library space to meet the future demand.

- *43,811 Future Population x 217 Sq. Ft. / 1,000 Population - 6,967 sq. ft. surplus =*
  2,540 Sq. Ft. Future Demand

III. FEE CALCULATIONS

A. Land Acquisition and Facility Construction Costs

The cost for the provision of new library facilities to meet the demand of future development depends on the amenities provided. The costs for providing new Library facilities are comprised of land acquisition, construction, soft costs (engineering, design, administration, reimbursables and contingencies), and furnishings. These costs are as follows:

- Land Acquisition Cost per Acre $50,000
- Construction Cost per Sq. Ft. $224.96
- Soft Costs per Sq. Ft. $56.24
- Furnishings per Sq. Ft. $33.74

B. Impact Fee Calculation

The fee calculation is a multi-step process. The first step is to determine the total cost of the facilities needed by future development.

The acquisition cost is determined by multiplying the acreage needed to support the building by the cost to acquire the land.

- *2,540 Sq. Ft. Future Demand / 30% Lot Coverage / 43,560 Sq. Ft. per Acre* ***= 0.19 Acres***
- *0.19 Acres x $50,000 per Acre* **= *$9,500 Future Land Acquisition Cost***

The square footage cost is determined by multiplying the demand for future facilities by the cost per square foot.

- *2,540 Sq. Ft. Future Demand x $314.94 / Sq. Ft.* ***= $799,939 Future Building Cost***

The total cost to be funded by development impact fees for future Library Facilities includes the cost for future land acquisition, building cost, and a proportionate fair share cost to fund the preparation of the DIF Report.

- *$9,500 Future Land Acquisition Cost + Future Building Cost + $20,000 Fair Share Cost to Fund Preparation of DIF Report* ***= $829,439 Total Future Library Facility Cost***

The next step involves identifying other sources of funding available to the City that will be used for the construction of the future Library facilities. These funds would be subtracted from the cost of the facility as identified above. At this time, there are no funding sources identified the assist with the funding of the future Library facilities.

The third step is to determine the future cost per future person. This is can be accomplished by dividing the future development total cost by future population.

- *$829,439 Total Future Library Facility Cost / 43,811 Future Population* ***= $18.93 per person***

In order to determine the cost per type of unit, the cost per person is multiplied by the number of persons per household for a single family dwelling (SFD) which results in a fee for each SFD unit. This methodology is also used to determine the multi-family dwelling (MFD) unit cost by multiplying the cost per person by the pph for a MFD unit. Population generation rates established by the California Department of Finance were used for determining the cost per unit type[11]. For a SFD unit, a rate of 3.35 persons per SFD unit is used and a rate of 3.08 persons is used per MFD unit.

- *$18.93 per Person x 3.35 persons per SFD* ***= $63.42 per SFD***

[11] California Department of Finance, Demographic Research Unit. Population and Housing Estimates for Cities, Counties, and the State, January 1, 2011-2016, with 2010 Benchmark. Database accessed 02/13/17.

- *$37.22$18.93 per Person x 3.08 persons per MFD* ***= $58.30 per MFD***

Only the future residents will pay the cost for future Library facilities.

The development impact fee for each SFD unit is **$63.42** and for each MFD unit the fee is **$58.30**. The fee calculations can also be found in **Table 14 - Library Facilities – Impact Fee Calculations.**

TABLE 14 - LIBRARY FACILITIES - IMPACT FEE CALCULATION

LIBRARY FACILITIES FEE CALCULATIONS					
Future Facility Cost	(1)			$829,439	
Future Development's Share of Facility Costs				$829,439	
- Other City Funding Sources				$0	
Future Development's Total Cost				$829,439	
Future Population	=	43,811 Persons			
Future Development's Total Cost	/	Future Population	=	Cost / Person	
$829,439	/	43,811	=	$18.93	/ Person
Cost per Person	x	Persons per Household	Unit Type		
$18.93	x	3.35	Single Family =	$63.42	per SFD
$18.93	x	3.08	Multi-Family =	$58.30	per MFD
COST PER SF DWELLING UNIT			=	$63.42	
COST PER MF DWELLING UNIT			=	$58.30	

(1) Facility requirements are based on a Level of Service Standard of:	217	Sq.Ft. per 1000 Population
Future Population =	43,811	Population
Future Facilities to be Funded by Impact Fee =	2,540	Sq.Ft.
Cost per Sq.Ft. =	$314.94	per Sq.Ft.
Future Building Cost =	**$799,939**	
Land Acquisition =	0.19	Acres
Land Acquisition Cost per Acre =	$50,000	per Acre
Land Acquisition Cost =	**$9,500**	
Fair Share Cost of the Study Preparation Cost =	**$20,000**	
Total Facility Cost =	**$829,439**	

PARK AND RECREATIONAL FACILITIES

I. PERFORMANCE STANDARDS

A performance standard was established with the approval of the City of Imperial SAP by the Imperial County LAFCO on June 26, 2008. The performance standard for park and recreational facilities is based on the existing level of service provided by the City of Imperial for park and recreational facilities at the time of the preparation of the SAP. The performance standard is 3.0 acres of park and recreational facilities per 1,000 population and has remained the adequate performance standard as evidenced by the approval of the 2015 City SAP.

II. FACILITY ANALYSIS

The existing public parks within the City of Imperial are owned and operated by the City of Imperial Department of Community Services. There are several public parks located throughout the City of Imperial. The park locations are shown in **Exhibit 9 – Existing Park Facilities** presented at the end of this section.

A. Inventory and Adequacy of Existing Facilities

The City of Imperial currently has 52.46 acres of parks and recreational facilities and are listed below:

Eager Park	2.07 Acres
CA Irving Sports Complex	2.07 Acres
Freddie White Park	2.07 Acres
Evans Park	1.35 Acres
Sunset Park	5.25Acres
Joshua Tree Park	11.50 Acres
Savannah Ranch Park	2.94 Acres
Sky Ranch Park	2.19 Acres
Victoria Park	0.68 Acres
Aviation Park	0.89 Acres
"Woof Town" Dog Park	4.75 Acres
Savannah Ranch Green Belt	3.94 Acres
Sky Ranch Green Belt	4.59 Acres
Springfield Picnic Areas	1.68 Acres
Victoria Park	0.59 Acres
Cambria Park	0.57 Acres
Horizon Park	0.58 Acres
Paseo Del Sol Park	4.75 Acres
TOTAL	**52.46 Acres**

Using the performance standard provided above, the existing demand for park facilities is 51.94 acres, as shown below:

- *17,313 Existing Population x 3.0 Acres /1,000 Population =*
  51.94 Acres Existing Demand

Based on the performance standard, there is a current surplus between the supply and demand for park facilities:

- *52.46 Acres Existing Supply - 51.94 Acres Existing Demand* **= *0.52 Acres Supply Surplus***

B. Future Demand for Facilities

Using the performance standard of 3.0 acres per 1,000 population and subtracting the existing surplus of park land, the City of Imperial will need an additional 130.91 acres of Park facilities to meet the future demand.

- *43,811 Future Population x 3.0/ 1,000 Population - 0.52 Acres Supply Surplus =*
  130.91 Acres Future Demand

III. FEE CALCULATIONS

A. Land Acquisition and Facility Construction Costs

The impact fee for parks facilities covers both land acquisition costs and construction cost for parks/recreational facilities. The acquisition costs for park facilities are assumed to be $43,300 per acre. The construction and improvement costs for park facilities total approximately $203,400 per acre. The breakdown of this cost is provided below.

PARK FACILITIES COST PER ACRE	
Parking	$17,500
Play Equipment	$26,100
Benches, trash cans, hardscape	$17,500
Restrooms	$43,300
Turf	$3,500
Irrigation	$26,100
Design	$26,100
Acquisition	$43,300
Total Park Facilities/Acre	**$203,400**

B. Impact Fee Calculation

As is similar with the other facilities, the development impact fee calculation for park facilities is a multi-step process. The first step is to determine the total cost of the facilities needed by future development. The cost is determined by multiplying the demand for future facilities by the cost per acre.

- *130.91 Acres Future Demand x $203,400/Acre* = ***$26,627,887 Future Cost for Park Facilities***

The total cost to be funded by development impact fees for future park and recreation facilities includes the cost for future parks, as well as the proportionate fair share cost to fund the preparation of the DIF Report.

- *$26,627,887 Future Cost for Park Facilities* + *$20,000 Fair Share Cost to Fund DIF Report* = ***$26,647,887 Total Park Facility Cost***

The next step involves identifying other sources of funding available to the City that will be used for the acquisition and construction of the future park facilities. These funds would be subtracted from the cost of the facility as identified above. At this time, there are no funding sources identified to assist with the funding of the future park facilities.

Since the acreage of future parks is based on population, the next step is to divide the future cost for park facilities by the future population. This results in a cost per person.

- *$26,647,887 Future Facility Cost / 43,811 Fut. Population* = ***$608.24 per Person***

In order to determine the cost per type of unit, the cost per person is multiplied by the number of persons per household for a SFD or MFD unit which results in a fee for each type of unit.

- *$608.24 per Person x 3.35 persons per SFD* = ***$2,037.61 per SFD***

- *$608.24 per Person x 3.08 persons per MFD* = ***$1,873.39 per MFD***

Only the future residents will pay the cost for future park facilities.

Therefore, the development impact fee for each SFD unit is **$2,037.61** and for each MFD unit it is **$1,873.39 .** The fee calculations can also be found in **Table 15 - Park Facilities – Impact Fee Calculations.**

EXHIBIT 9 - EXISTING PARK FACILITIES

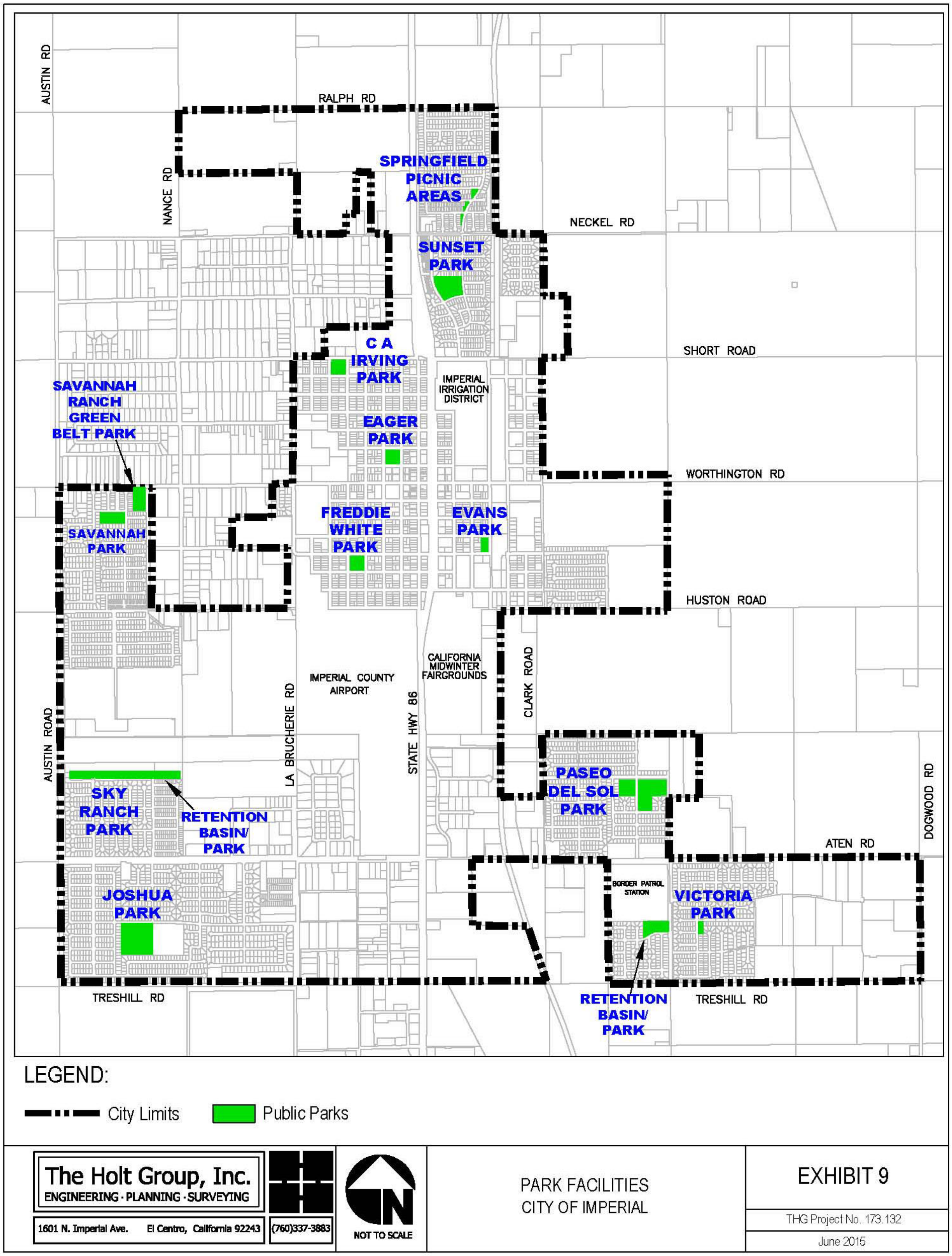


TABLE 15 - PARK FACILITIES – IMPACT FEE CALCULATION

PARK FACILITIES FEE CALCULATIONS						
Future Facility Cost	(1)				$26,647,887	
Future Development's Share of Facility Costs					$26,647,887	
- Other City Funding Sources					$0	
Future Development's Total Cost					$26,647,887	
Future Population	=		43,811 Persons			
Future Development's Total Cost	/	Total Future Population		=	Cost / Person	
$26,647,887	/	43,811		=	$608.24	/ Person
Cost per Person	x	Persons per Household	Unit Type			
$608.24	x	3.35	Single Family	=	$2,037.61	per SFD
$608.24	x	3.08	Multi-Family	=	$1,873.39	per MFD
COST PER SFD DWELLING UNIT				**=**	**$2,037.61**	
COST PER MFD DWELLING UNIT				**=**	**$1,873.39**	

(1) Facility requirements are based on a Level of Service Standard of:	3.0	Acres per 1000 Population
Future Population =	43,811	Population
Future Demand =	130.9	Acres
Fair Share Cost of the Study Preparation Cost =	$20,000	
Total Future Park Cost	$26,627,887	
Total Facility Cost =	**$26,647,887**	

CIRCULATION FACILITIES

I. PERFORMANCE STANDARDS

The Circulation element of the City of Imperial General Plan was created to sustain safe and efficient vehicular travel throughout the City. The Circulation element is consistent with the Land Use element and dictates that no land use will be approved that will increase the traffic on planned or existing city streets above the streets existing design capacity at a level of service of "C" or above. This criterion is used to determine the current and future needs for adequate circulation facilities and is provided in **Table 16 - Level of Service Standards below**.

