

REGULAR
JULY 5, 2023



Imperial City Council

Katherine Burnworth- Mayor
Robert Amparano-Mayor Pro Tem
Ida Obeso-Martinez-Council Member
Stacy Mendoza- Council Member
James Tucker-Council Member

AGENDA

Regular Meeting of the Imperial City Council

City Council Chambers
220 West 9th Street
Imperial, CA 92251-1637

July 5, 2023

Work Session at 05:00 pm

Closed Session at 06:30 pm

Open Session at 07:00 pm

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

1. You are encouraged to observe the City Council meetings via Livestream at the City of Imperial Facebook page.
2. All documents containing an executive summary and staff recommendation associated with open session action items are made available for public inspection on the City's website, www.cityofimperial.org seventy-two (72) hours prior to the posted meeting time.
Government Code section 54957.5(b)(2)(B)

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact (760) 355-4373. A notification of 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].

5:00 P.M. WORK SESSION (DISCUSSION ITEMS ONLY)

CALL TO ORDER:

ROLL CALL:

PUBLIC COMMENT: There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

A. Work Session Items

A-1. Municipal Budget for Fiscal Year 2023-2024 Review

Staff Report: Dennis H. Morita, City Manager & John Herrera, Interim Finance Director

CITY COUNCIL CONVENES TO CLOSED SESSION

6:30 P.M. CLOSED SESSION

CALL TO ORDER:

PUBLIC COMMENT FOR CLOSED SESSION ITEMS ONLY: The City Council welcomes public input. Members of the public may address the City Council on Closed Session items by contacting the City Clerk's Office at 760-355-3334. Pursuant to State Law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2). If you are compensated to communicate with City officials, you may be required to register and/or make certain disclosures as a lobbyist. Please see the City Clerk for additional information. There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

CONFERENCE WITH LEGAL COUNSEL: The City Council finds, based on advice from the City Attorney, that discussion in open session of the following described matter(s) will prejudice the position of the City in existing and anticipated litigation.

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – G.C § 54956.9**
One (1) matter.

CITY COUNCIL CONVENES TO REGULAR MEETING

7:00 P.M. REGULAR MEETING

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

ADJUSTMENTS TO THE AGENDA: The City Council will discuss the order of the agenda, may amend the order, add urgency items, note abstentions or “no” votes on consent calendar items and request consent calendar items be removed from the consent calendar for discussion. The City Council may also remove items from the consent calendar prior to that portion of the agenda. For purposes of the official city record, the City Council may take care of these issues by entertaining a formal motion.

CITY ATTORNEY REPORT ON CLOSED SESSION ACTIONS:

PUBLIC COMMENT: There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

Matters not appearing on the agenda: If you wish to address the City Council concerning any item within the City Council’s jurisdiction, please raise your hand and be acknowledged by the Mayor. At that time, state your name and address for the record. The Mayor reserves the right to place a time limit of three (3) minutes on each person’s presentation. It is requested that longer presentations be submitted to the City Clerk’s Office in writing 48 hours before the meeting.

A. SPECIAL PRESENTATIONS:

- A-1.** Parks & Recreation Month
- A-2.** Update on Northpoint Development Project (Imperial Hotel)

B. CONSENT AGENDA:

All items appearing under “Consent Agenda” will be acted upon by the City Council with 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.

- B-1** Approval of Claims and Warrants Report.
- B-2.** Continuation of Emergency Action as Declared by Resolution No. 2023-15 for repairs to City wastewater line in alleyway to the west of El Zarape Restaurant.
- B-3.** Continuation of Emergency Action as Declared by Resolution No. 2023-21 for repairs to Aten Road & Highway 86 Intersection.
- B-4.** Community Facilities District No. 2004-01 (Victoria Ranch)
Approval of Resolution No. 2023-30 Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-5.** Community Facilities District No. 2004-03 (Bratton)
Approval of Resolution No. 2023-31, Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-6.** Community Facilities District No. 2006-01 (Monterrey)
Approval of Resolution No. 2023-32, Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-7.** Community Facilities District No. 2004-2 (Mayfield)
Approval of Resolution No. 2023-33, Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-8.** Community Facilities District No. 2005-1 (Springfield)
Approval of Resolution No. 2023-34, Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-9.** Community Facilities District No. 2006-2 (Savanna Ranch)
Approval of Resolution No. 2023-35, Determining and Levying the Special Taxes for Fiscal Year 2023-24.
- B-10.** Approval of Resolutions for Imperial Lighting Maintenance District No. 1
 - (1) Resolution No. 2023-36, Initiating Proceedings for the Annual Levy;
 - (2) Resolution No. 2023-37, Preliminary Approval of the Engineer’s Report; and,
 - (3) Resolution No. 2023-38, Intention to Conduct a Public Hearing and Order the Levy of Assessments.

- B-11.** Approval of Resolutions for Imperial Landscape Maintenance District No. 1
(1) Resolution No. 2023-39, Initiating Proceedings for the Annual Levy;
(2) Resolution No. 2023-40, Preliminary Approval of the Engineer's Report; and,
(3) Resolution No. 2023-41, Intention to Conduct a Public Hearing and Order the Levy of Assessments.
- B-12.** Approval of Resolutions for Imperial Landscape Maintenance District No. 2
(1) Resolution No. 2023-42, Initiating Proceedings for the Annual Levy;
(2) Resolution No. 2023-43, Preliminary Approval of the Engineer's Report; and,
(3) Resolution No. 2023-44, Intention to Conduct a Public Hearing and Order the Levy of Assessments.

C. ACTION ITEMS (DISCUSSION/ACTION- APPROVE-DISAPPROVE):

- C-1.** Municipal Budget for Fiscal Year 2023-2024

Staff Report: Dennis H. Morita, City Manager & John Herrera, Interim Finance Director

Recommended Action (1): Adopt Resolution No. 2023-23 Adopting the Municipal Budget for Fiscal Year 2023-2024

Recommended Action (2): Adopt Resolution No. 2023-24 Adopting Appropriations/GANN Limit for Fiscal Year 2023-2024.

- C-2.** Approval of Resolution No. 2023-25, to Adopt a Memorandum of Understanding Between the City of Imperial and Teamster's Local Union #542 for the Term of Three (3) Fiscal Years.

Staff Report: Kristen Smith, Human Resources Manager

Recommended Action: Adopt Resolution No. 2023-25 Approving a Successor Memorandum of Understanding (MOU) with Teamsters Local Union #542 for Fiscal Years 2023-2024, 2024-2025 and 2026-2026.

- C-3.** Approval of Resolution No. 2023-26 to Adopt Memorandum of Understanding between City of Imperial and Imperial Police Officers Association for the Term of Three (3) Years.

Staff Report: Kristen Smith, Human Resources Manager

Recommended Action: Adopt Resolution No. 2023-26 Adopting Memorandum of Understanding (MOU) with Imperial Police Officers Association.

- C-4.** Approval of Resolution No. 2023-27 Adopting Terms Related to Compensation and Benefits for Unrepresented Employee Classifications.

Staff Report: Kristen Smith, Human Resources Manager

Recommended Action: Adopt Resolution No. 2023-27 Establishing Benefits for MSPC Unrepresented Employees of the City of Imperial.

- C-5.** Adopt Resolution Approving Agreement between the City of Imperial and Dennis H. Morita to Serve as City Manager for a Term of Three (3) Years.

Staff Report: Katherine Turner, City Attorney

Recommended Action: Adopt Resolution No. 2023-28 Approving Agreement between the City of Imperial and Dennis H. Morita to Serve as City Manager for a Term of Three (3) Years.

- C-6.** Approval of First Amendment to Interim Chief of Police Agreement.

Staff Report: Dennis H. Morita, City Manager

Recommended Action: Approve as presented

- C-7.** Resolution Regarding Compensation and Benefits for the Imperial City Council

Staff Report: Katherine Turner, City Attorney

Recommended Action (1): Adopt Resolution No. 2023-29 Approving Health Benefits for the Imperial City Council.

Recommended Action (2): 1st Reading in Title Only of Ordinance No. 827 Amending the Codified Ordinances of the City of Imperial Adjusting Imperial City Council Compensation to \$720.00 Per Month.

- C-8.** Removal of Outstanding Library Fines for the Imperial Public Library

Staff Report: Denise Ulett, Library Supervisor

Recommended Action: Approve

- C-9.** Appointment of One (1) Representative to the Imperial Valley Housing Authority Board of Commissioners.

D. REPORTS:

D-1. Department Reports

D-2. City Manager Report

D-3. Mayor and Councilmember Reports

ADJOURNMENT:

Adjournment of this Regular Meeting of the City Council Until the Next Regularly Scheduled Meeting to be held on Wednesday, July 19, 2023, at 7:00 p.m.

AFFIDAVIT OF POSTING

I, Alexis L. Brown, Deputy City Clerk for the City of Imperial, California, DO HEREBY CERTIFY under penalty of perjury under the laws of the State of California, that the foregoing revised notice was posted at the City of Imperial City Hall bulletin board at 420 S. Imperial Avenue, Imperial, CA and on the City of Imperial's website not less than 72 hours prior to the meeting, per Government Code 54954.2.

Dated: June 30th, 2023



ALEXIS L. BROWN
Deputy City Clerk
City of Imperial

DATE SUBMITTED

06/30/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

07/05/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION ONLY: Municipal Budget for Fiscal Year 2023-2024

DEPARTMENT INVOLVED: All Department's Involved

BACKGROUND/SUMMARY:

On June 21, 2023, during a Work Session of the City Council, staff received direction regarding certain costs within the City's General, Special and Enterprise Fund budget related to services and operations. Staff has completed the review and cost analysis of the City's municipal operation revenues and expenditures. It is staff's intent to have a detail review of the proposed Fiscal Year 23-24 Budget with the Imperial City Council.

FISCAL IMPACT: To Be Determined

ADMIN SERV
INITIALS

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STAFF RECOMMENDATION: It is staff's recommendation to review all operational expenditures proposed for Fiscal Year 2023-2024.

DEPT. INITIALS

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MANAGER'S RECOMMENDATION: Agrees with Staff's recommendation

CITY
MANAGER's
INITIALS

JHM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

BUDGET WORKSHEET

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6:02 pm

City of Imperial

	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June		FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 100 CITY COUNCIL								
5101 SALARIES - FULL TIME	0	864	864	0	0			
5102 SALARIES - PART TIME	21,600	21,600	21,600	21,600	0	21,600		
5112 FICA	1,652	1,719	1,719	1,652	0	1,700		
5113 WORKER'S COMP	0	0	0	0	0			
5114 UNEMPLOYMENT INS.	572	1,123	1,123	497	0	1,300		
5115 HEALTH INSURANCE	0	0	0	0	0	5,000		
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0			
5250 PUBLICATION/DUES	0	200	200	0	0	600		
5260 TELEPHONE	2,247	3,000	3,000	3,060	0	3,000		
5265 TRAINING/EDUCATION	1,750	5,045	5,045	3,675	0	4,500		
5270 TRAVEL & MEETINGS	14,846	17,730	17,730	21,413	0	20,000		
5301 OFFICE SUPPLIES	135	1,250	1,250	575	0	500		
5310 SAFETY/EQUIPMENT/CLOTHING	0	250	250	0	0			
5330 SPECIAL DEPARTMENTAL SUPPLIES	337	200	200	14,618	0	1,000		
5442 EQUIPMENT - OTHER	0	0	0	161	0			
CITY COUNCIL	43,139	52,981	52,981	67,251	0	59,200	0	0
Total Expenditures	43,139	52,981	52,981	67,251	0	59,200	0	0
Grand Total:	-43,139	-52,981	-52,981	-67,251	0	-59,200	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June		FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 110 CITY CLERK								
5101 SALARIES - FULL TIME	127,815	85,844	85,844	4,680	0			
5102 SALARIES - PART TIME	4,855	7,500	7,500	2,400	0	4,800		
5111 RETIREMENT	3,154	0	0	352	0			
5112 FICA	10,038	7,361	7,361	542	0	400		
5114 UNEMPLOYMENT INS.	372	630	630	53	0	700		
5115 HEALTH INSURANCE	4,154	8,400	8,400	368	0			
5120 VEHICLE ALLOWANCE	260	2,400	2,400	0	0			
5123 WELLNESS PROGRAM	0	480	480	0	0			
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0	10,000		
5210 CONTRACT SERVICE	0	8,000	8,000	0	0	8,500		
5250 PUBLICATION/DUES	200	305	305	875	0	300		
5260 TELEPHONE	842	1,000	1,000	942	0	1,100		
5265 TRAINING/EDUCATION	2,377	1,775	1,775	518	0	5,000		
5270 TRAVEL & MEETINGS	1,801	3,200	3,200	960	0	5,000		
5301 OFFICE SUPPLIES	4,573	1,000	1,000	299	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	0	0	0	0	0			
5330 SPECIAL DEPARTMENTAL SUPPLIES	68	30,000	30,000	7,399	0	7,500		
CITY CLERK	160,509	157,895	157,895	19,388	0	44,500	0	0
Total Expenditures	160,509	157,895	157,895	19,388	0	44,500	0	0
Grand Total:	-160,509	-157,895	-157,895	-19,388	0	-44,500	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Current Year -----				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 120 CITY ATTORNEY								
5210 CONTRACT SERVICE	92,663	115,000	115,000	64,000	0	150,000		
5265 TRAINING/EDUCATION	0	400	400	0	0	400		
5270 TRAVEL & MEETINGS	0	1,200	1,200	348	0	1,300		
5301 OFFICE SUPPLIES	0	50	50	24	0	100		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	0	0			
CITY ATTORNEY	92,663	116,650	116,650	64,372	0	151,800	0	0
Total Expenditures	92,663	116,650	116,650	64,372	0	151,800	0	0
Grand Total:	-92,663	-116,650	-116,650	-64,372	0	-151,800	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 130 CITY MANAGER								
5101 SALARIES - FULL TIME	396,797	378,635	378,635	310,403	0	496,600		
5102 SALARIES - PART TIME	0	15,432	15,432	10,110	0	20,600		
5103 OVERTIME	379	500	500	48	0	600		
5104 COURT/TRAVEL/STANDBY	0	0	0	79	0			
5105 CERTIFICATE PAY	0	1,430	1,430	0	0	1,600		
5106 EDUCATIONAL INCENTIVE	0	4,400	4,400	0	0	4,800		
5108 SPECIALTY PAY	1,103	520	520	0	0	600		
5111 RETIREMENT	28,349	24,485	24,485	22,043	0	32,200		
5112 FICA	27,550	29,416	29,416	22,934	0	34,700		
5114 UNEMPLOYMENT INS.	736	1,540	1,540	669	0	1,700		
5115 HEALTH INSURANCE	22,948	17,043	17,043	14,576	0	21,600		
5120 VEHICLE ALLOWANCE	6,040	6,000	6,000	6,000	0	6,000		
5123 WELLNESS PROGRAM	500	1,344	1,344	284	0	300		
5124 EDUCATION INCENTIVE	1,580	2,000	2,000	1,640	0	2,000		
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0	15,000		
5210 CONTRACT SERVICE	2,292	10,000	10,000	14,904	0	135,000		
5250 PUBLICATION/DUES	1,650	3,220	3,220	2,131	0	3,400		
5260 TELEPHONE	1,720	3,180	3,180	1,167	0	3,400		
5265 TRAINING/EDUCATION	3,239	5,790	5,790	2,656	0	5,000		
5270 TRAVEL & MEETINGS	16,496	21,000	21,000	15,812	0	15,500		
5301 OFFICE SUPPLIES	480	1,100	1,100	468	0	1,000		
5310 SAFETY/EQUIPMENT/CLOTHING	87	200	200	208	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	6,731	500	500	1,913	0	11,300		
CITY MANAGER	518,677	527,735	527,735	428,045	0	813,100	0	0
Total Expenditures	518,677	527,735	527,735	428,045	0	813,100	0	0
Grand Total:	-518,677	-527,735	-527,735	-428,045	0	-813,100	0	0

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 140 ADMIN/FINANCIAL SERVICES								
5101 SALARIES - FULL TIME	311,364	179,969	179,969	198,052	0	488,700		
5102 SALARIES - PART TIME	8,614	7,500	7,500	3,126	0	7,500		
5103 OVERTIME	34	5,000	5,000	144	0	5,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	262	0			
5105 CERTIFICATE PAY	0	683	683	0	0	700		
5106 EDUCATIONAL INCENTIVE	0	2,322	2,322	0	0			
5108 SPECIALTY PAY	2,000	1,704	1,704	2,499	0	2,600		
5111 RETIREMENT	24,943	14,733	14,733	15,070	0	29,900		
5112 FICA	24,114	14,553	14,553	13,081	0	28,500		
5114 UNEMPLOYMENT INS.	945	1,293	1,293	532	0	1,400		
5115 HEALTH INSURANCE	26,623	22,553	22,553	19,560	0	38,400		
5123 WELLNESS PROGRAM	0	845	845	180	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5222 LITERACY SERVICES	0	0	0	0	0			
5250 PUBLICATION/DUES	730	1,240	1,240	0	0	600		
5260 TELEPHONE	490	540	540	822	0	1,300		
5265 TRAINING/EDUCATION	1,705	3,450	3,450	-10	0	2,500		
5270 TRAVEL & MEETINGS	1,009	8,090	8,090	1,411	0	3,100		
5280 UTILITIES - ELECTRIC	0	0	0	0	0			
5301 OFFICE SUPPLIES	2,483	1,850	1,850	1,751	0	2,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	450	450	542	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	250	250	0	0	300		
5444 LIBRARY BOOKS	0	0	0	0	0			
ADMIN/FINANCIAL SERVICES	405,054	271,025	271,025	257,022	0	617,400	0	0
Total Expenditures	405,054	271,025	271,025	257,022	0	617,400	0	0
Grand Total:	-405,054	-271,025	-271,025	-257,022	0	-617,400	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 141 ACCOUNTING AND REPORTING								
5210 CONTRACT SERVICE	34,283	73,200	73,200	100,432	0	80,000		
5213 STATE MANDATED FEE	412	450	450	367	0	500		
ACCOUNTING AND REPORTING	34,695	73,650	73,650	100,799	0	80,500	0	0
Total Expenditures	34,695	73,650	73,650	100,799	0	80,500	0	0
Grand Total:	-34,695	-73,650	-73,650	-100,799	0	-80,500	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 143 INFORMATION TECHNOLOGY SERVI								
5101 SALARIES - FULL TIME	226,089	149,428	149,428	173,039	0	408,800		
5102 SALARIES - PART TIME	984	0	0	22,233	2	24,800		
5103 OVERTIME	2,731	7,000	7,000	7,992	0	7,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	391	0			
5105 CERTIFICATE PAY	0	1,170	1,170	0	0			
5106 EDUCATIONAL INCENTIVE	0	2,800	2,800	0	0	1,000		
5108 SPECIALTY PAY	50	260	260	0	0			
5111 RETIREMENT	15,879	11,450	11,450	11,853	0	24,100		
5112 FICA	15,633	11,523	11,523	14,653	0	26,300		
5113 WORKER'S COMP	0	0	0	0	0	6,100		
5114 UNEMPLOYMENT INS.	961	700	700	677	0	1,400		
5115 HEALTH INSURANCE	24,453	16,537	16,537	18,596	0	33,600		
5123 WELLNESS PROGRAM	0	672	672	320	0	400		
5124 EDUCATION INCENTIVE	822	6,000	6,000	0	0	6,600		
5210 CONTRACT SERVICE	0	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	1,044	1,500	1,500	580	0	4,500		
5242 VEHICLE FUEL	1,289	3,360	3,360	1,939	0	2,000		
5250 PUBLICATION/DUES	2,822	4,960	4,960	1,537	0	5,000		
5260 TELEPHONE	1,935	2,640	2,640	2,570	0	2,700		
5265 TRAINING/EDUCATION	2,652	6,700	6,700	4,631	0	5,200		
5270 TRAVEL & MEETINGS	0	0	0	168	0	900		
5282 FIBER OPTIC	0	0	0	0	0			
5301 OFFICE SUPPLIES	1,415	1,500	1,500	2,860	0	2,000		
5310 SAFETY/EQUIPMENT/CLOTHING	1,180	1,000	1,000	964	0	1,300		
5320 SMALL TOOLS	2,662	3,000	3,000	3,629	0	3,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	4,666	500	500	5,553	0	5,000		
5440 EQUIPMENT - AUTOMOTIVE	40,294	40,000	40,000	0	0	40,000		
5442 EQUIPMENT - OTHER	0	0	0	0	0			
INFORMATION TECHNOLOGY SERVICE	347,561	272,700	272,700	274,185	2	611,700	0	0
Total Expenditures	347,561	272,700	272,700	274,185	2	611,700	0	0
Grand Total:	-347,561	-272,700	-272,700	-274,185	-2	-611,700	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated			
Month: 6/30/2023	Actual	Budget	Budget	June	Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 144 INFORMATION TECHNOLOGY SUPP(								
5101 SALARIES - FULL TIME	0	0	0	0	0			
5103 OVERTIME	0	0	0	0	0			
5111 RETIREMENT	0	0	0	0	0			
5112 FICA	0	0	0	0	0			
5113 WORKER'S COMP	0	0	0	0	0			
5114 UNEMPLOYMENT INS.	0	0	0	0	0			
5115 HEALTH INSURANCE	0	0	0	0	0			
5210 CONTRACT SERVICE	13,149	17,280	17,280	15,522	0	38,500		
5250 PUBLICATION/DUES	214,268	247,399	247,399	194,564	0	275,300		
5265 TRAINING/EDUCATION	0	0	0	0	0			
5282 FIBER OPTIC	15,750	23,100	23,100	0	0	33,700		
5330 SPECIAL DEPARTMENTAL SUPPLIES	19,434	20,000	20,000	16,568	0	25,000		
5442 EQUIPMENT - OTHER	41,089	38,174	38,174	10,926	0	56,100		
INFORMATION TECHNOLOGY SUPPORT	303,690	345,953	345,953	237,580	0	428,600	0	0
Total Expenditures	303,690	345,953	345,953	237,580	0	428,600	0	0
Grand Total:	-303,690	-345,953	-345,953	-237,580	0	-428,600	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 150 HUMAN RESOURCES MANAGEMENT								
5101 SALARIES - FULL TIME	0	0	0	61,990	0	297,900		
5105 CERTIFICATE PAY	0	0	0	0	0			
5108 SPECIALTY PAY	0	0	0	1,872	0			
5110 UNIFORM ALLOWANCE	0	0	0	0	0			
5111 RETIREMENT	0	0	0	5,305	0	19,800		
5112 FICA	0	0	0	4,827	0	15,300		
5113 WORKER'S COMP	0	0	0	227,833	0	3,800		
5114 UNEMPLOYMENT INS.	0	0	0	324	0	1,000		
5115 HEALTH INSURANCE	0	0	0	2,769	0	9,600		
5123 WELLNESS PROGRAM	0	0	0	0	0	1,200		
5124 EDUCATION INCENTIVE	0	0	0	0	0	4,000		
5210 CONTRACT SERVICE	8,843	8,885	8,885	14,192	0	275,300		
5230 GENERAL LIABILITY INSURANCE	0	0	0	287,287	0	639,900		
5250 PUBLICATION/DUES	635	3,000	3,000	909	0	3,200		
5260 TELEPHONE	245	0	0	856	0	1,100		
5262 TESTING SERVICES	9,089	10,200	10,200	21,223	0	15,000		
5265 TRAINING/EDUCATION	2,299	35,000	35,000	13,201	0	10,000		
5270 TRAVEL & MEETINGS	853	2,500	2,500	15,325	0	15,000		
5301 OFFICE SUPPLIES	791	250	250	2,340	0	2,500		
5310 SAFETY/EQUIPMENT/CLOTHING	87	500	500	74	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	7,553	10,500	10,500	38,429	0	10,000		
HUMAN RESOURCES MANAGEMENT	30,395	70,835	70,835	698,756	0	1,324,800	0	0
Total Expenditures	30,395	70,835	70,835	698,756	0	1,324,800	0	0
Grand Total:	-30,395	-70,835	-70,835	-698,756	0	-1,324,800	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 190 GENERAL SERVICES								
5112 FICA	0	0	0	8,088	0			
5114 UNEMPLOYMENT INS.	0	0	0	504	0			
5115 HEALTH INSURANCE	0	0	0	11,502	0			
5201 ADVERTISING (INCL LEGAL)	6,274	0	0	2,085	0			
5210 CONTRACT SERVICE	66,110	82,500	82,500	47,005	0	65,000		
5241 MAINTENANCE OF EQUIPMENT	-7,996	500	500	14	0			
5242 VEHICLE FUEL	268	500	500	204	0	300		
5250 PUBLICATION/DUES	12,303	13,560	13,560	26,005	0	15,000		
5260 TELEPHONE	18,569	20,000	20,000	17,331	0	20,000		
5270 TRAVEL & MEETINGS	0	0	0	0	0			
5280 UTILITIES - ELECTRIC	37,494	40,000	40,000	36,459	0	35,000		
5281 UTILITIES - GAS	368	450	450	279	0	500		
5301 OFFICE SUPPLIES	3,504	8,500	8,500	4,775	0	7,500		
5303 BANK CHARGES	42,989	45,000	45,000	369,318	0	45,000		
5305 POSTAGE/FREIGHT	11,360	15,000	15,000	11,250	0	15,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	2,540	3,500	3,500	2,521	0	2,500		
5332 Cannabis CUP Funing	28,982	22,000	22,000	0	0			
5442 EQUIPMENT - OTHER	7,107	9,500	9,500	8,526	0	8,000		
5522 COMMITMENT FEES	34,698	80,000	80,000	44,266	0	50,000		
5540 PROPERTY TAXES	1,733	2,500	2,500	1,745	0	3,000		
5910 OPERATING TRANSFERS OUT	0	0	0	0	0			
GENERAL SERVICES	266,303	343,510	343,510	591,877	0	266,800	0	0
Total Expenditures	266,303	343,510	343,510	591,877	0	266,800	0	0
Grand Total:	-266,303	-343,510	-343,510	-591,877	0	-266,800	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 210 POLICE MANAGEMENT SERVICES								
5101 SALARIES - FULL TIME	618,276	626,409	626,409	717,704	0	787,200		
5102 SALARIES - PART TIME	0	0	0	35,280	0			
5103 OVERTIME	33,180	10,000	10,000	46,435	0	40,000		
5104 COURT/TRAVEL/STANDBY	13,095	20,225	20,225	21,409	0	20,000		
5105 CERTIFICATE PAY	30,040	47,579	47,579	34,678	0	52,500		
5107 SHIFT DIFFERENTIAL	6,800	7,800	7,800	5,600	0	4,500		
5108 SPECIALTY PAY	12,583	24,763	24,763	13,769	0	14,000		
5111 RETIREMENT	105,610	123,531	123,531	107,939	0	126,200		
5112 FICA	52,814	56,418	56,418	60,437	0	66,300		
5114 UNEMPLOYMENT INS.	1,096	2,100	2,100	1,208	0	2,300		
5115 HEALTH INSURANCE	37,088	50,553	50,553	37,661	0	44,400		
5123 WELLNESS PROGRAM	280	960	960	760	0	600		
5124 EDUCATION INCENTIVE	550	10,000	10,000	1,020	0	2,000		
5210 CONTRACT SERVICE	0	0	0	1,300	0	1,500		
5250 PUBLICATION/DUES	821	473	473	925	0	1,200		
5265 TRAINING/EDUCATION	3,253	5,776	5,776	2,906	0	5,000		
5270 TRAVEL & MEETINGS	15,894	11,912	11,912	5,801	0	17,600		
5310 SAFETY/EQUIPMENT/CLOTHING	6,646	8,400	8,400	7,823	0	8,000		
POLICE MANAGEMENT SERVICES	938,026	1,006,899	1,006,899	1,102,655	0	1,193,300	0	0
Total Expenditures	938,026	1,006,899	1,006,899	1,102,655	0	1,193,300	0	0
Grand Total:	-938,026	-1,006,899	-1,006,899	-1,102,655	0	-1,193,300	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 211 POLICE FIELD SERVICES								
5101 SALARIES - FULL TIME	894,905	1,018,099	1,018,099	812,607	0	1,238,800		
5102 SALARIES - PART TIME	0	0	0	2,520	0			
5103 OVERTIME	163,616	80,000	80,000	139,449	0	140,000		
5104 COURT/TRAVEL/STANDBY	23,894	31,555	31,555	25,608	0	25,000		
5105 CERTIFICATE PAY	53,387	77,880	77,880	55,784	0	55,000		
5107 SHIFT DIFFERENTIAL	14,547	27,300	27,300	17,113	0	18,000		
5108 SPECIALTY PAY	26,312	29,591	29,591	22,554	0	25,000		
5111 RETIREMENT	154,426	181,122	181,122	135,308	0	167,100		
5112 FICA	96,800	94,578	94,578	79,021	0	84,500		
5114 UNEMPLOYMENT INS.	2,940	4,900	4,900	2,364	0	5,400		
5115 HEALTH INSURANCE	96,687	120,658	120,658	83,630	0	102,000		
5123 WELLNESS PROGRAM	913	4,320	4,320	840	0	1,100		
5124 EDUCATION INCENTIVE	9,039	10,000	10,000	7,688	0	10,000		
5221 FEE REFUNDS	0	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	37,125	40,000	40,000	23,214	0	35,000		
5242 VEHICLE FUEL	47,457	65,000	65,000	44,361	0	65,000		
5250 PUBLICATION/DUES	1,260	0	0	1,905	0	2,000		
5262 TESTING SERVICES	370	2,000	2,000	1,037	0	3,000		
5265 TRAINING/EDUCATION	3,162	6,150	6,150	17,241	0	20,000		
5270 TRAVEL & MEETINGS	6,576	10,646	10,646	3,314	0	10,700		
5301 OFFICE SUPPLIES	2,317	3,000	3,000	1,509	0	3,000		
5310 SAFETY/EQUIPMENT/CLOTHING	16,548	15,600	15,600	12,034	0	15,600		
5321 ARMORY/SUPPLIES	6,738	5,000	5,000	1,765	0	10,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	2,864	0	500		
5440 EQUIPMENT - AUTOMOTIVE	41,561	0	0	0	0			
5442 EQUIPMENT - OTHER	17,257	3,600	3,600	4,745	0	5,500		
POLICE FIELD SERVICES	1,717,837	1,830,999	1,830,999	1,498,475	0	2,042,200	0	0
Total Expenditures	1,717,837	1,830,999	1,830,999	1,498,475	0	2,042,200	0	0
Grand Total:	-1,717,837	-1,830,999	-1,830,999	-1,498,475	0	-2,042,200	0	0

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City of Imperial

	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated			
Month: 6/30/2023	Actual	Budget	Budget	June	Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 213 COMMUNICATIONS								
5210 CONTRACT SERVICE	351,928	341,341	341,341	312,487	0	385,000		
5260 TELEPHONE	32,724	51,060	51,060	35,504	0	54,300		
5280 UTILITIES - ELECTRIC	0	300	300	567	0	800		
COMMUNICATIONS	384,652	392,701	392,701	348,558	0	440,100	0	0
Total Expenditures	384,652	392,701	392,701	348,558	0	440,100	0	0
Grand Total:	-384,652	-392,701	-392,701	-348,558	0	-440,100	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 214 POLICE SPECIAL PROGRAM SERVIC								
5265 TRAINING/EDUCATION	50	0	0	0	0			
5330 SPECIAL DEPARTMENTAL SUPPLIES	76,953	60,011	60,011	95,964	0	91,400		
POLICE SPECIAL PROGRAM SERVICE	77,003	60,011	60,011	95,964	0	91,400	0	0
Total Expenditures	77,003	60,011	60,011	95,964	0	91,400	0	0
Grand Total:	-77,003	-60,011	-60,011	-95,964	0	-91,400	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 215 POLICE RECORDS								
5101 SALARIES - FULL TIME	108,083	171,482	171,482	165,328	0	267,400		
5103 OVERTIME	209	1,000	1,000	2,117	0	3,000		
5104 COURT/TRAVEL/STANDBY	128	0	0	639	0	1,500		
5108 SPECIALTY PAY	1,300	2,600	2,600	1,900	0	2,000		
5111 RETIREMENT	8,942	14,435	14,435	9,719	0	19,000		
5112 FICA	8,257	13,507	13,507	12,544	0	15,900		
5114 UNEMPLOYMENT INS.	484	1,050	1,050	511	0	1,200		
5115 HEALTH INSURANCE	12,972	21,886	21,886	20,884	0	21,600		
5123 WELLNESS PROGRAM	0	480	480	0	0	600		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,500		
5250 PUBLICATION/DUES	65	115	115	115	0	200		
5265 TRAINING/EDUCATION	395	395	395	0	0	1,000		
5270 TRAVEL & MEETINGS	497	545	545	263	0	3,000		
5301 OFFICE SUPPLIES	933	1,511	1,511	1,610	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	999	1,000	1,000	556	0	1,500		
POLICE RECORDS	143,264	232,006	232,006	216,186	0	341,600	0	0
Total Expenditures	143,264	232,006	232,006	216,186	0	341,600	0	0
Grand Total:	-143,264	-232,006	-232,006	-216,186	0	-341,600	0	0