TABLE 16 - LEVEL OF SERVICE STANDARDS

LEVEL OF SERVICE	ROADWAY PERFORMANCE STANDARD
LOS "A"	Represents free flow. Individual drivers have a high degree of freedom to select their travel speeds and are unaffected by other vehicles.
LOS "B"	Represents stable flow, but individual drivers are somewhat affected by other vehicles in determining travel speeds.
LOS "C"	Represents stable flow, but the selection of the speeds of individual drivers is significantly affected by other drivers.
LOS "D"	Represents a condition of high density, stable traffic flow in which speed and freedom of movement are severely restricted by the presence of other vehicles.
LOS "E"	Represents operating conditions at or near capacity. Individual vehicles have little free to maneuver within the traffic stream and any minor disruptions can cause a breakdown in the flow of traffic.
LOS "F"	Represents breakdown conditions. At this level of service, speeds are low, delays are high, and there are more vehicles entering the roadway than can be accommodated.

The City of Imperial, similar to many other jurisdictions, has started using a different performance standard known as Complete Streets. Complete Streets is a transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient, and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation. Modes of transportation in the City of Imperial include pedestrians, bicycles, cars, trucks, buses, trains and emergency vehicles.

II. FACILITY ANALYSIS

The City of Imperial contains a circulation system, which is predominantly oriented in a north/south and east/west grid system. The major north/south arterial system consists of Austin Road, Imperial Avenue, State Highway 86, P Street (Clark Road) and Dogwood Road. The major east/west arterial system consists of Ralph Road, Neckel Road, Fifteenth Street (Murphy Road), Barioni Boulevard (Worthington Road) and Aten Road.

The City of Imperial contains five roadway designations that serve to meet the traffic circulation demands. These designations are shown on **Exhibit 10 – Existing Circulation and Transportation System** and described in **Table 17 - City of Imperial Major Street Classifications.**

TABLE 17 - CITY OF IMPERIAL MAJOR STREET CLASSIFICATIONS

CLASSIFICATION	ROW/PAVED WIDTH	NO. OF LANES
Highway	300/226 Feet	4
Major Arterial	100/80 Feet	4
Secondary Arterial	80/50 Feet	2
Residential Collector	60/40 Feet	2
Industrial Collector	66/44 Feet	2

A. Inventory and Adequacy of Existing Facilities

State Highway – Highways are main roads that typically connect major towns or cities and are designed for high speed traffic. Highways collect a large volume of traffic with speed limits from 55 to 70 miles per hour. The City of Imperial has approximately 3.5 lineal miles of highway within its incorporated City Limits.

- **Highway 86** - Highway 86, a major four lane State Highway, is located within and is being managed by the City of Imperial. Improvements to this roadway are not anticipated to be associated with new development and are not included as a part of the development impact fee.

Major Arterial - Major arterials move traffic through a City from one point to another. Speed limits on major arterials are typically 45 mph and are designed with four lanes. On-street parking should be limited and residential lots should not have direct access onto major arterials. The City of Imperial has over eight (8) lineal miles of existing and planned major arterials within its current incorporated City Limits and are listed below.

- Neckel Road
- Ralph Road
- Barioni Boulevard (Worthington Road)
- Aten Road
- P Street (Clark Road)
- Dogwood Road
- La Brucherie Road

Secondary Arterial - Secondary arterials move traffic in a similar manner as major arterials, except they are designed with two lanes instead of four lanes. These arterials carry a lower volume of traffic and typically have a 35 mph speed limit. On street parking should be limited and residential lots should not have direct access onto secondary arterials. The City of Imperial has just over seven (7) lineal miles of existing and planned secondary arterials within the current City Limits and are listed below.

- Cross Road
- Imperial Avenue
- Second Street
- Fifteenth Street
- Treshill Road
- P Street
- Huston Road
- Brewer Road

Industrial Collector - Industrial collectors have a wider curb-to-curb width in order to facilitate large truck movements. These collectors are designed for low volumes with speed limits 30 to 35 miles per hour. The City of Imperial has over just over three (3) lineal miles of existing and planned industrial collectors within the current incorporated City Limits and they are listed below.

- La Brucherie Road (Aten Road to Airport)
- First Street
- M Street
- N Street

- Fourth Street (N Street to P Street)

Residential Collector - Local collectors collect a smaller volume of traffic from a smaller area. Streets are usually two lanes wide with a speed limit of 25 to 30 miles per hour. Access is not restricted and on street parking is available. The City of Imperial has over fifty (50) lineal miles of existing and planned residential collectors within the incorporated City Limits and are listed below.

- La Brucherie (South City Limits to Aten Road)
- First Street
- Third Street
- Fourth Street (B Street to M Street)
- The remaining number and letter streets not previously mentioned.

Signalized Intersections - The City of Imperial contains six signalized intersections that include the intersections of Aten Road/Highway 86, Barioni Boulevard/Highway 86 and Fifteenth Street/Highway 86, all of which are located within the Caltrans Right-of-Way. The City of Imperial pays the electric bill for the prior three signalized intersections. Additional signalized intersections include La Brucherie/Aten Road, Cross Road/Aten Road and Clark Road/Aten Road. A seventh signal is planned for the Aten Road and Dogwood Road intersection.

B. Future Demand for Facilities

As the City of Imperial continues to grow, future improvements will be required to build streets to full improvements in accordance with the design standards set forth by the City of Imperial Engineering Department. Estimates of specific street segments and associated improvements have been identified in **Table 18 – Future Circulation Improvements Within City** and **Table 19 – Future Circulation Improvements Within Annexation Areas**, which are consistent with the 2015 City SAP and will be improved using development impact fees.

TABLE 18 – FUTURE CIRCULATION IMPROVEMENTS WITHIN CITY

STREET NAME	STREET SEGMENT	STREET TYPE	WIDTH (½ or Full)	LENGTH (FT)	STREET UNIT COST ($)	HALF STREET UNIT COST ($)	TOTAL COST
Aten Road	Cross Road to Dogwood Road	Major Arterial	Half Street	4,100	$916	$458	$1,877,800
La Brucherie Rd	Barioni Boulevard to Ralph Road	Major Arterial	Half Street	7,900	$916	$458	$3,618,200
Barioni Road	P Street to 4,500 LF East	Major Arterial	Half Street	4,500	$916	$458	$2,061,000
Dogwood Road	Aten Road to Treshill Road	Major Arterial	Half Street	2,690	$916	$458	$1,232,020
Ralph Road	Highway 86 to Nance Road	Major Arterial	Half Street	4,930	$916	$458	$2,257,940
Clark Street	Aten Road to Treshill Road	Major Arterial	Half Street	2,690	$916	$458	$1,232,020
P Street	1st Street to 12th Street	Secondary Arterial	Half Street	4,200	$571	$285	$1,197,000
Neckel Road	Hwy 86 to Rodeo Drive	Secondary Arterial	Half Street	300	$571	$285	$85,500
Neckel Road	Rodeo Drive to RR Track	Secondary Arterial	Full Street	140	$571	$285	$79,940
15th Street	La Brucherie to E. Street	Res. Collector	Half Street	1,220	$388	$194	$236,680
Brewer Road	Nance Road to La Brucherie Road	Res. Collector	Half Street	2,460	$388	$194	$477,240
Shiloh Road	Wall Road to Aten Road	Res. Collector	Half Street	2,020	$388	$194	$391,880
La Brucherie Road	Joshua Tree to Treshill Road	Res. Collector	Half Street	2,820	388	194	$547,080
						Construction Cost	**$15,294,300**
						10% Contingency	**$1,529,430**
						30% Engineering and Administration	**$4,588,290**
						Total	**$21,412,020**

TABLE 19 – FUTURE CIRCULATION IMPROVEMENTS WITHIN ANNEXATION AREAS

AREA	STREET	STREET TYPE	WIDTH (½ or Full)	LENGTH (FT)	FULL STREET UNIT COST ($)	HALF STREET UNIT COST ($)	TOTAL COST
5-YEAR							
N-3	Larsen Road	Residential Collector	Half Street	2,560	$388	$194	$496,640
N-3	La Brucherie	Major Arterial	Half Street	2,490	$916	$458	$1,140,420
SE-2	P Street	Major Arterial	Half Street	2,600	$916	$458	$1,190,800
SE-2	P Street	Major Arterial	Half Street	1,600	$916	$458	$732,800
SE-2	1st Street	Industrial Collector	Half Street	900	$484	$242	$217,800
						SUB-TOTAL	**$3,778,460**
10-YEAR							
SE-5	Aten Road	Major Arterial	Half Street	2,640	$916	$458	$1,209,120
SE-6	Clark Road	Major Arterial	Full Street	2,600	$916	$458	$2,381,600
SE-6	Aten Road	Major Arterial	Half Street	2,900	$916	$458	$1,328,200
						SUB-TOTAL	**$4,918,920**
20-YEAR							
W-1	La Brucherie	Major Arterial	Half Street	5,780	$916	$458	$2,647,240
W-1	Neckel Road	Secondary Arterial	Half Street	3,520	$571	$285	$1,003,200
						SUB-TOTAL	**$3,650,440**
						Construction Cost	**$12,347,820**
						10% Contingency	**$1,234,782**
						30% Engineering and Administration	**$3,704,346**
						Total	**$17,286,948**

III. FEE CALCULATIONS

A. Land Acquisition and Facility Construction Costs

The following street unit costs are assumed for future circulation improvements:

- Major Arterial $916.00/LF
- Secondary Arterial $571.00/LF
- Industrial/Residential Collector $484.00/LF
- Residential Collector $388.00/LF

The following are the assumptions used for the above unit costs:

- New construction for all streets identified.
- New construction includes grading, aggregate base, A.C. pavement, curb gutter and sidewalk all built to City of Imperial standards by the contractor, including subgrade.
- New construction also includes a 25% to project cost for mobilization of equipment, permits, insurance, taxes, construction staking, air pollution control district requirements, environmental requirements, stormwater pollution prevention plans (SWPPP), geotechnical testing, striping and signage, and traffic control during construction, etc.
- Acquisition of right-of-way land to be donated by future developer(s), therefore no cost is assumed.

B. Impact Fee Calculation

Improvements to circulation facilities will be provided concurrently with new development. Developers will construct required internal street improvements associated with each project.

The fee calculation applies to both residential and non-residential development. Average traffic generation rates are used to identify the impacts of development on roadways. Provided in **Table 20 - Average Traffic Generation Rates** are the average daily trips for residential and non-residential development used in the impact fee calculation:

TABLE 20 - AVERAGE TRAFFIC GENERATION RATES

LAND USE	TRIP GENERATION RATES[12]
Single Family Dwelling	10 Trips/DU
Multiple Family Dwelling	8 Trips / DU
Commercial	40 Trips/1,000 Sq. Ft.
Industrial	8 Trips/1,000 Sq. Ft.

These trips are representative averages used by the San Diego Association of Governments (SANDAG) to estimate the impact of development on roadways. Specifically, the Multiple Family Dwelling is from the

[12] Source: SANDAG. (Not so) Brief Guide of Vehicular Traffic Generation Rates for the San Diego Region, 2002.

Condominium category and the Commercial rate is based on the trips for a Specialty Retail/Strip Commercial. The trips for Industrial land uses are based on the category for Industrial Park uses.

The total impact of future development on roadways is calculated by multiplying the trip generation rates for each land use category by future residential dwelling units and future non-residential square footage.

As recognized by various transportation engineers and utilized in other jurisdictions, an adjustment in the impact fee has been made to account for the double counting of residential and non-residential trips. For example, round trips from a dwelling unit may include a trip to a non-residential destination within the City. This same trip, however, is included in the trips for the non-residential land use. To adjust for double counting of trips, this analysis assigns a 30% discount to non-residential development. This discount factor provides a more accurate trip generation measurement.

The adjustment requires the calculation of the percent of traffic impact created by future residential, commercial and industrial land uses. This percentage is multiplied by the total cost for facilities to identify the proportional cost of the four land use designations. Multiplying the 30% discount by the proportional costs for commercial and industrial uses results in a reduction of the proportional cost for non-residential uses. This reduction in cost is then transferred to the residential proportional cost. If the cost was reduced by 30% and not transferred to residential development, the fee would be insufficient and there would be a shortage of funds collected by the City for future improvements.

The result of the transfer of the 30% reduction from non-residential uses to residential uses is an adjusted proportional cost assigned to the four land use categories: single family residential, multiple family residential, commercial and industrial.

The last step in the fee calculation is to divide the adjusted proportional cost per land use by the future trips projected for the four land uses. For residential land uses, the fee is a "per dwelling unit" fee. The fee for non-residential uses is assessed on an average daily trip basis.

Since the non-residential fee is based on a trip generation rate and different non-residential land uses have different trip generation rates, all non-residential uses will not have the same fee. Unfortunately, this tends to complicate the collection of circulation impact fees because there are instances when it is difficult to assign a trip generation rate for unusual or out-of-the-ordinary businesses.

The generation rates should be based on either the SANDAG standards used nationally or on another set of generation rate tables that more closely resemble conditions in Imperial County. The trip generation table should be consulted when determining development impact fees for non-residential uses. However, for uses not listed, the City Manager or his/her assignee shall make the decision regarding the appropriate traffic generation rate.

It must be noted that the methodology used to ensure a fair share collection of fees may result in more or less money necessary to cover the costs of future improvements. As indicated previously in other chapters of this document, a fair impact fee assessment per use is a higher priority than balancing the fee with the cost of the facility. Future updates of this report will consider funds received and funds yet to be received to finance the build out facilities. This methodology of fee assessment will continue to be valid when future improvement costs are identified and modification to the fee is necessary.

The fee calculation methodology for circulation facilities is shown in **Table 21 - Circulation Facilities – Fee Calculations.**

EXHIBIT 10 – EXISTING CIRCULATION & TRANSPORTATION SYSTEM

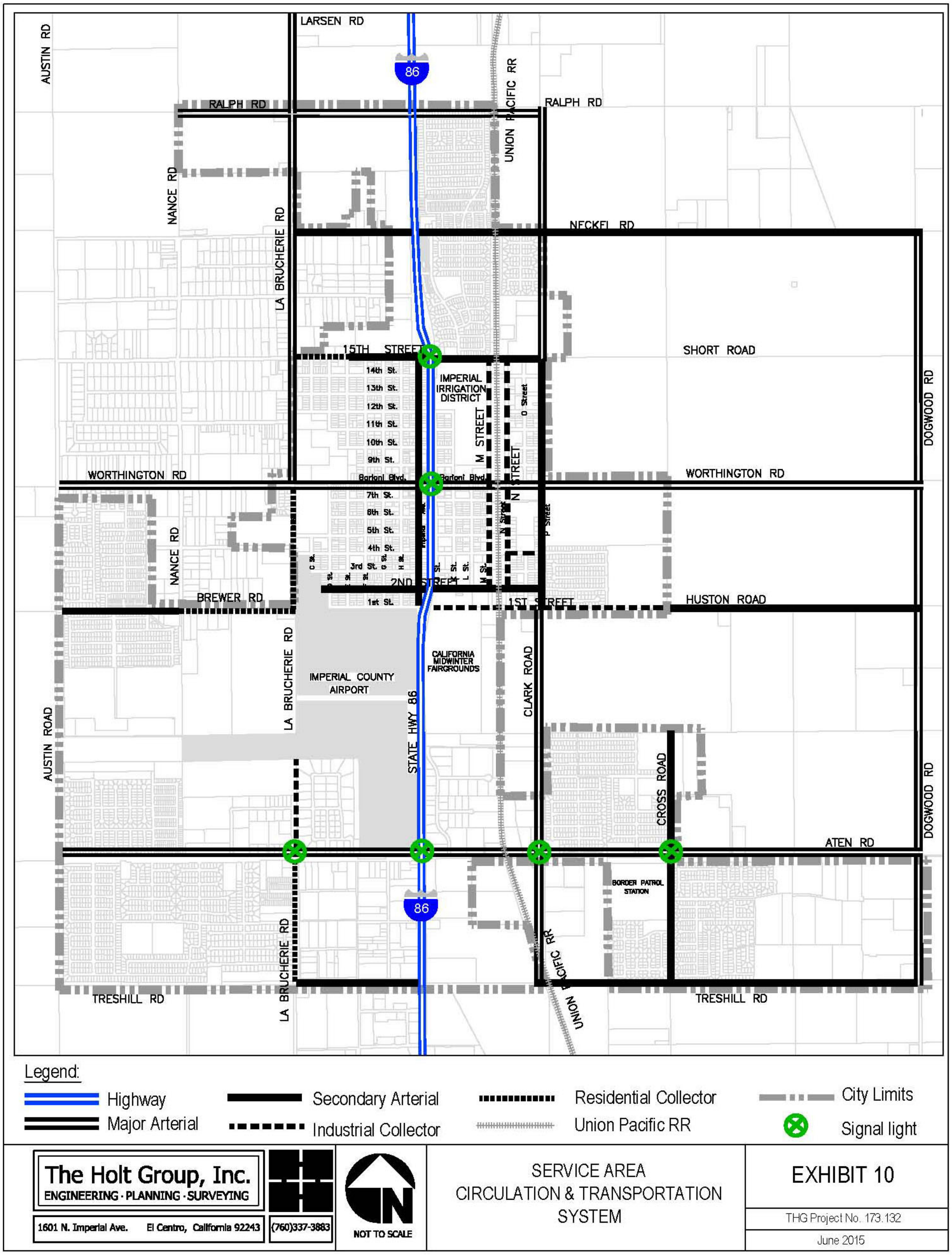


TABLE 21 - CIRCULATION FACILITIES – FEE CALCULATION

CIRCULATION FACILITIES FEE CALCULATIONS									
Future Facility Cost									**$38,718,968**
Future Development's Share of Facility C									$38,718,968
- Other City Funding Sources									$0
Future Development's Total Cost									**$38,718,968**
Proportional Share of Future Traffic Generation									
SFD	12,910	DUs	x	10	Trips / DU			129,100	Trips
MF	168	DUs	x	8	Trips / DU			1,344	Trips
COMMERCIA	2,786,978	Sq. Ft.	x	40	Trips / 1000 Sq. F			111,479	Trips
INDUSTRIAL	8,705,212	Sq. Ft.	x	8	Trips / 1000 Sq. F			69,642	Trips
					TOTAL			**311,565**	**Trips**
Proportional Cost Calculation			Percent of Total Trips	Proportional Cost / Land Use				Comm. / Ind. Credit	Proportional Cost - Credit
SFD	129,100	Trips	41.44%	$16,043,591					$16,043,591
MF	1,344	Trips	0.43%	$167,022					$167,022
COMMERCIA	111,479	Trips	35.78%	$13,853,801	x	30%	=	$4,156,140	$9,697,660
INDUSTRIAL	69,642	Trips	22.35%	$8,654,554	x	30%	=	$2,596,366	$6,058,188
			100.00%	**$38,718,968**				**$6,752,506**	**$31,966,462**
Commercial / Industrial Credit Reapportionment									
SFD Trips	129,100	Trips	=	98.97%		=		$6,682,933	
MF Trips	1,344	Trips	=	1.03%		=		$69,573	
	130,444	**Trips**						**$6,752,506**	
Revised Costs including Commercial / Industrial Discount Reapportionment									
SFD		$16,043,591	+	$6,682,933		=		$22,726,525	
MF		$167,022	+	$69,573		=		$236,595	
COMMERCIAL		$13,853,801	-	$4,156,140		=		$9,697,660	
INDUSTRIAL		$8,654,554	-	$2,596,366		=		$6,058,188	
								$38,718,968	
Cost per Average Daily Trip									
SFD		$22,726,525	/	129,100	Trips	=		$176.04	/ Trip
MF		$236,595	/	1,344	Trips	=		$176.04	/ Trip
COMMERCIAL		$9,697,660	/	111,479	Trips	=		$86.99	/ Trip
INDUSTRIAL		$6,058,188	/	69,642	Trips	=		$86.99	/ Trip
Cost per Residential Dwelling Unit & Commercial / Industrial Trips									
SFD		$176.04	x	10	Trips / DU		=	$1,760.38	/ DU
MF		$176.04	x	8	Trips / DU		=	$1,408.31	/ DU
COMMERCIAL							=	$86.99	/ Trip
INDUSTRIAL							=	$86.99	/ Trip

IMPLEMENTATION

I. INTRODUCTION

This section deals with the actual mechanics of collecting the impact fee. The implementation measure to be discussed includes the timing of collection and the fee collection method.

The development impacts fees ultimately collected by the City of Imperial can only be collected from development that occurs within the city limits. If development is proposed outside the city limits but within the sphere of influence, this development area should be annexed prior to building. This scenario is typically mandated by Imperial County LAFCO and is supported by the Imperial County Planning Department. However, if building actually occurs within the sphere of influence, no impact fees can be collected for the City of Imperial. Furthermore, adjustments to the City of Imperial's SAP as well as DIF Program would be required in a timely manner to account for said development. It must be emphasized; at no time can impact fees be collected by the City of Imperial for development that occurs outside the city limits.

II. TIMING OF FEE COLLECTION

Many jurisdictions collect impact fees at the time of building permit issuance. There are several reasons for the collection of impact fees at building permit issuance rather than at an earlier development approval stage or at a later occupancy stage. First, the collection of the fee at building permit issuance is timed more closely to when the actual impacts of the development to public facilities will occur. In most instances, when a building permit is acquired, construction usually occurs in a relatively short period of time. Collection of a fee earlier in the process (e.g. at the development approval stage) contains a greater risk that the development may not actually be constructed. In that event, the city is obligated to refund monies collected after a certain period of time. This can create both financial and administrative problems for the city, especially if the money has already been spent on a new facility.

Second, collection of the fee at building permit issuance will be administratively easier since most other fees are collected at this time. The developer can pay and the city can collect the fees all at the same time. The necessary accounting of fees to ensure that the monies are spent on facilities actually being impacted by the particular development will be much easier if the money is collected at this stage. Third, collecting the fee at a later stage of development (i.e. at time of occupancy) creates another burden on the city to collect the fee after construction is complete. The builder may not be willing or able to pay the fee at that point due to unforeseen funding problems making it necessary for the city to institute enforcement procedures. Additionally, the occupant wishing to move into the dwelling unit or nonresidential space will likely be upset since they are not able to move in if there is a delay in the payment of the fee. This typically adds another strain on city resources and does not lend itself to good public relations.

However, Government Code Section 66007 sets the parameters for when the collection can occur. This Section states that impact fees shall not be collected until the day of the final inspection, or the date the certificate of occupancy is issued, whichever occurs first. In order to collect impact fees prior to this time, there are provisions to do so under G.C. Section 66007(b)(1)(a)(A) which states that an account for the public facility has been established AND funds appropriated AND a proposed construction schedule or plan has been adopted. Also under G.C. Section 66007(b)(1)(a)(B), fees can be collected sooner if the fee is a reimbursement for funds already expended.

III. FEE COLLECTION METHOD

The method used by the city to collect fees is critical to ensure that fees are collected in a proper manner and accounted for in order to withstand any legal challenges.

Based on the current economic condition, it is recommended that the collection of impact fees occur upon the date of the final inspection or the date of the certificate of occupancy, whichever occurs first. However, this timing could change in the future upon demonstration of compliance with Government Code Section 66007.

It is recommended that the fees for each facility be charged and itemized separately. Although this may sound cumbersome, it is the best way to guarantee an accurate accounting of all fees collected. The basic premise of collecting impact fees is that the fees will be used for specific facilities that are being impacted by the new development. The city is required to account for every penny collected and to set up separate accounts for holding and subsequently spending these fees. State law requires that fees collected for parks must be spent on park facilities and cannot be spent on circulation. Likewise, fees collected to pay for a circulation facility cannot be spent somewhere else in the city. Further, all facilities constructed utilizing collected impact fees must adhere to all zoning and building codes, such as the Americans with Disabilities Act (ADA).

Another reason to itemize the fees separately is that if one fee is successfully challenged in the courts, the remaining fees will remain intact. In other words, successful challenge of one fee will not invalidate the entire fee program.

IV. CONCLUSION

The DIF program is designed to assist the City of Imperial in paying for impacts created by future development. The facilities identified in this report are the only facilities that can be funded by impact fees. There will most likely be other needs and facilities that the city must finance. These additional needs must be financed through other mechanisms unless the DIF Report is amended and/or updated.

The DIF Report and the impact fees should be updated from time to time in order to ensure that the fees continue to pay for impacts created by future development as well as maintain proportionate fairness. The update to this report and the impact fees should be conducted as determined necessary by the City Council.

V. INDIVIDUALS RESPONSIBLE FOR THE PREPARATION OF THIS REPORT

CITY OF IMPERIAL

Mr. Stefan Chatwin, City Manager
Ms. Laura Gutierrez, Finance Director
Mr. Jorge Galvan, AICP, Planning & Development Director
Ms. Isabel Alvarez, Associate Planner
Ms. Ember Haller, Recreation Services Manager
Mr. Miguel Colon, Chief of Police
Mr. Tony Rouhotas, Fire Chief

HOWES, WEILER & ASSOCIATES

Mr. Stan Weiler, AICP, Principal
Mr. Patrick Zabrocki, Senior Planner

Agenda Item No. 4-1

DATE SUBMITTED	May 8, 2019	COUNCIL ACTION	(X)
SUBMITTED BY	Laura Gutierrez	PUBLIC HEARING REQUIRED	( )
DATE ACTION REQUIRED	May 15, 2019	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: **DISCUSSION/ACTION – ACCEPTANCE OF THE WATER AND SEWER CAPACITY FEE STUDY.**

1. ACCEPTANCE OF THE WATER AND SEWER CAPACITY FEE STUDY.

DEPARTMENTINVOLVED: **FINANCE DEPARTMENT**

BACKGROUND/SUMMARY:

On August 14, 2018 Bartle Wells Associates completed the attached Water and Sewer Capacity Fee Study which is designed to equitably recover cost of infrastructure and new development. The last capacity fee increase was in April 2011.

The new capacity fees include for expansion to the existing Treatment Facilities.

FISCAL IMPACT: F.O. INITIALS

No fiscal impact.

STAFF RECOMMENDATION:

After the review and consideration by the Finance Department, it is recommended that the City Council accept the Water and Sewer Capacity Fee Study as presented and provide staff with direction for implementation of new capacity fees.

MANAGER'S RECOMMENDATION: MANAGER'S INITIALS

After the review and consideration by the City Manager, it is recommended that the City Council accept the Study.

MOTION:

SECONDED:	APPROVED ( )	REJECTED ( )
AYES:	DISAPPROVED ( )	DEFERRED ( )
NAYES:		
ABSENT:	REFERRED TO:	

City of Imperial California

Water and Sewer Capacity Fee Study

August 14, 2018

BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

1889 Alcatraz Avenue
Berkeley, CA 94703
510 653 3399
www.bartlewells.com

August 14, 2018

City of Imperial
420 South Imperial Avenue
Imperial, CA 92251

Attn: Stefan T. Chatwin, City Manager

Re: Water & Sewer Capacity Charge Update

Bartle Wells Associates is pleased to submit the attached *Water & Sewer Capacity Charge Study*. The report develops updated capacity charges designed to equitably recover the costs of water and sewer system infrastructure and assets benefiting new development.

Proposed charges for new residential connections are as follows:

	Existing	Proposed
Water Capacity Charge per 1" meter equivalent	$2,213.78	$2,427.00
Sewer Capacity Charge per SFR equivalent	$1,844.82	$2,883.00

Please contact Bartle Wells anytime if you have questions about the recommendations presented in the report or other related issues.

Yours truly,

Doug Dove, CIPFA
Principal

Erik Helgeson, MBA
Consultant

TABLE OF CONTENTS

1. Background, Objectives, & Government Code

Background

The City of Imperial (City) provides water and sewer service to over 5,400 accounts, serving a population of approximately 17,000 people who live both in and adjacent to the City.