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City of Imperial

	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated			
Month: 6/30/2023	Actual	Budget	Budget	June	Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: - 216 K-9 SERVICES								
5210 CONTRACT SERVICE	5,029	450	450	958	0	3,000		
5265 TRAINING/EDUCATION	5,020	3,000	3,000	400	0	5,000		
5270 TRAVEL & MEETINGS	570	618	618	371	0	2,500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,636	1,000	1,000	906	0	1,500		
K-9 SERVICES	12,255	5,068	5,068	2,635	0	12,000	0	0
Total Expenditures	12,255	5,068	5,068	2,635	0	12,000	0	0
Grand Total:	-12,255	-5,068	-5,068	-2,635	0	-12,000	0	0

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City of Imperial

	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated			
Month: 6/30/2023	Actual	Budget	Budget	June	Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 220 FIRE								
5210 CONTRACT SERVICE	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000		
FIRE	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000	0	0
Total Expenditures	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000	0	0
Grand Total:	-883,261	-1,112,185	-1,112,185	-1,110,476	0	-1,300,000	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 230 ANIMAL CONTROL								
5101 SALARIES - FULL TIME	48,584	53,152	53,152	51,984	0	66,500		
5103 OVERTIME	2,041	1,500	1,500	1,772	0	2,500		
5104 COURT/TRAVEL/STANDBY	0	8,395	8,395	3,528	0	3,000		
5111 RETIREMENT	4,219	4,598	4,598	4,487	0	6,800		
5112 FICA	3,823	4,066	4,066	4,305	0	5,200		
5114 UNEMPLOYMENT INS.	183	350	350	168	0	400		
5115 HEALTH INSURANCE	8,745	9,019	9,019	8,415	0	8,400		
5123 WELLNESS PROGRAM	0	0	0	0	0			
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5210 CONTRACT SERVICE	6,633	7,668	7,668	4,910	0	20,000		
5241 MAINTENANCE OF EQUIPMENT	3,807	3,000	3,000	122	0	4,000		
5242 VEHICLE FUEL	5,789	4,600	4,600	4,886	0	5,000		
5250 PUBLICATION/DUES	196	148	148	0	0	200		
5301 OFFICE SUPPLIES	153	210	210	155	0	300		
5310 SAFETY/EQUIPMENT/CLOTHING	500	500	500	492	0	800		
5330 SPECIAL DEPARTMENTAL SUPPLIES	555	917	917	369	0	500		
ANIMAL CONTROL	85,228	98,123	98,123	85,593	0	123,600	0	0
Total Expenditures	85,228	98,123	98,123	85,593	0	123,600	0	0
Grand Total:	-85,228	-98,123	-98,123	-85,593	0	-123,600	0	0

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Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 300 PUBLIC SERVICES MANAGEMENT								
5101 SALARIES - FULL TIME	396,912	154,715	154,715	216,579	0	495,400		
5105 CERTIFICATE PAY	0	650	650	0	0	2,000		
5108 SPECIALTY PAY	0	390	390	0	0	400		
5111 RETIREMENT	31,804	13,307	13,307	15,226	0	48,900		
5112 FICA	28,051	11,994	11,994	15,551	0	38,800		
5114 UNEMPLOYMENT INS.	720	513	513	234	0	600		
5115 HEALTH INSURANCE	22,977	10,833	10,833	10,152	0	22,800		
5123 WELLNESS PROGRAM	0	544	544	0	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,400		
PUBLIC SERVICES MANAGEMENT	480,464	196,946	196,946	257,742	0	613,700	0	0
Total Expenditures	480,464	196,946	196,946	257,742	0	613,700	0	0
Grand Total:	-480,464	-196,946	-196,946	-257,742	0	-613,700	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 305 CODE ENFORCEMENT-NUSIANCE ABAT								
5101 SALARIES - FULL TIME	0	0	0	0	0	59,200		
5103 OVERTIME	0	0	0	0	0	600		
5108 SPECIALTY PAY	0	0	0	0	0	1,200		
5110 UNIFORM ALLOWANCE	0	0	0	0	0			
5111 RETIREMENT	0	0	0	0	0	4,900		
5112 FICA	0	0	0	0	0	4,900		
5113 WORKER'S COMP	0	0	0	0	0			
5114 UNEMPLOYMENT INS.	0	0	0	0	0	400		
5115 HEALTH INSURANCE	0	0	0	0	0	6,000		
5123 WELLNESS PROGRAM	0	0	0	0	0	600		
5241 MAINTENANCE OF EQUIPMENT	0	0	0	0	0	4,000		
5242 VEHICLE FUEL	0	0	0	0	0	1,500		
5250 PUBLICATION/DUES	0	0	0	0	0	400		
5260 TELEPHONE	0	0	0	0	0	1,100		
5265 TRAINING/EDUCATION	0	0	0	0	0	1,500		
5270 TRAVEL & MEETINGS	0	0	0	0	0	1,200		
5301 OFFICE SUPPLIES	0	0	0	0	0	1,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	0	0	0	0	600		
CODE ENFORCEMENT-NUSIANCE ABAT	0	0	0	0	0	89,400	0	0
Total Expenditures	0	0	0	0	0	89,400	0	0
Grand Total:	0	0	0	0	0	-89,400	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 310 ENGINEERING								
5101 SALARIES - FULL TIME	188,490	170,438	170,438	183,648	0	240,300		
5102 SALARIES - PART TIME	1,050	17,497	17,497	0	0	17,500		
5104 COURT/TRAVEL/STANDBY	0	0	0	75	0			
5106 EDUCATIONAL INCENTIVE	0	5,400	5,400	0	0	5,900		
5108 SPECIALTY PAY	0	2,340	2,340	1,825	0	1,300		
5111 RETIREMENT	15,445	14,049	14,049	15,036	0	21,800		
5112 FICA	14,534	13,774	13,774	14,260	0	18,900		
5114 UNEMPLOYMENT INS.	721	945	945	421	0	1,000		
5115 HEALTH INSURANCE	18,876	14,340	14,340	16,112	0	18,000		
5123 WELLNESS PROGRAM	440	1,296	1,296	852	0	300		
5124 EDUCATION INCENTIVE	1,375	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	2,200	3,500	3,500	0	0	19,000		
5241 MAINTENANCE OF EQUIPMENT	483	1,600	1,600	261	0	1,600		
5242 VEHICLE FUEL	0	1,700	1,700	0	0	2,400		
5250 PUBLICATION/DUES	315	315	315	454	0	700		
5260 TELEPHONE	942	1,080	1,080	1,237	0	2,200		
5265 TRAINING/EDUCATION	0	2,290	2,290	149	0	7,200		
5270 TRAVEL & MEETINGS	110	2,550	2,550	0	0	2,000		
5301 OFFICE SUPPLIES	454	500	500	169	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	790	10,300	10,300	9,371	0	3,900		
5910 OPERATING TRANSFERS OUT	0	4,397	4,397	0	0	4,400		
ENGINEERING	246,225	272,311	272,311	243,870	0	373,600	0	0
Total Expenditures	246,225	272,311	272,311	243,870	0	373,600	0	0
Grand Total:	-246,225	-272,311	-272,311	-243,870	0	-373,600	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 320 STREET MAINTENANCE								
5101 SALARIES - FULL TIME	147,700	129,273	129,273	141,095	0	257,500		
5103 OVERTIME	1,691	10,000	10,000	12,104	0	12,000		
5104 COURT/TRAVEL/STANDBY	11,679	2,780	2,780	18,620	0	9,100		
5106 EDUCATIONAL INCENTIVE	0	4,600	4,600	0	0	4,600		
5110 UNIFORM ALLOWANCE	11,492	2,500	2,500	13,207	0	12,000		
5111 RETIREMENT	11,197	9,871	9,871	9,986	0	17,800		
5112 FICA	12,193	10,560	10,560	13,125	0	18,100		
5114 UNEMPLOYMENT INS.	709	1,050	1,050	716	0	1,200		
5115 HEALTH INSURANCE	30,518	19,476	19,476	24,115	0	38,400		
5123 WELLNESS PROGRAM	566	1,392	1,392	1,537	0	400		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,000		
5210 CONTRACT SERVICE	0	63,250	63,250	523	0	69,600		
5241 MAINTENANCE OF EQUIPMENT	41,851	150,000	150,000	69,195	0	565,000		
5242 VEHICLE FUEL	21,259	35,000	35,000	23,545	0	45,500		
5250 PUBLICATION/DUES	1,049	8,000	8,000	1,007	0	8,800		
5252 RENT OF EQUIPMENT / PROPERTY	335	1,500	1,500	0	0	1,700		
5260 TELEPHONE	2,247	2,160	2,160	2,162	0	2,800		
5265 TRAINING/EDUCATION	0	3,000	3,000	650	0	4,000		
5270 TRAVEL & MEETINGS	539	1,800	1,800	43	0	2,000		
5280 UTILITIES - ELECTRIC	162,551	250,000	250,000	153,892	0	250,000		
5301 OFFICE SUPPLIES	0	0	0	90	0	500		
5310 SAFETY/EQUIPMENT/CLOTHING	3,273	5,000	5,000	2,795	0	5,500		
5320 SMALL TOOLS	8,360	16,000	16,000	8,323	0	16,600		
5330 SPECIAL DEPARTMENTAL SUPPLIES	60,272	65,000	65,000	82,861	0	65,700		
5442 EQUIPMENT - OTHER	122,542	327,000	327,000	99,182	0	181,000		
STREET MAINTENANCE	652,023	1,121,212	1,121,212	678,773	0	1,591,800	0	0
Total Expenditures	652,023	1,121,212	1,121,212	678,773	0	1,591,800	0	0
Grand Total:	-652,023	-1,121,212	-1,121,212	-678,773	0	-1,591,800	0	0

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City of Imperial

	Prior Year Actual	Current Year			(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
		Original Budget	Amended Budget	Actual Thru June	Estimated Total		
Month: 6/30/2023							
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 325 STORM DRAINS							
5103 OVERTIME	237	0	0	526	0		
5111 RETIREMENT	4	0	0	0	0		
5112 FICA	17	0	0	39	0		
5114 UNEMPLOYMENT INS.	1	0	0	2	0		
5115 HEALTH INSURANCE	77	0	0	25	0		
5221 FEE REFUNDS	-1,000	0	0	0	0		
5241 MAINTENANCE OF EQUIPMENT	10,349	15,000	15,000	92,986	0	80,000	
5242 VEHICLE FUEL	0	500	500	0	0	600	
5250 PUBLICATION/DUES	247	9,500	9,500	10,644	0	18,400	
5252 RENT OF EQUIPMENT / PROPERTY	0	0	0	0	0		
5280 UTILITIES - ELECTRIC	1,165	2,500	2,500	1,112	0	2,800	
5310 SAFETY/EQUIPMENT/CLOTHING	0	300	300	0	0	400	
5330 SPECIAL DEPARTMENTAL SUPPLIES	27	0	0	1,681	0	3,000	
STORM DRAINS	11,124	27,800	27,800	107,015	0	105,200	0
Total Expenditures	11,124	27,800	27,800	107,015	0	105,200	0
Grand Total:	-11,124	-27,800	-27,800	-107,015	0	-105,200	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 330 SANITATION								
5210 CONTRACT SERVICE	1,406,513	1,594,200	1,594,200	1,637,081	0	1,900,000		
5216 RECYCLING/LITTER REDUCTION	0	500	500	0	0	300		
5217 RECYCLING TASK FORCE	39,450	40,000	40,000	46,791	0	70,000		
5250 PUBLICATION/DUES	0	0	0	0	0			
5301 OFFICE SUPPLIES	169	800	800	942	0	900		
SANITATION	1,446,132	1,635,500	1,635,500	1,684,814	0	1,971,200	0	0
Total Expenditures	1,446,132	1,635,500	1,635,500	1,684,814	0	1,971,200	0	0
Grand Total:	-1,446,132	-1,635,500	-1,635,500	-1,684,814	0	-1,971,200	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Current Year Amended Budget	Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 340 SHOP								
5101 SALARIES - FULL TIME	84,009	67,021	67,021	72,084	0	114,000		
5104 COURT/TRAVEL/STANDBY	0	1,433	1,433	0	0			
5106 EDUCATIONAL INCENTIVE	0	1,400	1,400	0	0	1,500		
5111 RETIREMENT	6,917	5,502	5,502	5,651	0	10,400		
5112 FICA	6,359	5,370	5,370	5,449	0	8,900		
5114 UNEMPLOYMENT INS.	297	490	490	218	0	500		
5115 HEALTH INSURANCE	14,491	11,673	11,673	11,095	0	16,800		
5123 WELLNESS PROGRAM	0	336	336	0	0	200		
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5210 CONTRACT SERVICE	0	10,000	10,000	0	0	10,100		
5240 M & O IMPROVEMENTS	0	1,350	1,350	0	0	1,500		
5241 MAINTENANCE OF EQUIPMENT	23,743	35,000	35,000	29,604	0	38,500		
5242 VEHICLE FUEL	2,044	3,000	3,000	3,545	0	3,300		
5250 PUBLICATION/DUES	1,130	0	0	565	0	700		
5252 RENT OF EQUIPMENT / PROPERTY	0	800	800	0	0	900		
5260 TELEPHONE	748	1,000	1,000	605	0	1,100		
5302 CUSTODIAL SUPPLIES	0	1,500	1,500	0	0	1,700		
5310 SAFETY/EQUIPMENT/CLOTHING	1,216	4,000	4,000	2,152	0	4,500		
5320 SMALL TOOLS	8,614	18,373	18,373	3,477	0	13,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,130	5,000	5,000	1,132	0	5,500		
SHOP	150,698	173,248	173,248	135,577	0	233,300	0	0
Total Expenditures	150,698	173,248	173,248	135,577	0	233,300	0	0
Grand Total:	-150,698	-173,248	-173,248	-135,577	0	-233,300	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
Month: 6/30/2023		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 345 BUILDINGS & GROUNDS								
5101 SALARIES - FULL TIME	147,007	158,318	158,318	87,279	0	227,100		
5103 OVERTIME	1,340	0	0	9,569	0	10,000		
5104 COURT/TRAVEL/STANDBY	0	1,264	1,264	0	0			
5111 RETIREMENT	11,084	12,016	12,016	6,486	0	17,500		
5112 FICA	11,129	12,628	12,628	7,191	0	17,700		
5114 UNEMPLOYMENT INS.	835	1,120	1,120	289	0	1,200		
5115 HEALTH INSURANCE	25,818	25,262	25,262	15,559	0	33,600		
5123 WELLNESS PROGRAM	0	960	960	208	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	0	2,500	2,500	2,624	0	2,800		
5240 M & O IMPROVEMENTS	4,187	32,500	32,500	3,744	0	122,500		
5241 MAINTENANCE OF EQUIPMENT	44,829	17,500	17,500	65,315	0	175,800		
5242 VEHICLE FUEL	4,360	2,880	2,880	6,665	0	8,800		
5250 PUBLICATION/DUES	208	300	300	220	0	500		
5252 RENT OF EQUIPMENT / PROPERTY	225	1,000	1,000	0	0	1,100		
5260 TELEPHONE	1,093	1,000	1,000	1,031	0	1,100		
5262 TESTING SERVICES	0	1,500	1,500	0	0	1,700		
5302 CUSTODIAL SUPPLIES	5,541	10,000	10,000	1,754	0	11,000		
5310 SAFETY/EQUIPMENT/CLOTHING	2,500	3,500	3,500	2,418	0	3,900		
5320 SMALL TOOLS	5,744	6,500	6,500	3,400	0	7,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	3,345	6,000	6,000	6,356	0	6,600		
5442 EQUIPMENT - OTHER	2,100	85,000	85,000	759	0	27,500		
BUILDINGS & GROUNDS	271,345	385,748	385,748	220,867	0	682,000	0	0
Total Expenditures	271,345	385,748	385,748	220,867	0	682,000	0	0
Grand Total:	-271,345	-385,748	-385,748	-220,867	0	-682,000	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 350 COMMUNITY DEVELOPMENT								
5101 SALARIES - FULL TIME	174,191	150,270	150,270	151,344	0	214,500		
5102 SALARIES - PART TIME	1,800	3,600	3,600	2,000	0	5,600		
5103 OVERTIME	0	1,500	1,500	0	0	1,700		
5105 CERTIFICATE PAY	650	618	618	650	0	700		
5106 EDUCATIONAL INCENTIVE	0	3,700	3,700	0	0	4,100		
5108 SPECIALTY PAY	0	1,170	1,170	797	0	700		
5111 RETIREMENT	13,497	13,140	13,140	12,298	0	17,600		
5112 FICA	13,479	12,259	12,259	11,811	0	14,900		
5114 UNEMPLOYMENT INS.	445	835	835	458	0	900		
5115 HEALTH INSURANCE	13,629	12,402	12,402	15,390	0	16,800		
5123 WELLNESS PROGRAM	0	888	888	440	0	600		
5124 EDUCATION INCENTIVE	0	6,000	6,000	0	0	6,000		
5210 CONTRACT SERVICE	83,019	45,000	45,000	9,928	0	90,000		
5221 FEE REFUNDS	16,443	0	0	14,113	0			
5241 MAINTENANCE OF EQUIPMENT	0	400	400	713	0	500		
5242 VEHICLE FUEL	0	250	250	0	0	300		
5250 PUBLICATION/DUES	887	950	950	1,959	0	1,000		
5260 TELEPHONE	2,586	2,300	2,300	2,015	0	1,100		
5265 TRAINING/EDUCATION	638	2,865	2,865	913	0	3,200		
5270 TRAVEL & MEETINGS	815	2,700	2,700	1,523	0	3,700		
5301 OFFICE SUPPLIES	1,302	1,500	1,500	618	0	1,500		
5310 SAFETY/EQUIPMENT/CLOTHING	438	1,000	1,000	400	0	3,800		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	1,610	0			
5442 EQUIPMENT - OTHER	2,998	6,000	6,000	20,895	0	1,800		
COMMUNITY DEVELOPMENT	326,817	269,347	269,347	249,875	0	391,000	0	0
Total Expenditures	326,817	269,347	269,347	249,875	0	391,000	0	0
Grand Total:	-326,817	-269,347	-269,347	-249,875	0	-391,000	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 360 BUILDING & SAFETY								
5101 SALARIES - FULL TIME	127,076	162,272	162,272	133,595	0	130,400		
5103 OVERTIME	95	0	0	1,340	0	1,400		
5104 COURT/TRAVEL/STANDBY	0	0	0	302	0			
5105 CERTIFICATE PAY	0	1,300	1,300	0	0	1,300		
5106 EDUCATIONAL INCENTIVE	0	5,800	5,800	0	0			
5108 SPECIALTY PAY	1,550	2,470	2,470	1,750	0	600		
5111 RETIREMENT	9,207	12,504	12,504	10,088	0	9,800		
5112 FICA	9,847	13,153	13,153	10,338	0	10,000		
5114 UNEMPLOYMENT INS.	576	1,015	1,015	460	0	700		
5115 HEALTH INSURANCE	14,744	21,860	21,860	18,898	0	12,000		
5123 WELLNESS PROGRAM	238	1,392	1,392	246	0	600		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	0	0	0	0	0	4,000		
5213 STATE MANDATED FEE	2,863	5,400	5,400	0	0	5,400		
5241 MAINTENANCE OF EQUIPMENT	3,433	2,400	2,400	1,569	0	1,200		
5242 VEHICLE FUEL	3,161	1,500	1,500	3,155	0	1,500		
5250 PUBLICATION/DUES	861	2,250	2,250	681	0	2,700		
5260 TELEPHONE	1,183	1,080	1,080	1,757	0	1,100		
5265 TRAINING/EDUCATION	1,089	2,800	2,800	1,833	0	6,900		
5270 TRAVEL & MEETINGS	0	3,000	3,000	1,184	0	4,000		
5301 OFFICE SUPPLIES	494	1,900	1,900	104	0	600		
5310 SAFETY/EQUIPMENT/CLOTHING	428	3,480	3,480	950	0	1,000		
BUILDING & SAFETY	176,845	249,576	249,576	188,250	0	199,200	0	0
Total Expenditures	176,845	249,576	249,576	188,250	0	199,200	0	0
Grand Total:	-176,845	-249,576	-249,576	-188,250	0	-199,200	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 410 LIBRARY SERVICES								
5101 SALARIES - FULL TIME	40,019	149,769	149,769	95,965	0	584,200		
5102 SALARIES - PART TIME	83,464	125,930	125,930	108,898	0	73,900		
5103 OVERTIME	230	0	0	510	0	2,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	541	0			
5108 SPECIALTY PAY	100	3,171	3,171	2,687	0	3,500		
5111 RETIREMENT	6,195	14,763	14,763	10,587	0	39,200		
5112 FICA	9,401	21,934	21,934	15,892	0	43,000		
5114 UNEMPLOYMENT INS.	1,483	3,850	3,850	1,599	0	4,600		
5115 HEALTH INSURANCE	1,400	23,315	23,315	9,551	0	51,600		
5123 WELLNESS PROGRAM	268	960	960	46	0	600		
5124 EDUCATION INCENTIVE	0	2,000	2,000	442	0	4,200		
5210 CONTRACT SERVICE	1,703	15,044	15,044	2,435	0	5,000		
5222 LITERACY SERVICES	2,589	18,000	18,000	25	0	34,000		
5250 PUBLICATION/DUES	1,009	2,697	2,697	569	0	10,000		
5265 TRAINING/EDUCATION	308	950	950	558	0	4,000		
5270 TRAVEL & MEETINGS	416	1,460	1,460	0	0	1,500		
5280 UTILITIES - ELECTRIC	18,495	12,000	12,000	14,643	0	20,000		
5301 OFFICE SUPPLIES	1,227	2,000	2,000	1,413	0	2,000		
5310 SAFETY/EQUIPMENT/CLOTHING	197	210	210	0	0	500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	17,781	7,500	7,500	6,481	0	20,000		
5442 EQUIPMENT - OTHER	2,714	2,600	2,600	4,709	0	5,000		
5444 LIBRARY BOOKS	2,915	8,900	8,900	12,553	0	55,000		
LIBRARY SERVICES	191,914	417,053	417,053	290,104	0	963,800	0	0
Total Expenditures	191,914	417,053	417,053	290,104	0	963,800	0	0
Grand Total:	-191,914	-417,053	-417,053	-290,104	0	-963,800	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 420 PARKS & RECREATION								
5101 SALARIES - FULL TIME	346,362	480,418	480,418	503,742	0	916,700		
5102 SALARIES - PART TIME	73,680	16,250	16,250	13,355	0	19,300		
5103 OVERTIME	12,974	15,000	15,000	9,073	0	16,500		
5104 COURT/TRAVEL/STANDBY	11,876	18,646	18,646	9,580	0	18,700		
5106 EDUCATIONAL INCENTIVE	0	18,667	18,667	0	0	20,500		
5108 SPECIALTY PAY	50	433	433	231	0	500		
5110 UNIFORM ALLOWANCE	2,272	4,375	4,375	3,372	0	4,800		
5111 RETIREMENT	27,264	38,107	38,107	38,710	0	59,800		
5112 FICA	33,381	41,262	41,262	40,850	0	57,600		
5114 UNEMPLOYMENT INS.	3,412	3,967	3,967	2,639	0	4,400		
5115 HEALTH INSURANCE	53,749	108,573	108,573	70,243	0	106,800		
5123 WELLNESS PROGRAM	0	4,960	4,960	545	0	1,200		
5124 EDUCATION INCENTIVE	0	14,000	14,000	420	0	14,000		
5210 CONTRACT SERVICE	141	28,000	28,000	0	0	8,400		
5221 FEE REFUNDS	320	0	0	80	0			
5240 M & O IMPROVEMENTS	5,400	5,400	5,400	4,950	0			
5241 MAINTENANCE OF EQUIPMENT	56,738	75,000	75,000	48,641	0	75,000		
5242 VEHICLE FUEL	11,790	14,000	14,000	10,862	0	14,000		
5250 PUBLICATION/DUES	1,037	1,160	1,160	1,372	0	4,600		
5252 RENT OF EQUIPMENT / PROPERTY	1,509	1,500	1,500	1,026	0	2,000		
5260 TELEPHONE	4,012	5,400	5,400	5,106	0	7,200		
5263 CHEMICALS	459	500	500	0	0	1,000		
5265 TRAINING/EDUCATION	2,761	800	800	615	0	3,600		
5270 TRAVEL & MEETINGS	2,143	1,200	1,200	3,063	0	6,100		
5280 UTILITIES - ELECTRIC	34,521	35,000	35,000	32,690	0	35,000		
5301 OFFICE SUPPLIES	272	650	650	457	0	2,000		
5302 CUSTODIAL SUPPLIES	4,504	7,000	7,000	2,370	0	7,000		
5310 SAFETY/EQUIPMENT/CLOTHING	5,566	13,800	13,800	7,515	0	13,800		
5320 SMALL TOOLS	6,580	9,200	9,200	3,033	0	9,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	25,161	24,600	24,600	15,121	0	30,600		
5350 WATER PURCHASES	724	1,500	1,500	732	0	1,500		
5442 EQUIPMENT - OTHER	199,298	85,400	85,400	28,262	0	25,000		
5910 OPERATING TRANSFERS OUT	0	3,650	3,650	0	0	3,700		
PARKS & RECREATION	927,956	1,078,418	1,078,418	858,655	0	1,490,500	0	0
Total Expenditures	927,956	1,078,418	1,078,418	858,655	0	1,490,500	0	0

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City of Imperial

	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated			
Month: 6/30/2023	Actual	Budget	Budget	June	Total	FY24 REQ	FY24 REC	FY24 ADOPT
Grand Total:	-927,956	-1,078,418	-1,078,418	-858,655	0	-1,490,500	0	0

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City of Imperial

	Prior Year Actual	Current Year			(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
		Original Budget	Amended Budget	Actual Thru June	Estimated Total		
Month: 6/30/2023							
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 421 RECREATION & AQUATICS PROGRA							
5101 SALARIES - FULL TIME	55,980	97,897	97,897	15,690	0		
5102 SALARIES - PART TIME	15,559	20,000	20,000	25,552	0	22,900	
5103 OVERTIME	1,320	0	0	454	0		
5105 CERTIFICATE PAY	0	650	650	0	0		
5106 EDUCATIONAL INCENTIVE	0	2,000	2,000	0	0		
5108 SPECIALTY PAY	0	650	650	0	0		
5111 RETIREMENT	3,975	7,958	7,958	969	0		
5112 FICA	5,303	7,815	7,815	3,129	0	3,600	
5114 UNEMPLOYMENT INS.	718	700	700	604	0	3,000	
5115 HEALTH INSURANCE	8,699	20,745	20,745	2,270	0		
5123 WELLNESS PROGRAM	0	960	960	0	0		
5124 EDUCATION INCENTIVE	0	0	0	0	0		
5210 CONTRACT SERVICE	600	3,000	3,000	2,600	0	7,000	
5221 FEE REFUNDS	580	0	0	844	0		
5241 MAINTENANCE OF EQUIPMENT	193	500	500	356	0	1,500	
5242 VEHICLE FUEL	187	500	500	0	0	1,500	
5250 PUBLICATION/DUES	764	1,020	1,020	1,003	0	4,000	
5252 RENT OF EQUIPMENT / PROPERTY	289	6,500	6,500	0	0	5,000	
5260 TELEPHONE	521	540	540	451	0		
5265 TRAINING/EDUCATION	382	870	870	733	0	3,000	
5270 TRAVEL & MEETINGS	43	1,100	1,100	1,148	0	1,100	
5280 UTILITIES - ELECTRIC	0	0	0	0	0		
5301 OFFICE SUPPLIES	3,050	400	400	331	0	500	
5310 SAFETY/EQUIPMENT/CLOTHING	0	400	400	393	0	4,000	
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,581	4,300	4,300	20,875	0	10,000	
5430 IMPROVEMENTS OTHER THAN BLDGS	0	0	0	0	0		
5442 EQUIPMENT - OTHER	0	0	0	0	0		
RECREATION & AQUATICS PROGRAM	99,744	178,505	178,505	77,402	0	67,100	0
Total Expenditures	99,744	178,505	178,505	77,402	0	67,100	0
Grand Total:	-99,744	-178,505	-178,505	-77,402	0	-67,100	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 450 SPECIAL EVENTS								
5101 SALARIES - FULL TIME	4,148	0	0	11,332	0	10,000		
5102 SALARIES - PART TIME	4,242	5,000	5,000	2,033	0	5,000		
5103 OVERTIME	47,165	25,000	25,000	50,511	0	50,000		
5111 RETIREMENT	158	0	0	187	0	500		
5112 FICA	4,158	2,295	2,295	4,805	0	5,000		
5114 UNEMPLOYMENT INS.	277	900	900	92	0	1,000		
5115 HEALTH INSURANCE	4,714	0	0	6,497	0	7,000		
5201 ADVERTISING (INCL LEGAL)	6,096	1,250	1,250	796	0	3,500		
5210 CONTRACT SERVICE	79,433	105,725	105,725	96,670	0	150,000		
5211 PROGRAMS (BF, RDA, ETC)	0	0	0	0	0			
5212 MARKET SUPPLIES	65,580	51,440	51,440	72,565	0	65,000		
5221 FEE REFUNDS	10	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	5,052	1,500	1,500	1,503	0	2,500		
5242 VEHICLE FUEL	40	400	400	0	0	1,500		
5250 PUBLICATION/DUES	4,848	5,910	5,910	3,566	0	10,000		
5252 RENT OF EQUIPMENT / PROPERTY	13,912	13,300	13,300	24,027	0	35,000		
5270 TRAVEL & MEETINGS	444	200	200	0	0			
5301 OFFICE SUPPLIES	307	300	300	1,393	0	2,500		
5303 BANK CHARGES	150	200	200	0	0			
5310 SAFETY/EQUIPMENT/CLOTHING	1,327	1,300	1,300	1,548	0	2,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,339	6,876	6,876	27,107	0	25,000		
SPECIAL EVENTS	247,400	221,596	221,596	304,632	0	375,500	0	0
Total Expenditures	247,400	221,596	221,596	304,632	0	375,500	0	0
Grand Total:	-247,400	-221,596	-221,596	-304,632	0	-375,500	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 50 - WATER								
Expenditures								
Dept: 000								
5221 FEE REFUNDS	0	0	0	234	0			
Dept: 000	0	0	0	234	0	0	0	0
Dept: 510 WATER OPERATIONS								
5101 SALARIES - FULL TIME	447,576	1,044,000	1,044,000	838,396	0	601,700		
5102 SALARIES - PART TIME	0	1,929	1,929	0	0	2,100		
5103 OVERTIME	24,400	30,000	30,000	26,220	0	33,000		
5104 COURT/TRAVEL/STANDBY	22,678	43,955	43,955	21,802	0	25,200		
5105 CERTIFICATE PAY	10,275	9,441	9,441	13,175	0	7,800		
5106 EDUCATIONAL INCENTIVE	0	20,872	20,872	0	0	23,000		
5108 SPECIALTY PAY	525	1,401	1,401	300	0	1,500		
5110 UNIFORM ALLOWANCE	10,895	4,375	4,375	12,756	0	4,800		
5111 RETIREMENT	34,881	83,056	83,056	64,472	0	49,200		
5112 FICA	37,405	85,393	85,393	66,133	0	47,600		
5113 WORKER'S COMP	47,317	0	0	55,331	0	11,600		
5114 UNEMPLOYMENT INS.	1,683	5,461	5,461	2,399	0	6,000		
5115 HEALTH INSURANCE	60,940	140,633	140,633	98,437	0	72,000		
5123 WELLNESS PROGRAM	103	4,961	4,961	466	0	700		
5124 EDUCATION INCENTIVE	0	12,000	12,000	0	0	13,200		
5201 ADVERTISING (INCL LEGAL)	3,360	5,000	5,000	2,442	0	5,000		
5210 CONTRACT SERVICE	83,641	122,500	122,500	26,231	0	391,800		
5211 PROGRAMS (BF, RDA, ETC)	0	4,500	4,500	0	0	5,000		
5230 GENERAL LIABILITY INSURANCE	163,813	0	0	174,279	0			
5240 M & O IMPROVEMENTS	540	24,000	24,000	495	0	61,500		
5241 MAINTENANCE OF EQUIPMENT	335,429	599,135	599,135	195,432	0	990,000		
5242 VEHICLE FUEL	35,971	63,072	63,072	35,733	0	69,400		
5250 PUBLICATION/DUES	69,981	120,000	120,000	47,919	0	120,000		
5252 RENT OF EQUIPMENT / PROPERTY	0	7,000	7,000	0	0	7,800		
5260 TELEPHONE	18,142	20,000	20,000	15,900	0	22,000		
5262 TESTING SERVICES	174,776	207,222	207,222	44,274	0	228,000		
5263 CHEMICALS	261,023	517,923	517,923	311,170	0	569,000		
5264 FILTER MEDIA GAC	0	300,000	300,000	95,509	0	600,000		
5265 TRAINING/EDUCATION	619	7,500	7,500	92	0	10,000		
5270 TRAVEL & MEETINGS	4,640	8,500	8,500	1,702	0	10,500		
5280 UTILITIES - ELECTRIC	272,117	350,000	350,000	240,102	0	385,000		
5301 OFFICE SUPPLIES	6,033	10,000	10,000	4,924	0	11,000		
5302 CUSTODIAL SUPPLIES	0	1,000	1,000	0	0	1,100		
5303 BANK CHARGES	85,414	30,000	30,000	38,092	0	30,000		