The City levies water and sewer capacity fees on new or expanded connections to the water and sewer systems. These charges are levied as a condition of development or change in use and are designed to recover the cost of capacity in infrastructure and assets benefitting new development.

Capacity charges are one-time fees, paid up-front as a condition of new development or expansion. Capacity charges are separate from the City's rates for water and wastewater service. New connections begin paying the City's water and wastewater rates after they have paid their capacity charge and become ongoing customers.

The City retained Bartle Wells Associates to update the City's water and sewer capacity charges with the goals of developing new charges that:

- Recover the full costs of water and wastewater system infrastructure and assets that benefit new or expanded development to help ensure that growth pays its own way;
- Equitably recover costs based on the new or increased capacity needs of new development or redevelopment;
- Are consistent with industry-standard practices and methodologies;
- Comply with government code.

Government Code

Fees for development projects are governed by California Government Code Section 66000 et. seq. This section of the Code was initially established by Assembly Bill 1600 (AB 1600) and is commonly referred to as the Mitigation Fee Act. Pursuant to the Code, a fee for a development project is not a tax or special assessment but is instead voluntary charge levied to defray the cost of public facilities needed to serve a new development.

Section 66013 of the Code specifically governs water and wastewater capacity charges. This section of the Code defines a "capacity charge" to mean "*a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged.*" The Code distinguishes "capacity charges" from "connection fees" which are defined as fees for the physical facilities necessary to make a water or sewer connection, such as costs related to installation of meters and pipelines from a new building to a water or sewer main.

According to the Section 66013, a water or wastewater capacity charge "shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed" unless approved by a two-thirds vote. As such, the capacity charges calculated in this report represent the maximum charges that the City can levy. Section 66013 does not detail any specific methodology for calculating capacity charges.

Section 66016 of the Code identifies the procedural requirements for adopting or increasing water and wastewater capacity charges and Section 66022 summarizes the general process by which the charges can be legally challenged. The full text of Sections 66013, 66016 and 66022 are attached in Appendix A.

Proposed Water & Sewer Capacity Charges

This report develops updated water and sewer capacity charges designed to equitably recover the costs of facilities and assets benefitting new development. The recommended charges are based on an *average cost approach* under which new or expanded connections would fund their proportionate share of costs (in current dollars) for capacity needed in existing and planned water and wastewater system facilities and assets. Under this approach, new connections pay for the average cost of facilities needed to serve the City's service area through build-out.

2. Capacity Charge Methodology

Average Cost Approach

BWA recommends use of an *average cost approach* to calculate updated water and sewer capacity charges. Under this approach, new connections buy in for a proportionate share of capacity needs in existing and planned water and wastewater system facilities and assets. The fees are calculated based on the total cost of facilities including planned upgrades and expansions, divided by the total capacity the City is projected to serve through build-out. Hence the charges recover the average cost of capacity in infrastructure and assets through build-out. The *average cost approach* is a widely used and accepted approach for calculating capacity charges, particularly for service areas that are largely built out but require additional infrastructure improvements to meet the demands of anticipated growth and redevelopment.

Facility Cost Valuation

There are a number of widely-used methods for valuing infrastructure and assets for cost recovery via capacity charges. BWA evaluated various valuation methods summarized below. The capacity charges calculated in this report use a combination of valuation approaches: a) cost recovery for the sewer treatment plant cost is based on the *Estimated Replacement Cost* of the existing plant per engineering cost estimates, and b) recoverable costs for other water and sewer utility infrastructure and assets are based on *Original Cost Escalated into Current Dollars* to account for construction cost inflation.

A) Replacement Cost New Less Depreciation – This approach escalates the depreciated accounting book value of each asset escalated into current dollars based on the change in the Engineering News-Record (ENR) Construction Cost Index from each asset's acquisition date. The ENR index is a widely-used index for determining construction cost inflation. This method has a couple of shortfalls including: a) it is based on a conservative estimate of depreciable life used for accounting purposes, which can be significantly shorter than the actual life of assets, b) it puts the full burden of depreciation on the existing customer base, even though facilities were sized and constructed to serve growth. For example, if a facility cost $100,000 and had capacity to serve 100 connections, the average cost per connection would be $1,000. However, under this valuation approach, a customer connecting in 20 years might only have to pay the equivalent of $500 adjusted for inflation if the asset had a 40 year accounting life. Capacity charges calculated under this approach do not reimburse the existing customer base for the full inflation-adjusted cost of facilities they essentially pre-funded to serve future growth.

B) Original Cost Escalated into Current Dollars – This approach escalates the acquisition price of each asset into current dollars using the ENR Construction Cost Index to account for construction cost inflation. This approach ensures that new connections buy-in for the full inflation-adjusted cost of facilities that were previously funded and constructed to serve growth, regardless of when the new customer opts to connect. While less conservative than the approach listed above, this approach is still conservative in that it a) may substantially underestimate the actual replacement cost of existing facilities, b) does not account for the theoretical cost of interest associated with the implicit loan existing customers have provided for future development by prefunding facilities for growth, and c) does not account for the historical cost of maintaining capacity in existing infrastructure that benefits growth.

C) Estimated Replacement Cost – Under this approach, the current (or replacement) value of existing facilities is estimated based on an inventory of existing assets (e.g. pipelines by linear footage) and the current estimated costs of constructing those facilities based on engineering estimates.

General Fee Methodology

The general methodology used to calculate updated water and sewer capacity charges is summarized below.

Capacity Charge Methodology

Step 1 - Determine Cost of Facilities & Assets for Fee Recovery

Determine the recoverable cost of facilities and assets benefiting new development to be recovered by the capacity charge.

Step 2 - Identify Capacity of Facilities

Identify the corresponding capacity of facilities and assets identified in Step 1; capacity may be limited by the amount of development the City reasonably anticipates its facilities will serve for the foreseeable future.

Step 3 - Calculate Cost per Unit of Capacity

Calculate the cost per unit of capacity by dividing the costs identified for fee recovery in Step 1 by the capacity of those facilities identified in Step 2.

Step 4 - Apply Cost per Unit to the Capacity Needs of New Development

Apply the unit cost for capacity to the infrastructure capacity needs of each new development to determine an equitable capacity charge per new connection.

3. Water Capacity Charge Calculation

Current Water Capacity Fees

The current capacity fee per equivalent dwelling unit is $2,213.78.

Water System Fixed Assets

Under the methodology used in this report, updated water capacity charges are designed to recover the cost of existing water system facilities and assets (in current dollars) as well as the cost of system upgrades and expansion needed to serve the City through buildout.

Table 1 shows a summary of existing water system fixed assets along with the cost of each type of asset escalated into current dollars based on the change in the Engineering News-Record (ENR) Construction Cost Index (20-Cities Average Index) from the acquisition date of each asset to 2017.

Table 1 – Water System Fixed Assets

Asset Description	Replacement Cost New Less Depreciation[1,2]
Infrastructure	$7,074,002
Building & Improvements	$45,403
Equipment & Machinery	$478,197
Vehicles	$0
Equipment	$1,124,734
Transmission and Distribution System[3]	$22,294,358
Total Asset Value	**$31,016,694**

1, Source: City of Imperial Equipment and Depreciation Schedule
2, Replacement cost estimated by inflating the original cost by the change in the Engineering News-Record Construction Cost Index
3, Transmission and distribution system replacement cost estimate based on length of system not depreciation schedule

Water Capital Improvement Program

Table 2 shows a summary of the City's Water Capital Improvement Program (CIP). Based on input from City staff, costs are allocated to either a) rehabilitation/replacement or b) upgrade/expansion. Some projects were excluded from fee recovery because they were previously funded or deemed inappropriate for cost recovery via the updated capacity charges. Of the approximately $8.5 million of capital improvement costs shown on the table about $7.9 million is allocated system upgrades/expansion. The capacity charges calculated in this report are sized to recover costs for system upgrades/expansion, but do not include cost recovery for rehabilitation/replacements to ensure no double counting of existing facilities and their replacement.

Table 2 –Water Capital Improvement Projects

Project Name	Length or Capacity	Total Cost	Expansion or Existing	% Expansion Related	$ Expansion Related
Water pipeline replacements (8 & 12-inch)	1,000 - 1,500 LF/yr	$210,000	Existing & Expansion	50%	$1,050,000
Hwy 86 Crossing at Barioni Ave. (12-inch)	600 LF	$560,000	Existing & Expansion	50%	$280,000
Sandalwood Glen pipeline loop (12-inch)	2,000 LF	$1,050,000	Existing & Expansion	50%	$525,000
WTP filter expansion	2.33 MGD	$2,520,000	Expansion	100%	$2,520,000
WTP finished water storage tank #2	2.0 MG	$2,100,000	Expansion	100%	$2,100,000
WTP filter to waste improvements		$490,000	Existing & Expansion	50%	$245,000
WTP lining raw water storage pond #4	75,000 SF	$700,000	Expansion	100%	$700,000
Activated carbon for TTHM reduction	2 MGD	$900,000	Existing & Expansion	50%	$450,000
Total		**$8,530,000**			**$7,870,000**

Water Capacity Charge Calculation

Table 3 calculates an updated water capacity charge based on an *average cost approach*. The charge is designed to recover costs for:

- **Existing Facilities & Assets**: Fee recovery accounts for the cost of water facilities escalated into current to current dollars

- **Capital Improvements**: The fee recovers capital improvement project costs allocated to upgrade and expansion. Project costs allocated to rehabilitation and replacement are excluded from fee recovery to ensure no double counting of an existing asset and its replacement.

Total costs for fee recovery are divided the projected total service capacity of the City's water system through build-out resulting in a capacity charge of $2,427 per 1" equivalent connection (also referred to as an equivalent dwelling unit (EDU)).

Table 3 – Water Capacity Charge Calculation

Cost per 1" Equivalent	Amount
Expansion Related Capital Costs	$7,870,000
Existing Asset Value	$31,016,694
Total Value at Build Out	$38,886,694
Existing Capacity (CCF)	9,358
Expansion Capacity (CCF)	2,674
Build Out System Capacity (CCF)	12,031
1" Equivalent Avg Day Demand (CCF)	0.45
Peak Day to Average Day Ratio*	1.66
Peak Day Demand per 1" Equivalent (CCF)	0.75
1" Equivalent Capacity in Expansion	16,027
Hybrid Fee Per 1" Equivalent	**$2,427.00**

*Peak to average day ratio based 2013-2016 treatment plant production data

4. Sewer Capacity Charge Calculation

Current Sewer Capacity Fees

The current capacity fee per equivalent dwelling unit is $1,844.82.

Sewer System Fixed Assets

Under the methodology used in this report, updated sewer capacity charges are designed to recover the cost of existing sewer system facilities and assets (in current dollars) as well as the cost of system upgrades and expansion needed to serve the City through buildout.

Table 4 shows a summary of existing sewer system fixed assets along with the cost of each type of asset escalated into current dollars based on the change in the Engineering News-Record (ENR) Construction Cost Index (20-Cities Average Index) from the acquisition date of each asset to January 2017.

Table 4 – Sewer System Fixed Assets

Asset Description	Replacement Cost New Less Depreciation[1,2]
Land	$79,683
Infrastructure	$6,772,913
Building & Improvements	$976,443
Equipment & Machinery	$212,860
Vehicles	$116,965
Equipment	$255,178
Vehicle	$40,393
Collection System[3]	$281,856
Wastewater Treatment Plant[4]	$15,400,000
Total Asset Value	**$24,136,290**

1, Source: City of Imperial Equipment and Depreciation Schedule

2, Replacement cost estimated by inflating the original cost by the change in the Engineering News-Record Construction Cost Index

3, Collection system value based on length of system not depreciation schedule

4, Wastewater treatment plant reflects original cost of replacement plant projected to be useful in 2020

Sewer Capital Improvement Program

Table 5 shows a summary of the City's Sewer Capital Improvement Program (CIP). Based on input from City staff, costs are allocated to either a) rehabilitation/replacement or b) upgrade/expansion. The improvement costs related to design and construction of a new wastewater treatment plant was included in the value of existing assets. Of the approximately \$17.1 million of capital improvement costs included on the table approximately \$2.4 million is allocated system upgrades/expansion. The capacity charges calculated in this report are sized to recover costs for system upgrades/expansion, but do not include cost recovery for rehabilitation/replacements to ensure no double counting of existing facilities and their replacement.

Table 5 – Sewer CIP & Cost Allocation

Project Name	Length or Capacity	Total Cost	Expansion or Improvements to Existing	% Expansion Related	$ Expansion Related
WWTP Upgrade	2.5 MGD	$15,400,000	Existing	0%	$0
WWTP outfall undergrounding	2,500 LF	$504,000	Existing	0%	$0
Gen-Ox system for Sandalwood Glen Lift Station	1 System	$700,000	Existing	0%	$0
Lift Station pump retrofit for de-ragging	2 - 4 pumps/yr	$60,000	Existing & Expansion	50%	$300,000
Sewer collection system lining (CIPP)	800 - 1,000 LF/yr	$350,000	Existing & Expansion	50%	$1,750,000
Sewer manhole rehabilitation	8 - 10/year	$70,000	Existing & Expansion	50%	$350,000
		$17,084,000			**$2,400,000**

Wastewater System Costs for Fee Recovery

The costs for fee recovery account for:

- **Existing Facilities & Assets**: Fee recovery accounts for the cost of wastewater facilities escalated into current to current dollars.
- **Capital Improvements**: The fee recovers capital improvement project costs allocated to upgrade and expansion. Project costs allocated to rehabilitation and replacement are excluded from fee recovery to ensure no double counting of an existing asset and its replacement.

Sewer Capacity Charge Calculations

Table 6 calculates sewer capacity charges. Flow capacity per standard occupancy residential dwelling unit is conservatively estimated based on analysis of City winter water use data, which includes minimal water use for outdoor irrigation and serves as a reasonable estimate of sewer discharge.

Table 6 – Sewer Capacity Charge Calculations

Fee Per SFR Equivalent	Amount
Expansion Related Capital Costs	$2,400,000
Existing Asset Value	$24,136,290
Total Value at Build Out	$26,536,290
Existing Capacity (CCF)	3,208
Expansion Capacity (CCF)	134
Build Out System Capacity (CCF)	3,342
Flow Capacity per SFR (CCF)*	0.36
SFR Capacity After Expansion	9,207
Hybrid Fee Per SFR Equivalent	**$2,883.00**

*Flow capacity reflects daily winter (Dec-Feb) water use per residential customer

5. Capacity Charge Application

This section highlights some key issues regarding the application and implementation of the updated capacity charges.

Capacity Charge Ordinance: Purpose of Charge

Pursuant to Government Code, revenues derived the City's capacity charges can only be used for the purpose for which the charges are collected. In order to maximize the City's flexibility for use of capacity charge revenues, BWA recommends that the ordinances/resolutions adopting new charges broadly define the purpose of each capacity charge, such as to recover a proportionate share of costs for existing and future water/wastewater system facilities and assets from new or expanded connections to the water/wastewater systems.

Use of Capacity Charge Revenues

BWA recommends that the City apply all capacity charge revenues to fund capital improvements.

Capacity Charge Credits for Redevelopment

Capacity charges for redevelopment projects and/or expansions should be based on the incremental demand generated from each project. Under this approach, future redevelopment projects would get credited for the capacity purchased by the prior development. For example, a warehouse that is being redeveloped as a mixed-use development would only have to pay capacity charges for the additional demand generated by the new project.

Changes in Property Use

In cases where a property experiences a change in use, such as if an office is converted into a restaurant, the City is entitled to collect capacity charges for any change in water or sewer demand, similar to a redevelopment project. Even in cases in which there is no change in water demand, additional sewer capacity charges may apply for changes in wastewater strength classification.

Limited Term of Application for an Adopted Capacity Charge

Other California agencies have experienced problems with developers purchasing capacity many years in advance of anticipated development in order to lock in lower fees. To avoid these problems, the City should require that capacity charges be paid up front as a condition of development and should allow the charges to be effective for a limited period of time (typically one year) after which the developer or property owner would be responsible for paying any increase to the charges.

Future Fee Adjustments

In future years, BWA recommends that the City update its capacity charges annually by adjusting the charges by the change in the Engineering News-Record Construction Cost Index (20-Cities Average) to account for future construction cost inflation. The fee adjustment should be based on the change in the ENR index from the most recent preceding fee update, which allows for a multi-year adjustment if the City ever opted to temporarily defer any fee adjustments. The City's capacity charge ordinances can allow for automatic annual adjustments.

Additionally, the City should review and consider updating its capacity charges when substantial revisions are made to anticipated capital improvement costs or to substantial changes in projected demand. In general, BWA recommends that capacity charges be independently reviewed and/or updated approximately once every five years.

APPENDIX A

California Government Code:
Key Sections Pertaining to Water & Sewer Capacity Charges

California Government Code
Key Sections Pertaining to Water & Wastewater Capacity Charges
Sections 66013, 66016, & 66022

66013

(a) Notwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount of the fee or charge imposed in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

(b) As used in this section:

(1) "Sewer connection" means the connection of a structure or project to a public sewer system.

(2) "Water connection" means the connection of a structure or project to a public water system, as defined in subdivision (f) of Section 116275 of the Health and Safety Code.

(3) "Capacity charge" means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities. A "capacity charge" does not include a commodity charge.

(4) "Local agency" means a local agency as defined in Section 66000.

(5) "Fee" means a fee for the physical facilities necessary to make a water connection or sewer connection, including, but not limited to, meters, meter boxes, and pipelines from the structure or project to a water distribution line or sewer main, and that does not exceed the estimated reasonable cost of labor and materials for installation of those facilities.

(6) "Public facilities" means public facilities as defined in Section 66000.

(c) A local agency receiving payment of a charge as specified in paragraph (3) of subdivision (b) shall deposit it in a separate capital facilities fund with other charges received, and account for the charges in a manner to avoid any commingling with other moneys of the local agency, except for investments, and shall expend those charges solely for the purposes for which the charges were collected. Any interest income earned from the investment of moneys in the capital facilities fund shall be deposited in that fund.

(d) For a fund established pursuant to subdivision (c), a local agency shall make available to the public, within 180 days after the last day of each fiscal year, the following information for that fiscal year:

(1) A description of the charges deposited in the fund.

(2) The beginning and ending balance of the fund and the interest earned from investment of moneys in the fund.

(3) The amount of charges collected in that fiscal year.

(4) An identification of all of the following:

(A) Each public improvement on which charges were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those charges if more than one source of funding was used.

(B) Each public improvement on which charges were expended that was completed during that fiscal year.

(C) Each public improvement that is anticipated to be undertaken in the following fiscal year.

(5) A description of each interfund transfer or loan made from the capital facilities fund. The information provided, in the case of an interfund transfer, shall identify the public improvements on which the transferred moneys are, or will be, expended. The information, in the case of an interfund loan, shall include the date on which the loan will be repaid, and the rate of interest that the fund will receive on the loan.

(e) The information required pursuant to subdivision (d) may be included in the local agency's annual financial report.

(f) The provisions of subdivisions (c) and (d) shall not apply to any of the following:

(1) Moneys received to construct public facilities pursuant to a contract between a local agency and a person or entity, including, but not limited to, a reimbursement agreement pursuant to Section 66003.

(2) Charges that are used to pay existing debt service or which are subject to a contract with a trustee for bondholders that requires a different accounting of the charges, or charges that are used to reimburse the local agency or to reimburse a person or entity who advanced funds under a reimbursement agreement or contract for facilities in existence at the time the charges are collected.

(3) Charges collected on or before December 31, 1998.

(g) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion imposing a fee or capacity charge subject to this section shall be brought pursuant to Section 66022.

(h) Fees and charges subject to this section are not subject to the provisions of Chapter 5 (commencing with Section 66000), but are subject to the provisions of Sections 66016, 66022, and 66023.

(i) The provisions of subdivisions (c) and (d) shall only apply to capacity charges levied pursuant to this section.

(Amended by Stats. 2007, Ch. 94, Sec. 1. Effective January 1, 2008.)

66016

(a) Prior to levying a new fee or service charge, or prior to approving an increase in an existing fee or service charge, a local agency shall hold at least one open and public meeting, at which oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this section is available, shall be mailed at least 14 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting on new or increased fees or service charges. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service. At least 10 days prior to the meeting, the local agency shall make available to the public data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues. Unless there has been voter approval, as prescribed by Section 66013 or 66014, no local agency shall levy a new fee or service charge or increase an existing fee or service charge to an amount which exceeds the estimated amount required to provide the service for which the fee or service charge is levied. If, however, the fees or service charges create revenues in excess of actual cost, those revenues shall be used to reduce the fee or service charge creating the excess.

(b) Any action by a local agency to levy a new fee or service charge or to approve an increase in an existing fee or service charge shall be taken only by ordinance or resolution. The legislative body of a local agency shall not delegate the authority to adopt a new fee or service charge, or to increase a fee or service charge.

(c) Any costs incurred by a local agency in conducting the meeting or meetings required pursuant to subdivision (a) may be recovered from fees charged for the services which were the subject of the meeting.

(d) This section shall apply only to fees and charges as described in Sections 51287, 56383, 65104, 65456, 65584.1, 65863.7, 65909.5, 66013, 66014, and 66451.2 of this code, Sections 17951, 19132.3, and 19852 of the Health and Safety Code, Section 41901 of the Public Resources Code, and Section 21671.5 of the Public Utilities Code.

(e) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion levying a fee or service charge subject to this section shall be brought pursuant to Section 66022.

(Amended by Stats. 2006, Ch. 643, Sec. 19. Effective January 1, 2007.)

66022

(a) Any judicial action or proceeding to attack, review, set aside, void, or annul an ordinance, resolution, or motion adopting a new fee or service charge, or modifying or amending an existing fee or service charge, adopted by a local agency, as defined in Section 66000, shall be commenced within 120 days of the effective date of the ordinance, resolution, or motion.

If an ordinance, resolution, or motion provides for an automatic adjustment in a fee or service charge, and the automatic adjustment results in an increase in the amount of a fee or service charge, any action or proceeding to attack, review, set aside, void, or annul the increase shall be commenced within 120 days of the effective date of the increase.

(b)Any action by a local agency or interested person under this section shall be brought pursuant to Chapter 9 (commencing with Section 860) of Title 10 of Part 2 of the Code of Civil Procedure.

(c) This section shall apply only to fees, capacity charges, and service charges described in and subject to Sections 66013, 66014, and 66016.

(Amended by Stats. 2006, Ch. 643, Sec. 20. Effective January 1, 2007.)

Agenda Item No. H-2

DATE SUBMITTED	5/8/2019	COUNCIL ACTION	(x)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	5/15/2019	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

1. APPROVAL OF MOU WITH THE IMPERIAL SCHOOL DISTRICT AND RELINQUISHEMENT OF A SEGMENT OF McCALL DRAIN No 5

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

The Imperial School District and the City of Imperial have worked very closely in order to underground a portion of the McCall Drain No 5 at the Cross Elementary site. District will pay all costs associated with design, construction, operation and maintenance of the undergrounded School Drain in accordance with all applicable requirements including, but not limited to, IID and City. Such work shall begin upon execution of this agreement and shall be diligently pursued to completion. It is understood that construction cannot begin until IID abandons and City accepts the School Drain. Surface use of the area over the undergrounded School Drain shall be in accordance with City and IID requirements as well as requirements of the Department of State Architect.

The open drainage facility known as McCall Drain Number 5 ("Drain") traverses the northern boundary of the School from its western to eastern boundaries for approximately 600 feet before continuing eastward and is depicted on "Exhibit A"

FISCAL IMPACT:

ADMIN SERVICES SIGN INITIALS

STAFF RECOMMENDATION: Staff Recommends City Council give direction to accept the MOU with the Imperial school district and relinquishment of McCall Drain No 5

DEPT. INITIALS OM

MANAGER'S RECOMMENDATION:

CITY MANAGER's INITIALS

MOTION:

SECONDED:	APPROVED	( )	REJECTED	( )
AYES:	DISAPPROVED	( )	DEFERRED	( )
NAYES:				
ABSENT:	REFERRED TO:			

IMPERIAL UNIFIED SCHOOL DISTRICT

Bryan Thomason, Superintendent

Imperial High School
(760) 355-3220

Imperial Avenue Holbrook School
(760) 355-3207

Frank Wright Middle School
(760) 355-3240

ADMINISTRATION OFFICE
219 North "E" Street
Imperial, California 92251-1176
(760) 355-3200
FAX (760) 355-4511
web site: http://imperialusd.org

T.L. Waggoner Elementary School
(760) 355-3266

Ben Hulse Elementary School
(760) 355-3210

Mr. Stefan Chatwin
City Manager
City of Imperial
420 South Imperial Avenue
Imperial, California 92251

RE: Memorandum of Understanding acceptability and cooperation.

Mr. Chatwin,

I am in receipt of the above-mentioned MOU. Among the requirements of the MOU are the responsibilities of the Imperial Unified School District to perform, construct, operate and maintain the McCall Drain Number 5 underground portion in the northerly 100 feet of the Cross Elementary School site. I also recognize that the MOU calls for ownership of the McCall Drain Number 5 facilities to transfer from the Imperial Irrigation District to the City of Imperial. It is my wish that we proceed with this project in order to facilitate Cross Elementary School opening for the first time to the students of Imperial Unified School District in August 2019.

As mentioned, the timeline for this project is rather sensitive, and I am requesting prompt action so that we may facilitate the goals of Imperial Unified School District on behalf of the community that we both serve. If there are any questions or details you would like to include me in, please feel free to contact me, or our representatives at Sanders, Inc. Architecture and Engineering, so that we may comply with this sensitive timeline.

Bryan Thomason, Superintendent
Imperial Unified School District

4/30/19
Date

Memorandum of Understanding

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered on the date set forth below by and between the City of Imperial, a municipal corporation of the State of California ("City") and the Imperial Unified School District ("District").

RECITALS

A. The District is constructing an elementary school at a location referred to as Cross Elementary School ("School"); and

B. The School site is depicted on the attached Exhibit A; and

C. An open drainage facility known as McCall Drain Number 5 ("Drain") traverses the northern boundary of the School from its western to eastern boundaries for approximately 600 feet before continuing eastward and is depicted on Exhibit A; and

D. The Drain is owned and operated by Imperial Irrigation District ("IID"); and

E. The City operates a manhole whose common location is referred to as the northerly limits of Cross Street and the Bratton Subdivision ("Manhole"); and

F. The Manhole currently receives storm water from residential developments known as El Paseo Subdivision and Bratton Subdivision; and

G. The Manhole is connected to the Drain; and

H. District wishes to underground that portion of the Drain which is located on the School and thereafter operate and maintain that undergrounded portion of the Drain ("School Drain"); and

I. Imperial Irrigation District ("IID") will allow the School Drain to be undergrounded but only if City accepts an abandonment of the School Drain by IID; and

J. City does not object to the undergrounding of the School Drain and will accept the abandoned School Drain from IID so long as it may continue to utilize the School Drain to convey storm water from El Paseo Subdivision, Bratton Subdivision and such other areas as originally designed and intended; and

K. Further, District agrees to pay all costs associated with undergrounding and pays all costs associated with operation and maintenance of the undergrounded School Drain; and

L. Further, District releases City from any claims it might have arising from the undergrounding, operation and maintenance of the School Drain and agrees to indemnify, defend and hold City harmless from any third party claims arising from undergrounding, operation and maintenance of the School Drain; and

M. IID will continue to own, operate and maintain that portion of McCall Drain Number 5 other than the portion on the School site.

NOW THEREFORE, in consideration of the mutual obligations set forth herein, the parties agree as follows:

1. <u>District Responsibilities</u>:

a. District will pay all costs associated with design, construction, operation and maintenance of the undergrounded School Drain in accordance with all applicable requirements including, but not limited to, IID and City. Such work shall begin upon execution of this agreement and shall be diligently pursued to completion. It is understood that construction cannot begin until IID abandons and City accepts the School Drain. Surface use of the area over the undergrounded School Drain shall be in accordance with City and IID requirements as well as requirements of the Department of State Architect.

b. District releases City from any claims it might have arising from the undergrounding, operation and maintenance of the School Drain and agrees to indemnify, defend and hold City harmless from any third party claims arising from undergrounding, operation and maintenance of the School Drain.

2. City/IID Responsibilities/Access:

Upon execution of this agreement, City will cooperate with IID and District to accept ownership of the abandoned School drain from IID. City may continue to utilize the School Drain to convey storm water from El Paseo Subdivision, Bratton Subdivision and such other areas as originally designed and intended. City and IID shall have access to the undergrounded School Drain upon giving not less than 24 hours' notice to District except in the case of emergency in which case notice will be given as soon as reasonably practicable.