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 50 - WATER								
Expenditures								
Dept: 510 WATER OPERATIONS								
5305 POSTAGE/FREIGHT	11,562	12,500	12,500	7,756	0	13,800		
5310 SAFETY/EQUIPMENT/CLOTHING	7,906	13,500	13,500	6,024	0	14,900		
5320 SMALL TOOLS	9,960	20,000	20,000	2,439	0	26,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	18,571	150,000	150,000	21,135	0	165,000		
5350 WATER PURCHASES	87,826	114,000	114,000	92,450	0	125,400		
5420 BUILDINGS	0	240,000	240,000	0	0	264,000		
5430 IMPROVEMENTS OTHER THAN BLDGS	0	172,000	172,000	0	0	269,500		
5442 EQUIPMENT - OTHER	27,185	894,765	894,765	50,887	0	2,447,800		
5520 DEBT SERVICE	1,105,274	1,256,763	1,256,763	805,363	0	1,382,500		
5521 TRUSTEE FEES	5,000	4,500	4,500	5,000	0	5,000		
5910 OPERATING TRANSFERS OUT	1,481,344	69,756	69,756	0	0	1,629,500		
WATER OPERATIONS	4,968,805	6,832,613	6,832,613	3,425,237	0	10,759,900	0	0
Dept: 515 WATER CONSERVATION								
5101 SALARIES - FULL TIME	0	17,886	17,886	10,315	0	19,700		
5105 CERTIFICATE PAY	0	33	33	0	0			
5106 EDUCATIONAL INCENTIVE	0	500	500	0	0	600		
5108 SPECIALTY PAY	0	260	260	0	0	300		
5111 RETIREMENT	0	1,460	1,460	790	0	1,600		
5112 FICA	0	1,414	1,414	770	0	1,600		
5114 UNEMPLOYMENT INS.	0	88	88	30	0			
5115 HEALTH INSURANCE	0	1,559	1,559	1,133	0	1,700		
5123 WELLNESS PROGRAM	0	120	120	0	0	100		
5201 ADVERTISING (INCL LEGAL)	0	500	500	0	0	600		
5210 CONTRACT SERVICE	0	8,500	8,500	0	0	9,500		
5241 MAINTENANCE OF EQUIPMENT	0	750	750	0	0	900		
5242 VEHICLE FUEL	0	1,000	1,000	0	0	1,200		
5250 PUBLICATION/DUES	0	250	250	0	0	300		
5265 TRAINING/EDUCATION	0	500	500	0	0	1,000		
5270 TRAVEL & MEETINGS	0	1,000	1,000	0	0	2,000		
5301 OFFICE SUPPLIES	121	500	500	104	0	1,000		
5305 POSTAGE/FREIGHT	663	1,200	1,200	635	0	1,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	500	500	0	0	600		
5330 SPECIAL DEPARTMENTAL SUPPLIES	4,137	7,000	7,000	228	0	7,700		
WATER CONSERVATION	4,921	45,020	45,020	14,005	0	51,700	0	0
Dept: 555 COLLECTIONS & DISTRIBUTION								
5101 SALARIES - FULL TIME	178,559	102,747	102,747	134,004	0	97,100		
5103 OVERTIME	0	3,000	3,000	0	0	3,300		

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 50 - WATER								
Expenditures								
Dept: 555 COLLECTIONS & DISTRIBUTION								
5104 COURT/TRAVEL/STANDBY	0	3,712	3,712	0	0			
5105 CERTIFICATE PAY	0	1,463	1,463	0	0	1,600		
5106 EDUCATIONAL INCENTIVE	0	1,500	1,500	0	0	1,700		
5110 UNIFORM ALLOWANCE	0	3,125	3,125	0	0	3,400		
5111 RETIREMENT	13,542	7,910	7,910	9,905	0	7,500		
5112 FICA	12,859	8,398	8,398	9,926	0	7,600		
5114 UNEMPLOYMENT INS.	717	788	788	584	0	900		
5115 HEALTH INSURANCE	27,691	16,560	16,560	21,507	0	13,200		
5123 WELLNESS PROGRAM	0	360	360	0	0	200		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,200		
5210 CONTRACT SERVICE	-4,145	0	0	12,566	0	24,000		
5241 MAINTENANCE OF EQUIPMENT	153,522	5,450,000	5,450,000	836,334	0	2,590,000		
5242 VEHICLE FUEL	4,768	8,000	8,000	4,500	0	6,000		
5250 PUBLICATION/DUES	135	1,000	1,000	135	0	100		
5265 TRAINING/EDUCATION	0	3,600	3,600	745	0	2,500		
5270 TRAVEL & MEETINGS	0	4,000	4,000	897	0	2,600		
5310 SAFETY/EQUIPMENT/CLOTHING	1,994	7,000	7,000	672	0	3,900		
5320 SMALL TOOLS	7,673	28,000	28,000	770	0	21,400		
5330 SPECIAL DEPARTMENTAL SUPPLIES	15,807	2,000	2,000	56,733	0	212,500		
COLLECTIONS & DISTRIBUTION	413,122	5,655,163	5,655,163	1,089,278	0	3,001,700	0	0
Total Expenditures	5,386,848	12,532,796	12,532,796	4,528,754	0	13,813,300	0	0
Grand Total:	-5,386,848	-12,532,796	-12,532,796	-4,528,754	0	-13,813,300	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Current Year Amended Budget	Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 55 - WASTEWATER								
Expenditures								
Dept: 520 WASTEWATER OPERATIONS								
5101 SALARIES - FULL TIME	357,186	801,980	801,980	767,242	0	472,500		
5102 SALARIES - PART TIME	0	1,929	1,929	0	0	2,100		
5103 OVERTIME	6,640	30,000	30,000	12,708	0	33,000		
5104 COURT/TRAVEL/STANDBY	17,365	32,596	32,596	15,567	0	25,200		
5105 CERTIFICATE PAY	3,275	7,491	7,491	2,200	0	5,900		
5106 EDUCATIONAL INCENTIVE	0	17,272	17,272	0	0	19,000		
5108 SPECIALTY PAY	175	1,401	1,401	0	0	1,500		
5110 UNIFORM ALLOWANCE	9,052	4,375	4,375	9,573	0	4,800		
5111 RETIREMENT	26,312	63,012	63,012	57,732	0	38,500		
5112 FICA	28,905	65,519	65,519	58,092	0	37,300		
5113 WORKER'S COMP	36,184	0	0	42,312	0	9,100		
5114 UNEMPLOYMENT INS.	1,879	4,131	4,131	2,155	0	4,500		
5115 HEALTH INSURANCE	44,390	92,725	92,725	77,948	0	51,600		
5123 WELLNESS PROGRAM	160	4,097	4,097	480	0	600		
5124 EDUCATION INCENTIVE	0	10,000	10,000	1,950	0	11,000		
5201 ADVERTISING (INCL LEGAL)	1,524	1,000	1,000	0	0	1,000		
5210 CONTRACT SERVICE	32,937	175,000	175,000	48,064	0	350,500		
5211 PROGRAMS (BF, RDA, ETC)	0	800	800	0	0	1,000		
5230 GENERAL LIABILITY INSURANCE	163,813	0	0	174,279	0			
5240 M & O IMPROVEMENTS	1,224	46,500	46,500	21,582	0	1,051,500		
5241 MAINTENANCE OF EQUIPMENT	255,544	1,174,000	1,174,000	294,903	0	1,573,400		
5242 VEHICLE FUEL	32,592	62,000	62,000	33,803	0	98,500		
5250 PUBLICATION/DUES	-7,427	40,000	40,000	32,535	0	58,500		
5252 RENT OF EQUIPMENT / PROPERTY	3,062	35,000	35,000	15,040	0	38,500		
5260 TELEPHONE	16,280	18,000	18,000	15,642	0	21,500		
5262 TESTING SERVICES	50,836	95,000	95,000	11,901	0	104,500		
5263 CHEMICALS	36,530	125,000	125,000	40,498	0	247,500		
5265 TRAINING/EDUCATION	223	8,000	8,000	17	0	10,500		
5270 TRAVEL & MEETINGS	3,159	5,000	5,000	2,518	0	6,500		
5280 UTILITIES - ELECTRIC	343,889	380,000	380,000	322,734	0	457,000		
5281 UTILITIES - GAS	679	1,000	1,000	870	0	1,400		
5301 OFFICE SUPPLIES	6,160	6,800	6,800	7,195	0	7,500		
5302 CUSTODIAL SUPPLIES	0	1,500	1,500	0	0	1,700		
5303 BANK CHARGES	85,414	15,000	15,000	38,092	0	1,000		
5305 POSTAGE/FREIGHT	7,739	9,000	9,000	6,662	0	10,000		
5310 SAFETY/EQUIPMENT/CLOTHING	8,446	10,000	10,000	4,950	0	11,000		

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City of Imperial

Month: 6/30/2023	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated	FY24 REQ	FY24 REC	FY24 ADOPT
	Actual	Budget	Budget	June	Total			
Fund: 55 - WASTEWATER								
Expenditures								
Dept: 520 WASTEWATER OPERATIONS								
5320 SMALL TOOLS	12,289	22,200	22,200	3,207	0	35,500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	11,680	53,000	53,000	1,649	0	58,300		
5420 BUILDINGS	0	240,000	240,000	0	0	264,000		
5430 IMPROVEMENTS OTHER THAN BLDGS	38,007	775,000	775,000	0	0	825,500		
5442 EQUIPMENT - OTHER	18,944	1,101,000	1,101,000	304,076	0	1,597,400		
5520 DEBT SERVICE	1,473,820	1,510,527	1,510,527	1,470,899	0	301,600		
5521 TRUSTEE FEES	5,000	4,500	4,500	5,000	0	4,500		
5910 OPERATING TRANSFERS OUT	43,088	16,751	16,751	0	0	43,000		
5990 CONTINGENCY APPROPRIATION	0	40,000	40,000	0	0	40,000		
WASTEWATER OPERATIONS	3,176,975	7,108,106	7,108,106	3,904,075	0	7,939,400	0	0
Dept: 555 COLLECTIONS & DISTRIBUTION								
5101 SALARIES - FULL TIME	0	34,249	34,249	23,571	0	37,700		
5104 COURT/TRAVEL/STANDBY	0	1,237	1,237	0	0			
5105 CERTIFICATE PAY	0	488	488	0	0	500		
5106 EDUCATIONAL INCENTIVE	0	500	500	0	0	600		
5111 RETIREMENT	0	2,637	2,637	1,761	0	2,900		
5112 FICA	0	2,799	2,799	1,768	0	3,100		
5114 UNEMPLOYMENT INS.	0	263	263	87	0	300		
5115 HEALTH INSURANCE	0	5,520	5,520	3,676	0	6,100		
5123 WELLNESS PROGRAM	0	120	120	0	0	100		
5241 MAINTENANCE OF EQUIPMENT	48,900	328,000	328,000	108,761	0	1,111,500		
5242 VEHICLE FUEL	1,589	7,800	7,800	1,500	0	5,500		
5250 PUBLICATION/DUES	45	500	500	45	0	300		
5265 TRAINING/EDUCATION	0	500	500	0	0	1,000		
5270 TRAVEL & MEETINGS	0	500	500	0	0	1,000		
5310 SAFETY/EQUIPMENT/CLOTHING	0	1,000	1,000	151	0	800		
COLLECTIONS & DISTRIBUTION	50,534	386,113	386,113	141,320	0	1,171,400	0	0
Total Expenditures	3,227,509	7,494,219	7,494,219	4,045,395	0	9,110,800	0	0
Grand Total:	-3,227,509	-7,494,219	-7,494,219	-4,045,395	0	-9,110,800	0	0

Total Positions Requested		
Request Type		Total
Reclassification		19
New Positions		14
Total Positions Requested		33

Request Type	Current Position for Re-Classification	Current Range	Current Step	Proposed Position	Proposed Fund	Proposed Salary Schedule	Proposed Range	Proposed Step	Proposed Hourly Rate	Current Job Description Available	Proposed Job Description Provided by Department	Department	Unit
1 New	n/a	n/a	n/a	Human Resources Analyst	General Fund	MSPC	78	1	\$13.02	Yes	n/a	Human Resources	Human Resources
2 Reclassification	Administrative Services Technician II	75 (MSPC)	6	Human Resources Specialist	General Fund	MSPC	80	5	\$38.62	Yes	n/a	Human Resources	Human Resources
3 Reclassification	Human Resources Manager	92 (MSPC)	5	Human Resources Manager	General Fund	MSPC	88	3	\$56.04	Yes	n/a	Human Resources	Human Resources
4 New	n/a	n/a	n/a	Executive Assistant	General Fund	MSPC	74	1	\$26.10	Yes	Revision	City Manager's Office	City Manager's Office
5 Reclassification	General Maintenance Worker II	64 (Teamsters)	2	Equipment Mechanic	Enterprise & General Fund	Teamsters	67	2	\$24.83	No	New	Public Services	Shop
6 Reclassification	General Maintenance Worker II	64 (Teamsters)	3	Lead Equipment Mechanic	Enterprise & General Fund	Teamsters	70	6	\$32.50	No	New	Public Services	Shop
7 Reclassification	Administrative Assistant	80 (Teamsters)	2	Management Analyst	Enterprise \$5-10 & \$5-210	MSPC	80	1	\$32.59	Yes	Revision	Public Services	Water and Wastewater
8 Reclassification - PT	Library Assistant (Part-Time)	11	2	Library Page	General Fund	Part Time Unrepresented	55	1	\$12.58	No	New	Library	Library Services
9 New	n/a	n/a	n/a	Librarian	General Fund	MSPC	78	3	\$31.02	No	New	Library	Library Services
10 Reclassification - PT	Library Assistant (Part-Time)	11	2	Library Coordinator (Part-Time)	General Fund	Part Time Unrepresented	75	1	\$28.81	Yes	Yes	Library	Library Services
11 New	n/a	n/a	n/a	Special Events Coordinator	General Fund	MSPC	75	1	\$28.81	No	New	Parks and Recreation	Events Division
12 New	n/a	n/a	n/a	Recreation Specialist	General Fund	Teamsters	60	1	\$15.89	Yes	n/a	Parks and Recreation	Recreation/Events Division
13 New	n/a	n/a	n/a	Parks Maintenance Worker III	General Fund	Teamsters	64	1	\$21.96	No	New	Parks and Recreation	Parks
14 New	n/a	n/a	n/a	Parks Maintenance Worker III	General Fund	Teamsters	64	1	\$21.96	No	New	Parks and Recreation	Parks
15 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	3	Parks Maintenance Worker I	General Fund	Teamsters	64	3	\$24.21	No	New	Parks and Recreation	Parks
16 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	3	Parks Maintenance Worker I	General Fund	Teamsters	67	2	\$19.19	No	New	Parks and Recreation	Parks
17 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	3	Parks Maintenance Worker II	General Fund	Teamsters	62	3	\$21.83	No	New	Parks and Recreation	Parks
18 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	1	Parks Maintenance Worker II	General Fund	Teamsters	60	1	\$15.89	No	New	Parks and Recreation	Parks
19 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	4	Parks Maintenance Worker II	General Fund	Teamsters	64	2	\$22.05	No	New	Parks and Recreation	Parks
20 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	4	Parks Maintenance Worker II	General Fund	Teamsters	60	4	\$22.05	No	New	Parks and Recreation	Parks
21 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	3	Parks Maintenance Worker II	General Fund	Teamsters	60	2	\$20.86	No	New	Parks and Recreation	Parks
22 Reclassification	General Maintenance Worker I (Parks)	57 (Teamsters)	4	Parks Maintenance Worker III	General Fund	Teamsters	64	2	\$23.25	No	New	Parks and Recreation	Parks
23 New	n/a	n/a	n/a	Geographic Information Systems Coordinator	General Fund	MSPC	75	1	\$24.81	No	New	Information Technology	Information Technology
24 Reclassification	Information Technology Technician I	60 (MSPC)	3	Information Technology Technician III	General Fund	Teamsters	88	1	\$24.84	Yes	n/a	Information Technology	Information Technology
25 Reclassification	Information Technology Technician I	60 (MSPC)	4	Information Technology Technician III	General Fund	Teamsters	89	1	\$24.84	Yes	n/a	Information Technology	Information Technology
26 New	n/a	n/a	n/a	Police Officer	General Fund	POA	78	1	\$32.80	Yes	n/a	Police	Patrol - Traffic and Cover Units
27 New	n/a	n/a	n/a	Police Officer	General Fund	POA	75	1	\$31.80	Yes	n/a	Police	Patrol - General Duty
28 New	n/a	n/a	n/a	Administrative Assistant	General Fund	Teamsters	60	1	\$19.89	Yes	Revision	Police	Police Command Staff
29 New	n/a	n/a	n/a	Police Services Officer III	General Fund	POA	67	1	\$23.64	Yes	n/a	Police	Records - Front Counter
30 Reclassification	Financial Analyst	78 (MSPC)	n/a	Finance Manager	General Fund	MSPC	88	1	\$50.83	Yes	n/a	Administrative Services	Finance
31 Reclassification	Accounting Assistant II	61 (Teamsters)	2	Accounting Technician	General Fund	Teamsters	69	1	\$24.84	Yes	n/a	Administrative Services	Finance
32 New	n/a	n/a	n/a	Accounting Assistant III	General Fund	Teamsters	68	1	\$24.07	Yes	n/a	Administrative Services	Finance
33 New - PT Staff	n/a	n/a	n/a	Organic Waste Monitor	General Fund	Part Time Unrepresented	65	1	\$22.50	No	New	Community Development	Community Development

	FY 2023 BUDGET Existing Positions	FY 2023 FTE Count	Current Range/Step	Hourly rate w/COLA	FY 2024 SUPPLEMENTAL CHANGES Position Changes Requested	FY 2024 FTE Change	Proposed Range/Step	Proposed New Hourly Rate	FY 2024 BUDGET PROPOSED Positions	FY 2024 FTE Count
City Council										
City Council		5.0				-			City Council	5.0
City Clerk		1.0				-			City Clerk	1.0
Total City Council Positions		6.0				-				6.0
City Manager										
Public Records Analyst (Vacant)		1.0				-			Public Records Analyst (Vacant)	1.0
Assistant City Manager		1.0				-			Assistant City Manager	1.0
City Manager		1.0				-			City Manager	1.0
Administrative Assistant (CM) Vacant		0.5	60/1	\$19.89	Reclass to Executive Assistant	0.5	74/1	\$28.10	Executive Assistant	1.0
Total City Manager Positions		3.5				0.5				4.0
Human Resources										
HR Manager		1.0	92/5	\$53.28	Reclass to Step 98	-	98/3	\$56.04	Human Resources Manager	1.0
New HR Analyst		-			New HR Analyst	1.0	78/1	\$31.02	Human Resources Analyst	1.0
Administrative Technician II		1.0	75/6	\$36.77	Reclass to HR Specialist	-	80/5	\$39.62	Human Resources Specialist	1.0
Total Human Resources Positions		2.0				1.0				3.0
Administrative Services										
Administrative Services Director (Interim)		1.0				-			Administrative Services Director (Interim)	1.0
Accounting Assistant I		1.0				-			Accounting Assistant I	1.0
Accounting Assistant II		1.0	61/2	\$21.41	Reclass to Accounting Technician	-	69/1	\$24.84	Accounting Technician	1.0
Financial Analyst		1.0	78/3	\$32.57	Reclass to Finance Manager	-	98/1	\$50.83	Finance Manager	1.0
Accounting Assistant III		1.0				-			Accounting Assistant III	1.0
Administrative Assistant		0.5	60/2	\$20.88	Reclass to Accounting II/III FT	0.5	66/1	\$23.07	Accounting Assistant II/III	1.0
Total Administrative Positions		5.5				0.5				6.0
Information Technology										
Information Technology Director		1.0				-			Information Technology Director	1.0
New GIS Coordinator		-			New GIS Coordinator	1.0	75/1	\$28.81	GIS Coordinator	1.0
IT Technician I		2.0	60/3	\$21.93	Reclass to IT Technician III	-	69/1	\$24.84	IT Technician III	2.0
IT Technician II PT		0.5				-			IT Technician II	0.5
Administrative Assistant		0.5	60/2	\$20.88	New make Administrative Assistant full time	0.5	60/2	\$20.88	Administrative Assistant	1.0
Total Information Technology Positions		4.0				1.5				5.5
FY 2023 BUDGET Existing Positions		FY 2023 FTE Count		Hourly rate w/COLA	FY 2024 SUPPLEMENTAL CHANGES Position Changes Requested	FY 2024 FTE Change	Proposed Range/Step	Proposed New Hourly Rate	FY 2024 BUDGET PROPOSED Positions	FY 2024 FTE Count
Police Department										
Police Chief (Interim)		1.0				-			Police Chief	1.0
Corporal (2 Vacant)		3.0				-			Corporal	3.0
Police Officer		11.0			New Police Officers	2.0	79/1	\$31.80	Police Officer	13.0
Police Service Officer I		1.0				-			Police Service Officer I	1.0
Sergeant		5.0				-			Sergeant	5.0
Police Service Officer II		1.0				-			Police Service Officer II	1.0
Police Service Officer III		1.0			New Police Service Officer III	1.0	67/1	\$23.64	Police Service Officer III	2.0
Criminal Analyst		1.0				-			Criminal Analyst	1.0
Police Captain		1.0				-			Police Captain	1.0

Administrative Assistant		-			New Administrative Assistant	1.0	60/1	\$19.89	Administrative Assistant	1.0
Total Police Positions	25.0					4.0				29.0
Public Services										-
General Maintenance I (1 Vacant)	3.0					-			General Maintenance I (1 Vacant)	3.0
General Maintenance III	1.0	64/2	\$23.05		Reclass to Equipment Mechanic	-	67/2	\$24.83	Equipment Mechanic	1.0
General Maintenance III	1.0	64/8	\$30.89		Reclass to Lead Equipment Mechanic	-	70/6	\$32.50	Lead Mechanic	1.0
General Maintenance III	4.0					-			General Maintenance III	4.0
Maintenance Electrician	1.0					-			Maintenance Electrician	1.0
General Maintenance Technician I	1.0					-			General Maintenance Technician I	1.0
Public Services Foreman	1.0					-			Public Services Foreman	1.0
Building Services Worker	1.0					-			Building Services Worker	1.0
Public Services Director	1.0					-			Public Services Director	1.0
Public Services Manager (Vacant)						-			Public Services Manager (Vacant)	1.0
Administrative Assistant	1.0	60/7	\$26.65		Reclass to Management Analyst	-	80/1	\$32.59	Management Analyst	1.0
Total Public Services Positions	16.0					-				16.0
FY 2023 BUDGET Existing Positions	FY 2023 FTE Count		Hourly rate w/COLA	FY 2024 SUPPLEMENTAL CHANGES Position Changes Requested	FY 2024 FTE Change	Proposed Range/Step	Proposed New Hourly Rate	FY 2024 BUDGET PROPOSED Positions	FY 2024 FTE Count	
Community Development										-
Planning Commissioner (1 Vacant)	5.0				-			Planning Commissioner (1 Vacant)	5.0	
Administrative Assistant	1.0				-			Administrative Assistant	1.0	
Building Inspector	1.0				-			Building Inspector	1.0	
Planner I	1.0				-			Planner I	1.0	
Engineer Tech/Inspector	1.0				-			Engineer Tech/Inspector	1.0	
Community Development Technician	1.0				-			Community Development Technician	1.0	
Community Development Director	1.0				-			Community Development Director	1.0	
Code Enforcement Officer	1.0				-			Code Enforcement Officer	1.0	
Project Manager	1.0				-			Project Manager	1.0	
New Organic Waste Monitor PT	-			New Organic Waste Monitor	0.5	65/1	\$22.50	Organic Waste Monitor	0.5	
Total Community Development Positions	13.0				0.5				13.5	
Library										
Community Services Director (Vacant)	1.0				-			Community Services Director (Vacant)	1.0	
Library Assistant I	2.0				-			Library Assistant I	2.0	
Library Administrator	1.0				-			Library Administrator	1.0	
Literacy Coordinator	1.0				-			Literacy Coordinator	1.0	
Literacy Technician	1.0				-			Literacy Technician	1.0	
Librarian	-			New Librarian	1.0	78/1	\$32.01	Librarian	1.0	
Literacy Coordinator PT	0.5				-			Literacy Coordinator PT	0.5	
Library Assistant I PT	0.5	11/2	\$15.61	Reclassification Literacy Coordinator PT	-	75/1	\$28.81	Literacy Coordinator PT	0.5	
Library Assistant I PT (1 Vacant)	0.5	11/2	\$15.61	Reclassification Library Page PT	-	55/1	\$17.58	Library Page PT (Vacant)	0.5	

6/30/2023 7:10 PM

GRAND TOTAL ALL DEPARTMENTS	127.5	127.5	140.0

Check Register Report

Date: 06/30/2023

Time: 3:43 pm

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CITY OF IMPERIAL

BANK: UNION BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks								
111558	06/23/23	Printed			7601	3 STAR INC	74530 74470	11,983.00
111559	06/23/23	Printed			391	A & R CONSTRUCTION	2362 74548	2,113.56
111560	06/23/23	Printed			1642	ACME SAFETY & SUPPLY CORP	156471-00 74434	4,457.26
111561	06/23/23	Printed			1021	AGGREGATE PRODUCTS, INC.	54685 74435	3,376.13
111562	06/23/23	Printed			8160	AISHA BELL-MELVIN	9814-1100/231 MAZATLAN	78.60
111563	06/23/23	Printed			2357	ALL VALLEY FENCE AND MATERIALS	23-5275 74588	6,103.23
111564	06/23/23	Printed			195	ALLIED WASTE	0467-001677792 MAY SWEEPER 74439	13,141.45
111567	06/23/23	Printed			5956	AMAZON CAPITAL SERVICES	111-7522325-2873833 74549	12,621.85
111568	06/23/23	Printed			6306	AMERICAN FIDELITY ASSURANCE	D602481 JUNE 2023 74865	5,050.14
111569	06/23/23	Printed			8168	ANNETTE AGUILAR	9972-0530/421 S F	83.35
111570	06/23/23	Printed			656	AQUA METRIC	INV0094732 74547	33,423.94
111571	06/23/23	Printed			7704	ARC PERFORMANCE WELDING &	1510 74550	4,441.72
111572	06/23/23	Printed			8170	ARIANA LIZARDE	PROCESSING FEE 74640	311.15
111576	06/23/23	Printed			4400	BABCOCK LABORATORIES, INC.	CF30297-8203 74545	8,651.12
111577	06/23/23	Printed			6069	BAKER DISTRIBUTING COMPANY LLC	EA04438 74546	563.56
111578	06/23/23	Printed			7158	BLUETARP FINANCIAL, INC.	F78143/5 75003	51.64
111579	06/23/23	Printed			3669	CANON	30640931 74870	1,633.93
111580	06/23/23	Printed			529	CHARLES P. CROWLEY CO. INC	31495 74964	5,594.82
111581	06/23/23	Printed			6222	CODE EXXPERS, LLC	2023-0024 75000	1,535.88
111582	06/23/23	Printed			8164	COLLIN CROUSE	9525-0075/642 W BREWER#134	101.97
111583	06/23/23	Printed			2676	CONSTANCIO S. TORRES	CLASSES MAY 2023 74634	224.00
111585	06/23/23	Printed			6857	COUNTY MOTOR PARTS CO, INC	553440 74968	5,349.76
111586	06/23/23	Printed			3920	CPC SYSTEMS, INC.	CSIV00940 74500	21,115.69
111587	06/23/23	Printed			1573	DEPARTMENT OF JUSTICE	661306 74703	512.00
111588	06/23/23	Printed			8173	DFM ASSOCIATES	2023 CA ELECTIONS CODE BOOK 74871	70.78
111589	06/23/23	Printed			7100	DISCOUNT SCHOOL SUPPLY	W04253420101 74628	166.15
111590	06/23/23	Printed			2019	DRISCOLLS	4678 74636	452.49
111591	06/23/23	Printed			517	DYNAMIC CONSULTING ENGINEERS	390781.13 70981	2,550.00
111592	06/23/23	Printed			207	EL CENTRO MOTORS	5202101 74960	66.70
111593	06/23/23	Printed			8106	ENNIS-FLINT INC	444190 74970	11,795.77
111594	06/23/23	Printed			019	FERGUSON ENTERPRISES, LLC	1002382 74600	400.38
111595	06/23/23	Printed			8167	GIBRAN RUIZ	9814-1498/256 SANTA ROSALIA	74.43
111596	06/23/23	Printed			7087	GLORIA AYALA	PROCESSING FEE 74639	205.00
111597	06/23/23	Printed			4456	GRAFFIK SCREEN PRINTING	844 74635	924.50
111599	06/23/23	Printed			7720	GREEN RUBBER-KENNEDY AG	I-101553 74433	5,333.70
111600	06/23/23	Printed			264	HINDERLITER, DE LLAMAS &	SIN028803 74869	1,272.68
111601	06/23/23	Printed			2096	HOME DEPOT CREDIT SERVICES	1059 00054 98969 74493	162.80
111602	06/23/23	Printed			4377	HUBER TECHNOLOGY INC	CD10024681 74958	13,455.90
111603	06/23/23	Printed			8163	HYUN LEE	9410-1134/612 SILVERWOOD	61.02
111604	06/23/23	Printed			4637	IMPERIAL COUNTY PUBLIC HEALTH	23217 74963	1,040.00
111605	06/23/23	Printed			028	IMPERIAL IRRIGATION DISTRICT	JUNE 20, 2023	11,910.93
111606	06/23/23	Printed			221	IMPERIAL PRINTERS	23-1415 74962	619.90
111607	06/23/23	Printed			3187	IMPERIAL TRUSS & LUMBER CO.	B59913 74590	101.93
111608	06/23/23	Printed			2099	IMPERIAL VALLEY OCCUPATIONAL M	2758 74702	260.00

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Date: 06/30/2023
Time: 3:43 pm
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CITY OF IMPERIAL

BANK: UNION BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks								
111609	06/23/23	Printed			535	IMPERIAL VALLEY TRUCK & AUTO	02P27212 74437	143.81
111610	06/23/23	Printed			8175	INFINITE ELECTRONICS INT'L INC	SO797679 74489	6,302.77
111611	06/23/23	Printed			5033	INFO SEND INC.	240311 74863	1,799.04
111612	06/23/23	Printed			4139	ISAIAH GONZALEZ	6/26/23 - 6/29/23	176.25
111613	06/23/23	Printed			8174	IXOM WATERCARE INC.	6673596 74144	5,012.78
111614	06/23/23	Printed			8161	JOHN CHASE	9723-0276/657 GARNET	79.12
111615	06/23/23	Printed			642	JORDAN CENTRAL IMPLEMENT CO.	P10681 74967	108.30
111616	06/23/23	Printed			8169	JULIA COLLURA	PROCESSING FEE 74638	391.00
111617	06/23/23	Printed			962	JWC ENVIRONMENTAL	115093 74422	12,739.29
111619	06/23/23	Printed			2901	KIMBALL MIDWEST	101002389 74966	4,374.95
111620	06/23/23	Printed			3946	KOSMONT CO.	2302.4-002 74868	3,697.20
111621	06/23/23	Printed			1647	LA BRUCHERIE IRRIGATION SUPPLY	262719C 74959	1,318.98
111622	06/23/23	Printed			1996	LEE TIRE CO.	390117 74760	934.77
111623	06/23/23	Printed			8165	LEILANY GONZALEZ	9998-4139/498 TRESHILL#184	223.07
111624	06/23/23	Printed			6568	MANUEL LOPEZ	REFUND B23-000071 73696	1,814.44
111625	06/23/23	Printed			7992	MUNITEMPS	130217 74873	58,981.25
111626	06/23/23	Printed			4481	O'REILLY	2687-407203 74757	147.12
111627	06/23/23	Printed			8172	OMJC SIGNAL INC	19490 74533	32,800.00
111628	06/23/23	Printed			8089	PAUL MARCINKOWSKI	REFUND CUP 21-07 74755	333.60
111629	06/23/23	Printed			7495	POLYDYNE INC.	1723178 74446	20,420.78
111630	06/23/23	Printed			133	RAIN FOR RENT	1876613 74438	24.39
111631	06/23/23	Printed			3008	RDO EQUIPMENT CO	117439311 71894	22,505.72
111632	06/23/23	Printed			8171	REDLINE SYSTMES INC.	3040 74423	16,645.00
111633	06/23/23	Printed			4570	RELIANCE FOUNDRY CO LTD	45922 74442	447.00
111634	06/23/23	Printed			694	REXEL OF AMERICA, LLC	S136619734.001 74441	231.47
111635	06/23/23	Printed			7940	RICARDO ARGUELLEZ	6/26/23 - 6/29/23	176.25
111636	06/23/23	Printed			3526	RSD	3321281-00 74443	1,627.09
111637	06/23/23	Printed			957	SC FUELS	2403190-IN 74447	2,670.15
111638	06/23/23	Printed			5257	SKM ENGINEERING LLC	25086 74445	152.50
111639	06/23/23	Printed			6648	SMARTCOVER SYSTEMS	25915 74444	7,544.02
111640	06/23/23	Printed			135	SOCALGAS	420 S IMPERIAL 4/11-5/10/23	62.06
111641	06/23/23	Printed			091	STAPLES CREDIT PLAN	9913159632 74705	243.07
111642	06/23/23	Printed			4561	STATEWIDE TRAFFIC SAFETY AND	01008210 73886	424.72
111643	06/23/23	Printed			7623	STERICYCLE, INC.	8004065107 74864	89.38
111644	06/23/23	Printed			6416	SUN DATA SUPPLY	INV0253779 74450	429.49
111645	06/23/23	Printed			7443	TEXAS LIFE INSURANCE COMPANY	6/16/23	1,004.22
111646	06/23/23	Printed			275	UNDERGROUND SERVICE ALERT OF	30230344 74862	95.75
111647	06/23/23	Printed			2008	UNITED PARCEL SERVICE	Y00924223 6/20/23	165.15
111648	06/23/23	Printed			8133	UNIVAR SOLUTIONS USA INC.	51161869 74420	6,701.57
111649	06/23/23	Printed			931	URBAN FUTURES INCORPORATED	ARBITRAGE REPORT FEE 74866	2,500.00
111650	06/23/23	Printed			6313	US AIR CONDITIONING	6107336 74955	23.24
111651	06/23/23	Printed			1100	USA BLUEBOOK	342026 74952	2,056.28
111652	06/23/23	Printed			8166	VALERIE MENDIBLES	9214-1010/218 ACAPULCO	74.93
111653	06/23/23	Printed			1529	VALLEY CHRISTIAN CHURCH	9008-1000/431 WALL	711.62
111654	06/23/23	Printed			611	VERIZON WIRELESS	9936594187	958.81
111655	06/23/23	Printed			1715	WAXIE SANITARY SUPPLY	81692683 74956	2,346.71
111656	06/23/23	Printed			1568	WEBB AND ASSOCIATES	231274 74951	16,910.93
111657	06/23/23	Printed			7695	WINNCOM TECHNOLOGIES CORP	STDINV0223667 74485	718.16
111658	06/23/23	Printed			3603	XYLEM	401249950 74954	7,504.76
111659	06/23/23	Printed			8162	YOSELIN SEGURA	9978-3042/498 TRESHILL #144	191.26

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Date: 06/30/2023
Time: 3:43 pm
Page: 3

CITY OF IMPERIAL

BANK: UNION BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount

Total Checks: 94

Checks Total (excluding void checks): 440,479.03

Total Payments: 94

Bank Total (excluding void checks): 440,479.03

Total Payments: 94

Grand Total (excluding void checks): 440,479.03

DATE SUBMITTED

06/28/2023

SUBMITTED BY

Public Services

DATE ACTION REQUIRED

07/05/2023

COUNCIL ACTION

PUBLIC HEARING REQUIRED

RESOLUTION

ORDINANCE 1ST READINGORDINANCE 2ND READING

CITY CLERK'S INITIALS

AB()()()()()AB

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION:

Continue

Emergency

Wastewater Line

Repairs

1. Continue Emergency of repairs for City Wastewater lines in Alleyway

DEPARTMENT INVOLVED: Public Services -Wastewater

BACKGROUND/SUMMARY:

There is a City wastewater line located in the alley to the west of El Zarape Restaurant. A sewer backup occurred at the restaurant and, upon inspection, it was discovered that the City wastewater line is in a deteriorated condition and is not properly sloped. As a consequence of the condition of the wastewater line, there is significant exposure to an interruption in service and/or a sewer spill. Such condition poses a threat to the public health and safety. Council adopted Resolution 2023-15 on April 19th.