3. Notices:

Any written communication related to this MOU will be provided to the Parties at the following addresses:

City:

City of Imperial
420 South Imperial Avenue
Imperial, California 92251
Attn: City Manager

Imperial Unified School District:

Administration Office
219 North "E" Street
Imperial, California 92251
Attn: Superintendent

General Provisions:

There is no agency relationship between the parties. The employees of each party shall continue to be entirely and exclusively under the direction, supervision, and control of the employing party.

Except as specifically set forth herein, any internal, in-house or administrative costs or expenses incurred by any party related to that party's obligations under this MOU shall be the sole responsibility of the party incurring said costs and expenses.

This instrument and any attachments hereto constitute the entire agreement between the parties concerning the subject matter hereof.

City of Imperial

By:______________________

Attest:____________________

Imperial Unified School District

By: [signature] 4/30/19

Attest: [signature] 4/30/19

April 10, 2019

Mr. Stefan T. Chatwin, City Manager
City of Imperial
420 South Imperial Avenue
Imperial, CA. 92251

Dear Mr. Chatwin:

Subject: Cross Elementary School; Section of McCall Drain No. 5 Abandonment

This letter is in response to Imperial Unified School District requesting IID to relinquish a portion of McCall Drain No. 5 and its O&M responsibilities along the Cross Elementary School property to the city. Refer to IID's March 4, 2019 response letter to Sanders Inc. (copy attached).

The Imperial Unified School District is currently conducting the construction activities for Cross Elementary School. This project is located on the east side of Cross Road, approximately one-quarter mile north of Aten Road within Tract 98, southwest quadrant of Section 20, T.15S., R.14E., SBM.

Imperial Irrigation District will abandon a section of McCall Drain No. 5 located along the north side of the school site project, upon the request by the City of Imperial. The subject section of McCall Drain No. 5 lies within city limits and serves an urban area within the city limits (Bratton Subdivision). This section of drain located along the school property has no agricultural drainage connections.

Construction of the Cross Elementary School project is currently impacting IID's ability to access, operate, and maintain McCall Drain No. 5 in the area. These impacts would ordinarily necessitate relocation and/or pipelining of the drain by IID, in accordance with IID requirements, at the city's expense. However, IID's abandonment of the subject section of the drain would relieve IID of operation and maintenance responsibility and liability for the drain facility. Moreover, city acceptance of the subject drain section will allow the facility to be relocated, pipelined, or modified in conformance with improvements and services the city or school has planned for the area.

Accordingly, IID requests the city execute and notarize the enclosed Facilities Abandonment Agreement in order that the city may take ownership of the subject section of McCall Drain No. 5. Once executed and notarized by your city, please return to this office, and the agreement will be brought to the IID Board for final executed copy to be returned for your records.

Should you have any questions or concerns please contact Juan Maturino, assistant engineer, at (760) 339-9893 or via electronic mail at jcmaturino@iid.com, at your earliest convenience to discuss IID's proposal.

Sincerely,

Ismael Gomez, P.E.
Assistant Manager/Chief Civil Engineer
Engineering Services

Attachments
JM:cm
cc: Vance Taylor, Counsel Assistant, Legal
Randall Gray, Right-of-Way Agent II, Real Estate
Henry Dollente, Assistant Manager Division Operations, Water

ABANDONMENT AGREEMENT

BETWEEN

IMPERIAL IRRIGATION DISTRICT

AND

CITY OF IMPERIAL

The Parties to this Abandonment Agreement ("Agreement"), are Imperial Irrigation District, an irrigation district established under the Irrigation District Law (California Water Code sec.'s 20500 et. seq.)("IID"), and the City of Imperial (City), which is the intended successor and assign of the facilities described in this Agreement. This Agreement shall be deemed effective as of the date on which this Agreement is fully executed by the Parties (such date, the "Effective Date").

1.0 Abandonment of Drain Facilities: As of the Effective Date, IID does hereby remise, release and forever relinquish all rights, title and interest in the below-described facilities:

> That portion of McCall Drain No. 5 as now constructed, including the existing 12-inch diameter pipe discharging from Cross Road, the existing earthen channel extending east from the storm drain 12-inch diameter outlet pipe, for a total length of 600 feet, all of which are located in the North (80) feet of the West (600) feet of the North Half of Tract 98, T.15.S, R.14.E. (As reflected in Preliminary Exhibit, attached hereto and hereby incorporated by this reference).

2.0 City Acceptance: City, accepts the aforementioned facilities and, as of the Effective Date, assumes ownership of the abandoned portion of McCall Drain No. 5 described in paragraph 1.0 of this Agreement.

3.0 Successors and Assigns: This Agreement shall bind and inure to the benefit of the Parties and their respective successors, successors-in-title and permitted assigns. This Agreement shall not confer any rights or remedies upon any person other than the Parties hereto and their respective successors, successors-in-title and permitted assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and effective as of the execution date.

IMPERIAL IRRIGATION DISTRICT

Date ______________________________ By__________________________________

Name: ____________________________

Title: ______________________________

CITY OF IMPERIAL

Date ______________________________ By__________________________________

Name: ____________________________

Title: ______________________________

PRELIMINARY EXHIBIT
McCALL DRAIN No 5
ABANDONMENT OF EASEMENTS, AND R/W ACROSS TRACTS 98 AND 100

SECTION 20, T15S, R14E, SBM

JANUARY 24, 2019

L E G E N D

R/W LINE

TRACT LINE

SECTION LINE

GRAPH SCALE

0' 100' 200' 300'

R E F E R E N C E S:

ACROSS NORTH OF TRACT 100 (FM 22-68/70)

R2 LS10-78, IID LS-0084 DRAIN R/W NORTH 80' OF TR 100

*R3 EASEMENT GRANTED TO IID, O.R. REC'D 12-4-1939, BK 536, PG 162.

*R4 EASEMENT GRANTED TO IID, O.R. REC'D 11-2-1943, BK 611, PG 71.

*R5 EASEMENT GRANTED TO IID, O.R. REC'D 03-29-1947, BK 675, PG 77.

ACROSS THE EAST 720' OF N1/2 OF TRACT 98. (PM 12-91/92)

*R6 EASEMENT GRANTED TO IID, O.R. REC'D 08-14-1936, BK 360, PG 129

*R7 EASEMENT GRANTED TO IID, O.R. REC'D 10-29-1943, BK 612, PG 22

ACROSS WEST 600' OF N1/2 OF TRACT 98 (PM 13-55/56)

*R8 EASEMENT GRANTED TO IID, O.R. REC'D 08-14-1936, BK 360, PG 129

*R9 EASEMENT GRANTED TO IID, O.R. REC'D 08-30-1943, BK 612, PG 22

*R10 EASEMENT GRANTED TO IID, O.R. REC'D 09-24-2010, DOCT# 2010-024137

*NOTE: REFERENCE PROVIDED BY IID RE

*R11 QUITCLAIM DEED. ABANDONMENT OF EASEMENTS R3, R4 AND R5, AFFECTIN PORTION OF E1/2 OF TRACT 100, DOC# 2006-001762 DATED 1-11-2006.

IID

www.iid.com

A century of service.

Since 1911

March 04, 2019

Mr. Todd Dial, PLS
Sanders, Inc.
1102 Industry Way, Suite A
El Centro, CA 92243

Dear Mr. Dial:

Subject: **Cross Elementary School; Relinquishment of a Segment of McCall Drain No. 5**

This letter is in response to your meeting with water engineering staff held at the IID headquarters in Imperial on February 14, 2019 regarding the Cross Elementary School project. The school is located on the east side of Cross Road, approximately one-quarter mile north of Aten Road within Tract 98, southwest quadrant of Section 20, T.15 S., R.14 E., SBM.

The meeting covered the specific issues related to McCall Drain No. 5 which is located along the north side of the school site. It is IID's understanding that City of Imperial drainage from the adjacent Bratton Subdivision is directed to the McCall Drain No. 5 via an underground storm drain system that lies under Cross Road and then outlets to the drain with a 12" diameter pipe.

It is also IID's understanding that the Imperial Union School District would like for IID to relinquish a portion of this drain and its O&M responsibilities along the Cross Elementary School property to the city. This would allow the school to coordinate with the city on the undergrounding of this segment of open drain at their own schedule and direction, and to be able to utilize the area above the future pipeline for school purposes.

Please be advised of the following comments:

1. The school district will need to coordinate with the city to ensure the O&M responsibility of the pipelined drain and its flows will be addressed.
2. IID will need a letter from the City of Imperial requesting the quitclaiming or relinquishment of this segment of the drain.
3. After the letter is provided and approved by the Board of Directors, IID will process the relinquishment of this segment of the drain.

4. After the relinquishment process is completed, the city will be solely responsible for the O&M of this segment of the drain.
5. The city will need to apply for and obtain an IID encroachment permit for the outlet discharge of the pipeline to the remaining IID McCall Drain No. 5. The storm water discharge connection shall be constructed in accordance with IID Standard Drawing No. 12F-6855, sheet 5 of 7 included in the developer guide and provided as an attachment.

Should you have any questions or need any additional information, please do not hesitate to contact Juan Maturino, assistant engineer at (760) 339-9893 or via electronic mail at jcmaturino@iid.com.

Sincerely,

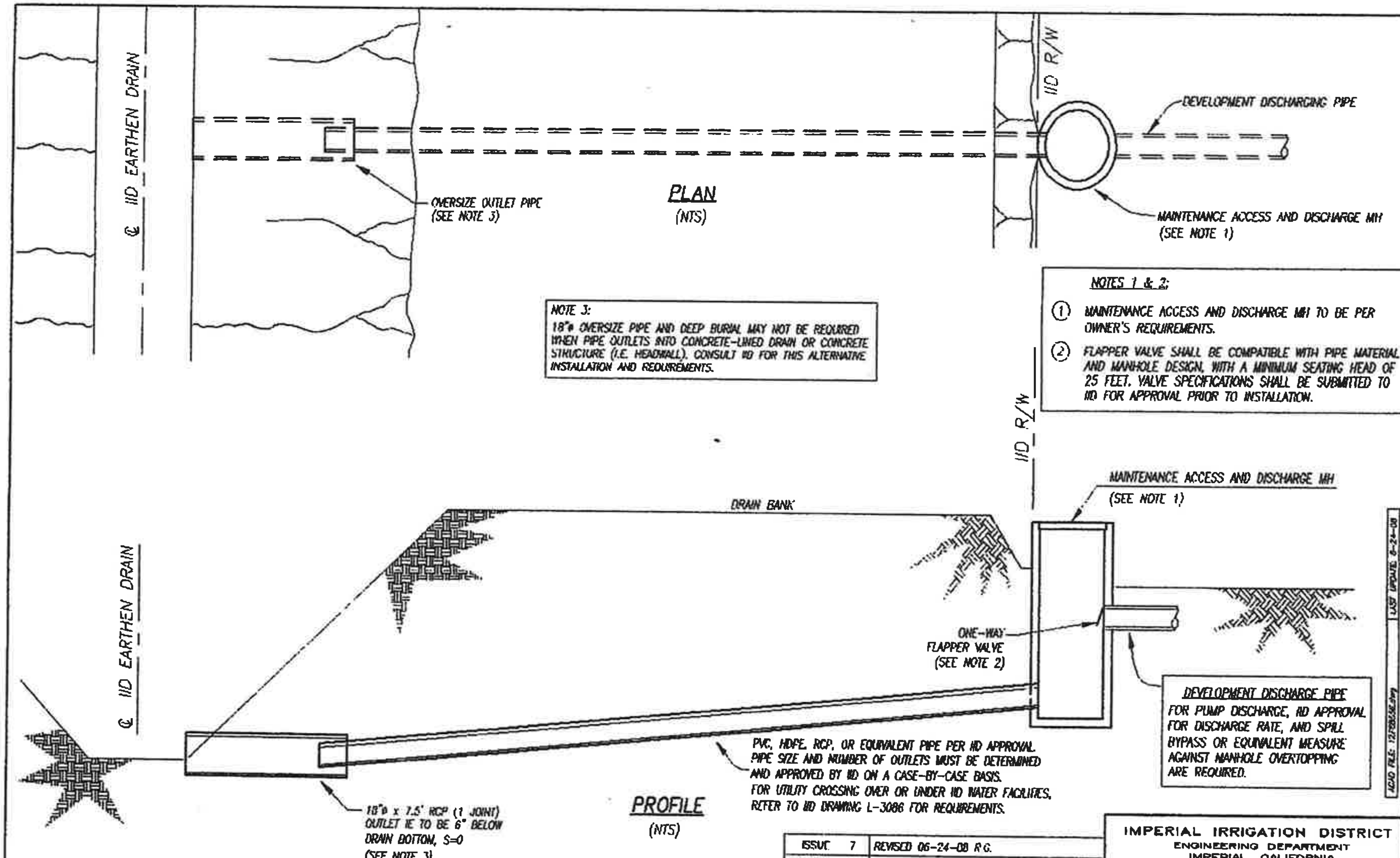
Ismael Gomez

Ismael Gomez, P.E.
Assistant Manager/Chief Civil Engineer
Water Department

Attachments
FF:cm

Cc:

Stefan T. Chatwin, City Manager, City of Imperial
Henry Dollente, Assistant Manager Division Operations, Water
Richard Sinclair, Superintendent, Drainage
Randy Gray, Right-of-Way Agent II, Real Estate



NOTE 3:
18"ø OVERSIZE PIPE AND DEEP BURIAL MAY NOT BE REQUIRED WHEN PIPE OUTLETS INTO CONCRETE-LINED DRAIN OR CONCRETE STRUCTURE (I.E. HEADWALL). CONSULT IID FOR THIS ALTERNATIVE INSTALLATION AND REQUIREMENTS.

NOTES 1 & 2:

1. MAINTENANCE ACCESS AND DISCHARGE MH TO BE PER OWNER'S REQUIREMENTS.
2. FLAPPER VALVE SHALL BE COMPATIBLE WITH PIPE MATERIAL AND MANHOLE DESIGN, WITH A MINIMUM SEATING HEAD OF 25 FEET. VALVE SPECIFICATIONS SHALL BE SUBMITTED TO IID FOR APPROVAL PRIOR TO INSTALLATION.

DEVELOPMENT DISCHARGE PIPE
FOR PUMP DISCHARGE, IID APPROVAL FOR DISCHARGE RATE, AND SPILL BYPASS OR EQUIVALENT MEASURE AGAINST MANHOLE OVERTOPPING ARE REQUIRED.

ACAD FILE: 12F6855.dwg | LAST UPDATE: 6-24-08

LEGEND

RCP = REINFORCED CONCRETE PIPE
PVC = POLYVINYL CHLORIDE
HDPE = HIGH DENSITY POLYETHYLENE
MH = MANHOLE
℄ = CENTER LINE
N.S. = NATURAL SURFACE
G.B. = GRADE BOARD
S = SLOPE
IE = INVERT ELEVATION
R/W = RIGHT OF WAY

ISSUE	7	REVISED 06-24-08 R.G.
ISSUE	6	REVISED 6-19-2003 SK
ISSUE	5	REVISED 1-8-2002 D.D.
ISSUE	4	REVISED 6-27-2000 D.D.
ISSUE	3	REVISED 10-01-96 B.V.
ISSUE	2	REVISED 7-26-95 B.V.
ISSUE	1	10-27-93 B.V.

IMPERIAL IRRIGATION DISTRICT
ENGINEERING DEPARTMENT
IMPERIAL, CALIFORNIA

DEVELOPMENT
DISCHARGE STANDARDS
PRIVATE FACILITY INSTALLATION DISCHARGING INTO IMPERIAL IRRIGATION DISTRICT (IID) DRAIN CHANNEL

SH. 5 OF 7 DWG. NO. 12F-6855

Agenda Item No. H-3

DATE SUBMITTED	5/8/2019	COUNCIL ACTION	(X)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR O. MORA	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
DATE ACTION REQUIRED	5/15/2019	ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

Award engineering design services for the 2020 Overlay Improvements Project at the intersection of Aten Boulevard and Clark Road - RFP 2019-03.

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT DEPARTMENT

BACKGROUND/SUMMARY:

The City of Imperial has secured funds through LTA Measure 'D,' for overlay improvements at the intersection of Aten Boulevard & Clark Road. LTA Measure 'D' provides for a half-cent transportation sales tax. 92% of the funds collected go directly to the cities and County to pay for critical road repair projects, 5% is targeted for regional projects, 2% for transit projects and 1% for administration. These funds make the majority of road repairs possible for local cities and the County.

The city send out RFP's for engineering design services last month and received the following (3) three proposals:

1. LC Engineering Consultants $33,900.00
2. Dynamic Consulting Engineers $39,670.00
3. BJ Engineering $13,730.00

Due to a clerical error, BJ Engineering withdrew their proposal; therefore staff is recommending the project be awarded to LC Engineering.

FISCAL IMPACT: $33,900.00 LTA Measure 'D' Funds.	ADMIN SERVICES SIGN INITIALS
STAFF RECOMMENDATION: Award project to LC Engineering Consultants.	DEPT. INITIALS OM
MANAGER'S RECOMMENDATION:	CITY MANAGER's INITIALS

MOTION:

SECONDED:	APPROVED ( )	REJECTED ( )
AYES:	DISAPPROVED ( )	DEFERRED ( )
NAYES:		
ABSENT:	REFERRED TO:	

RFP Opening Act

RFP No. 2019-03
2020 Overlay Improvements Project
Intersection of Aten Blvd. & Clark Rd.

City of Imperial California

Bids received by: Debra Jackson

Were opened at 3:06 pm. on 5/1/19

By: Debra Jackson

Witnessed by:	Signature
Isabel Alvarez	Isabel Alvarez
OTHON MORA	

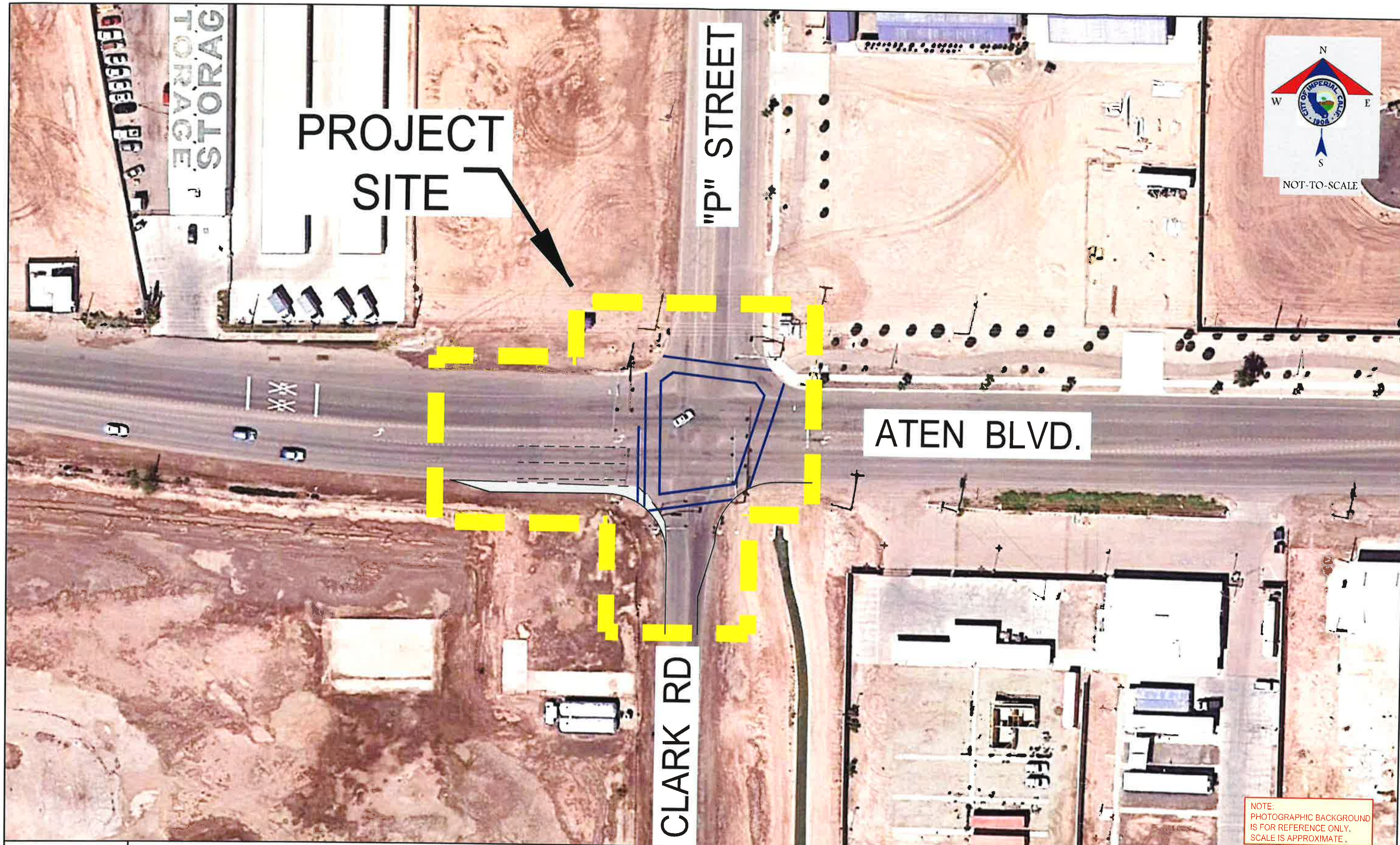
COMPANY	BID AMOUNT	BID BOND
L.C. Engineering	33,900.00	
Dynamic Consulting Eng.	39,670.00	
BJ Engineering	13,730.00	

BIDS WERE GIVEN TO Othon Mora FOR STUDY AND RECOMMENDATION TO CITY COUNCIL.

DEBRA JACKSON, CITY CLECK

5-1-19
DATE

EXHIBIT '1'
LOCATION MAP



City of Imperial California

400 South Imperial Avenue, Suite 101
Imperial, CA 92251
Ph: (760) 355-3840 • Fax: (760) 355-4718

COMMUNITY DEVELOPMENT DEPARTMENT

EXHIBIT 1
PROJECT SITE
ATEN BLVD & CLARK RD INTERSECTION

DATE: 02/08/2019

SHEET 1 OF 1 SHEETS

Agenda Item No. 14-4

DATE SUBMITTED	05/08/19	COUNCIL ACTION	(X)
SUBMITTED BY	Pubic Services	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
DATE ACTION REQUIRED	05/15/19	ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: GAC Filter Media

DISCUSSION/ACTION:

1. Discuss, Approve/Disapprove the replacement of the GAC Filter Media

DEPARTMENT INVOLVED:
Public Services

BACKGROUND/SUMMARY:

Requesting to purchase new filter media for the Carbon Columns that is needed to maintain and lower total organic carbons. Quoted price is lower than the $200,000 that was budgeted for item.

FISCAL IMPACT: $122,156.00 Calgon Carbon 100% Water	FINANCE INITIALS
STAFF RECOMMENDATION: Approve	DEPT. INITIALS
MANAGER'S RECOMMENDATION: n/a	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

Calgon Carbon

Pure Water. Clean Air.
Better World.

May 8, 2019

Quote: MPM042919909

Robert Emmett
Chief Water Treatment Operator
City of Imperial

Dear Mr. Emmett,

Thank you for your interest in the products and services of Calgon Carbon Corporation. We are pleased to respond to your request for quotation.

PRODUCT: F400 Virgin Material
PACKAGING: Bulk
QUANTITY: 80,000 lbs
PRICE: $122,156
PAYMENT TERMS: Net 30 days or MasterCard, VISA, American Express or Discover cards accepted.
FREIGHT: Included
AVAILABILITY: 2-3 weeks after order

The recommended back wash approach consists of a 6 to 10 minute ramp-up period followed by a 30 minute backwash at a 30% bed expansion rate, which depending on temperature of the water is approximately 8 gpm/ft^2 or 900 gpm ending with a 6 to 10 minute ramp down period.

PRODUCT: F400 Acid Washed material
PACKAGING: Bulk
QUANTITY: 80,000 lbs
PRICE: $208,556
PAYMENT TERMS: Net 30 days or MasterCard, VISA, American Express or Discover cards accepted.
FREIGHT: Included
AVAILABILITY: 4-6 weeks after order

The recommended back wash approach consists of a 6 to 10 minute ramp-up period followed by a 20 minute backwash at a 30% bed expansion rate, which depending on temperature of the water is approximately 8 gpm/ft^2 or 900 gpm ending with a 6 to 10 minute ramp down period.

CARBON ACCEPTANCE FEE: This does not apply for any impregnated activated carbons.
We are required by our operating permits to sample and analyze all spent carbons prior to their initial shipment to ensure a safe and environmentally friendly reactivation process. Each approval is then required to be revalidated through submittal of a new profile and sample for testing at a frequency of not less than once every five years. The standard fees for initial approval and project revalidation are as follows:

Non-RCRA Acceptance: $400.00
RCRA Acceptance: $1,000.00

Additional analyses may also be required for acceptance of spent carbons from certain applications (e.g., wood treating applications, DBCP or PCB treatment, TCLP analysis, metals testing, etc). Contact the Carbon Acceptance Department for current pricing.

Carbon Acceptance testing will take approximately 3-4 weeks once the sample and paperwork are received by Calgon Carbon Corporation.

SPENT CARBON HANDLING: The Fees listed above include handling of all spent carbon generated in the treatment application provided: 1) the spent carbon satisfies all spent carbon acceptance criteria established by Calgon Carbon; 2) the spent carbon is classified
non hazardous as defined under the Federal Resource Conservation and Recovery Act (RCRA). If it is subsequently determined that the spent carbon generated is a Hazardous Waste as defined by RCRA, then the return of the spent carbon will be subject to a RCRA Spent Carbon Reactivation Fee in the amount of TWENTY-FIVE CENTS ($.25) for each pound of spent carbon returned on a dry weight basis. The Fee will be determined at the time an order is placed for exchange of Activated Carbon or at the time a return of spent carbon is scheduled if purchase of replacement Activated Carbon is not required.

This quote does not include any applicable taxes. Standard lead time is 7-10 business days after receipt of a purchase order.

If "Rush Shipment" is necessary, there will be a service charge as follows:

- A flat fee of $500 will be applied to every complete order that must ship the same day it is received. Order must be received before noon EST.
- A flat fee of $400 will be applied to every complete order that must ship the day after it is received.
- A flat fee of $300 will be applied to every complete order that must ship two days after it is received.

Quote is valid for 30 days.

Shipment must take place within 90 days after receipt of a purchase order.

Pricing beyond the terms stated above is subject to change. Calgon Carbon Corporation Terms and Conditions apply.

If you would like to proceed with this offer, please email or fax a purchase order or credit card information to customer relations at 412-787-6323 or customerrelations@calgoncarbon-us.com. **Be sure to include your shipping address, delivery date, and reference the above quotation number on your purchase order**. Please contact me with any additional questions.

Sincerely,

Agenda Item No. H-5

DATE SUBMITTED	05/07/2019	
SUBMITTED BY	Public Services	
DATE ACTION REQUIRED	05/15/2019	

COUNCIL ACTION (X)
PUBLIC HEARING REQUIRED ( )
RESOLUTION ( )
ORDINANCE 1ST READING ( )
ORDINANCE 2ND READING ( )
CITY CLERK'S INITIALS

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: Vactor Repair

DISCUSSION/ACTION:

1. Discuss, Approve/Disapprove repairs needed for Vactor Truck.

DEPARTMENT INVOLVED: Public Services

BACKGROUND/SUMMARY:

Staff requesting to repair critical components on the Public Services Vactor truck to maintain work efficiency and performance.