Public Services is currently waiting on parts for arrival and expected lead times to complete repairs and rectify issues.

FISCAL IMPACT: To be determined

FINANCE
INITIALSDP

STAFF RECOMMENDATION: Approve Continuation of Emergency

DEPT. INITIALS

J.L.

MANAGER'S RECOMMENDATION:

approveCITY
MANAGER'S
INITIALSDM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

Agenda Item No. _____

DATE SUBMITTED April 19, 2023
 SUBMITTED BY Public Services
 DATE ACTION REQUIRED April 19, 2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Resolution Declaring Emergency and Authorizing Repair
 I. Approval of Resolution to authorize repair of a city wastewater line on an emergency basis.

DEPARTMENT INVOLVED:
Public Services

BACKGROUND/SUMMARY:

There is a City wastewater line located in the alley to the west of El Zarape Restaurant. A sewer backup occurred at the restaurant and, upon inspection, it was discovered that the City wastewater line is in a deteriorated condition and is not properly sloped. As a consequence of the condition of the wastewater line, there is significant exposure to an interruption in service and/or a sewer spill. Such condition poses a threat to the public health and safety and it is recommended that Council adopt the attached resolution which would authorize repair of the wastewater line on an emergency basis.

FISCAL IMPACT: TO BE DETERMINED

FINANCE
INITIALS _____

STAFF RECOMMENDATION: Approve Resolution

DEPT. INITIALS 

MANAGER'S RECOMMENDATION: Adopt resolution to authorize repair on an emergency basis

CITY
MANAGER'S
INITIALS 

MOTION:

SECONDED:
 AYES:
 NAYES:
 ABSENT:

APPROVED () REJECTED ()
 DISAPPROVED () DEFERRED ()
 REFERRED TO:

RESOLUTION NO. 2023-15

**RESOLUTION DECLARING AN EMERGENCY,
RATIFYING ACTION TAKEN TO ADDRESS THE
EMERGENCY AND AUTHORIZING REPAIR ON AN
EMERGENCY BASIS**

WHEREAS, the City operates and maintains a wastewater collection system ("System");
and

WHEREAS, the System includes a line which runs from south to north in the alley immediately adjacent to and west of El Zarape restaurant and serves properties in that vicinity ("Wastewater Line"); and

WHEREAS, the City received notice of a sewer backup at El Zarape; and

WHEREAS, inspection of the Wastewater Line disclosed that it is in a deteriorated condition due to its age and does not have proper slope; and

WHEREAS, if not addressed on an emergency basis, the Wastewater Line could result in a sewer spill and pose a threat to the public health and safety; and

WHEREAS, the above described conditions constitute an emergency under applicable law and such emergency would not reasonably permit delays associated with a competitive solicitation for bids and the actions taken herein were necessary to respond to the emergency; and

WHEREAS, in order to safeguard the public health and safety, it was necessary to take immediate action to repair/replace the Wastewater Line; and

WHEREAS, the City Council wishes to ratify action taken by staff and the City Manager to address the conditions which constitute the emergency.

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 demands the immediate expenditure of public money to safeguard life, health or property, and hereby ratifies action taken by staff and the City Manager to repair/replace the Wastewater Line emergency basis to safeguard life, health or property in accordance with applicable provisions of the Public Contracts Code and without otherwise complying with bid requirements required by law.

3. The City Council authorizes payment for repair/replacement of the Wastewater Line.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 19th day of April, 2023.

Katherine Burnworth, Mayor

ATTEST:

City Clerk





06/28/23

Public Services

07/05/23

(2)

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(C)

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IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Continue Emergency at 1. Discuss, Approve/Disapprove continuation of Emergency at Aten Rd & HWY 86 Intersection Aten Rd & HWY 86 Intersection	
DEPARTMENT INVOLVED: Public Services	
BACKGROUND/SUMMARY: On June 1 st , 2023 around 6:40 A.M., a Signal Pole on the Northwest corner of Aten Rd & Hwy 86 was knocked down by a Commercial Truck. The pole and supporting equipment were damaged beyond repair causing the intersection to be placed on red-flash, causing traffic back up and potential safety hazards to life & property. City manager has authorized purchase of a mobile signal that is hoped to provide temporary service by the end of the week. The City is working diligently to repair and restore control of intersection.	
FISCAL IMPACT: \$32K to date. Expected shipment date & new equipment is 4-6 months	FINANCE INITIALS 
STAFF RECOMMENDATION: Approve Continuance	DEPT. INITIALS 
MANAGER'S RECOMMENDATION: Approve	CITY MANAGER'S INITIALS 
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	

DATE SUBMITTED June 9, 2023
 SUBMITTED BY Public Services
 DATE ACTION REQUIRED June 12, 2023

COUNCIL ACTION ☒
 PUBLIC HEARING REQUIRED ☐
 RESOLUTION ☐
 ORDINANCE 1ST READING ☐
 ORDINANCE 2ND READING ☐
 CITY CLERK'S INITIALS ☐

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: Declare Emergency at Aten Rd & HWY 86 Intersection	DISCUSSION/ACTION: I. Discuss, Approve/Disapprove declaration of Emergency at Aten Rd & HWY 86 Intersection												
DEPARTMENT INVOLVED: <u>Public Services</u>													
BACKGROUND/SUMMARY: On June 1st, 2023 around 6:40 A.M., a Signal Pole on the Northwest corner of Aten Rd & Hwy 86 was knocked down by a Commercial Truck. The pole and supporting equipment were damaged beyond repair causing the intersection to be placed on red-flash, causing traffic back up and potential safety hazards to life & property. City manager has authorized purchase of a mobile signal that is hoped to provide temporary service by the end of the week. The City is working diligently to repair and restore control of intersection.													
FISCAL IMPACT: \$32K to date. Expected shipment date & new equipment is 4-6 months	FINANCE INITIALS 												
STAFF RECOMMENDATION: Approve	DEPT. INITIALS 												
MANAGER'S RECOMMENDATION: Approve	CITY MANAGER'S INITIALS 												
MOTION:													
<table style="width: 100%;"> <tr> <td style="width: 33%;"> SECONDED: </td> <td style="width: 33%;"> APPROVED ☐ </td> <td style="width: 33%;"> REJECTED ☐ </td> </tr> <tr> <td> AYES: </td> <td> DISAPPROVED ☐ </td> <td> DEFERRED ☐ </td> </tr> <tr> <td> NAYES: </td> <td colspan="2"> REFERRED TO: </td> </tr> <tr> <td> ABSENT: </td> <td colspan="2"></td> </tr> </table>		SECONDED:	APPROVED ☐	REJECTED ☐	AYES:	DISAPPROVED ☐	DEFERRED ☐	NAYES:	REFERRED TO:		ABSENT:		
SECONDED:	APPROVED ☐	REJECTED ☐											
AYES:	DISAPPROVED ☐	DEFERRED ☐											
NAYES:	REFERRED TO:												
ABSENT:													

RESOLUTION NO. 2023-

**RESOLUTION DECLARING AN EMERGENCY,
AUTHORIZING THE CITY MANAGER TO TAKE SUCH
ACTION AS MAY BE NECESSARY IN RESPONSE
THERE TO AND RATIFYING ACTION TAKEN TO DATE**

WHEREAS, the City operates and maintains a Traffic Signal Control System and associated lighting and traffic control operations and various intersections ("System"); and

WHEREAS, the System and associated lighting, provide safe and effective traffic flow;
and

WHEREAS, the System includes poles, concrete bases and foundations, signal lighting, pedestrian crossing features, wiring and conduit, pull/junction boxes, controller cabinet housing electronics and power backups ("Infrastructures"); and

WHEREAS, the Signal and supporting infrastructures located at the NW corner of Aten Rd and HWY 86 ("Signal") was struck by a Commercial Truck and was severely damaged beyond repair; and

WHEREAS, in order to safeguard vehicle traffic, pedestrians and to protect the public, life and property, it is necessary to take immediate action to repair the Signal and Infrastructures;
and

WHEREAS, the above described conditions constitute an emergency under applicable law and such emergency would not reasonably permit delays associated with a competitive solicitation for bids and the actions authorized herein are necessary to respond to the emergency;
and

WHEREAS, the City Council wishes to delegate authority to the City Manager to take such action as may be necessary to repair the Signal Pole in the Traffic Signal Control System, ratify action already taken and otherwise address the emergency as described herein.

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 delegates to the City Manager the authority to take such immediate action as may be necessary to safeguard life, health or property in connection with repair to the Signal in the Traffic System in

accordance with Public Contracts Code Sections 20168 and 22050 and without otherwise complying with bid requirements required by law.

3. The City Council authorizes action set forth herein and further ratifies action authorized by the City Manager taken to date; including but not limited to purchase of a mobile signal, to address the Signal in the Traffic System and potential public and traffic hazard on the basis that the emergency described herein will not permit a delay resulting from a competitive solicitation of bids and the action is necessary to respond to the emergency.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 12th day of June.

Katherine Burnworth, Mayor

ATTEST:

City Clerk

**Agenda Item
No.**

B-4

DATE SUBMITTED 6/28/2023

SUBMITTED BY SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED 7/5/2023

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

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT: **RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2004-1
(Victoria Ranch)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2004-1 (Victoria Ranch).

The proposed FY 2023/24 special tax rate for Facilities designated as Developed Property is equal to 99.59% of the maximum special tax rate allowed. The proposed FY 2023/24 special tax rate for Services designated as Developed Property is equal to the maximum special tax rate allowed. The proposed FY 2023/24 special tax rates for Facilities and for Services designated as Final Map Property is 0.00% of the maximum special tax rate allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities do not adjust from year-to-year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER's
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2004-1 (Victoria Ranch):

(1) Approval of Resolution No. 2023- ~~30~~ 31 Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2004-1 (VICTORIA RANCH), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2004-1 (Victoria Ranch) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on October 6, 2004, the City Council adopted an Ordinance establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2004-1 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amounts, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes, and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation; reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2004-1 (VICTORIA RANCH) FISCAL YEAR 2023/24

Special Tax Rates (Facilities)

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Single Family Residential Developed	\$1,610.00 per Unit	\$1,603.34 per Unit
Multiple Family Residential Developed	\$405.00 per Unit	\$403.32 per Unit
Non-Residential Developed	\$3,000.00 per Acre	\$2,987.61 per Acre
Final Map	\$1,610.00 per Lot	\$0.00 per Lot
Undeveloped	\$13,000.00 per Acre	\$0.00 per Acre

Special Tax Rates (Services)

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Residential Developed	\$197.24 per Unit	\$197.24 per Unit
Non-Residential Developed	\$789.02 per Acre	\$789.02 per Acre
Final Map	\$789.02 per Acre	\$0.00 per Acre

**Agenda Item
No.**

B-5

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT: **RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2004-3
(Bratton Development)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2004-3 (Bratton Development).

The proposed FY 2023/24 special tax rate for Facilities that are designated as Developed Property is 78.03% of the maximum special tax rate allowed. The proposed FY 2023/24 special tax rate for Facilities that are designated as Undeveloped Property is 0.00% of the maximum special tax rate allowed. The proposed FY 2023/24 special tax rate for Services is equal to the maximum special tax rate allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities do not adjust from year-to-year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER's
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2004-3 (Bratton Development):

(1) Approval of Resolution No. 2023-21, Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2004-3 (BRATTON DEVELOPMENT), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2004-3 (Bratton Development) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on November 17, 2004, the City Council adopted an Ordinance establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2004-3 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amounts, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation, reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

**CITY OF IMPERIAL
COMMUNITY FACILITIES DISTRICT NO. 2004-3 (BRATTON DEVELOPMENT)
FISCAL YEAR 2023/24**

Special Tax Rates (Facilities)

Land Use Class	Building Square Footage	Assigned Special Tax per Residential Unit	FY 2023/24 Special Tax Rate
1	Less than 1,500	\$1,267.00	\$988.58
2	1,500 – 1,700	\$1,340.00	\$1,045.54
3	1,701 – 1,900	\$1,414.00	\$1,103.28
4	1,901 – 2,100	\$1,605.00	\$1,252.30
5	Greater than 2,100	\$1,716.00	\$1,338.92

Land Use Class	Assigned Special Tax per Acre	FY 2023/24 Special Tax Rate
Undeveloped Property	\$11,152.00	\$0.00

Special Tax Rates (Services)

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Developed Property	\$197.24 per Unit	\$197.24 per Unit
Undeveloped Property	\$789.02 per Acre	\$789.02 per Acre

**Agenda Item
No.**

B-6

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT: **RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2006-1
(Monterrey Park)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2006-1 (Monterrey Park).

The proposed FY 2023/24 special tax rates are as follows:

Improvement Area No. 1

Facilities Special Tax designated as Developed Property: 97.65% of the maximum special tax rate allowed
Facilities Special Tax designated as Undeveloped Property: 0.00% of the maximum special tax rate allowed
Services Special Tax Rate for All Property: equal to the maximum special tax rate allowed

Improvement Area No. 2

Services Special Tax designated as Developed Property: equal to the maximum special tax rate allowed
Services Special Tax designated as Undeveloped Property: 0.00% of the maximum special tax rate allowed

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities increase by 2% each year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER'S
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2006-1 (Monterrey Park):

(1) Approval of Resolution No. 2023-~~32~~ Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2006-1 (MONTERREY PARK), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2006-1 (Monterrey Park) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part I, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on April 5, 2006, the City Council adopted Ordinance 716 establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2006-1 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amount, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation, reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A**CITY OF IMPERIAL
COMMUNITY FACILITIES DISTRICT NO. 2006-1 (MONTERREY PARK)
FISCAL YEAR 2023/24****Special Tax Rates (Facilities)**

Land Use Class	Building Square Footage	Assigned Special Tax per Residential Unit	FY 2023/24 Special Tax Rate
1	Less than 1,550	\$2,404.20	\$2,347.60
2	1,550 – 1,799	\$2,531.62	\$2,472.02
3	1,800 – 2,049	\$2,716.48	\$2,652.52
4	2,050 – 2,299	\$2,853.70	\$2,786.52
5	2,300 – 2,549	\$3,028.72	\$2,957.42
6	2,550 – 2,799	\$3,301.78	\$3,224.06
7	2,800 – 3,049	\$3,311.58	\$3,233.62
8	Greater than 3,049	\$3,458.60	\$3,377.18

Land Use Class	Assigned Special Tax per Acre	FY 2023/24 Special Tax Rate
Undeveloped Property	\$23,678.08	\$0.00

**Special Tax Rates (Services)
Improvement Area No. 1**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Developed Property	\$197.24 per Unit	\$197.24 per Unit
Undeveloped Property	\$789.02 per Acre	\$789.02 per Acre

**Special Tax Rates (Services)
Improvement Area No. 2**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Developed Property	\$197.24 per Unit	\$197.24 per Unit
Undeveloped Property	\$789.02 per Acre	\$0.00 per Acre

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

**SUBJECT: RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2004-2
(Mayfield)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2004-2 (Mayfield).

The proposed FY 2023/24 special tax rates are as follows:

Improvement Area No. 1

Facilities Special Tax designated as Developed Property: equal to the maximum special tax rate allowed

Facilities Special Tax designated as Undeveloped Property: 29.69% of the maximum special tax rate allowed

Services Special Tax Rate for All Property: equal to the maximum special tax rate allowed

Improvement Area No. 2

Services Special Tax designated as Developed Property: equal to the maximum special tax rate allowed

Services Special Tax designated as Undeveloped Property: 0.00% of the maximum special tax rate allowed

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities do not adjust from year-to-year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER's
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2004-2 (Mayfield):

(1) Approval of Resolution No. 2023-~~33~~ 32 Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REJECTED ()

DEFERRED ()

REFERRED TO:

RESOLUTION NO. 2023-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2004-2 (MAYFIELD), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2004-2 (Mayfield) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part I, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on April 20, 2005, the City Council adopted an Ordinance establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2004-2 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amounts, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation, reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

**CITY OF IMPERIAL
COMMUNITY FACILITIES DISTRICT NO. 2004-2 (MAYFIELD)
IMPROVEMENT AREA NO. 1
FISCAL YEAR 2023/24**

Special Tax Rates (Facilities)

Land Use Class	Building Square Footage	Assigned Special Tax per Residential Unit	FY 2023/24 Special Tax Rate
1	Less than 1,600	\$1,639.00	\$1,639.00
2	1,600 – 1,850	\$2,171.00	\$2,171.00
3	1,851 – 2,300	\$2,294.00	\$2,294.00
4	2,301 – 2,600	\$2,555.00	\$2,555.00
5	2,601 – 3,000	\$2,841.00	\$2,841.00
6	3,001 – 3,300	\$3,278.00	\$3,278.00
7	Greater than 3,300	\$3,606.00	\$3,606.00

Land Use Class	Assigned Special Tax per Acre	FY 2023/24 Special Tax Rate
Non-Residential Developed	\$17,596.00	\$17,596.00
Undeveloped Property	\$17,596.00	\$5,223.44

**Special Tax Rates (Services)
Improvement Area No. 1**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Residential Developed	\$197.24 per Unit	\$197.24 per Unit
Non-Residential Developed	\$789.02 per Acre	\$789.02 per Acre
Undeveloped Property	\$789.02 per Acre	\$789.02 per Acre

**Special Tax Rates (Services)
Improvement Area No. 2**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Residential Developed	\$197.24 per Unit	\$197.24 per Unit
Non-Residential Developed	\$789.02 per Acre	\$789.02 per Acre
Undeveloped Property	\$789.02 per Acre	\$0.00 per Acre

**Agenda Item
No.**

B-8

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT: **RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2005-1
(Springfield)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2005-1 (Springfield).

The proposed FY 2023/24 special tax rate for Facilities is 98.38% of the maximum special tax rate allowed. The proposed FY 2023/24 special tax rate for Services is equal to the maximum special tax rate allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities do not adjust from year-to-year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER's
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2005-1 (Springfield):

(1) Approval of Resolution No. 2023-~~91~~ **94** Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2005-1 (SPRINGFIELD), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2005-1 (Springfield) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on August 3, 2005, the City Council adopted an Ordinance establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2005-1 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amounts, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation, reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

**CITY OF IMPERIAL
COMMUNITY FACILITIES DISTRICT NO. 2005-1 (SPRINGFIELD)
FISCAL YEAR 2023/24**

Special Tax Rates (Facilities)

Land Use Class	Building Square Footage	Assigned Special Tax per Residential Unit	FY 2023/24 Special Tax Rate
1	Less than 1,001	\$1,430.00	\$1,406.84
2	1,001 – 1,200	\$1,599.00	\$1,573.10
3	1,201 – 1,400	\$1,684.00	\$1,656.72
4	1,401 – 1,600	\$1,892.00	\$1,861.36
5	1,601 – 2,000	\$1,980.00	\$1,947.94
6	2,001 – 2,400	\$2,268.00	\$2,231.28
7	Greater than 2,400	\$2,742.00	\$2,697.60

Land Use Class	Assigned Special Tax per Acre	FY 2023/24 Special Tax Rate
Non-Residential Developed	\$20,520.00	\$20,187.76
Undeveloped Property	\$20,520.00	\$0.00

Special Tax Rates (Services)

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Residential Developed	\$197.24 per Unit	\$197.24 per Unit
Non-Residential Developed	\$789.02 per Acre	\$789.02 per Acre
Undeveloped Property	\$789.02 per Acre	\$0.00 per Acre

**Agenda Item
No.**

B-9

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

COUNCIL ACTION

(x)

PUBLIC HEARING

()

REQUIRED

RESOLUTION

(x)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

CB

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

**SUBJECT: RESOLUTION DETERMINING AND LEVYING THE SPECIAL TAXES FOR:
CITY OF IMPERIAL COMMUNITY FACILITIES DISTRICT NO. 2006-2
(Savanna Ranch)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt this resolution to determine and levy the special taxes for fiscal year 2023/24 ("FY 2023/24") for CFD No. 2006-2 (Savanna Ranch).

The proposed FY 2023/24 special tax rates are as follows:

Improvement Area No. 1

Facilities Special Tax designated as Developed Property: 87.03% of the maximum special tax rate allowed
Services Special Tax designated as Developed Property: equal to the maximum special tax rate allowed
Facilities and Services Special Tax designated as Undeveloped Property: 0.00% of the maximum special tax rate allowed

Improvement Area No. 2

Services Special Tax designated as Developed Property: equal to the maximum special tax rate allowed
Services Special Tax designated as Undeveloped Property: 0.00% of the maximum special tax rate allowed

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. The maximum special taxes for Facilities do not adjust from year-to-year. The maximum special taxes for Services change each year by the percentage change in the Consumer Price Index from the current year to the previous year.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the resolution to determine and levy the special taxes for FY 2023/24.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER'S
INITIALS _____

MOTION TO ADOPT:

COMMUNITY FACILITIES DISTRICT NO. 2006-2 (Savanna Ranch):

(1) Approval of Resolution No. 2023-~~25~~ Determining and Levying the Special Taxes for Fiscal Year 2023/24

SECONDED:

APPROVED ()

REJECTED ()

AYES:

DISAPPROVED ()

DEFERRED ()

NAYES:

ABSENT:

REFERRED TO:

RESOLUTION NO. 2023-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT NO. 2006-2 (SAVANNA RANCH), DETERMINING AND LEVYING THE SPECIAL TAXES FOR FISCAL YEAR 2023/24

WHEREAS, the City Council (the "City Council") of the City of Imperial (the "City") is the legislative body of Community Facilities District No. 2006-2 (Savanna Ranch) (the "District"), which District was established pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Part 1, Division 2, Title 5 of the government code of the State of California (the "Act");

WHEREAS, on March 15, 2006, the City Council adopted Ordinance 717 establishing the District, and providing for the Special Tax in accordance with Section 53340 of the Act authorizing the levy of the Special Tax on the property located within the District; and

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

Section 1: The preceding recitals are true and correct.

Section 2: The City does, by the passage of this resolution, authorize the levy of special taxes at the rates set forth in Exhibit "A" attached hereto, referred and so incorporated.

Section 3: The rate determined and set forth above does not exceed the amount as previously authorized by the Ordinance and is not in excess of that amount previously approved by the qualified electors of the applicable Improvement Area of the District. After adoption of this Resolution, the City Manager or his/her designee, may make any necessary modification to these special taxes to correct errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modification shall not result in an increase in the tax applicable to any category of parcels.

Section 4: The proceeds of the Facilities Special Tax shall be used to pay, in whole or in part, the approved costs for the subject fiscal year as provided in the City of Imperial Community Facilities District No. 2006-2 Ordinance and once issued, Fiscal Agents Agreement (the "Fiscal Agents Agreement"):

- A. The Administrative costs and other incidental expenses of the District;
- B. The interest scheduled for collection on the outstanding bonded indebtedness related to the District;
- C. The principal scheduled for collection on the outstanding term bonds related to the applicable Improvement Area;

- D. The sinking payments scheduled for collection on the outstanding term bonds relating to the applicable Improvement Area;
- E. Amounts, if any, needed to replenish the applicable Reserve Account of the Bond Fund to the level of the Reserve Requirement;
- F. Amounts, if any, required to bring the amount on deposit in the Rebate Fund to the required level; and
- G. Amount, if any, needed for the Surplus Fund to be utilized for reimbursement of Facilities.

Section 5: That the proceeds of the Services Special Tax shall be used to pay the authorized purposes pursuant to the formation proceedings, including but not limited to, the following:

- A. Payment of CFD administrative costs; and
- B. Payment of authorized services.

Section 6: The above authorized Special Taxes shall be collected in the same manner as ordinary *ad valorem* property taxes and shall be subject to the same penalties and same procedures, sale and lien priority in cases of any delinquency as is provided for *ad valorem* taxes.

Section 7: The Auditor-Controller of the County of Imperial is hereby directed to apply the real property statement for each parcel in the District for the current fiscal year listing the Special Tax due opposite each parcel of land affected, in a line item designated "CFD Special Tax," or any other suitable designation, reference is made to attached Exhibit "A" for the exact rates of the Special Taxes.

Section 8: All applicable Special Taxes collected will be paid to the trustee for deposit in the applicable Special Tax Fund upon receipt by the City of Imperial from the Auditor-Controller pursuant to the terms of the Indenture of Trust.

Section 9: The Auditor-Controller shall, at the close of the tax collection period, promptly render to the City a detailed report showing the amounts of the Special Tax installments, penalties, interest, and fees collected, and from which properties collected. Any expenses to be paid to the Auditor-Controller for carrying out the forgoing responsibilities shall be in accordance with a contract, if any, entered into between the district and the Auditor-Controller, pursuant to Section 29304 of the Government Code of the State of California or as otherwise provided by law.

Section 10: This resolution relating to the levy of the special tax shall take effect immediately upon its passage and adoption in accordance with the provisions of Government Code Section 53340, as amended.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

**CITY OF IMPERIAL
COMMUNITY FACILITIES DISTRICT NO. 2006-2 (SAVANNA RANCH)
FISCAL YEAR 2023/24**

Special Tax Rates (Facilities)

Land Use Class	Building Square Footage	Assigned Special Tax per Residential Unit	FY 2023/24 Special Tax Rate
1	Less than 1,676	\$670.70	\$583.72
2	1,676 – 1,925	\$733.70	\$638.56
3	1,926 – 2,175	\$1,015.20	\$883.56
4	2,176 – 2,425	\$1,103.40	\$960.32
5	2,426 – 2,675	\$1,177.60	\$1,024.90
6	2,676 – 2,925	\$1,264.42	\$1,100.46
7	2,926 – 3,175	\$1,373.64	\$1,195.52
8	Greater than 3,175	\$1,447.84	\$1,260.10

Land Use Class	Assigned Special Tax per Acre	FY 2023/24 Special Tax Rate
Undeveloped Property	\$9,940.30	\$0.00

**Special Tax Rates (Services)
Improvement Area No. 1**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Developed Property	\$188.80 per Unit	\$188.80 per Unit
Undeveloped Property	\$755.34 per Acre	\$0.00 per Acre

**Special Tax Rates (Services)
Improvement Area No. 2**

Land Use Class	Assigned Special Tax	FY 2023/24 Special Tax Rate
Developed Property	\$188.80 per Unit	\$188.80 per Unit
Undeveloped Property	\$755.34 per Acre	\$0.00 per Acre

DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

COUNCIL ACTION (x)

PUBLIC HEARING REQUIRED ()

RESOLUTION (x)

ORDINANCE 1ST READING ()

ORDINANCE 2ND READING ()

CITY CLERK'S INITIALS (ab)

IMPERIAL CITY COUNCIL AGENDA ITEM

**SUBJECT: RESOLUTION OF INTENTION:
IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1 (Paseo del Sol and
Wildflower Subdivisions)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt these three resolutions for intent to initiate, levy an assessment for fiscal year ("FY") 2023/24, order an engineer's report, and set a public hearing. Following the intent meeting and adoption of the resolutions, a public hearing will be held on July 19, 2023 to take testimony and adopt resolutions to accept the engineer's report and approve a levy for FY 2023/24.

The proposed FY 2023/24 annual assessment is \$94.36 per Parcel (\$47.18 per EDU) for Wildflower and \$91.40 per Parcel (\$45.70 per EDU) for Paseo del Sol, which are equal to the maximum assessment rates allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. Each year the assessments on individual parcels may be increased up to the Consumer Price Index.

ADMIN
SERVICES SIGN
INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the three resolutions initiating the FY 2023/24 annual assessments.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER'S
INITIALS _____

MOTION TO ADOPT:

IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1

- (1) Res. No. 2023-~~56~~ Initiating Proceedings for the Annual Levy;
- (2) Res. No. 2023-~~57~~ Preliminary Approval of the Engineer's Report; and,
- (3) Res. No. 2023-~~58~~ Intention to Conduct a Public Hearing and Order the Levy of Assessments.

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1, FOR FISCAL YEAR 2023/24; AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT IN CONNECTION THEREWITH

WHEREAS, the City Council by previous Resolutions formed and approved maximum annual assessment rates for the City of Imperial Lighting Maintenance District No. 1 (the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council desires to initiate proceedings for the levy and collection of annual assessments against lots and parcels of land within the District for Fiscal Year ("FY") 2023/24 pursuant to provisions of the Act; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance ("K&G Public Finance") for the purpose of preparing and filing an Engineer's Report (the "Report") with the City Clerk in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The City Council hereby appoints K&G Public Finance as the District Assessment Engineer, and orders K&G Public Finance to prepare the Engineer's Report concerning the District and the levy of assessments for FY 2023/24, in accordance with *Chapter 1, Article 4, beginning with Section 22565* of the Act.

Upon completion of the Report, said Report shall be filed with the City Clerk, who shall submit the same to the City Council for its consideration pursuant to *Section 22586* of the Act.

Section 2: The improvements include but are not limited to the operation, administration, maintenance and servicing of streetlights and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments. The Report describes in more detail the items to be maintained and serviced.

Section 3: The City Council hereby determines that to provide the improvements described in Section 2 of this Resolution, it is necessary to levy and collect assessments against lots and parcels within the District.

Section 4: The City Manager of the City of Imperial is hereby authorized and directed to take any and all action necessary and appropriate in connection with the annual levy and collection of assessments for the District.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Mayor

City Clerk

RESOLUTION NO. 2023-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, FOR PRELIMINARY APPROVAL OF THE ENGINEER'S ANNUAL LEVY REPORT REGARDING THE IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1; AND THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS RELATED THERETO FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has, by previous Resolution, ordered the preparation of the Fiscal Year ("FY") 2023/24 Annual Engineer's Report (the "Report") in connection with the City of Imperial Lighting Maintenance District No. 1 (the "District"), and the levy and collection of assessments against lots and parcels of land within the territory for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, to pay the maintenance, servicing, and operation of the improvements, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the District Assessment Engineer has prepared and filed with the City Clerk and the City Clerk has now presented to the City Council the Engineer's Report entitled "City of Imperial Lighting Maintenance District No. 1 (Paseo del Sol and Wildflower) Engineer's Report FY 2023/24"; and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District, the improvements described therein, each and all of the budget items and documents as set forth therein, and is satisfied that the proposed annual assessments, on a preliminary basis, have been spread in accordance with the special benefits received from the improvements, operation, administration, maintenance and services to be performed within the District, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The Report as presented, consists of the following:

- A Description of Improvements;
- The Annual Budget (Costs and Expenses of Services, Operations and Maintenance);
- The Method of Apportionment and the proposed amount to be levied and collected against each Assessor Parcel within the District for FY 2023/24;
- The District Roll containing the Levy for each Assessor Parcel Number within the District; and
- An exhibit showing the boundaries of the District.

Section 3: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 4: The Report is hereby approved on a preliminary basis, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 5: The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2023-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1, FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has by previous Resolution, initiated proceedings for the levy and collection of assessments against lots and parcels of land within the City of Imperial Lighting Maintenance District No. 1 (the “District”) for Fiscal Year (“FY”) 2023/24, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the “Act”); and,

WHEREAS, the Act provides for the City Council to levy and collect the annual assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance as the District Assessment Engineer for the Annual Levy of the District, and to prepare and file an Engineer’s Report (the “Report”) with the City Clerk in accordance with the Act, and that said Report has been prepared and filed with the City Clerk and presented to the City Council.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The above recitals are true and correct.

Section 2: The City Council hereby declares its intention to levy and collect assessments against lots and parcels of land within the District for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, to pay the costs and expenses of the improvements which are described in the Report. The City Council finds that the public’s best interest requires such levy and collection.

Section 3: The territory of the District is within the boundaries and jurisdiction of the District, and the City of Imperial within the County of Imperial, State of California. The boundary map describing the District is on file with the City Clerk and is hereby incorporated by reference into this Resolution. The District is designated as the “City of Imperial Lighting District No. 1.”

The boundaries of the District are non-contiguous and consist of all parcels with the Zone 2001-01 (Wildflower) and Zone 2001-02 (Paseo del Sol). A general description of each Zone is as follows:

- Zone 2001-01 (Wildflower) is located in the west portion of the City of Imperial, generally South of Joshua Tree Street and West of La Brucherie Road. Zone 2001-01 (Wildflower) consists of all assessable parcels located in the Wildflower No. 8 subdivision in the City;

- Zone 2001-02 (Paseo del Sol) is located in the northeast portion of the City of Imperial, generally North of Aten Road, and East of Highway 86. Zone 2001-02 (Paseo del Sol) consists of all parcels located in the Paseo del Sol subdivision within the City.

Section 4: The improvements of the District are briefly described as the operation, administration, maintenance and servicing of all streetlight improvements and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments namely:

- Local streetlights in close proximity, within approximately 90 feet, to certain lots and parcels;
- Arterial streetlights, which provide a special benefit to all the assessable parcels in the District.

Section 5: The District Assessment Engineer has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council a Report, in connection with the proposed improvements, a description of an annual inflationary adjustment that will be applied to the assessments in subsequent fiscal years and levy and collection of assessments against lots and parcels of land within the District for FY 2023/24 in accordance with *Chapter 1, Article 4* of the Act, and the City Council did by Resolution approve such Report. Reference is hereby made to said Report for a detailed description of improvements, the boundaries of the District, and the proposed assessments upon assessable lots and parcels of land within the District.

Section 6: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 7: The City Council hereby declares its intention to conduct a Public Hearing concerning the improvements and the levy of assessments for the District in accordance with *Chapter 2, Article 1, Sections 22590* of the Act. Notice is hereby given that on **Wednesday, July 19, 2023, at 7:00 p.m.** the City Council will hold a Public Hearing for the District for Fiscal Year 2023/24, or as soon thereafter as feasible. The Public Hearing will be held in the City Council's regular meeting chambers located at 220 West 9th Street, Imperial, California, at the time so fixed. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 8: The City Clerk shall cause notice to be given of the time and place of the Public Hearing by causing the publishing of this Resolution once in the local paper not less than ten (10) days before the date of the hearing and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices.

Section 9: The Mayor, City Clerk, the City Manager, the City Council and such officers and employees of the City as are appropriate, are authorized and directed to execute such other documents and take such further action as shall be consistent with the intent and purpose of this Resolution.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Mayor

City Clerk



City of Imperial
Lighting Maintenance District No. 1
(Paseo Del Sol and Wildflower)

Engineer's Report
Fiscal Year 2023/24

Report Dated: July 5, 2023

KOPPEL & GRUBER
PUBLIC FINANCE

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San Marcos, California 92078

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EXHIBITS

EXHIBIT A: PRELIMINARY ASSESSMENT ROLL FOR FISCAL YEAR 2023/24

EXHIBIT B: DISTRICT BOUNDARY MAPS

SECTION I. OVERVIEW

A. INTRODUCTION

The City of Imperial (“City”) annually levies and collects special assessments in order to continue the maintenance of the improvements within the Imperial Lighting Maintenance District No. 1 (“District”). The District was formed and annual assessments are levied, pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code* (“1972 Act”) and in compliance with the substantive and procedural requirements of the “*California State Constitution*” Article XIIIID (“Article XIIIID”).

This report constitutes the annual update of the Engineer’s Report (“Report”) which provides updated information regarding the budget and factors that affect the assessment. The annual budget for the maintenance and operation of the improvements is based on estimated expenses for the upcoming fiscal year. Parcels within the District are assessed proportionately for only those improvements and services that are a special benefit as determined in the original formation Engineer’s Report.

The word “parcel,” for the purposes of this Report, refers to an individual property assigned its own Assessor’s Parcel Number by the Imperial County Assessor’s Office. The Imperial County Auditor/Controller uses Assessment Parcel Numbers and specific Fund Numbers, to identify on the tax roll, properties assessed for special district benefit assessments.

Following consideration of all public comments and written protests at a noticed Public Hearing, the City Council will confirm the Report as submitted or amended and order the levy and collection of assessments for Fiscal Year (“FY”) 2023/24 pursuant to the 1972 Act. The assessment information approved will be submitted to the County Auditor/Controller and included on the property tax roll for each benefiting parcel.

In November 2001, the District was formed comprising of one zone of improvement, Zone 2001-01 (Wildflower). The formation was pursuant to City Council resolution following a property owner protest ballot proceeding, conducted in compliance with the provisions of Article XIIIID Section 4, to approve and confirm the Maximum Assessments and an Assessment Range Formula (inflationary factor) for the Zone 2001-01 (Wildflower) District. In February 2002, a second zone of improvement, Zone 2001-02 (Paseo del Sol), was annexed into the District following a similar property owner protest ballot proceeding, conducted in compliance with the provisions of Article XIIIID Section 4, to approve and confirm the Zone 2001-02 (Paseo del Sol) Maximum Assessments and an Assessment Range Formula (inflationary factor). Although the City Council must consider all property owner comments or protests prior to levying an annual assessment each year, the Council may approve any proposed assessment that is less than or equal to the adjusted maximum assessment rate previously approved for each zone.

The Constitutional provisions of Article XIIIID do not alter the non-conflicting provisions of the 1972 Act and this Report and the method of apportionment contained herein utilize commonly accepted assessment engineering practices consistent with the Act and the

provisions of the Constitution. All new or increased assessments (including any annexations) will be subject to the substantive and procedural requirements of Article XIID Section 4. Changes in land use or parcel subdivisions resulting in an increase to a particular parcel or group of parcels are not considered an increased assessment.

DRAFT

SECTION II. DESCRIPTION OF THE DISTRICT

A. BOUNDARIES OF THE DISTRICT

The boundaries of the District are non-contiguous and consist of all parcels within the Zone 2001-01 (Wildflower) and Zone 2001-02 (Paseo del Sol). A map showing the boundaries of the District has been filed with the City Clerk and by reference is made part of this Report.

1. Zone 2001-01 (Wildflower)

Zone 2001-01 (Wildflower) is located in the west portion of the City, generally South of Joshua Tree Street and West of La Brucherie Road. Zone 2001-01 (Wildflower) consists of all assessable parcels located in the Wildflower No. 8 subdivision.

2. Zone 2001-02 (Paseo del Sol)

Zone 2001-02 (Paseo del Sol) is located in the northeast portion of the City, generally North of Aten Road, and East of Highway 86. Zone 2001-02 (Paseo del Sol) consists of all parcels located in the Paseo del Sol subdivision.

B. DESCRIPTION OF THE DISTRICT IMPROVEMENTS AND SERVICES

The Improvements to be maintained, operated, and serviced by the District are the local and arterial street lighting systems of the City that confer special benefit to the District parcels. The specific location of both local and arterial streetlight improvements within the City can be found on the Streetlight Inventory Maps maintained by the City and on file in the office of the City Engineer where they are available for inspection. The City also maintains a lamp location list that is a tabulated listing of every street in the District by alphabetical order. Included in the items listed for each lamp are the exact location by street address number and lamp size. Lamps are not placed in specific zones, unless they clearly only benefit certain parcels (e.g., alley lights, main streetlights and petitioned installation areas). Article XIID of the California Constitution defines "maintenance and operation expenses" as, "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement". The District funding includes, but is not limited to, the removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures and all appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and operation of the local and arterial lighting benefiting the District parcels.

The local street lighting improvements to be maintained, operated, and serviced by the District include utility company and City-owned streetlights within the right of way of the local public streets located within the boundaries of the District. These lights are in close proximity, approximately 90 feet, to the District parcels identified as receiving local lighting benefit in the Method of Assessment, and as such, provide special benefit to these parcels.

Specifications for street lighting within the District are indicated within a previously executed contract by and between the City and the local utility company, a copy of which is available in the Engineering Division of the Community Development Department.

The arterial street lighting improvements to be maintained, operated, and serviced by the District include a reasonable allocation of local utility company-owned and City owned streetlight maintenance, operation, and servicing on the major arterial streets within the City that provide special benefit to the parcels within the District whether or not such parcels are in close proximity to such lighting.

The local lighting and arterial lighting costs assessed in the existing County Streetlight District are not assessed through this District. Only costs above and beyond the existing County Streetlight District will be assessed as a part of the District improvements.

The detailed plans and specifications for the improvements are on file in the office of the City Clerk where they are available for public inspection. The plans and specifications for the improvements are voluminous and are not bound in this Engineer's Report but by this reference are incorporated herein and made a part of this Engineer's Report.

C. DISTRICT BOUNDARY MAPS

Assessment District boundary maps have been prepared for the Lighting Maintenance Assessment District in the format required by the 1972 Act, and are on file with the City Clerk, and, by reference, are made part of this Report. A subdivision map showing each of the parcels included within the boundaries of the District and subject to the annual assessment charge is incorporated as Exhibit "B" to this Report.

SECTION III. METHOD OF APPORTIONMENT

A. GENERAL

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of landscaping and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

The formula used for calculating assessments in this District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on benefit to each parcel.

In addition, pursuant to *Article XIID Section 4* a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits may be assessed and the District must separate the general benefits from the special benefits. Therefore, the District assesses only for improvements that provide special benefit and any improvements considered general benefit have been eliminated from the District Assessments.

B. BENEFIT ANALYSIS

1. Special Benefits

The streetlight improvements were installed by the developers, and by the sub dividers of the land, and the continued maintenance was guaranteed through the establishment of a Streetlight Maintenance District. If the installation of the improvements and the guaranteed maintenance did not occur, the lots would not have been established and could not have been sold to any distinct and separate owner. The establishment of each distinct and separate lot is a special benefit that permits the construction of a building or structure on the property and the ownership and sale of the distinct lot in perpetuity.

All the lots are established at the same time once the conditions regarding the improvements and the continued maintenance are guaranteed. As a result, each lot within the District receives a special and distinct benefit from the improvements and to the same degree.

In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within the District because of the nature of the improvements. The proper maintenance of the street lighting and appurtenant facilities reduces property-related crimes (especially vandalism) against properties in the District. All of the above

mentioned contributes to a specific enhancement of the property values of each of the parcels within the District.

All of the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District and thereby provide a special enhancement to the property.

2. General Benefits

In addition to the special benefits received by the parcels within the District, there are incidental general benefits conferred by the proposed improvements. The total benefits are thus a combination of the special benefits to the parcels within the District and the general benefits to the public at large and to adjacent property owners. The portion of the total streetlight maintenance costs, which are associated with general benefits, will not be assessed to the parcels in the District, but will be paid from other City Funds. It is estimated that the general benefit portion of the benefit received from the improvements is less than one percent (1%) of the total benefit. Nonetheless, the City has agreed to ensure that no property is assessed in excess of the reasonable cost of the proportional special benefit conferred on that property.

C. ASSESSMENT METHODOLOGY

Based on the foregoing identification of special benefit, the eligible costs to be funded through the District will be determined as follows:

- First, the prior fiscal year's actual revenue and expenses for the District will be compared to the budgeted amount adopted by City Council, to determine the balance in the District's Reserve Fund.
- Second, the new energy rates for the upcoming fiscal year will be identified, and the new fiscal year budget requirements will be determined.
- Third, the new budget needs will be compared to the Reserve Fund to determine if the District's assessment rates should be increased or decreased based on the need for funds.
- The escalation factor will be determined by compiling a composite percentage increase in the energy costs for all of the lamp sizes that the City maintains. The percentage increase in the CPUC approved rate for each lumen bulb maintained by the City and applicable to the upcoming fiscal year will be obtained. The greater of the composite percentage increase in the CPUC rate or the annual CPI will be the escalation factor for the upcoming fiscal year. If the CPUC rate has decreased, then the escalation factor may be a negative percent and may result in decreased assessments for the District. The assessment rates will not be decreased if the District is operating with a deficit or if the Reserve Fund balance needs to be restored to reflect half a year's levy. If the District is not operating at a deficit, the result of decreasing CPUC rates will be a negative escalation factor and decreased assessments.

- The escalation factor will be applied to the prior year's assessment rates for the District to determine the upcoming year's maximum assessment. The assessments collected through the District levy and held in Reserve Funds can only be used for the types of expenses listed in the Improvements and Cost Estimate section of the current fiscal year's Engineer's Report.

1. Land Use Definitions

The District assessment is based on land use so that property owners are assessed in proportion to the benefits received. The land uses defined below are descriptive of all parcels expected to exist in the District in FY 2023/24. In the event there is a question regarding the land use designation of any parcel in the District, the City Engineer will be responsible for administratively assigning one of the land uses listed below.

Table 1
Land Use Designation

LAND USE CODE	LAND USE DESCRIPTION
APT	Multiple family residential parcels that benefit from local lighting
APT-X	Multiple family residential parcels that do not benefit from local lighting
CONDO	Condominium or town home parcels that benefit from local lighting
CONDO-X	Condominium or town home parcels that do not benefit from local lighting
EXEMPT	Parcels exempt by law from the assessment, or those parcels that do not receive any benefit from the District
MH	Mobile homes that benefit from local lighting
MH-X	Mobile homes that do not benefit from local lighting
NONRES	Non-residential parcels that benefit from local lighting
NONRES-X	Non-residential parcels that do not benefit from local lighting
RES	Single family residential parcels that benefit from local lighting
RES-X	Single family residential parcels that do not benefit from local lighting
VACANT	Parcels without a building or similar structure that benefit from local lighting
VACANT-X	Parcels without a building or similar structure that do not benefit from local lighting

Properties that do not benefit from local street lighting are designated with an "X" in the Land Use Code, and are not assessed for local lighting, but are assessed for their share of the costs for arterial lighting and engineering and incidentals. Properties that do not benefit from local street lighting are designated with an "X" in the Land Use Code, and are not assessed for local lighting, but are assessed for their share of the costs for arterial lighting and engineering and incidentals.

2. Local Lighting Apportionment

The special benefit from maintenance, operation, and servicing of local street lighting within the District only accrues to those parcels within the District located in areas where such lighting is provided. Therefore, parcels without local street lighting are not assessed

for the cost of providing such lighting. Generally, a parcel is determined to have local lighting provided if a streetlight is within approximately 90 feet of the parcel.

Regarding local lighting, there exists the core benefit of available lighting for every parcel in the District near a streetlight. This “Availability” benefit is apportioned to parcels in the District on a per parcel basis. In addition to this benefit, parcels in the District benefit from improved safety related to people who own or use the parcels in the District (“Safety to People”) and improved safety related to the parcel itself (“Safety to Property”).

a. Safety to People

The Safety to People benefit results in a special benefit to residential parcels because local street lighting improves traffic safety during ingress and egress to the property and creates a deterrent to crime against people on the property. Vacant, non-developable properties within the District are not perceived to receive Safety to People benefit.

b. Safety to Property

The Safety to Property benefit results in a special benefit to both residential and vacant non-developable parcels because local lighting maintenance, operation and servicing provides for the protection of buildings and personal property against crime such as theft and vandalism. The Safety to Property benefit is apportioned to properties in the District based on relative property size as available from the City of Imperial Planning Department for residential uses.

Table 2 shows the breakdown of the benefit units assigned to each land use for those properties located in areas with streetlights. The single-family parcel has been selected as the basic unit for calculation of the assessments and is defined as one (1) Equivalent Dwelling Unit (“EDU”). Other land use parcels receive slightly varying levels of benefit based on parcel usage and size. Equivalent factors have been developed to indicate the benefit received based on the single-family parcel. All other land uses are converted to EDUs in the manner shown in the following table:

Table 2
Local Lighting Benefit Factors

LAND USE DESCRIPTION	SAFETY TO PEOPLE	SAFETY TO PROPERTY	AVAILABILITY BENEFIT	TOTAL BENEFIT UNITS
Single Family Residential (SFR)	0.50 per unit	0.25 per unit	0.25 per parcel	1.00 per unit
Condominium	0.43 per unit	0.12 per unit	0.25 per parcel	0.80 per unit
Multi-Family up to 20 units	0.45 per unit	0.09 per unit	0.25 per parcel	0.54 per unit + 0.25 per parcel
Multi-Family more than 20 units	0.45 per unit	1.80 per parcel	0.25 per parcel	0.45 per unit + 2.05 per parcel
Mobile home up to 20 units	0.20 per unit	0.13 per unit	0.25 per parcel	0.33 per unit + 0.25 per parcel
Mobile home more than 20 units	0.20 per unit	2.60 per parcel	0.25 per parcel	0.20 per unit + 2.85 per parcel
Non-residential	1.00 per acre	1.50 per acre	1.50 per acre	4.00 per acre
Vacant	0.00 per parcel	0.25 per parcel	0.25 per parcel	0.50 per parcel

3. Arterial Lighting Apportionment

All parcels in the District receive a special benefit from the installation, maintenance, operation, and servicing of safety lighting and street lighting on arterial streets. The arterial lighting, traffic signals, safety lighting, and capital improvements (Arterial Lighting) are provided throughout the City and all properties in the District may easily access these improvements. In contrast to the Local Lighting, Arterial Lighting benefits properties primarily because the properties, and the persons using the properties, are provided safe arterial street access. Therefore, Arterial Lighting benefit will be apportioned to parcels in the District on a per unit basis taking into account demographic population information.

Vacant properties, which have no people residing on the property, also benefit from arterial lighting because of the convenience associated with emergency vehicle access and other traffic that must use the arterial streets to service the vacant properties in the District. Therefore, Vacant parcels are assigned a per parcel benefit point. Vacant parcels are assigned benefit points based on the core benefit attributable to every assessable parcel in the District from Arterial Lighting of 0.25 benefit points per parcel.

Table 3 shows the breakdown of the benefit units assigned to each land use for all assessable property in the District. The single-family parcel has been selected as the basic unit for calculation of the assessments and is defined as one (1) EDU. Other land use parcels receive slightly varying levels of benefit based on parcel usage and size. Equivalent factors have been developed to indicate the benefit received based on the single-family parcel. All other land uses are converted to EDUs in the manner shown in the following table.

Table 3
Arterial Lighting Benefit Factors

LAND USE DESCRIPTION	TOTAL BENEFITS UNITS
Single Family Residential (SFR)	1.00 per unit
Condominium	0.85 per unit
Multiple Family	0.95 per unit
Mobile Home	0.40 per unit
Non-residential	1.00 per 7,200 square feet ¹
Vacant	0.25 per parcel

¹ Minimum assessment is equal to a single-family residence.

4. District Engineering

District Engineering Costs include legal, assessment engineering, and other engineering related costs necessary to achieve the Districts compliance with Article XIIID of the California Constitution. All parcels in the District benefit from the District Engineering Costs. Each parcel in the zone is allocated a proportionate share of the District Engineering Cost based on its assigned benefit units.

D. ASSESSMENT RANGE FORMULA

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (*California Constitution Articles XIIIC and XIIID*), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and an inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments. As part of the District formation, a property owner protest ballot proceeding was conducted pursuant to the California State Constitution Article XIIID Section 4. This property owner protest ballot proceeding includes the establishment of an initial Maximum Assessment as well as an Assessment Range Formula.

Generally, if the proposed annual assessment (levy per EDU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners) increased each year, based upon the latest composite percentage change in the Consumer Price Index, All Urban Consumers, for the Riverside-San Bernardino-Ontario Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor.

The Engineer shall compute the percentage difference between the percentage change each year in CPI for March and the CPI for the previous March. The Engineer shall then adjust

the previous maximum assessment rate by an amount not to exceed the percentage change for the upcoming fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

Beginning in the second fiscal year (FY 2002/03), for Zone 2001-01 (Wildflower) and beginning in the second fiscal year (FY 2003/04), for Zone 2001-02 (Paseo del Sol) and each fiscal year thereafter, the Maximum Assessment will be recalculated and a new Maximum Assessment established. The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual assessment (rate per EDU) less than or equal to this Maximum Assessment is not considered an increased assessment, even if the proposed assessment is much greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual District assessments may remain virtually unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on District assessments. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjustment maximum amount. If the budget and assessments for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated require an increase greater than the adjusted Maximum Assessment then the assessment is considered an increased assessment. To impose an increased assessment the City must comply with the provisions of the Constitution Article XIID Section 4(c) that requires a public hearing and certain protest procedures including mailed notice of the public hearing and property owner protest balloting. Property owners, through the balloting process, must approve the proposed assessment increase. If the proposed assessment is approved, then a new Maximum Assessment is established for the District. If the proposed assessment is not approved, the City may not levy an assessment greater than the adjusted Maximum Assessment previously established for the District.

SECTION IV. DISTRICT BUDGET

Table 4
Proposed Budget

DESCRIPTION	ZONE 2001-01 WILDFLOWER	ZONE 2001-02 PASEO DEL SOL
DIRECT COSTS		
Local Lighting	\$2,000	\$2,000
Arterial Lighting	2,000	2,000
Capital Improvement/Replacement	0	0
DIRECT COSTS SUBTOTAL	\$4,000	\$4,000
INCIDENTAL COSTS/EXPENSES		
Engineering/District Administration	\$7,229	\$7,882
Incidentals	0	0
Credit from Other Sources	0	0
INCIDENTAL COSTS/EXPENSES	\$7,229	\$7,882
TOTAL ASSESSMENT	\$11,229	\$11,882
DISTRICT STATISTICS		
Total Parcels	119	130
Total Parcels Levied	119	130
Total Equivalent Dwelling Units	238	260
Applied Rate per EDU	\$47.18	\$45.70
Applied Rate per Parcel (2 EDU/Parcel)	\$94.36	\$91.40
Maximum Rate per EDU	\$47.18	\$45.70
Maximum Rate per Parcel (2 EDU/Parcel)	\$94.36	\$91.40

The Maximum Assessment per EDU for Zone 2001-01 (Wildflower) and for Zone 2001-02 (Paseo del Sol) shown above is based on the Initial Maximum Assessment and the Assessment Range Formula approved by the property owners within the District at the time of formation.

Zone 2001-01 (Wildflower) – The proposed FY 2023/24 annual assessment is \$47.18 per EDU (\$94.36 applied per home).

Zone 2001-02 (Paseo del Sol) – The proposed FY 2023/24 annual assessment is \$45.70 per EDU (\$91.40 applied per home).

CITY OF IMPERIAL

LIGHTING MAINTENANCE DISTRICT NO. 1 (PASEO DEL SOL AND WILDFLOWER)

Engineer's Report Fiscal Year 2023/24

Report Submitted by:



Scott Koppel
Koppel & Gruber Public Finance

Registered Engineer

EXHIBIT A
PRELIMINARY ASSESSMENT ROLL
FOR FISCAL YEAR 2023/24

Parcel identification for each lot or parcel within the District, shall be the parcel as shown on the Imperial County Secured Roll for the year in which this Report is prepared and reflective of the Assessor's Parcel Maps.

The following pages contain a listing of parcels assessed within this District, along with the Zone designation and proposed assessment amounts.



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-01	064-421-001-000	551 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-002-000	555 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-003-000	559 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-004-000	563 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-005-000	567 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-006-000	571 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-007-000	575 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-008-000	579 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-009-000	583 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-010-000	582 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-011-000	578 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-012-000	574 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-013-000	570 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-014-000	566 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-015-000	562 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-016-000	558 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-017-000	554 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-018-000	550 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-421-019-000	551 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-020-000	555 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-021-000	559 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-022-000	563 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-023-000	567 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-024-000	571 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-025-000	575 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-026-000	579 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-027-000	583 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-028-000	582 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-029-000	578 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-030-000	574 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-031-000	570 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-032-000	566 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-033-000	562 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-034-000	558 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-035-000	554 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-036-000	550 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-421-037-000	551 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-038-000	555 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-039-000	559 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-040-000	563 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-041-000	567 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-042-000	571 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-043-000	575 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-044-000	579 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-421-045-000	583 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-422-001-000	549 MESQUITE ST	RES	1	2	\$ 94.36



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use	Residential	EDU	Assessment
			Code	Units		
2001-01	064-422-002-000	545 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-003-000	541 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-004-000	537 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-005-000	533 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-006-000	529 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-007-000	525 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-008-000	521 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-009-000	517 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-010-000	513 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-011-000	509 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-012-000	2342 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-013-000	2338 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-014-000	2334 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-015-000	2330 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-001-000	2328 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-002-000	2324 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-003-000	2320 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-004-000	508 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-005-000	512 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-006-000	516 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-007-000	520 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-008-000	524 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-009-000	528 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-010-000	532 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-011-000	536 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-012-000	540 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-013-000	544 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-014-000	548 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-015-000	550 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-016-000	554 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-017-000	558 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-018-000	562 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-019-000	566 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-020-000	570 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-001-000	521 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-002-000	525 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-003-000	529 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-004-000	533 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-005-000	537 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-006-000	541 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-007-000	545 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-008-000	549 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-009-000	548 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-010-000	544 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-011-000	540 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-012-000	536 MESQUITE ST	RES	1	2	\$ 94.36



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-01	064-424-013-000	532 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-014-000	528 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-015-000	524 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-016-000	520 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-017-000	2343 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-018-000	2339 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-019-000	2335 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-020-000	2331 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-021-000	2329 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-022-000	2325 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-023-000	2321 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-024-000	521 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-025-000	525 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-026-000	529 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-027-000	533 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-028-000	537 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-029-000	541 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-030-000	545 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-031-000	549 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-032-000	548 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-033-000	544 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-034-000	540 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-035-000	536 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-036-000	532 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-037-000	528 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-038-000	524 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-039-000	520 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-02	044-611-001-000	201 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-002-000	203 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-003-000	205 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-004-000	207 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-005-000	209 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-006-000	211 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-007-000	213 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-008-000	215 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-009-000	217 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-010-000	219 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-001-000	200 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-002-000	202 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-003-000	204 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-004-000	206 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-005-000	208 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-006-000	210 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-007-000	212 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-008-000	214 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-009-000	216 W ACAPULCO DR	RES	1	2	\$ 91.40



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-02	044-612-010-000	218 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-011-000	219 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-012-000	217 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-013-000	215 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-014-000	213 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-015-000	211 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-016-000	209 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-017-000	207 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-018-000	205 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-019-000	203 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-020-000	201 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-001-000	200 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-002-000	202 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-003-000	204 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-004-000	206 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-005-000	208 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-006-000	210 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-007-000	212 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-008-000	214 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-009-000	216 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-010-000	218 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-011-000	219 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-012-000	217 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-013-000	215 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-014-000	213 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-015-000	211 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-016-000	209 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-017-000	207 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-018-000	205 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-019-000	203 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-020-000	201 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-001-000	200 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-002-000	202 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-003-000	2442 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-004-000	2444 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-005-000	2446 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-006-000	2448 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-007-000	2447 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-008-000	2445 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-009-000	2443 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-010-000	206 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-011-000	208 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-615-001-000	220 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-002-000	222 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-003-000	224 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-004-000	226 ACAPULCO DR	RES	1	2	\$ 91.40



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
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FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situation Address	Land Use	Residential	EDU	Assessment
			Code	Units		
2001-02	044-615-005-000	228 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-006-000	230 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-007-000	232 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-008-000	233 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-009-000	231 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-010-000	229 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-011-000	227 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-012-000	225 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-013-000	223 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-014-000	221 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-616-001-000	221 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-002-000	223 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-003-000	225 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-004-000	227 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-005-000	229 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-006-000	231 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-007-000	233 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-008-000	235 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-009-000	2421 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-010-000	2423 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-011-000	2425 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-012-000	2427 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-013-000	2429 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-014-000	2431 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-015-000	2433 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-016-000	2435 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-017-000	2437 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-018-000	2439 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-019-000	2441 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-020-000	2443 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-021-000	2445 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-022-000	2447 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-023-000	2449 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-617-001-000	220 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-002-000	222 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-003-000	224 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-004-000	226 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-005-000	228 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-006-000	230 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-007-000	232 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-008-000	233 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-009-000	231 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-010-000	229 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-011-000	227 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-012-000	225 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-013-000	223 SAN FELIPE DR	RES	1	2	\$ 91.40



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use	Residential		EDU	Assessment
			Code	Units			
2001-02	044-617-014-000	221 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-001-000	2447 CABO SAN LUCAS AVE	RES	1		2	\$ 91.40
2001-02	044-618-002-000	2445 CABO SAN LUCAS AVE	RES	1		2	\$ 91.40
2001-02	044-618-003-000	2443 CABO SAN LUCAS AVE	RES	1		2	\$ 91.40
2001-02	044-618-004-000	220 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-005-000	222 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-006-000	224 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-007-000	2444 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-008-000	2446 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-009-000	2448 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-010-000	2447 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-011-000	2445 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-012-000	2443 VERACRUZ CT	RES	1		2	\$ 91.40
2001-02	044-618-013-000	228 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-014-000	230 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-015-000	232 SAN FELIPE DR	RES	1		2	\$ 91.40
2001-02	044-618-016-000	2444 ENSENADA DR	RES	1		2	\$ 91.40
2001-02	044-618-017-000	2446 ENSENADA DR	RES	1		2	\$ 91.40
2001-02	044-618-018-000	2448 ENSENADA DR	RES	1		2	\$ 91.40
						Total Levy	\$23,110.84
						Total Parcel Count	249

EXHIBIT B
DISTRICT BOUNDARY MAPS

DRAFT

CITY OF IMPERIAL **LIGHTING MAINTENANCE DISTRICT NO. 1** **ZONE 2001-01 (WILDFLOWER)**

Yucca St

Silverwood St

Bougainvillea Trl

Silverwood St

Yucca St

Joshua Tree St

Mesquite St

Blazing Star Trl

Sagebrush St

La Brucherie Rd

Turnbweed Ave

Wall Rd

W Wall Rd

Silverwood St

CITY OF IMPERIAL LIGHTING MAINTENANCE DISTRICT NO. 1 ZONE 2001-02 (PASEO DEL SOL)

ap



DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

**SUBJECT: RESOLUTION OF INTENTION:
IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1 (Paseo del Sol and
Wildflower Subdivisions)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt these three resolutions for intent to initiate, levy an assessment for Fiscal Year ("FY") 2023/24, order an engineer's report, and set a public hearing. Following the intent meeting and Adoption of the resolutions, a public hearing will be held on July 19, 2023 to take testimony and adopt resolutions to accept the engineer's report and approve a levy for FY 2023/24.

The proposed FY 2023/24 annual assessment is \$471.72 per Parcel for Wildflower and \$457.00 per Parcel for Paseo del Sol, which are equal to the maximum assessment rates allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. Each year the assessments on individual parcels may be increased up to the Consumer Price Index.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the three resolutions initiating the 2023/24 annual assessments.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER's
INITIALS _____

MOTION TO ADOPT:

IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1

- (1) Res. No. 2023-29 Initiating Proceedings for the Annual Levy;
- (2) Res. No. 2023-40 Preliminary Approval of the Engineer's Report; and,
- (3) Res. No. 2023-41 Intention to Conduct a Public Hearing and Order the Levy of Assessments.

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1, FOR FISCAL YEAR 2023/24; AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT IN CONNECTION THEREWITH

WHEREAS, the City Council by previous Resolutions formed and approved maximum annual assessment rates for the City of Imperial Landscape Maintenance District No. 1 (the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto, and,

WHEREAS, the City Council desires to initiate proceedings for the levy and collection of annual assessments against lots and parcels of land within the District for Fiscal Year ("FY") 2023/24, pursuant to provisions of the Act, and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance ("K&G Public Finance") for the purpose of preparing and filing an Engineer's Report (the "Report") with the City Clerk in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The City Council hereby appoints K&G Public Finance as the District's Assessment Engineer, and orders K&G Public Finance to prepare the Report concerning the District and the levy of assessments for FY 2023/24, in accordance with *Chapter 1, Article 4, beginning with Section 22565* of the Act.

Upon completion of the Report, said Report shall be filed with the City Clerk, who shall submit the same to the City Council for its consideration pursuant to *Section 22586* of the Act.

Section 2: The improvements include but are not limited to the operation, administration, maintenance and servicing of landscaping and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments. The Report describes in more detail the items to be maintained and serviced.

Section 3: The City Council hereby determines that to provide the improvements described in Section 2 of this Resolution, it is necessary to levy and collect assessments against lots and parcels within the District.

Section 4: The City Manager of the City of Imperial is hereby authorized and directed to take any and all action necessary and appropriate in connection with the annual levy and collection of assessments for the District.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2023-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, FOR PRELIMINARY APPROVAL OF THE ENGINEER'S ANNUAL LEVY REPORT REGARDING THE IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1; AND THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS RELATED THERETO FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has, by previous Resolution, ordered the preparation of the Fiscal Year ("FY") 2023/24 Annual Engineer's Report (the "Report") in connection with the City of Imperial Landscape Maintenance District No. 1 (the "District"), and the levy and collection of assessments against lots and parcels of land within the territory for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, to pay the maintenance, servicing, and operation of the improvements, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the District Assessment Engineer has prepared and filed with the City Clerk and the City Clerk has now presented to the City Council the Engineer's Report entitled "City of Imperial Landscape Maintenance District No. 1 (Paseo del Sol and Wildflower) Engineer's Report Fiscal Year 2023/24"; and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District, the improvements described therein, each and all of the budget items and documents as set forth therein, and is satisfied that the proposed annual assessments, on a preliminary basis, have been spread in accordance with the special benefits received from the improvements, operation, administration, maintenance and services to be performed within the District, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The Report as presented, consists of the following:

- A Description of Improvements;
- The Annual Budget (Costs and Expenses of Services, Operations and Maintenance);
- The Method of Apportionment and the proposed amount to be levied and collected against each Assessor Parcel within the District for FY 2023/24;
- The District Roll containing the Levy for each Assessor Parcel Number within the District; and
- An exhibit showing the boundaries of the District.

Section 3: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 4: The Report is hereby approved on a preliminary basis, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 5: The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2023-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1, FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has by previous Resolution, initiated proceedings for the levy and collection of assessments against lots and parcels of land within the City of Imperial Landscape Maintenance District No. 1 (the “District”) for Fiscal Year (“FY”) 2023/24, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the “Act”); and,

WHEREAS, the Act provides for the City Council to levy and collect the annual assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance as the District Assessment Engineer for the Annual Levy of the District, and to prepare and file an Engineer’s Report (the “Report”) with the City Clerk in accordance with the Act, and that said Report has been prepared and filed with the City Clerk and presented to the City Council.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The City Council hereby declares its intention to levy and collect assessments against lots and parcels of land within the District for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, to pay the costs and expenses of the improvements which are described in the Report. The City Council finds that the public’s best interest requires such levy and collection.

Section 3: The territory of the District is within the boundaries and jurisdiction of the District, and the City of Imperial within the County of Imperial, State of California. The boundary map describing the District is on file with the City Clerk and is hereby incorporated by reference into this Resolution. The District is designated as the “City of Imperial Landscape District No. 1.”

The boundaries of the District are non-contiguous and consist of all parcels with the Zone 2001-01 (Wildflower) and Zone 2001-02 (Paseo del Sol). A general description of each Zone is as follows:

- Zone 2001-01 (Wildflower) is located in the west portion of the City of Imperial, generally South of Joshua Tree Street and West of La Brucherie Road. Zone 2001-01 (Wildflower) consists of all assessable parcels located in the Wildflower No. 8 subdivision in the City;

- Zone 2001-02 (Paseo del Sol) is located in the northeast portion of the City of Imperial, generally North of Aten Road, and East of Highway 86. Zone 2001-02 (Paseo del Sol) consists of all parcels located in the Paseo del Sol subdivision within the City.

Section 4: The improvements of the District are briefly described as the operation, administration, maintenance and servicing of all landscape improvements and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments namely:

- Landscaping improvements may include but are not limited to: turf, ground cover, shrubs and trees, sprinkler and irrigation systems, ornamental lighting, drainage systems, masonry walls, entryway monuments and associated appurtenances;
- Storm drain basins to be maintained are located at the south side of the Wildflower development and the east end of the Paseo del Sol development;
- The location of landscaped easements, including street trees, may include but are not limited to: Joshua Tree Street, La Brucherie Road and Cross Road.

Section 5: The District Assessment Engineer has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council a Report, in connection with the proposed improvements, a description of an annual inflationary adjustment that will be applied to the assessments in subsequent fiscal years and collection of assessments against lots and parcels of land within the District for FY 2023/24 in accordance with *Chapter 1, Article 4* of the Act, and the City Council did by Resolution approve such Report. Reference is hereby made to said Report for a detailed description of improvements, the boundaries of the District, and the proposed assessments upon assessable lots and parcels of land within the District.

Section 6: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 7: The City Council hereby declares its intention to conduct a Public Hearing concerning the improvements and the levy of assessments for the District in accordance with *Chapter 2, Article 1, Section 22590* of the Act. Notice is hereby given that on **Wednesday, July 19, 2023 at 7:00 p.m.** the City Council will hold a Public Hearing for the District for FY 2023/24, or as soon thereafter as feasible. The Public Hearing will be held in the City Council's regular meeting chambers located at 220 9th Street, Imperial, California, at the time so fixed. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 8: The City Clerk shall cause notice to be given of the time and place of the Public Hearing by causing the publishing of this Resolution once in the local paper not less than ten (10) days before the date of the hearing and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices.

Section 9: The Mayor, City Clerk, the City Manager, the City Council and such officers and employees of the City as are appropriate, are authorized and directed to execute such other documents and take such further action as shall be consistent with the intent and purpose of this Resolution.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk



City of Imperial
Landscape Maintenance District No. 1
(Paseo Del Sol and Wildflower)

Engineer's Report
Fiscal Year 2023/24

Report Dated: July 5, 2023

KOPPEL & GRUBER
PUBLIC FINANCE

334 Via Vera Cruz, Suite 256

San Marcos, California 92078

760-510-0290

info@kgpf.net

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SECTION I. OVERVIEW

A. INTRODUCTION

The City of Imperial ("City") annually levies and collects special assessments in order to continue the maintenance of the improvements within the Imperial Landscape Maintenance District No. 1 ("District"). The District was formed and annual assessments are levied, pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code* ("1972 Act") and in compliance with the substantive and procedural requirements of the *California State Constitution* "Article XIIID" ("Article XIIID").

This report constitutes the annual update of the Engineer's Report ("Report") which provides updated information regarding the budget and factors that affect the assessment. The annual budget for the maintenance and operation of the improvements is based on estimated expenses for the upcoming fiscal year. Parcels within the District are assessed proportionately for only those improvements and services that are a special benefit as determined in the original formation Engineer's Report.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessor's Parcel Number by the Imperial County Assessor's Office. The Imperial County Auditor/Controller uses Assessment Parcel Numbers and specific Fund Numbers, to identify on the tax roll, properties assessed for special district benefit assessments.

Following consideration of all public comments and written protests at a noticed Public Hearing, the City Council will confirm the Report as submitted or amended and order the levy and collection of assessments for Fiscal Year ("FY") 2023/24 pursuant to the 1972 Act. The assessment information approved will be submitted to the County Auditor/Controller and included on the property tax roll for each benefiting parcel.

In November 2001, the District was formed comprising of one zone of improvement, Zone 2001-01 (Wildflower). The formation was pursuant to City Council resolution following a property owner protest ballot proceeding, conducted in compliance with the provisions of Article XIIID Section 4, to approve and confirm the Maximum Assessments and an Assessment Range Formula (inflationary factor) for Zone 2001-01 (Wildflower) District. In February 2002, a second zone of improvement, Zone 2001-02 (Paseo del Sol), was annexed into the District following a similar property owner protest ballot proceeding, conducted in compliance with the provisions of Article XIIID Section 4, to approve and confirm the Zone 2001-02 (Paseo del Sol) Maximum Assessments and an Assessment Range Formula (inflationary factor). Although the City Council must consider all property owner comments or protests prior to levying an annual assessment each year, the Council may approve any proposed assessment that is less than or equal to the adjusted maximum assessment rate previously approved for each zone.

The Constitutional provisions of Article XIID do not alter the non-conflicting provisions of the 1972 Act and this Report and the method of apportionment contained herein utilize commonly accepted assessment engineering practices consistent with the Act and the provisions of the Constitution. All new or increased assessments (including any annexations) will be subject to the substantive and procedural requirements of Article XIID Section 4. Changes in land use or parcel subdivisions resulting in an increase to a particular parcel or group of parcels are not considered an increased assessment.

SECTION II. DESCRIPTION OF THE DISTRICT

A. BOUNDARIES OF THE DISTRICT

The boundaries of the District are non-contiguous and consist of all parcels with the Zone 2001-01 (Wildflower) and Zone 2001-02 (Paseo del Sol). A map showing the boundaries of the District has been previously filed with the City Clerk and by reference is made part of this Report.

1. Zone 2001-01 (Wildflower)

Zone 2001-01 (Wildflower) is located in the west portion of the City, generally South of Joshua Tree Street and West of La Brucherie Road. Zone 2001-01 (Wildflower) consists of all assessable parcels located in the Wildflower No. 8 subdivision.

2. Zone 2001-02 (Paseo Del Sol)

Zone 2001-02 (Paseo del Sol) is located in the northeast portion of the City, generally North of Aten Road, and East of Highway 86. Zone 2001-02 (Paseo del Sol) consists of all parcels located in the Paseo del Sol subdivision.

B. DESCRIPTION OF THE DISTRICT IMPROVEMENTS AND SERVICES

Landscape improvements provided in the District may include but are not limited to: turf, ground cover, shrubs and trees, sprinkler and irrigation systems, ornamental lighting, drainage systems, masonry walls, entryway monument, and associated appurtenances. These improvements include all necessary service; operations; administration; and maintenance required to keep the above-mentioned improvements in a healthy, vigorous, and satisfactory working condition. The City utilizes the services of landscape maintenance contractors and City crews for all regularly scheduled landscape maintenance. The specific locations of improvements within each zone of the District are described in the following section.

The District provides and ensures the continued maintenance, servicing, administration, and operation of various landscape improvements and associated appurtenances located within the District.

Landscaped Easements – The location of landscaped easements, including street trees, may include, but are not limited to: Joshua Tree Street, La Brucherie Road in Zone 2001-01 (Wildflower) and Cross Road in Zone 2001-02 (Paseo del Sol).

Storm Drain Basin Maintenance – The location of the storm drain basin to be maintained by the assessments is located at the south side of the Wildflower development in Zone 2001-01 (Wildflower) and the east end of the Paseo del Sol development in Zone 2001-02 (Paseo del Sol).

The assessable parcels receive special benefit from the ongoing maintenance of the landscaping, irrigation and drainage systems within the boundaries of the District. Specific improvements include all ground cover, turf, shrubs, trees, and associated appurtenances. The services provided include all necessary operations, administration, and maintenance required to keep the above-mentioned improvements in a healthy, vigorous, and satisfactory condition.

The District through annual assessments budgeted and reviewed each fiscal year, funds the continued maintenance of these improvements. All assessable parcels identified as being within the District, share in both the cost and the benefits of the improvements. The costs associated with the improvements are equitably spread among all benefiting parcels within the District in proportion to the benefit received. The funds collected are dispersed and used for only the operation and servicing of the District improvements.

The detailed plans and specifications for the improvements are on file in the office of the City Clerk where they are available for public inspection. The plans and specifications for the improvements are voluminous and are not bound in this Engineer's Report but by this reference are incorporated herein and made a part of this Engineer's Report.

C. DISTRICT BOUNDARY MAP

Assessment District boundary maps have been prepared for the Landscape Maintenance Assessment District in the format required by the 1972 Act, and are on file with the City Clerk, and, by reference, are made part of this Report. A subdivision map showing each of the parcels included within the boundaries of the District is incorporated as Exhibit "B" to this Report.

SECTION III. METHOD OF APPORTIONMENT

A. GENERAL

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of landscaping and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

The formula used for calculating assessments in this District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on benefit to each parcel.

In addition, pursuant to *Article XIID* Section 4 a parcel’s assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits may be assessed and the District must separate the general benefits from the special benefits. Therefore, the District assesses only for improvements that provide special benefit and any improvements considered general benefit have been eliminated from the District Assessments.

B. BENEFIT ANALYSIS

1. Special Benefits

The method of apportionment (method of assessment) is based on the premise that each assessed parcel receives benefit from the improvements maintained and funded by the assessments. Specifically, landscape improvements installed in connection with the development of these parcels. The desirability of properties within the District is enhanced by the presence of well-maintained landscaping and amenities in close proximity to those properties.

The improvements generally include landscaped parkways, entryways, and appurtenant facilities. The annual assessments outlined in this Report are based on the estimated costs to provide all necessary service, operation, administration, and maintenance required each year to keep these improvements in a healthy, vigorous, and satisfactory condition and benefit the properties. The special benefits associated with the local landscaping improvements are specifically:

- Enhanced desirability of properties through association with the improvements.
- Improved aesthetic appeal of properties within the District providing a positive representation of the area.

- Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
- Environmental enhancement through improved erosion resistance, and dust and debris control.
- Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.
- Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities.
- Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation and attenuating noise.

All of the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District and thereby provide a special enhancement to the property.

2. General Benefits

It has been determined that the lots or parcels within this District receive unique and special benefits from the maintenance of the improvements within the District. The improvements maintained by the District were installed and constructed in connection with the development of properties within the District and were neither required nor necessarily desired by properties outside the District boundaries. It has been determined that these improvements and the ongoing maintenance of those improvements provide special benefits to the parcels within the District and no parcels outside the District area benefit from the maintenance of the improvements within the District. Therefore, there are no benefits of a general nature to properties outside the District boundaries or the public at large.

C. ASSESSMENT METHODOLOGY

Pursuant to the Act, the costs of the District may be apportioned by any formula or method, which fairly distributes the net amount to be assessed, among all assessable parcels in proportion to the estimated special benefits to be received by each such parcel from the improvements. The special benefit formula used within the District should reflect the composition of the parcels, and the improvements and services provided, to fairly proportion the costs based on estimated special benefit to each parcel.

This District utilizes an Equivalent Dwelling Unit (EDU) method of apportionment. The EDU method of apportionment uses the single-family residential parcel as the basic unit of assessment. The typical single-family residential parcel is assigned one (1.0) Equivalent Dwelling Unit. Every other land-use or property type is converted to EDU's based on an assessment formula that equates the property's specific development status, type of development (land-use), and size of the property, as compared to typical single-family residential parcel.

Single Family Residential – This land use is defined as a fully subdivided residential home site with or without a structure. This land use is assessed 1.0 EDU per lot or parcel. This is the base value that all other properties are compared and weighted against (i.e. Equivalent Dwelling Unit EDU).

Multifamily Residential – This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property. This land use is assessed 1.0 EDU per unit.

Planned-Residential Development – This land use is defined as any property not fully subdivided with a specific number of proposed residential lots to be developed on the parcel. This land use type is assessed at 1.0 EDU per planned (proposed) residential lot.

Vacant Multi-Residential – This land use is defined as property currently zoned for residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 1.0 EDU per acre. Parcels less than 1 acre are assigned a minimum of 1.0 EDU. Parcels over 50 acres are assigned a maximum of 50 EDU.

Exempt Parcels – This land use identifies properties that are not assessed and are assigned 0.00 EDU. This land use classification may include but is not limited to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, rights-of-way, public greenbelts and parkways; utility rights-of-ways; common areas, sliver parcels and bifurcated lots or any other property that cannot be developed, publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

The following table provides a listing of land use types, the Equivalent Dwelling Unit factor applied to that land use type, and the multiplying factor used to calculate each parcel's individual EDU.

Table 1
Land Use Designation

PROPERTY TYPE	EDU	MULTIPLIER
Single Family Residential	1.000	per Unit/Lot/Parcel
Multi-family Residential	1.000	per Unit
Planned-Residential Development	1.000	per Planned Residential Lot
Vacant Multi-Residential	1.000	per Acre or portion of an Acre
Exempt	0.000	per Parcel

The EDU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for calculating benefit in Districts formed under the 1972 Act, as the benefit to each parcel from the improvements are apportioned as a

function of land-use type, size and development. The following outlines the EDU applied to the various parcels and properties within this District:

- **Zone 2001-01 (Wildflower)** – One hundred nineteen (119) single-family residential parcels, each receiving full and equal special benefit from the improvements. These parcels are assigned an Equivalent Dwelling Unit of 1.0 EDU to reflect their special benefits.
- **Zone 2001-02 (Paseo del Sol)** – One hundred thirty (130) single-family residential parcels, each receiving full and equal special benefit from the improvements. These parcels are assigned an Equivalent Dwelling Unit of 1.0 EDU to reflect their special benefits.

The Total Equivalent Dwelling Units (EDU) for Zone 2001-01 (Wildflower) in FY 2023/24 is 119 EDU's.

The Total Equivalent Dwelling Units (EDU) for Zone 2001-02 (Paseo del Sol) in FY 2023/24 is 130 EDU's.

The Levy per Equivalent Dwelling Unit, or Rate, applied to each parcel is the result of dividing the total Balance to Levy for each Zone, by the sum of the Zone EDU's, for the fiscal year. This Rate is multiplied by each parcel's individual EDU to determine the parcel's levy amount.

The following formulas are used to calculate the assessment for each parcel:

Formula

$$\begin{aligned} \text{Total Balance to Levy} / \text{Total EDU} &= \text{Levy per EDU} \\ \text{Parcel EDU} \times \text{Levy per EDU} &= \text{Parcel Levy Amount} \end{aligned}$$

D. ASSESSMENT RANGE FORMULA

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (*California Constitution Articles XIII C and XIII D*), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and an inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments. As part of the District formation, a property owner protest ballot proceeding was conducted pursuant to the California State Constitution Article XIII D Section 4. This property owner

protest ballot proceeding includes the establishment of an initial Maximum Assessment as well as an Assessment Range Formula.

Generally, if the proposed annual assessment (levy per EDU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners) increased each year, based upon the latest composite percentage change in the Consumer Price Index, All Urban Consumers, for the Riverside-San Bernardino-Ontario Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor.

The Engineer shall compute the percentage difference between the percentage change each year in CPI for March and the CPI for the previous March. The Engineer shall then adjust the previous maximum assessment rate by an amount not to exceed the percentage change for the upcoming fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

Beginning in the second fiscal year (FY 2002/03), for Zone 2001-01 (Wildflower) and beginning in the second fiscal year (FY 2003/04), for Zone 2001-02 (Paseo del Sol) and each fiscal year thereafter, the Maximum Assessment will be recalculated and a new Maximum Assessment established. The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual assessment (rate per EDU) less than or equal to this Maximum Assessment is not considered an increased assessment, even if the proposed assessment is much greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual District assessments may remain virtually unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on District assessments. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjustment maximum amount. If the budget and assessments for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated require an increase greater than the adjusted Maximum Assessment then the assessment is considered an increased assessment. To impose an increased assessment the City must comply with the provisions of the Constitution Article XIID Section 4(c) that requires a public hearing and certain protest procedures including mailed notice of the public hearing and property owner protest balloting. Property owners, through the balloting process, must approve the proposed assessment increase. If the proposed assessment is approved, then a new Maximum Assessment is established for the District. If the proposed assessment is not approved, the City may not levy an assessment greater than the adjusted Maximum Assessment previously established for the District.

SECTION IV. DISTRICT BUDGET

Table 2
Proposed Budget

DESCRIPTION	ZONE 2001-01 WILDFLOWER	ZONE 2001-02 PASEO DEL SOL
DIRECT COSTS		
Maintenance Costs, Labor and Utilities	\$54,136	\$57,410
Capital Improvement Expenditures	0	0
DIRECT COSTS SUBTOTAL		\$57,410
INCIDENTAL COSTS/EXPENSES		
Engineering/District Administration	\$2,000	\$2,000
Special Administration Costs	0	0
INCIDENTAL COSTS/EXPENSES	\$2,000	\$2,000
LESS: FUNDS ON HAND	\$0	\$0
TOTAL ASSESSMENT	\$56,136	\$59,410
DISTRICT STATISTICS		
Total Parcels	119	130
Total Parcels Levied	119	130
Total Equivalent Dwelling Units	119	130
Applied Rate per EDU	\$471.72	\$457.00
Maximum Rate per EDU	\$471.73	\$457.00

The Maximum Assessment per EDU for Zone 2001-01 (Wildflower) and for Zone 2001-02 (Paseo del Sol) shown above is based on the Initial Maximum Assessment and the Assessment Range Formula approved by the property owners within the District at the time of formation.

Zone 2001-01 (Wildflower) – The proposed FY 2023/24 annual assessment is \$471.72 per EDU.

Zone 2001-02 (Paseo del Sol) – The proposed FY 2023/24 annual assessment is \$457.00 per EDU.

CITY OF IMPERIAL

LANDSCAPE MAINTENANCE DISTRICT NO. 1 (PASEO DEL SOL AND WILDFLOWER)

Engineer's Report Fiscal Year 2023/24

Report Submitted by:



Scott Koppel
Koppel & Gruber Public Finance

Registered Engineer

EXHIBIT A
PRELIMINARY ASSESSMENT ROLL
FOR FISCAL YEAR 2023/24

Parcel identification for each lot or parcel within the District, shall be the parcel as shown on the Imperial County Secured Roll for the year in which this Report is prepared and reflective of the Assessor's Parcel Maps.

The following pages contain a listing of parcels assessed within this District, along with the Zone designation and proposed assessment amounts.



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situation Address	Land Use	Residential		EDU	Assessment
			Code	Units			
2001-01	064-421-001-000	551 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-002-000	555 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-003-000	559 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-004-000	563 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-005-000	567 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-006-000	571 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-007-000	575 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-008-000	579 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-009-000	583 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-010-000	582 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-011-000	578 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-012-000	574 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-013-000	570 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-014-000	566 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-015-000	562 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-016-000	558 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-017-000	554 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-018-000	550 MESQUITE ST	RES	1		2	\$ 94.36
2001-01	064-421-019-000	551 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-020-000	555 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-021-000	559 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-022-000	563 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-023-000	567 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-024-000	571 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-025-000	575 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-026-000	579 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-027-000	583 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-028-000	582 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-029-000	578 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-030-000	574 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-031-000	570 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-032-000	566 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-033-000	562 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-034-000	558 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-035-000	554 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-036-000	550 SAGEBRUSH ST	RES	1		2	\$ 94.36
2001-01	064-421-037-000	551 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-038-000	555 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-039-000	559 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-040-000	563 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-041-000	567 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-042-000	571 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-043-000	575 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-044-000	579 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-421-045-000	583 SILVERWOOD ST	RES	1		2	\$ 94.36
2001-01	064-422-001-000	549 MESQUITE ST	RES	1		2	\$ 94.36



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-01	064-422-002-000	545 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-003-000	541 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-004-000	537 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-005-000	533 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-006-000	529 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-007-000	525 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-008-000	521 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-009-000	517 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-010-000	513 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-011-000	509 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-422-012-000	2342 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-013-000	2338 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-014-000	2334 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-422-015-000	2330 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-001-000	2328 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-002-000	2324 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-003-000	2320 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-423-004-000	508 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-005-000	512 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-006-000	516 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-007-000	520 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-008-000	524 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-009-000	528 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-010-000	532 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-011-000	536 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-012-000	540 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-013-000	544 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-014-000	548 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-015-000	550 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-016-000	554 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-017-000	558 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-018-000	562 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-019-000	566 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-423-020-000	570 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-001-000	521 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-002-000	525 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-003-000	529 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-004-000	533 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-005-000	537 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-006-000	541 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-007-000	545 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-008-000	549 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-009-000	548 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-010-000	544 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-011-000	540 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-012-000	536 MESQUITE ST	RES	1	2	\$ 94.36



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-01	064-424-013-000	532 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-014-000	528 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-015-000	524 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-016-000	520 MESQUITE ST	RES	1	2	\$ 94.36
2001-01	064-424-017-000	2343 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-018-000	2339 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-019-000	2335 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-020-000	2331 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-021-000	2329 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-022-000	2325 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-023-000	2321 TUMBLEWEED AVE	RES	1	2	\$ 94.36
2001-01	064-424-024-000	521 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-025-000	525 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-026-000	529 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-027-000	533 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-028-000	537 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-029-000	541 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-030-000	545 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-031-000	549 SILVERWOOD ST	RES	1	2	\$ 94.36
2001-01	064-424-032-000	548 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-033-000	544 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-034-000	540 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-035-000	536 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-036-000	532 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-037-000	528 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-038-000	524 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-01	064-424-039-000	520 SAGEBRUSH ST	RES	1	2	\$ 94.36
2001-02	044-611-001-000	201 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-002-000	203 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-003-000	205 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-004-000	207 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-005-000	209 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-006-000	211 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-007-000	213 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-008-000	215 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-009-000	217 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-611-010-000	219 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-001-000	200 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-002-000	202 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-003-000	204 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-004-000	206 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-005-000	208 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-006-000	210 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-007-000	212 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-008-000	214 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-009-000	216 W ACAPULCO DR	RES	1	2	\$ 91.40



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-02	044-612-010-000	218 W ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-612-011-000	219 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-012-000	217 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-013-000	215 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-014-000	213 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-015-000	211 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-016-000	209 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-017-000	207 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-018-000	205 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-019-000	203 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-612-020-000	201 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-001-000	200 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-002-000	202 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-003-000	204 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-004-000	206 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-005-000	208 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-006-000	210 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-007-000	212 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-008-000	214 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-009-000	216 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-010-000	218 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-613-011-000	219 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-012-000	217 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-013-000	215 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-014-000	213 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-015-000	211 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-016-000	209 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-017-000	207 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-018-000	205 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-019-000	203 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-613-020-000	201 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-001-000	200 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-002-000	202 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-003-000	2442 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-004-000	2444 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-005-000	2446 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-006-000	2448 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-007-000	2447 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-008-000	2445 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-009-000	2443 LORETO CT	RES	1	2	\$ 91.40
2001-02	044-614-010-000	206 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-614-011-000	208 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-615-001-000	220 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-002-000	222 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-003-000	224 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-004-000	226 ACAPULCO DR	RES	1	2	\$ 91.40



CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-02	044-615-005-000	228 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-006-000	230 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-007-000	232 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-615-008-000	233 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-009-000	231 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-010-000	229 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-011-000	227 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-012-000	225 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-013-000	223 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-615-014-000	221 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-616-001-000	221 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-002-000	223 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-003-000	225 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-004-000	227 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-005-000	229 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-006-000	231 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-007-000	233 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-008-000	235 ACAPULCO DR	RES	1	2	\$ 91.40
2001-02	044-616-009-000	2421 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-010-000	2423 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-011-000	2425 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-012-000	2427 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-013-000	2429 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-014-000	2431 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-015-000	2433 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-016-000	2435 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-017-000	2437 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-018-000	2439 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-019-000	2441 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-020-000	2443 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-021-000	2445 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-022-000	2447 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-616-023-000	2449 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-617-001-000	220 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-002-000	222 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-003-000	224 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-004-000	226 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-005-000	228 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-006-000	230 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-007-000	232 MAZATLAN DR	RES	1	2	\$ 91.40
2001-02	044-617-008-000	233 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-009-000	231 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-010-000	229 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-011-000	227 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-012-000	225 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-617-013-000	223 SAN FELIPE DR	RES	1	2	\$ 91.40



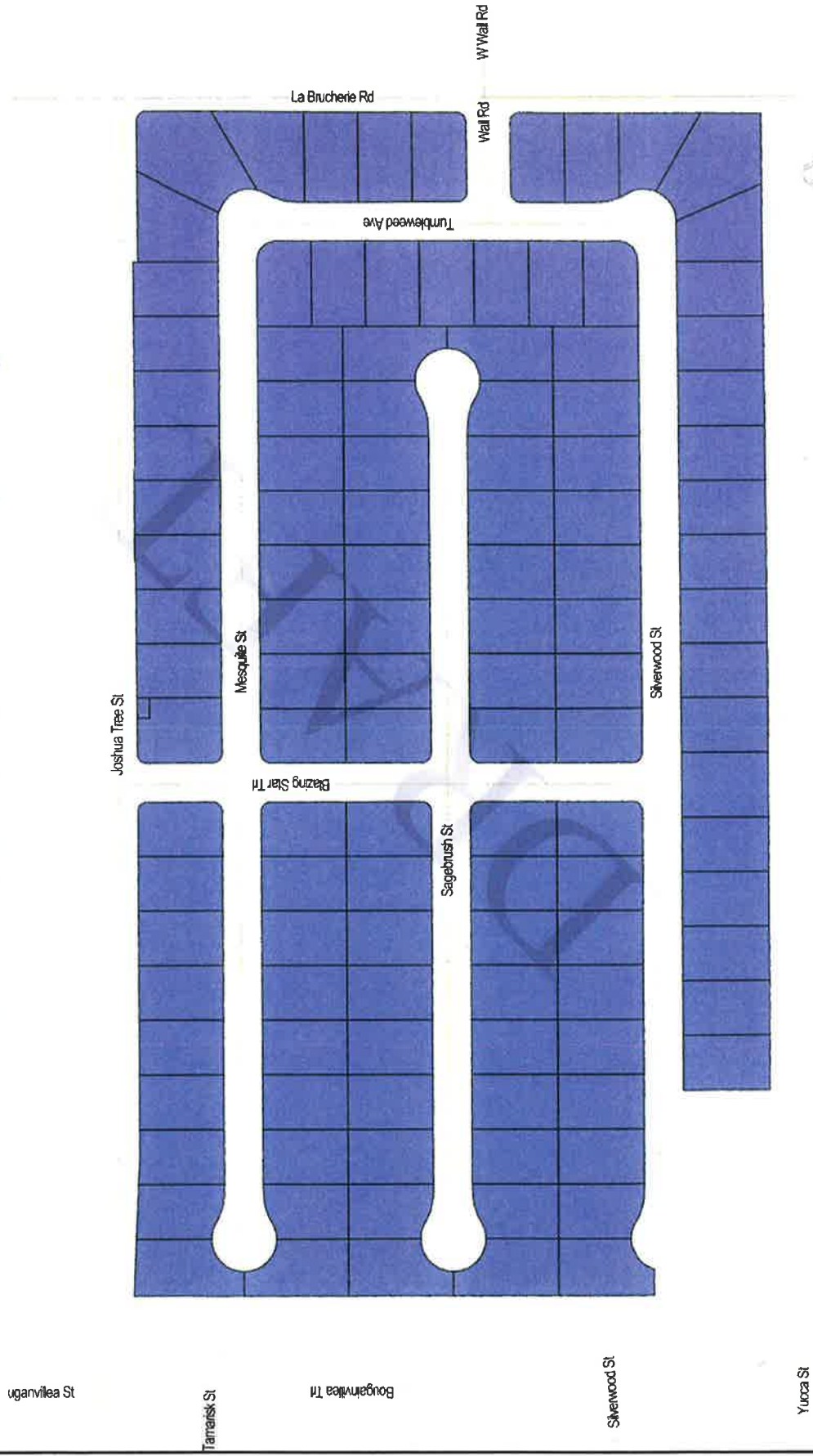
CITY OF IMPERIAL
LIGHTING MAINTENANCE DISTRICT NO. 1
(PASEO DEL SOL AND WILDFLOWER)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2001-02	044-617-014-000	221 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-001-000	2447 CABO SAN LUCAS AVE	RES	1	2	\$ 91.40
2001-02	044-618-002-000	2445 CABO SAN LUCAS AVE	RES	1	2	\$ 91.40
2001-02	044-618-003-000	2443 CABO SAN LUCAS AVE	RES	1	2	\$ 91.40
2001-02	044-618-004-000	220 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-005-000	222 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-006-000	224 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-007-000	2444 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-008-000	2446 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-009-000	2448 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-010-000	2447 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-011-000	2445 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-012-000	2443 VERACRUZ CT	RES	1	2	\$ 91.40
2001-02	044-618-013-000	228 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-014-000	230 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-015-000	232 SAN FELIPE DR	RES	1	2	\$ 91.40
2001-02	044-618-016-000	2444 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-618-017-000	2446 ENSENADA DR	RES	1	2	\$ 91.40
2001-02	044-618-018-000	2448 ENSENADA DR	RES	1	2	\$ 91.40
					Total Levy	\$23,110.84
					Total Parcel Count	249

EXHIBIT B
DISTRICT BOUNDARY MAPS

DRAFT

CITY OF IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1 ZONE 2001-01 (WILDFLOWER)



CITY OF IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 1 ZONE 2001-02 (PASEO DEL SOL)



DATE SUBMITTED

6/28/2023

SUBMITTED BY

SPECIAL TAX
ADMINISTRATOR

DATE ACTION REQUIRED

7/5/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

**SUBJECT: RESOLUTION OF INTENTION:
IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2
(Sky Ranch Subdivisions, Zone 2005-03)**

DEPARTMENT INVOLVED: FINANCE

BACKGROUND/SUMMARY:

The City Council will adopt these three resolutions for intent to initiate, levy an assessment for Fiscal Year ("FY") 2023/24, order an engineer's report, and set a public hearing. Following the intent meeting and Adoption of the resolutions, a public hearing will be held on July 19, 2023 to take testimony and adopt resolutions to accept the engineer's report and approve a levy for FY 2023/24.

The proposed FY 2023/24 annual assessment is \$512.40 per EDU, which is 56.10% of the maximum assessment rate allowed.

FISCAL IMPACT: NOT TO EXCEED

The funds generated are used for the purposes stated in the original formation of this district. Each year the assessments on individual parcels may be increased up to the Consumer Price Index.

ADMIN
SERVICES
SIGN INITIALS _____

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt the three resolutions initiating the FY 2023/24 annual assessments.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

Approve as presented.

CITY
MANAGER'S
INITIALS _____

MOTION TO ADOPT:

IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2

- (1) Res. No. 2023-~~42~~⁴³, Initiating Proceedings for the Annual Levy;
- (2) Res. No. 2023-~~43~~⁴⁴, Preliminary Approval of the Engineer's Report; and,
- (3) Res. No. 2023-~~44~~⁴⁵, Intention to Conduct a Public Hearing and Order the Levy of Assessments.

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2, ZONE 2005-3 (SKY RANCH) FOR FISCAL YEAR 2023/24; AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT IN CONNECTION THEREWITH

WHEREAS, the City Council by previous Resolutions formed and approved maximum annual assessment rates for the City of Imperial Landscape Maintenance District No. 2 (the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto, and,

WHEREAS, the City Council desires to initiate proceedings for the levy and collection of annual assessments against lots and parcels of land within the District for Fiscal Year ("FY") 2023/24 pursuant to provisions of the Act, and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance ("K&G Public Finance") for the purpose of preparing and filing an Engineer's Report (the "Report") with the City Clerk in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, AS FOLLOWS:

Section 1: The City Council hereby appoints K&G Public Finance as the District Assessment Engineer, and orders K&G Public Finance to prepare the Report concerning the District and the levy of assessments for FY 2023/24, in accordance with *Chapter 1, Article 4, beginning with Section 22565* of the Act.

Upon completion of the Report, said Report shall be filed with the City Clerk, who shall submit the same to the City Council for its consideration pursuant to *Section 22586* of the Act.

Section 2: The improvements include but are not limited to the operation, administration, maintenance and servicing of landscaping and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments. The Report describes in more detail the items to be maintained and serviced.

Section 3: The City Council hereby determines that to provide the improvements described in Section 2 of this Resolution, it is necessary to levy and collect assessments against lots and parcels within the District.

Section 4: The City Manager of the City of Imperial is hereby authorized and directed to take any and all action necessary and appropriate in connection with the annual levy and collection of assessments for the District.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Mayor

City Clerk

RESOLUTION NO. 2023-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, FOR PRELIMINARY APPROVAL OF THE ENGINEER'S ANNUAL LEVY REPORT REGARDING THE IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2, ZONE 2005-03 (SKY RANCH); AND THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS RELATED THERETO FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has, by previous Resolution, ordered the preparation of the Fiscal Year 2023/24 Annual Engineer's Report (the "Report") in connection with the City of Imperial Landscape Maintenance District No. 2 (the "District"), and the levy and collection of assessments against lots and parcels of land within the territory for the Fiscal Year ("FY") commencing July 1, 2023, and ending June 30, 2024, to pay the maintenance, servicing, and operation of the improvements, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"); and,

WHEREAS, the District Assessment Engineer has prepared and filed with the City Clerk and the City Clerk has now presented to the City Council the Engineer's Report entitled "City of Imperial Landscape Maintenance District No. 2, Zone 2005-03 (Sky Ranch) Engineer's Report Fiscal Year 2023/24"; and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District, the improvements described therein, each and all of the budget items and documents as set forth therein, and is satisfied that the proposed annual assessments, on a preliminary basis, have been spread in accordance with the special benefits received from the improvements, operation, administration, maintenance and services to be performed within the District, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The Report as presented, consists of the following:

- A Description of Improvements;
- The Annual Budget (Costs and Expenses of Services, Operations and Maintenance);
- The Method of Apportionment and the proposed amount to be levied and collected against each Assessor Parcel within the District for FY 2023/24;
- The District Roll containing the Levy for each Assessor Parcel Number within the District; and
- An exhibit showing the boundaries of the District.

Section 3: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 4: The Report is hereby approved on a preliminary basis and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 5: The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk

RESOLUTION NO. 2023-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2, ZONE 2005-03 (SKY RANCH), FOR FISCAL YEAR 2023/24

WHEREAS, the City Council has by previous Resolution, initiated proceedings for the levy and collection of assessments against lots and parcels of land within the City of Imperial Landscape Maintenance District No. 2 (the “District”) for Fiscal Year (“FY”) 2023/24, pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the “Act”); and,

WHEREAS, the Act provides for the City Council to levy and collect the annual assessments for the District on the Imperial County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance as the District Assessment Engineer for the Annual Levy of the District, and to prepare and file an Engineer’s Report (the “Report”) with the City Clerk in accordance with the Act, and that said Report has been prepared and filed with the City clerk and presented to the City Council.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, AS FOLLOWS:

Section 1: The above recitals are all true and correct.

Section 2: The City Council hereby declares its intention to levy and collect assessments against lots and parcels of land within the District for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, to pay the costs and expenses of the improvements which are described in the Report. The City Council finds that the public’s best interest requires such levy and collection.

Section 3: The territory of the District is within the boundaries and jurisdiction of the District, and the City of Imperial within the County of Imperial, State of California. The boundary map describing the District is on file with the City Clerk and is hereby incorporated by reference into this Resolution. The District is designated as the “City of Imperial Landscape District No. 2.”

The boundaries of the District consist of all parcels with the Zone 2005-03 (Sky Ranch). A general description of each Zone is as follows:

- Zone 2005-03 (Sky Ranch) is located in the west portion of the City of Imperial, generally South of Industrial Way, North of Aten Road, and East of Dandelion Canal (Austen Road). Zone 2005-03 (Sky Ranch) consists of all parcels located in the Sky Ranch subdivision within the City.

Section 4: The improvements of the District are briefly described as the operation, administration, maintenance and servicing of all landscaping improvements and appurtenant facilities and expenses associated with the District that were installed as part of the property development within the District and will be maintained by the City of Imperial or their designee through annual assessments namely:

- Landscaping improvements may include but are not limited to: turf, ground cover, shrubs and trees, sprinkler and irrigation systems, ornamental lighting, drainage systems, masonry walls, entryway monuments and associated appurtenances;
- Side bars on interior street, easement along Aten Road and 9.5-acre park retention basin on the north side of Sky Ranch.

Section 5: The District Assessment Engineer has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council a Report, in connection with the proposed improvements, a description of an annual inflationary adjustment that will be applied to the assessments in subsequent fiscal years and levy and collection of assessments against lots and parcels of land within the District for FY 2023/24 in accordance with *Chapter 1, Article 4* of the Act, and the City Council did by Resolution approve such Report. Reference is hereby made to said Report for a detailed description of improvements, the boundaries of the District, and the proposed assessments upon assessable lots and parcels of land within the District.

Section 6: The District and the associated assessments as outlined in the Engineer's Report are in compliance with the provisions of California Constitution Article XIID.

Section 7: The City Council hereby declares its intention to conduct a Public Hearing concerning the improvements and the levy of assessments for the District in accordance with *Chapter 2, Article 1, Section 22590* of the Act. Notice is hereby given that on **Wednesday, July 19, 2023 at 7:00 p.m.** the City Council will hold a Public Hearing for the District for Fiscal Year 2023/24, or as soon thereafter as feasible. The Public Hearing will be held in the City Council's regular meeting chambers located at 220 West 9th Street, Imperial, California 92251, at the time so fixed. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 8: The City Clerk shall cause notice to be given of the time and place of the Public Hearing by causing the publishing of this Resolution once in the local paper not less than ten (10) days before the date of the hearing and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices.

Section 9: The Mayor, City Clerk, the City Manager, the City Council and such officers and employees of the City as are appropriate, are authorized and directed to execute such other documents and take such further action as shall be consistent with the intent and purpose of this Resolution.

PASSED, APPROVED AND ADOPTED this 5th day of July, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

ATTEST:

City Clerk



City of Imperial
Landscape Maintenance District No. 2
(Sky Ranch)

Engineer's Report
Fiscal Year 2023/24

Report Dated: July 5, 2023

KOPPEL & GRUBER
PUBLIC FINANCE

334 Via Vera Cruz, Suite 256

San Marcos, California 92078

760-510-0290

info@kgpl.net

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EXHIBITS

Exhibit A: Preliminary Assessment Roll for Fiscal Year 2023/24

Exhibit B: District Boundary Map

SECTION I. OVERVIEW

A. INTRODUCTION

The City of Imperial ("City") annually levies and collects special assessments in order to continue the maintenance of the improvements within the Imperial Landscape Maintenance District No. 2 ("District"). The District was formed and annual assessments are levied, pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code* ("1972 Act") and in compliance with the substantive and procedural requirements of the *California State Constitution* "Article XIIID" ("Article XIIID").

This report constitutes the annual update of the Engineer's Report ("Report") which provides updated information regarding the budget and factors that affect the assessment. The annual budget for the maintenance and operation of the improvements is based on estimated expenses for the upcoming fiscal year. Parcels within the District are assessed proportionately for only those improvements and services that are a special benefit as determined in the original formation Engineer's Report.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessor's Parcel Number by the Imperial County Assessor's Office. The Imperial County Auditor/Controller uses Assessment Parcel Numbers and specific Fund Numbers, to identify on the tax roll, properties assessed for special district benefit assessments.

Following consideration of all public comments and written protests at a noticed Public Hearing, the City Council will confirm the Report as submitted or amended and order the levy and collection of assessments for Fiscal Year ("FY") 2023/24 pursuant to the 1972 Act. The assessment information approved will be submitted to the County Auditor/Controller and included on the property tax roll for each benefiting parcel.

In September 2005, the District was formed comprising of one zone of improvement, Zone 2005-03 (Sky Ranch). The formation was pursuant to City Council resolution following a property owner protest ballot proceeding, conducted in compliance with the provisions of Article XIIID Section 4, to approve and confirm the Maximum Assessments and an Assessment Range Formula (inflationary factor). Although the City Council must consider all property owner comments or protests prior to levying an annual assessment each year, the Council may approve any proposed assessment that is less than or equal to the adjusted maximum assessment rate previously approved for each zone.

The Constitutional provisions of Article XIIID do not alter the non-conflicting provisions of the 1972 Act and this Report and the method of apportionment contained herein utilize commonly accepted assessment engineering practices consistent with the Act and the provisions of the Constitution. All new or increased assessments (including any annexations) will be subject to the substantive and procedural requirements of Article XIIID Section 4. Changes in land use or parcel subdivisions resulting in an increase to a particular parcel or group of parcels are not considered an increased assessment.

SECTION II. DESCRIPTION OF THE DISTRICT

A. BOUNDARIES OF THE DISTRICT

The boundaries of the District consist of all parcels with the Zone 2005-03 (Sky Ranch). A map showing the boundaries of the District has been previously filed with the City Clerk and by reference is made part of this Report.

Zone 2005-03 (Sky Ranch): Zone 2005-03 (Sky Ranch) is located in the west portion of the City, generally south of Industry Way, north of Aten Road, and east of the Dandelion Canal (Austin Road). Zone 2005-03 consists of all assessable parcels located in the Sky Ranch subdivision.

B. DESCRIPTION OF THE DISTRICT IMPROVEMENTS AND SERVICES

Landscape improvements provided in the District may include but are not limited to: turf, ground cover, shrubs and trees, sprinkler and irrigation systems, ornamental lighting, drainage systems, masonry walls, entryway monument, and associated appurtenances. These improvements include all necessary service; operations; administration; and maintenance required to keep the above-mentioned improvements in a healthy, vigorous, and satisfactory working condition. The City utilizes the services of landscape maintenance contractors and City crews for all regularly scheduled landscape maintenance. The specific locations of improvements within each zone of the District are described in the following section.

The District provides and ensures the continued maintenance, servicing, administration, and operation of various landscape improvements and associated appurtenances located within the District.

Landscaped Easements – The location of landscaped easements, including street trees, may include, but are not limited to: sidebars on interior streets, easements along Aten Road and a 9.5-acre park retention basin on the north side of the development.

The assessable parcels receive special benefit from the ongoing maintenance of the landscaping, irrigation and drainage systems within the boundaries of the District. Specific improvements include all ground cover, turf, shrubs, trees, and associated appurtenances. The services provided include all necessary operations, administration, and maintenance required to keep the above-mentioned improvements in a healthy, vigorous, and satisfactory condition.

The District through annual assessments budgeted and reviewed each fiscal year, funds the continued maintenance of these improvements. All assessable parcels identified as being within the District, share in both the cost and the benefits of the improvements. The costs associated with the improvements are equitably spread among all benefiting parcels within the District in proportion to the benefit received. The funds collected are dispersed and used for only the operation and servicing of the District improvements.

The detailed plans and specifications for the improvements are on file in the office of the City Clerk where they are available for public inspection. The plans and specifications for the improvements are voluminous and are not bound in this Engineer's Report but by this reference are incorporated herein and made a part of this Engineer's Report.

C. DISTRICT BOUNDARY MAP

Assessment District boundary maps have been prepared for the Landscape Maintenance Assessment District in the format required by the 1972 Act, and are on file with the City Clerk, and, by reference, are made part of this Report. A subdivision map showing each of the parcels included within the boundaries of the District and subject to the annual assessment charge is incorporated as Exhibit "B" to this Report.

DRAFT

SECTION III. METHOD OF APPORTIONMENT

A. GENERAL

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements which include the construction, maintenance and servicing of landscaping and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

The formula used for calculating assessments in this District therefore reflects the composition of the parcels, and the improvements and services provided, to fairly apportion the costs based on benefit to each parcel.

In addition, pursuant to *Article XIID Section 4* a parcel’s assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits may be assessed and the District must separate the general benefits from the special benefits. Therefore, the District assesses only for improvements that provide special benefit and any improvements considered general benefit have been eliminated from the District Assessments.

B. BENEFIT ANALYSIS

1. Special Benefits

The method of apportionment (method of assessment) is based on the premise that each assessed parcel receives benefit from the improvements maintained and funded by the assessments. Specifically, landscape improvements installed in connection with the development of these parcels. The desirability of properties within the District is enhanced by the presence of well-maintained landscaping and amenities in close proximity to those properties.

The improvements generally include landscaped parkways, entryways, and appurtenant facilities. The annual assessments outlined in this Report are based on the estimated costs to provide all necessary service, operation, administration, and maintenance required each year to keep these improvements in a healthy, vigorous, and satisfactory condition and benefit the properties. The special benefits associated with the local landscaping improvements are specifically:

- Enhanced desirability of properties through association with the improvements.
- Improved aesthetic appeal of properties within the District providing a positive representation of the area.

- Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
- Environmental enhancement through improved erosion resistance, and dust and debris control.
- Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties.
- Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities.
- Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation and attenuating noise.

All of the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District and thereby provide a special enhancement to the property.

2. General Benefits

It has been determined that the lots or parcels within this District receive unique and special benefits from the maintenance of the improvements within the District. The improvements maintained by the District were installed and constructed in connection with the development of properties within the District and were neither required nor necessarily desired by properties outside the District boundaries. It has been determined that these improvements and the ongoing maintenance of those improvements provide special benefits to the parcels within the District and no parcels outside the District area benefit from the maintenance of the improvements within the District. Therefore, there are no benefits of a general nature to properties outside the District boundaries or the public at large.

C. ASSESSMENT METHODOLOGY

Pursuant to the Act, the costs of the District may be apportioned by any formula or method, which fairly distributes the net amount to be assessed, among all assessable parcels in proportion to the estimated special benefits to be received by each such parcel from the improvements. The special benefit formula used within the District should reflect the composition of the parcels, and the improvements and services provided, to fairly proportion the costs based on estimated special benefit to each parcel.

This District utilizes an Equivalent Dwelling Unit (EDU) method of apportionment. The EDU method of apportionment uses the single-family residential parcel as the basic unit of assessment. The typical single-family residential parcel is assigned one (1.0) Equivalent Dwelling Unit. Every other land-use or property type is converted to EDU's based on an assessment formula that equates the property's specific development status, type of development (land-use), and size of the property, as compared to typical single-family residential parcel.

Single Family Residential – This land use is defined as a fully subdivided residential home site with or without a structure. This land use is assessed 1.0 EDU per lot or parcel. This is the base value that all other properties are compared and weighted against (i.e. Equivalent Dwelling Unit EDU).

Multifamily Residential – This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property. This land use is assessed 1.0 EDU per unit.

Planned-Residential Development – This land use is defined as any property not fully subdivided with a specific number of proposed residential lots to be developed on the parcel. This land use type is assessed at 1.0 EDU per planned (proposed) residential lot.

Vacant Multi-Residential – This land use is defined as property currently zoned for residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 1.0 EDU per acre. Parcels less than 1 acre are assigned a minimum of 1.0 EDU. Parcels over 50 acres are assigned a maximum of 50 EDU.

Exempt Parcels – This land use identifies properties that are not assessed and are assigned 0.00 EDU. This land use classification may include but is not limited to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, rights-of-way, public greenbelts and parkways; utility rights-of-ways; common areas, sliver parcels and bifurcated lots or any other property that cannot be developed, publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

The following table provides a listing of land use types, the Equivalent Dwelling Unit factor applied to that land use type, and the multiplying factor used to calculate each parcel's individual EDU.

PROPERTY TYPE	EDU	MULTIPLIER
Single Family Residential	1.000	per Unit/Lot/Parcel
Multi-family Residential	1.000	per Unit
Planned-Residential Development	1.000	per Planned Residential Lot
Vacant Multi-Residential	1.000	per Acre or portion thereof
Exempt	0.000	per Parcel

The EDU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for calculating benefit in Districts formed under the 1972 Act, as the benefit to each parcel from the improvements are apportioned as a

function of land-use type, size and development. The following outlines the EDU applied to the various parcels and properties within this District:

- **Zone 2005-03 (Sky Ranch)** – Four hundred forty-nine (449) single-family residential parcels, each receiving full and equal special benefit from the improvements. These parcels are assigned an Equivalent Dwelling Unit of 1.0 EDU to reflect their special benefits.

The Total Equivalent Dwelling Units (EDU) for Zone 2005-03 (Sky Ranch) in FY 2023/24 is 449 EDU's.

The Levy per Equivalent Dwelling Unit, or Rate, applied to each parcel is the result of dividing the total Balance to Levy for each Zone, by the sum of the Zone EDU's, for the fiscal year. This Rate is multiplied by each parcel's individual EDU to determine the parcel's levy amount.

The following formulas are used to calculate the assessment for each parcel:

Formula

$$\begin{aligned} \text{Total Balance to Levy} / \text{Total EDU} &= \text{Levy per EDU} \\ \text{Parcel EDU} \times \text{Levy per EDU} &= \text{Parcel Levy Amount} \end{aligned}$$

D. ASSESSMENT RANGE FORMULA

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (California Constitution Articles XIIC and XIID), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and an inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments. As part of the District formation, a property owner protest ballot proceeding was conducted pursuant to the California State Constitution Article XIID Section 4. This property owner protest ballot proceeding includes the establishment of an initial Maximum Assessment as well as an Assessment Range Formula.

Generally, if the proposed annual assessment (levy per EDU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners) increased each year, based upon the latest composite percentage change in the Consumer Price Index, All Urban

Consumers, for the Riverside-San Bernardino-Ontario Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor.

The Engineer shall compute the percentage difference between the percentage change each year in CPI for March and the CPI for the previous March. The Engineer shall then adjust the previous maximum assessment rate by an amount not to exceed the percentage change for the upcoming fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

Beginning in the second fiscal year (FY 2006/07), for Zone 2005-03 (Sky Ranch) and each fiscal year thereafter, the Maximum Assessment will be recalculated and a new Maximum Assessment established. The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual assessment (rate per EDU) less than or equal to this Maximum Assessment is not considered an increased assessment, even if the proposed assessment is much greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual District assessments may remain virtually unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on District assessments. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjustment maximum amount. If the budget and assessments for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated require an increase greater than the adjusted Maximum Assessment then the assessment is considered an increased assessment. To impose an increased assessment the City must comply with the provisions of the Constitution Article XIID Section 4(c) that requires a public hearing and certain protest procedures including mailed notice of the public hearing and property owner protest balloting. Property owners, through the balloting process, must approve the proposed assessment increase. If the proposed assessment is approved, then a new Maximum Assessment is established for the District. If the proposed assessment is not approved, the City may not levy an assessment greater than the adjusted Maximum Assessment previously established for the District.

SECTION IV. DISTRICT BUDGET

The following is a brief description of the costs associated with the improvements and services to be funded through the District.

A. DIRECT COSTS

1. Maintenance Costs/Labor

This includes all regular scheduled labor, contractors and general maintenance costs including wages, salaries, benefits and contract services required to properly maintain and ensure the satisfactory condition of all improvements and appurtenant facilities.

2. Utilities

The furnishing of water and electricity required for the operation and maintenance of the improvements and facilities.

3. Equipment and Supplies

This item includes all materials, supplies, and equipment required to operate, maintain, and ensure the satisfactory condition of all improvements and appurtenant facilities.

4. Repair and Miscellaneous Expenses

Includes repairs to the improvements and facilities that are not included in the yearly maintenance costs. These costs may include repair of damaged amenities due to storms, vandalism, etc. Also included may be planned upgrades or replacement of improvements and equipment that provides a direct benefit to the District.

B. ADMINISTRATION COSTS

1. District Administration

This item may include all or a portion of the administration and professional service costs associated with the coordination of District services and operations including response to public concerns and education, and procedures associated with the levy and collection of assessments. This item also includes the costs associated with professionals to provide administrative, legal, or engineering services specific to the District.

2. County Administration Fee

This is the cost to the District for the County to collect assessments on the annual property tax roll.

**Table 2
Proposed Budget**

DESCRIPTION	ZONE 2001-02 PASEO DEL SOL
DIRECT COSTS	
Maintenance Costs and Labor	\$114,443
Capital Improvement Expenditures	101,470
DIRECT COSTS SUBTOTAL	\$215,913
INCIDENTAL COSTS/EXPENSES	
Administration	\$14,156
Special Administration Costs	0
INCIDENTAL COSTS/EXPENSES	\$14,156
LESS: FUNDS ON HAND	0
TOTAL ASSESSMENT	\$230,069
DISTRICT STATISTICS	
Total Parcels	449
Total Parcels Levied	449
Total Equivalent Dwelling Units	449
Applied Rate per EDU	\$512.40
Maximum Rate per EDU	\$913.31

The proposed FY 2023/24 annual assessment is \$512.40 per EDU.

CITY OF IMPERIAL

LANDSCAPE MAINTENANCE DISTRICT NO. 2 (SKY RANCH)

Engineer's Report Fiscal Year 2023/24

Report Submitted by:



Scott Koppel
Koppel & Gruber Public Finance

Registered Engineer

EXHIBIT A
PRELIMINARY ASSESSMENT ROLL
FOR FISCAL YEAR 2023/24

Parcel identification for each lot or parcel within the District, shall be the parcel as shown on the Imperial County Secured Roll for the year in which this Report is prepared and reflective of the Assessor's Parcel Maps.

The following pages contain a listing of parcels assessed within this District, along with the Zone designation and proposed assessment amounts.



CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(SKY RANCH)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-311-001-000	668 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-002-000	670 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-003-000	672 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-004-000	674 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-005-000	676 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-006-000	678 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-007-000	680 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-008-000	682 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-009-000	683 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-010-000	681 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-011-000	679 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-012-000	677 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-013-000	675 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-014-000	673 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-015-000	671 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-016-000	669 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-017-000	667 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-311-018-000	668 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-019-000	670 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-020-000	672 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-021-000	674 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-022-000	676 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-023-000	678 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-024-000	680 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-025-000	682 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-026-000	683 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-027-000	681 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-028-000	679 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-029-000	677 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-030-000	675 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-031-000	673 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-032-000	671 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-033-000	669 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-034-000	667 MC CARRAN CT	RES	1	1	\$ 512.40
2005-03	064-311-035-000	668 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-036-000	670 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-037-000	672 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-038-000	674 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-039-000	676 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-040-000	678 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-041-000	680 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-042-000	682 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-311-043-000	684 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-312-001-000	2458 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-002-000	2456 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-003-000	2454 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-004-000	2452 EARHART AVE	RES	1	1	\$ 512.40



CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(SKY RANCH)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-312-005-000	2450 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-006-000	2448 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-007-000	2447 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-008-000	2449 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-009-000	2451 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-010-000	2453 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-011-000	2455 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-012-000	2457 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-013-000	2459 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-312-014-000	2458 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-015-000	2456 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-016-000	2454 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-017-000	2452 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-018-000	2450 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-019-000	2448 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-020-000	2447 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-021-000	2449 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-022-000	2451 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-023-000	2453 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-024-000	2455 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-025-000	2457 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-026-000	2459 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-312-027-000	2458 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-028-000	2456 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-029-000	2454 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-030-000	2452 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-031-000	2450 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-032-000	2448 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-033-000	2447 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-034-000	2449 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-035-000	2451 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-036-000	2453 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-037-000	2455 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-038-000	2457 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-039-000	2459 O'HARE AVE	RES	1	1	\$ 512.40
2005-03	064-312-040-000	2458 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-041-000	2456 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-042-000	2454 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-043-000	2452 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-312-044-000	2450 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-045-000	2448 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-046-000	2447 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-047-000	2449 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-048-000	2451 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-049-000	2453 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-050-000	2455 STAPLETON AVE	RES	1	1	\$ 512.40
2005-03	064-312-051-000	2457 STAPLETON AVE	RES	1	1	\$ 512.40



CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(SKY RANCH)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situation Address	Land Use	Residential		EDU	Assessment
			Code	Units			
2005-03	064-312-052-000	2459 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-001-000	2461 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-002-000	2463 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-003-000	2465 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-004-000	2467 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-005-000	2469 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-006-000	2471 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-007-000	2473 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-008-000	2475 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-009-000	2476 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-010-000	2474 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-011-000	2472 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-012-000	2470 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-013-000	2468 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-014-000	2466 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-015-000	2464 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-016-000	2462 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-017-000	2460 STAPLETON AVE	RES	1		1	\$ 512.40
2005-03	064-314-018-000	2461 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-019-000	2463 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-020-000	2465 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-021-000	2467 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-022-000	2469 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-023-000	2471 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-024-000	2473 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-025-000	2475 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-026-000	2476 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-027-000	2474 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-028-000	2472 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-029-000	2470 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-030-000	2468 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-031-000	2466 O'HARE AVE	RES	1		1	\$ 512.40
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2005-03	064-314-033-000	2462 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-034-000	2460 O'HARE AVE	RES	1		1	\$ 512.40
2005-03	064-314-035-000	2461 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-036-000	2463 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-037-000	2465 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-038-000	2467 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-039-000	2469 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-040-000	2471 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-041-000	2473 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-042-000	2475 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-043-000	2476 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-044-000	2474 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-045-000	2472 LA GUARDIA AVE	RES	1		1	\$ 512.40
2005-03	064-314-046-000	2470 LA GUARDIA AVE	RES	1		1	\$ 512.40



CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
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Zone	APN	Situs Address	Land Use	Residential		Assessment
			Code	Units	EDU	
2005-03	064-314-047-000	2468 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-314-048-000	2466 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-314-049-000	2464 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-314-050-000	2462 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-314-051-000	2460 LA GUARDIA AVE	RES	1	1	\$ 512.40
2005-03	064-314-052-000	2461 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-053-000	2463 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-054-000	2465 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-055-000	2467 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-056-000	2469 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-057-000	2471 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-058-000	2473 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-059-000	2475 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-060-000	2476 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-062-000	2472 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-063-000	2470 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-064-000	2468 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-065-000	2466 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-066-000	2464 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-067-000	2462 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-068-000	2460 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-314-073-000	2474 EARHART AVE	RES	1	1	\$ 512.40
2005-03	064-315-014-000	625 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-015-000	623 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-016-000	621 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-017-000	619 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-018-000	617 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-019-000	615 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-020-000	613 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-021-000	611 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-022-000	609 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-023-000	607 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-315-033-000	2464 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-034-000	2462 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-035-000	2460 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-036-000	2458 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-037-000	2456 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-038-000	2454 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-039-000	2452 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-040-000	2450 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-041-000	2448 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-045-000	2440 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-046-000	2442 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-047-000	2444 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-315-048-000	2446 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-316-001-000	624 BOLEY FIELD DR	RES	1	1	\$ 512.40
2005-03	064-316-002-000	622 BOLEY FIELD DR	RES	1	1	\$ 512.40



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Zone	APN	Situs Address	Land Use	Residential		EDU	Assessment
			Code	Units			
2005-03	064-316-003-000	620 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-004-000	618 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-005-000	616 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-006-000	614 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-007-000	612 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-008-000	610 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-009-000	608 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-010-000	606 BOLEY FIELD DR	RES	1		1	\$ 512.40
2005-03	064-316-011-000	607 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-012-000	609 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-013-000	611 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-014-000	613 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-015-000	615 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-016-000	617 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-017-000	619 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-018-000	621 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-019-000	623 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-316-020-000	625 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-001-000	624 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-002-000	622 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-003-000	620 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-004-000	618 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-005-000	616 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-006-000	614 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-007-000	612 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-008-000	610 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-009-000	608 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-010-000	606 MC CARRAN DR	RES	1		1	\$ 512.40
2005-03	064-317-011-000	607 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-012-000	609 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-013-000	611 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-014-000	613 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-015-000	615 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-016-000	617 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-017-000	619 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-018-000	621 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-019-000	623 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-317-020-000	625 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-001-000	624 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-002-000	622 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-003-000	620 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-004-000	618 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-005-000	616 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-006-000	614 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-007-000	612 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-008-000	610 FLYING CLOUD DR	RES	1		1	\$ 512.40
2005-03	064-318-009-000	608 FLYING CLOUD DR	RES	1		1	\$ 512.40



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Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-318-010-000	606 FLYING CLOUD DR	RES	1	1	\$ 512.40
2005-03	064-318-011-000	607 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-012-000	609 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-013-000	611 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-014-000	613 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-015-000	615 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-016-000	617 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-017-000	619 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-018-000	621 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-019-000	623 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-318-020-000	625 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-001-000	624 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-002-000	622 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-003-000	620 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-004-000	618 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-005-000	616 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-006-000	614 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-007-000	612 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-008-000	610 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-009-000	608 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-010-000	606 DULLES DR	RES	1	1	\$ 512.40
2005-03	064-319-011-000	607 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-012-000	609 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-013-000	611 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-014-000	613 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-015-000	615 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-016-000	617 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-017-000	619 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-018-000	621 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-019-000	623 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-319-020-000	625 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-321-001-000	668 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-002-000	670 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-003-000	672 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-004-000	674 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-005-000	676 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-006-000	678 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-007-000	680 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-009-000	683 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-010-000	681 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-011-000	679 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-012-000	677 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-013-000	675 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-014-000	673 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-015-000	671 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-016-000	669 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-321-017-000	667 SKY VIEW CT W	RES	1	1	\$ 512.40



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Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-321-018-000	668 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-019-000	670 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-020-000	672 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-021-000	674 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-022-000	676 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-023-000	678 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-024-000	680 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-025-000	682 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-026-000	683 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-027-000	681 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-028-000	679 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-029-000	677 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-030-000	675 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-031-000	673 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-032-000	671 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-033-000	669 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-034-000	667 KITTY HAWK CT	RES	1	1	\$ 512.40
2005-03	064-321-035-000	668 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-036-000	670 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-037-000	672 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-038-000	674 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-039-000	676 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-040-000	678 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-041-000	680 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-042-000	682 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-043-000	683 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-044-000	681 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-045-000	679 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-046-000	677 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-047-000	675 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-048-000	673 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-049-000	671 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-050-000	669 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-051-000	667 DULLES CT W	RES	1	1	\$ 512.40
2005-03	064-321-054-000	682 SKY VIEW CT W	RES	1	1	\$ 512.40
2005-03	064-322-001-000	2438 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-002-000	2436 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-003-000	2434 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-004-000	2432 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-005-000	2430 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-006-000	2428 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-007-000	2426 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-008-000	2424 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-009-000	2425 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-010-000	2427 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-011-000	2429 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-012-000	2431 EARHART CT	RES	1	1	\$ 512.40



CITY OF IMPERIAL
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Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-322-013-000	2433 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-014-000	2435 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-015-000	2437 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-016-000	2439 EARHART CT	RES	1	1	\$ 512.40
2005-03	064-322-017-000	2438 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-018-000	2436 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-019-000	2434 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-020-000	2432 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-021-000	2430 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-022-000	2428 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-023-000	2426 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-024-000	2424 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-025-000	2423 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-026-000	2425 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-027-000	2427 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-028-000	2429 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-029-000	2431 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-030-000	2433 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-031-000	2435 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-032-000	2437 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-033-000	2439 LA GUARDIA CT	RES	1	1	\$ 512.40
2005-03	064-322-034-000	2438 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-035-000	2436 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-036-000	2434 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-037-000	2432 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-038-000	2430 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-039-000	2428 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-040-000	2426 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-041-000	2424 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-042-000	2423 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-043-000	2425 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-044-000	2427 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-045-000	2429 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-046-000	2431 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-047-000	2433 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-048-000	2435 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-049-000	2437 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-050-000	2439 O'HARE CT	RES	1	1	\$ 512.40
2005-03	064-322-051-000	2438 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-052-000	2436 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-053-000	2434 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-054-000	2432 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-055-000	2430 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-056-000	2428 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-057-000	2426 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-058-000	2424 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-059-000	2423 STAPLETON CT	RES	1	1	\$ 512.40



CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(SKY RANCH)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-322-060-000	2425 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-063-000	2431 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-064-000	2433 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-065-000	2435 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-066-000	2437 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-067-000	2439 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-068-000	2427 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-322-069-000	2429 STAPLETON CT	RES	1	1	\$ 512.40
2005-03	064-324-001-000	624 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-002-000	622 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-003-000	620 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-004-000	618 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-005-000	616 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-006-000	614 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-007-000	612 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-008-000	610 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-009-000	608 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-010-000	606 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-011-000	604 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-012-000	602 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-324-013-000	2414 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-014-000	2416 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-015-000	2418 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-016-000	2420 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-017-000	2422 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-018-000	2424 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-019-000	2426 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-020-000	2428 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-021-000	2430 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-022-000	2432 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-023-000	2434 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-024-000	2436 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-324-025-000	2438 SKY HARBOR WAY	RES	1	1	\$ 512.40
2005-03	064-325-001-000	625 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-002-000	623 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-003-000	621 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-004-000	619 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-005-000	617 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-006-000	615 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-007-000	613 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-008-000	611 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-009-000	609 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-010-000	607 SKY VIEW DR	RES	1	1	\$ 512.40
2005-03	064-325-011-000	606 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-012-000	608 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-013-000	610 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-014-000	612 KITTY HAWK DR	RES	1	1	\$ 512.40

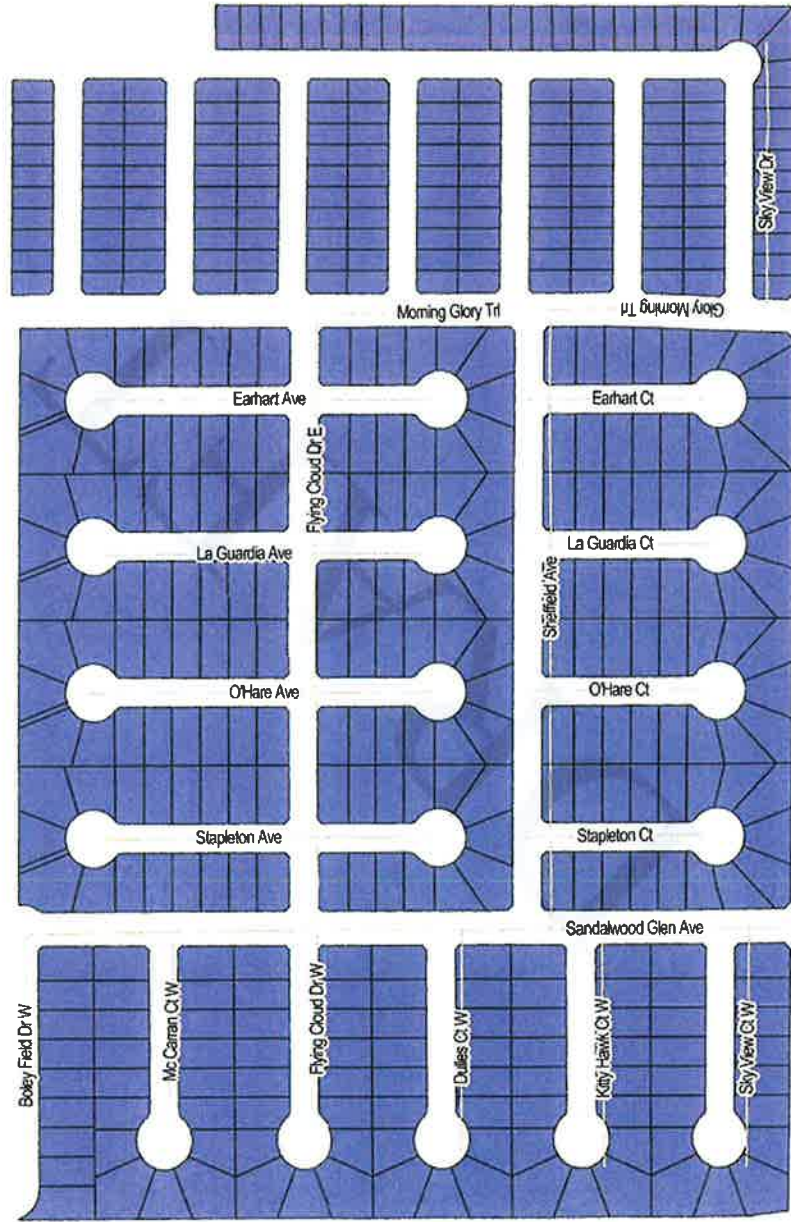


CITY OF IMPERIAL
LANDSCAPE MAINTENANCE DISTRICT NO. 2
(SKY RANCH)
FISCAL YEAR 2023/24 TAX ROLL

Zone	APN	Situs Address	Land Use Code	Residential Units	EDU	Assessment
2005-03	064-325-015-000	614 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-016-000	616 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-017-000	618 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-018-000	620 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-019-000	622 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-325-020-000	624 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-001-000	625 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-002-000	623 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-003-000	621 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-004-000	619 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-005-000	617 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-006-000	615 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-007-000	613 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-008-000	611 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-009-000	609 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-010-000	607 KITTY HAWK DR	RES	1	1	\$ 512.40
2005-03	064-326-011-000	606 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-012-000	608 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-013-000	610 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-014-000	612 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-015-000	614 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-016-000	616 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-017-000	618 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-018-000	620 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-019-000	622 SHEFFIELD DR	RES	1	1	\$ 512.40
2005-03	064-326-020-000	624 SHEFFIELD DR	RES	1	1	\$ 512.40
Total Levy						\$ 230,067.60
Total Parcel Count						449

EXHIBIT B
DISTRICT BOUNDARY MAP

CITY OF IMPERIAL LANDSCAPE MAINTENANCE DISTRICT NO. 2 (SKY RANCH)



Austin Rd

Moring Glory Trl

W Allen Rd

Wisteria Ct

KOPPEL & GRUBER
PUBLIC FINANCE

DATE SUBMITTED

06/30/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

07/05/23

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(X)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

ab

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: Municipal Budget for Fiscal Year 2023-2024

1. Recommended Action (1): Adopt Resolution No. 2023-23 Adopting the Municipal Budget for Fiscal Year 2023-2024
2. Recommended Action (2): Adopt Resolution No. 2023-24 Adopting Appropriations/GANN Limit for Fiscal Year 2023-2024.

DEPARTMENT INVOLVED: All Department's Involved

BACKGROUND/SUMMARY:

City staff has completed our review and analysis of operational revenues and expenditures for fiscal year 2023-2024. A Work Session of the Imperial City Council was held on June 21, 2023 and continued to July 5, 2023. Attached as Exhibit A you will find the proposed Special, General and Enterprise Fund Municipal Budget for Fiscal Year 2023-2024.

FISCAL IMPACT: 19.1 Million

ADMIN SERV
INITIALS

DA

STAFF RECOMMENDATION: Review and Approve attached municipal budget and approve expenditures for FY 23-24 or provide direction for a future meeting.

DEPT. INITIALS

ab

MANAGER'S RECOMMENDATION: Agrees with staff's recommendation

CITY
MANAGER's
INITIALS

CHM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2023-23

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF IMPERIAL,
CALIFORNIA ADOPTING THE MUNICIPAL BUDGET FOR THE FISCAL YEAR
THAT BEGINS JULY 1, 2023 AND ENDS JUNE 30, 2024**

WHEREAS, a proposed budget having been presented to and considered by the City Council during its Budget Work Session agenda on June 21, 2023; and

WHEREAS, a proposed budget work session was continued and presented to the City Council during a Budget Work Session on July 5, 2023.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Municipal Budget for Fiscal Year 2023-2024 as presented on July 5, 2023 is hereby approved and adopted, for all funds and departments as shown in attached **Exhibit A**.
2. The Position Allocation List and Job Descriptions as presented on July 5, 2023 is hereby approved and adopted as shown in the attached **Exhibit B**.
3. The City Manager may approve line item budget transfers/amendments not to exceed \$25,000.

**APPROVED AND ADOPTED AT THE SPECIAL MEETING OF THE CITY COUNCIL OF
THE CITY OF IMPERIAL THIS 5TH DAY OF JULY 2023.**

Katherine Burnworth, Mayor
City of Imperial

ATTEST:

City Clerk
City of Imperial

EXHIBIT A

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 100 CITY COUNCIL							
5101 SALARIES - FULL TIME	0	864	864	0	0		
5102 SALARIES - PART TIME	21,600	21,600	21,600	21,600	0	21,600	
5112 FICA	1,652	1,719	1,719	1,652	0	1,700	
5113 WORKER'S COMP	0	0	0	0	0		
5114 UNEMPLOYMENT INS.	572	1,123	1,123	497	0	1,300	
5115 HEALTH INSURANCE	0	0	0	0	0	5,000	
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0		
5250 PUBLICATION/DUES	0	200	200	0	0	600	
5260 TELEPHONE	2,247	3,000	3,000	3,060	0	3,000	
5265 TRAINING/EDUCATION	1,750	5,045	5,045	3,675	0	4,500	
5270 TRAVEL & MEETINGS	14,846	17,730	17,730	21,413	0	20,000	
5301 OFFICE SUPPLIES	135	1,250	1,250	575	0	500	
5310 SAFETY/EQUIPMENT/CLOTHING	0	250	250	0	0		
5330 SPECIAL DEPARTMENTAL SUPPLIES	337	200	200	14,618	0	1,000	
5442 EQUIPMENT - OTHER	0	0	0	161	0		
CITY COUNCIL	43,139	52,981	52,981	67,251	0	59,200	0
Total Expenditures	43,139	52,981	52,981	67,251	0	59,200	0
Grand Total:	-43,139	-52,981	-52,981	-67,251	0	-59,200	0

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year		Actual Thru June	Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget			FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 110 CITY CLERK								
5101 SALARIES - FULL TIME	127,815	85,844	85,844	4,680	0			
5102 SALARIES - PART TIME	4,855	7,500	7,500	2,400	0	4,800		
5111 RETIREMENT	3,154	0	0	352	0			
5112 FICA	10,038	7,361	7,361	542	0	400		
5114 UNEMPLOYMENT INS.	372	630	630	53	0	700		
5115 HEALTH INSURANCE	4,154	8,400	8,400	368	0			
5120 VEHICLE ALLOWANCE	260	2,400	2,400	0	0			
5123 WELLNESS PROGRAM	0	480	480	0	0			
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0	10,000		
5210 CONTRACT SERVICE	0	8,000	8,000	0	0	8,500		
5250 PUBLICATION/DUES	200	305	305	875	0	300		
5260 TELEPHONE	842	1,000	1,000	942	0	1,100		
5265 TRAINING/EDUCATION	2,377	1,775	1,775	518	0	5,000		
5270 TRAVEL & MEETINGS	1,801	3,200	3,200	960	0	5,000		
5301 OFFICE SUPPLIES	4,573	1,000	1,000	299	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	0	0	0	0	0			
5330 SPECIAL DEPARTMENTAL SUPPLIES	68	30,000	30,000	7,399	0	7,500		
CITY CLERK	160,509	157,895	157,895	19,388	0	44,500	0	0
Total Expenditures	160,509	157,895	157,895	19,388	0	44,500	0	0
Grand Total:	-160,509	-157,895	-157,895	-19,388	0	-44,500	0	0

BUDGET WORKSHEET

Page: 1
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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 120 CITY ATTORNEY								
5210 CONTRACT SERVICE	92,663	115,000	115,000	64,000	0	150,000		
5265 TRAINING/EDUCATION	0	400	400	0	0	400		
5270 TRAVEL & MEETINGS	0	1,200	1,200	348	0	1,300		
5301 OFFICE SUPPLIES	0	50	50	24	0	100		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	0	0			
CITY ATTORNEY	92,663	116,650	116,650	64,372	0	151,800	0	0
Total Expenditures	92,663	116,650	116,650	64,372	0	151,800	0	0
Grand Total:	-92,663	-116,650	-116,650	-64,372	0	-151,800	0	0

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 130 CITY MANAGER								
5101 SALARIES - FULL TIME	396,797	378,635	378,635	310,403	0	496,600		
5102 SALARIES - PART TIME	0	15,432	15,432	10,110	0	20,600		
5103 OVERTIME	379	500	500	48	0	600		
5104 COURT/TRAVEL/STANDBY	0	0	0	79	0			
5105 CERTIFICATE PAY	0	1,430	1,430	0	0	1,600		
5106 EDUCATIONAL INCENTIVE	0	4,400	4,400	0	0	4,800		
5108 SPECIALTY PAY	1,103	520	520	0	0	600		
5111 RETIREMENT	28,349	24,485	24,485	22,043	0	32,200		
5112 FICA	27,550	29,416	29,416	22,934	0	34,700		
5114 UNEMPLOYMENT INS.	736	1,540	1,540	669	0	1,700		
5115 HEALTH INSURANCE	22,948	17,043	17,043	14,576	0	21,600		
5120 VEHICLE ALLOWANCE	6,040	6,000	6,000	6,000	0	6,000		
5123 WELLNESS PROGRAM	500	1,344	1,344	284	0	300		
5124 EDUCATION INCENTIVE	1,580	2,000	2,000	1,640	0	2,000		
5201 ADVERTISING (INCL LEGAL)	0	0	0	0	0	15,000		
5210 CONTRACT SERVICE	2,292	10,000	10,000	14,904	0	135,000		
5250 PUBLICATION/DUES	1,650	3,220	3,220	2,131	0	3,400		
5260 TELEPHONE	1,720	3,180	3,180	1,167	0	3,400		
5265 TRAINING/EDUCATION	3,239	5,790	5,790	2,656	0	5,000		
5270 TRAVEL & MEETINGS	16,496	21,000	21,000	15,812	0	15,500		
5301 OFFICE SUPPLIES	480	1,100	1,100	468	0	1,000		
5310 SAFETY/EQUIPMENT/CLOTHING	87	200	200	208	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	6,731	500	500	1,913	0	11,300		
CITY MANAGER	518,677	527,735	527,735	428,045	0	813,100	0	0
Total Expenditures	518,677	527,735	527,735	428,045	0	813,100	0	0
Grand Total:	-518,677	-527,735	-527,735	-428,045	0	-813,100	0	0

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year -----				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 140 ADMIN/FINANCIAL SERVICES								
5101 SALARIES - FULL TIME	311,364	179,969	179,969	198,052	0	488,700		
5102 SALARIES - PART TIME	8,614	7,500	7,500	3,126	0	7,500		
5103 OVERTIME	34	5,000	5,000	144	0	5,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	262	0			
5105 CERTIFICATE PAY	0	683	683	0	0	700		
5106 EDUCATIONAL INCENTIVE	0	2,322	2,322	0	0			
5108 SPECIALTY PAY	2,000	1,704	1,704	2,499	0	2,600		
5111 RETIREMENT	24,943	14,733	14,733	15,070	0	29,900		
5112 FICA	24,114	14,553	14,553	13,081	0	28,500		
5114 UNEMPLOYMENT INS.	945	1,293	1,293	532	0	1,400		
5115 HEALTH INSURANCE	26,623	22,553	22,553	19,560	0	38,400		
5123 WELLNESS PROGRAM	0	845	845	180	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5222 LITERACY SERVICES	0	0	0	0	0			
5250 PUBLICATION/DUES	730	1,240	1,240	0	0	600		
5260 TELEPHONE	490	540	540	822	0	1,300		
5265 TRAINING/EDUCATION	1,705	3,450	3,450	-10	0	2,500		
5270 TRAVEL & MEETINGS	1,009	8,090	8,090	1,411	0	3,100		
5280 UTILITIES - ELECTRIC	0	0	0	0	0			
5301 OFFICE SUPPLIES	2,483	1,850	1,850	1,751	0	2,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	450	450	542	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	250	250	0	0	300		
5444 LIBRARY BOOKS	0	0	0	0	0			
ADMIN/FINANCIAL SERVICES	405,054	271,025	271,025	257,022	0	617,400	0	0
Total Expenditures	405,054	271,025	271,025	257,022	0	617,400	0	0
Grand Total:	-405,054	-271,025	-271,025	-257,022	0	-617,400	0	0

BUDGET WORKSHEET

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 141 ACCOUNTING AND REPORTING								
5210 CONTRACT SERVICE	34,283	73,200	73,200	100,432	0	80,000		
5213 STATE MANDATED FEE	412	450	450	367	0	500		
ACCOUNTING AND REPORTING	34,695	73,650	73,650	100,799	0	80,500	0	0
Total Expenditures	34,695	73,650	73,650	100,799	0	80,500	0	0
Grand Total:	-34,695	-73,650	-73,650	-100,799	0	-80,500	0	0

BUDGET WORKSHEET

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City of Imperial

Month: 6/30/2023	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated	FY24 REQ	FY24 REC	FY24 ADOPT
	Actual	Budget	Budget	June	Total			
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 143 INFORMATION TECHNOLOGY SERVI								
5101 SALARIES - FULL TIME	226,089	149,428	149,428	173,039	0	408,800		
5102 SALARIES - PART TIME	984	0	0	22,233	2	24,800		
5103 OVERTIME	2,731	7,000	7,000	7,992	0	7,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	391	0			
5105 CERTIFICATE PAY	0	1,170	1,170	0	0			
5106 EDUCATIONAL INCENTIVE	0	2,800	2,800	0	0	1,000		
5108 SPECIALTY PAY	50	260	260	0	0			
5111 RETIREMENT	15,879	11,450	11,450	11,853	0	24,100		
5112 FICA	15,633	11,523	11,523	14,653	0	26,300		
5113 WORKER'S COMP	0	0	0	0	0	6,100		
5114 UNEMPLOYMENT INS.	961	700	700	677	0	1,400		
5115 HEALTH INSURANCE	24,453	16,537	16,537	18,596	0	33,600		
5123 WELLNESS PROGRAM	0	672	672	320	0	400		
5124 EDUCATION INCENTIVE	822	6,000	6,000	0	0	6,600		
5210 CONTRACT SERVICE	0	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	1,044	1,500	1,500	580	0	4,500		
5242 VEHICLE FUEL	1,289	3,360	3,360	1,939	0	2,000		
5250 PUBLICATION/DUES	2,822	4,960	4,960	1,537	0	5,000		
5260 TELEPHONE	1,935	2,640	2,640	2,570	0	2,700		
5265 TRAINING/EDUCATION	2,652	6,700	6,700	4,631	0	5,200		
5270 TRAVEL & MEETINGS	0	0	0	168	0	900		
5282 FIBER OPTIC	0	0	0	0	0			
5301 OFFICE SUPPLIES	1,415	1,500	1,500	2,860	0	2,000		
5310 SAFETY/EQUIPMENT/CLOTHING	1,180	1,000	1,000	964	0	1,300		
5320 SMALL TOOLS	2,662	3,000	3,000	3,629	0	3,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	4,666	500	500	5,553	0	5,000		
5440 EQUIPMENT - AUTOMOTIVE	40,294	40,000	40,000	0	0	40,000		
5442 EQUIPMENT - OTHER	0	0	0	0	0			
INFORMATION TECHNOLOGY SERVICE	347,561	272,700	272,700	274,185	2	611,700	0	0
Total Expenditures	347,561	272,700	272,700	274,185	2	611,700	0	0
Grand Total:	-347,561	-272,700	-272,700	-274,185	-2	-611,700	0	0

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	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 144 INFORMATION TECHNOLOGY SUPP								
5101 SALARIES - FULL TIME	0	0	0	0	0			
5103 OVERTIME	0	0	0	0	0			
5111 RETIREMENT	0	0	0	0	0			
5112 FICA	0	0	0	0	0			
5113 WORKER'S COMP	0	0	0	0	0			
5114 UNEMPLOYMENT INS.	0	0	0	0	0			
5115 HEALTH INSURANCE	0	0	0	0	0			
5210 CONTRACT SERVICE	13,149	17,280	17,280	15,522	0	38,500		
5250 PUBLICATION/DUES	214,268	247,399	247,399	194,564	0	275,300		
5265 TRAINING/EDUCATION	0	0	0	0	0			
5282 FIBER OPTIC	15,750	23,100	23,100	0	0	33,700		
5330 SPECIAL DEPARTMENTAL SUPPLIES	19,434	20,000	20,000	16,568	0	25,000		
5442 EQUIPMENT - OTHER	41,089	38,174	38,174	10,926	0	56,100		
INFORMATION TECHNOLOGY SUPPORT	303,690	345,953	345,953	237,580	0	428,600	0	0
Total Expenditures	303,690	345,953	345,953	237,580	0	428,600	0	0
Grand Total:	-303,690	-345,953	-345,953	-237,580	0	-428,600	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 150 HUMAN RESOURCES MANAGEMENT								
5101 SALARIES - FULL TIME	0	0	0	61,990	0	297,900		
5105 CERTIFICATE PAY	0	0	0	0	0			
5108 SPECIALTY PAY	0	0	0	1,872	0			
5110 UNIFORM ALLOWANCE	0	0	0	0	0			
5111 RETIREMENT	0	0	0	5,305	0	19,800		
5112 FICA	0	0	0	4,827	0	15,300		
5113 WORKER'S COMP	0	0	0	227,833	0	3,800		
5114 UNEMPLOYMENT INS.	0	0	0	324	0	1,000		
5115 HEALTH INSURANCE	0	0	0	2,769	0	9,600		
5123 WELLNESS PROGRAM	0	0	0	0	0	1,200		
5124 EDUCATION INCENTIVE	0	0	0	0	0	4,000		
5210 CONTRACT SERVICE	8,843	8,885	8,885	14,192	0	275,300		
5230 GENERAL LIABILITY INSURANCE	0	0	0	287,287	0	639,900		
5250 PUBLICATION/DUES	635	3,000	3,000	909	0	3,200		
5260 TELEPHONE	245	0	0	856	0	1,100		
5262 TESTING SERVICES	9,089	10,200	10,200	21,223	0	15,000		
5265 TRAINING/EDUCATION	2,299	35,000	35,000	13,201	0	10,000		
5270 TRAVEL & MEETINGS	853	2,500	2,500	15,325	0	15,000		
5301 OFFICE SUPPLIES	791	250	250	2,340	0	2,500		
5310 SAFETY/EQUIPMENT/CLOTHING	87	500	500	74	0	200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	7,553	10,500	10,500	38,429	0	10,000		
HUMAN RESOURCES MANAGEMENT	30,395	70,835	70,835	698,756	0	1,324,800	0	0
Total Expenditures	30,395	70,835	70,835	698,756	0	1,324,800	0	0
Grand Total:	-30,395	-70,835	-70,835	-698,756	0	-1,324,800	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 190 GENERAL SERVICES								
5112 FICA	0	0	0	8,088	0			
5114 UNEMPLOYMENT INS.	0	0	0	504	0			
5115 HEALTH INSURANCE	0	0	0	11,502	0			
5201 ADVERTISING (INCL LEGAL)	6,274	0	0	2,085	0			
5210 CONTRACT SERVICE	66,110	82,500	82,500	47,005	0	65,000		
5241 MAINTENANCE OF EQUIPMENT	-7,996	500	500	14	0			
5242 VEHICLE FUEL	268	500	500	204	0	300		
5250 PUBLICATION/DUES	12,303	13,560	13,560	26,005	0	15,000		
5260 TELEPHONE	18,569	20,000	20,000	17,331	0	20,000		
5270 TRAVEL & MEETINGS	0	0	0	0	0			
5280 UTILITIES - ELECTRIC	37,494	40,000	40,000	36,459	0	35,000		
5281 UTILITIES - GAS	368	450	450	279	0	500		
5301 OFFICE SUPPLIES	3,504	8,500	8,500	4,775	0	7,500		
5303 BANK CHARGES	42,989	45,000	45,000	369,318	0	45,000		
5305 POSTAGE/FREIGHT	11,360	15,000	15,000	11,250	0	15,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	2,540	3,500	3,500	2,521	0	2,500		
5332 Cannabis CUP Funing	28,982	22,000	22,000	0	0			
5442 EQUIPMENT - OTHER	7,107	9,500	9,500	8,526	0	8,000		
5522 COMMITMENT FEES	34,698	80,000	80,000	44,266	0	50,000		
5540 PROPERTY TAXES	1,733	2,500	2,500	1,745	0	3,000		
5910 OPERATING TRANSFERS OUT	0	0	0	0	0			
GENERAL SERVICES	266,303	343,510	343,510	591,877	0	266,800	0	0
Total Expenditures	266,303	343,510	343,510	591,877	0	266,800	0	0
Grand Total:	-266,303	-343,510	-343,510	-591,877	0	-266,800	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 210 POLICE MANAGEMENT SERVICES								
5101 SALARIES - FULL TIME	618,276	626,409	626,409	717,704	0	787,200		
5102 SALARIES - PART TIME	0	0	0	35,280	0			
5103 OVERTIME	33,180	10,000	10,000	46,435	0	40,000		
5104 COURT/TRAVEL/STANDBY	13,095	20,225	20,225	21,409	0	20,000		
5105 CERTIFICATE PAY	30,040	47,579	47,579	34,678	0	52,500		
5107 SHIFT DIFFERENTIAL	6,800	7,800	7,800	5,600	0	4,500		
5108 SPECIALTY PAY	12,583	24,763	24,763	13,769	0	14,000		
5111 RETIREMENT	105,610	123,531	123,531	107,939	0	126,200		
5112 FICA	52,814	56,418	56,418	60,437	0	66,300		
5114 UNEMPLOYMENT INS.	1,096	2,100	2,100	1,208	0	2,300		
5115 HEALTH INSURANCE	37,088	50,553	50,553	37,661	0	44,400		
5123 WELLNESS PROGRAM	280	960	960	760	0	600		
5124 EDUCATION INCENTIVE	550	10,000	10,000	1,020	0	2,000		
5210 CONTRACT SERVICE	0	0	0	1,300	0	1,500		
5250 PUBLICATION/DUES	821	473	473	925	0	1,200		
5265 TRAINING/EDUCATION	3,253	5,776	5,776	2,906	0	5,000		
5270 TRAVEL & MEETINGS	15,894	11,912	11,912	5,801	0	17,600		
5310 SAFETY/EQUIPMENT/CLOTHING	6,646	8,400	8,400	7,823	0	8,000		
POLICE MANAGEMENT SERVICES	938,026	1,006,899	1,006,899	1,102,655	0	1,193,300	0	0
Total Expenditures	938,026	1,006,899	1,006,899	1,102,655	0	1,193,300	0	0
Grand Total:	-938,026	-1,006,899	-1,006,899	-1,102,655	0	-1,193,300	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 211 POLICE FIELD SERVICES								
5101 SALARIES - FULL TIME	894,905	1,018,099	1,018,099	812,607	0	1,238,800		
5102 SALARIES - PART TIME	0	0	0	2,520	0			
5103 OVERTIME	163,616	80,000	80,000	139,449	0	140,000		
5104 COURT/TRAVEL/STANDBY	23,894	31,555	31,555	25,608	0	25,000		
5105 CERTIFICATE PAY	53,387	77,880	77,880	55,784	0	55,000		
5107 SHIFT DIFFERENTIAL	14,547	27,300	27,300	17,113	0	18,000		
5108 SPECIALTY PAY	26,312	29,591	29,591	22,554	0	25,000		
5111 RETIREMENT	154,426	181,122	181,122	135,308	0	167,100		
5112 FICA	96,800	94,578	94,578	79,021	0	84,500		
5114 UNEMPLOYMENT INS.	2,940	4,900	4,900	2,364	0	5,400		
5115 HEALTH INSURANCE	96,687	120,658	120,658	83,630	0	102,000		
5123 WELLNESS PROGRAM	913	4,320	4,320	840	0	1,100		
5124 EDUCATION INCENTIVE	9,039	10,000	10,000	7,688	0	10,000		
5221 FEE REFUNDS	0	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	37,125	40,000	40,000	23,214	0	35,000		
5242 VEHICLE FUEL	47,457	65,000	65,000	44,361	0	65,000		
5250 PUBLICATION/DUES	1,260	0	0	1,905	0	2,000		
5262 TESTING SERVICES	370	2,000	2,000	1,037	0	3,000		
5265 TRAINING/EDUCATION	3,162	6,150	6,150	17,241	0	20,000		
5270 TRAVEL & MEETINGS	6,576	10,646	10,646	3,314	0	10,700		
5301 OFFICE SUPPLIES	2,317	3,000	3,000	1,509	0	3,000		
5310 SAFETY/EQUIPMENT/CLOTHING	16,548	15,600	15,600	12,034	0	15,600		
5321 ARMORY/SUPPLIES	6,738	5,000	5,000	1,765	0	10,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	2,864	0	500		
5440 EQUIPMENT - AUTOMOTIVE	41,561	0	0	0	0			
5442 EQUIPMENT - OTHER	17,257	3,600	3,600	4,745	0	5,500		
POLICE FIELD SERVICES	1,717,837	1,830,999	1,830,999	1,498,475	0	2,042,200	0	0
Total Expenditures	1,717,837	1,830,999	1,830,999	1,498,475	0	2,042,200	0	0

Grand Total:	-1,717,837	-1,830,999	-1,830,999	-1,498,475	0	-2,042,200	0	0

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	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June		FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 213 COMMUNICATIONS								
5210 CONTRACT SERVICE	351,928	341,341	341,341	312,487	0	385,000		
5260 TELEPHONE	32,724	51,060	51,060	35,504	0	54,300		
5280 UTILITIES - ELECTRIC	0	300	300	567	0	800		
COMMUNICATIONS	384,652	392,701	392,701	348,558	0	440,100	0	0
Total Expenditures	384,652	392,701	392,701	348,558	0	440,100	0	0
Grand Total:	-384,652	-392,701	-392,701	-348,558	0	-440,100	0	0

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	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 214 POLICE SPECIAL PROGRAM SERVIC								
5265 TRAINING/EDUCATION	50	0	0	0	0			
5330 SPECIAL DEPARTMENTAL SUPPLIES	76,953	60,011	60,011	95,964	0	91,400		
POLICE SPECIAL PROGRAM SERVICE	77,003	60,011	60,011	95,964	0	91,400	0	0
Total Expenditures	77,003	60,011	60,011	95,964	0	91,400	0	0
Grand Total:	-77,003	-60,011	-60,011	-95,964	0	-91,400	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 215 POLICE RECORDS								
5101 SALARIES - FULL TIME	108,083	171,482	171,482	165,328	0	267,400		
5103 OVERTIME	209	1,000	1,000	2,117	0	3,000		
5104 COURT/TRAVEL/STANDBY	128	0	0	639	0	1,500		
5108 SPECIALTY PAY	1,300	2,600	2,600	1,900	0	2,000		
5111 RETIREMENT	8,942	14,435	14,435	9,719	0	19,000		
5112 FICA	8,257	13,507	13,507	12,544	0	15,900		
5114 UNEMPLOYMENT INS.	484	1,050	1,050	511	0	1,200		
5115 HEALTH INSURANCE	12,972	21,886	21,886	20,884	0	21,600		
5123 WELLNESS PROGRAM	0	480	480	0	0	600		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,500		
5250 PUBLICATION/DUES	65	115	115	115	0	200		
5265 TRAINING/EDUCATION	395	395	395	0	0	1,000		
5270 TRAVEL & MEETINGS	497	545	545	263	0	3,000		
5301 OFFICE SUPPLIES	933	1,511	1,511	1,610	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	999	1,000	1,000	556	0	1,500		
POLICE RECORDS	143,264	232,006	232,006	216,186	0	341,600	0	0
Total Expenditures	143,264	232,006	232,006	216,186	0	341,600	0	0
Grand Total:	-143,264	-232,006	-232,006	-216,186	0	-341,600	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 216 K-9 SERVICES								
5210 CONTRACT SERVICE	5,029	450	450	958	0	3,000		
5265 TRAINING/EDUCATION	5,020	3,000	3,000	400	0	5,000		
5270 TRAVEL & MEETINGS	570	618	618	371	0	2,500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,636	1,000	1,000	906	0	1,500		
K-9 SERVICES	12,255	5,068	5,068	2,635	0	12,000	0	0
Total Expenditures	12,255	5,068	5,068	2,635	0	12,000	0	0
Grand Total:	-12,255	-5,068	-5,068	-2,635	0	-12,000	0	0

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City of Imperial

	Prior Year Actual	Current Year			Estimated Total	(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June		FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 220 FIRE								
5210 CONTRACT SERVICE	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000		
FIRE	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000	0	0
Total Expenditures	883,261	1,112,185	1,112,185	1,110,476	0	1,300,000	0	0
Grand Total:	-883,261	-1,112,185	-1,112,185	-1,110,476	0	-1,300,000	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 230 ANIMAL CONTROL								
5101 SALARIES - FULL TIME	48,584	53,152	53,152	51,984	0	66,500		
5103 OVERTIME	2,041	1,500	1,500	1,772