FISCAL IMPACT: $18,085.38 Haaker Equipment Company

50% Maintenance Water

50% Maintenance Waste Water

FINANCE INITIALS

STAFF RECOMMENDATION: Approval

DEPT. INITIALS

MANAGER'S RECOMMENDATION: n/a

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( )
DISAPPROVED ( )
REJECTED ( )
DEFERRED ( )

REFERRED TO:

HAAKER
EQUIPMENT COMPANY

Parts & Service Estimate Form

2070 N. White Ave La Verne CA 91750 Phone: 909-598-2706 Fax: 909-594-0498

Customer: CITY OF IMPERIAL
Date: 5/7/2019

Equipment Type: VACTOR
Serial Number: 13-04V-13801

Customer Name: ISAIAH GONZALEZ
Work Order Number:

Customer Email:
Estimate Revision: 1

Customer Phone: (760) 540-0723

Haaker Contact: Michael Eatmon 909-598-2706 Ext. 141

Shipping Method:
Shipping:

Qty.	Stock No.	Description	Unit Price	Total
1	45548H	ROTEK BEARING	$800.00	$800.00
2	45551	AIR LOCK CYLINDER	$48.30	$96.60
2	45552	AIR CYLINDER BRACKET	$6.41	$12.82
2	61297	STOP TOOTH BLOCK	$87.86	$175.72
2	61297D	OFF CENTER TOOTH BLOCK	$75.00	$150.00
2	81766B	ROTEK SPACER	$51.23	$102.46
3	20639	WATER TANK SIGHT TUBE	$1.00	$3.00
3	43061	RED POLY BALL	$1.35	$4.05
1	504282	CYCLONE DUST BOX WELDMENT	$740.70	$740.70
1	62180R	RODDER PUMP	$9,500.00	$9,500.00
10	AW46	HYDRAULIC OIL	$14.65	$146.50

NOTES: REPLACE ROTEK BEARING. REPLACE WATER TANK SIGHT TUBE. REPLACE CYCLONE DUST BOX. REPLACE RODDER PUMP WITH EXCHANGE PUMP.

TOTAL PARTS		$11,731.85
FREIGHT		$150.00
SALES TAX	9.50%	$1,133.53
HEC LABOR HOURS	30 @ $ 149.00	$4,470.00
SUBLET LABOR		
ENV CHARGES/SHOP SUPPLIES	10.0%	$200.00
TRAVEL		$400.00
	Grand Total:	**$18,085.38**

Approved: By:

Note:After tear down additional parts and labor may be required to complete this repair due to unforeseen issues.

Any sales tax shown is subject to change. Sales tax will be calculated and charged based on current rates for the location of the sale at time of invoice.

DATE SUBMITTED	5-8-2019	
SUBMITTED BY	Public Services	
DATE ACTION REQUIRED	5-15-2019	

)

Agenda Item No H.6

CITY COUNCIL ACTION (X)---11-1
PUBLIC HEARING REQUIRED ( )
RESOLUTION ( )
ORDINANCE 1ST READING ( )
ORDINANCE 2ND READING ( )
CITY CLERK'S INITIALS

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: update to SCADA system at the water plant

DEPARTMENT INVOLVED: Public Services e Water Plant

BACKGROUND/SUMMARY The SCADA system at the water plant is in need of backup equipment and software upgrades to track and maintain the required data. SKM is the builder and currently maintains or modifies the system for the city. Staff received a quote from SKM for the needed work.

FISCAL IMPACT $30,500.00

STAFF RECOMMENDATION: Approval

MANAGER'S RECOMMENDATION: MANAGER'S INITIAL_____

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

skm SAVE TIME • SAVE ENERGY • SAVE MONEY
533 W 2600 S, Suite 25, Bountiful, UT 84010
(801)677-0011 www.skmeng.com

SCOPE OF SERVICES PROPOSAL

TO: Fernando Viesca

FROM: Adam Russell

RE: Imperial WTP – SCADA Server Update

Per the request of Imperial WTP, we are providing this proposal to provide SCADA support by replacing the primary server, backup server, and updating SCADA software.

1. **Cost Breakdown**
   This project will be performed on a time and materials basis not to exceed the amount shown below in accordance with the scope of work described above. Any additions or variations to the work are subject to additional costs.

   a. Primary Server with Microsoft SQLServer - $5,000
      i. Dell R340 Rackmount Server
      ii. Hot Plug Hard Drives
      iii. Intel Xeon E-2134 3.5GHz
      iv. 32GB DDR4 RAM
      v. RAID 1 with two Mix Use 480GB SSD
      vi. Dual Port NIC
      vii. Dual Hot-plug Redundant Power Supply
      viii. Windows Server 2016 Essentials
      ix. SQL Server Standard 2017 with 5 Device CAL's
   b. Backup Server - $3,500
      i. Dell R340 Rackmount Server
      ii. Hot Plug Hard Drives
      iii. Intel Xeon E-2134 3.5GHz
      iv. 32GB DDR4 RAM
      v. RAID 1 with two Mix Use 480GB SSD
      vi. Dual Port NIC
      vii. Dual Hot-plug Redundant Power Supply
      viii. Windows Server 2016 Essentials
   c. Inductive Automation software update - $17,000
      i. Update Ignition from version 7.7.8 to 7.9.10
      ii. Renew Basic Care Contract
   d. Technician on site for three days plus travel - $5,000

Task Information					Cost
Task #	Description	EIT/Controls Engineer	Software Costs	Equipment Costs	
1	SCADA Update	$5,000	$17,000	$8,500	$30,500

Agenda Item No. H-7

DATE SUBMITTED	05/08/19	COUNCIL ACTION	(X)
SUBMITTED BY	Public Services	PUBLIC HEARING REQUIRED	( )
DATE ACTION REQUIRED	05/15/19	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT:
Reallocate Funds

DISCUSSION/ACTION:

1. Discuss, Approve/Disapprove the reallocation of funds from Maintenance GL to Purchase of Equipment GL.

DEPARTMENT INVOLVED: Public Services

BACKGROUND/SUMMARY:

Requesting to reallocate funds from the Water Maintenance GL 50-510-5241 and Waste Water Maintenance GL 55-520-5241 for the Purchase of Equipment to cover the cost of a new 6" Diesel Pump. The current one is broken beyond repair and is critical for emergencies. As of 05/08/19 the unencumbered balanced of the maintenance accounts are:

Water -$470,773.18
Waste Water - $565,483.46

GSA Bid # - GS-07F-102GA valid through April 2022.

FISCAL IMPACT: $64,530.00 plus tax Xylem
50% Water
50% Waste Water

FINANCE INITIALS

STAFF RECOMMENDATION: Approve

DEPT. INITIALS

MANAGER'S RECOMMENDATION: n/a

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( )
DISAPPROVED ( )
REJECTED ( )
DEFERRED ( )

REFERRED TO:

April 19, 2019
City of Imperial
Sale Quotation # 117017807

11161 Harrel Street
Mira Loma, CA 91752-1439
Tel: 951-681-3636

xylem
Let's Solve Water

godwin FLYGT

SALE QUOTATION

ITEM	QTY	DESCRIPTION	UNIT PRICE	SALE TOTAL
A	1	Dri-Prime CD150S Diesel Pump • 6" 150# Flange Suction and Discharge • Isuzu 4LE2X FT4 Diesel Engine • with Field Smart Technology • Road Going Trailer,ElecBrakes- 3" Pintle • Lights - DOT Standard	$ 47,950.00	$ 47,950.00
B	1	Adder for Critically Silenced Enclosure	12,880.00	12,880.00
C	1	Shipping from Bridgeport, NJ • Lead Time: 8-10 Weeks for Open Unit // 10-12 Weeks for Critically Silenced	3,700.00	3,700.00

NET SALE TOTAL	**$ 64,530.00**

Please note all sale pricing is in U.S. Dollars. The price does not include freight, export boxing, duties, taxes, or any other items not specifically mentioned.

This pricing information is for internal use only. We ask that these items and terms be kept confidential. All applicable tax and freight charges will be added to invoices. All quotations are subject to credit approval. All quotations are valid for 30 days. All prices quoted in US dollars.

Account Summary

GL #: 50-510-5241	MAINTENANCE OF EQUIPMENT	Status:	A Active - Posting OK
Fund: WATER	Dept: WATER OPERATION	Account:	MAINTENANCE OF EQUIPMEN
Type: ENTERPRISE	Function: UTILITIES	Class:	SERVICES

BUDGET	Current Year	Previous Year
Original	711,260.00	
Amended	711,260.00	401,200.00

ACTUAL	Current Year	Previous Year
Year-to-Date	240,444.28	415,133.49
Encumbrances	42.54	42.54
Remaining	470,773.18	-13,976.03
Percent Remaining	66.19	

MONTHLY DETAIL	Amended Budget	Actual
PY Balance Forward	0.00	0.00
July	711,260.00	6,435.91
August	0.00	42,251.81
September	0.00	8,501.81
October	0.00	24,914.73
November	0.00	33,999.12
December	0.00	5,662.64
January	0.00	20,424.39
February	0.00	18,602.76
March	0.00	11,898.03
April	0.00	50,074.38
May	0.00	17,678.70
June	0.00	0.00
Total:	711,260.00	240,444.28

Account Summary

GL #: 55-520-5241 | MAINTENANCE OF EQUIPMENT | Status: A Active - Posting OK
Fund: WASTEWATER | Dept: WASTEWATER OPEI | Account: MAINTENANCE OF EQUIPMEN
Type: ENTERPRISE | Function: UTILITIES | Class: SERVICES

BUDGET	Current Year	Previous Year
Original	875,000.00	
Amended	875,000.00	414,200.00
ACTUAL	**Current Year**	**Previous Year**
Year-to-Date	309,516.54	326,213.07
Encumbrances	0.00	0.00
Remaining	565,483.46	87,986.93
Percent Remaining	64.63	

MONTHLY DETAIL	Amended Budget	Actual
PY Balance Forward	0.00	0.00
July	875,000.00	9,915.12
August	0.00	11,180.93
September	0.00	20,110.90
October	0.00	55,102.63
November	0.00	96,648.51
December	0.00	19,650.57
January	0.00	22,041.27
February	0.00	24,934.79
March	0.00	22,608.52
April	0.00	17,888.50
May	0.00	9,434.80
June	0.00	0.00
Total:	875,000.00	309,516.54

Agenda Item No. 14 - 8

DATE SUBMITTED	5/8/2019	COUNCIL ACTION	(X)
SUBMITTED BY	CITY MANAGER'S OFFICE	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	(X)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	5/15/2019	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	( )

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: EMERGENCY REPAIRS TO SINK HOLE AT 15TH & M STREET.

1. ADOPTION OF RESOLUTION NO. 2019-17 DECLARING AN EMERGENCY AND AUTHORIZING CITY MANAGER TO TAKE SUCH ACTION NECESSARY IN RESPONSE THERETO;

DEPARTMENT INVOLVED: CITY MANAGER'S OFFICE/PUBLIC SERVICES

BACKGROUND/SUMMARY:

On May 8, 2019; Public Services staff responded to a sighting of a sink hole located at 15th and M Street; just west of the railroad tracks in the City of Imperial. Upon further inspection it was determined that the hole appeared to be 12 feet wide by 7feet deep in size. Inspection further determined that if not mitigated the sink hole had the possibility to incapacitate the sewer and (IID) power delivery to the entire norther portion of the city (Sunset Ranch). Crews immediately mobilized resources to mitigate the potential threat to resident's health and safety. Declaring an emergency will allow the City to forgo the formal bid process in order to protect the public health and safety of the community, and authorize the City Manager to move forward with purchasing needed equipment/parts necessary for the repairs. Staff will continue to update the City Council on repairs to determine if the need exists to continue the emergency or suspend it.

FISCAL IMPACT: Approximately $35,000.00 based on initial survey

FINANCE INITIALS

STAFF RECOMMENDATION: It is staff's recommendation to declare the repairs at 15th and M Street an emergency and authorize the City Manager to make purchases for necessary repairs to the area.

DEPT. INITIALS

MANAGER'S RECOMMENDATION:

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO:

RESOLUTION NO. 2019-17

RESOLUTION DECLARING AN EMERGENCY, RATIFYING ACTION TAKEN BY THE CITY MANAGER AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH FURTHER ACTION AS MAY BE NECESSARY IN RESPONSE THERETO

WHEREAS, there is a city sewer collection system that includes among other things sewer manholes; and

WHEREAS, a sewer manhole collapsed and broke creating a sinkhole in north "M" Street; and

WHEREAS, because of the dangerous condition to residents, and surrounding businesses, such emergency would not reasonably permit delays associated with a competitive solicitation for bids and the action authorized herein is necessary to respond to the emergency; and

WHEREAS, in order to safeguard the public health and safety and to protect property, it is necessary to take immediate action to repair the sewer man holes and sinkholes; and

WHEREAS, the City Council wishes to ratify any action taken to date by the City Manager to address the condition described herein and further wishes to approve the repair by A & R Construction in an amount not to exceed $______________.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above-referenced recitals are true and correct and are incorporated herein.

2. The City Council declares that the public interest and necessity demand the immediate expenditure of public money to safeguard life, health or property, and hereby ratifies any action by the City Manager to repair the sewer manholes and sinkholes.

3. The City Council, in order to safeguard life, health or property, hereby approves the repair of the Sewer manholes and sinkholes by A & R Construction in the amount of $__________

4. The City Council authorizes action set forth herein on the basis that the emergency described herein will not permit delay resulting from a competitive solicitation of bids and the action is necessary to respond to the emergency.

APPROVED, PASSED AND ADOPTED at a regular meeting of the City Council this 15th day of May 2019.

____

P. Robert Amparano, Mayor

ATTEST:

____

Debra Jackson, City Clerk

Agenda Item No. H-9

DATE SUBMITTED	5/8/2019	COUNCIL ACTION	(X)
SUBMITTED BY	CITY MANAGER'S OFFICE	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	5/15/2019	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	(JV)

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION ONLY: CITY HALL REPAIRS

1. DEMOLITION AND/OR CONSTRUCTION OF NEW CITY HALL AND POLICE STATION

DEPARTMENT INVOLVED: CITY MANAGER'S OFFICE

BACKGROUND/SUMMARY:

City staff have continuously monitored and repaired various infrastructure issues at the City Hall. Now for the second time our (second) restroom facilities have had our sewer line collapse. However, this time the cost to repair the infrastructure is estimated to be $20,000.00. The intent of this discussion is to review the possible future of our facility as we try to meet the demands of a growing population.

FISCAL IMPACT: None at this time

FINANCE INITIALS: VH

STAFF RECOMMENDATION: N/A

DEPT. INITIALS ______

MANAGER'S RECOMMENDATION: It is the City Manager's recommendation for the City Council to begin discussing options for a new City Hall and Police Station.

CITY MANAGER's INITIALS ______

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

APPROVED ( ) REJECTED ( )
DISAPPROVED ( ) DEFERRED ( )

REFERRED TO: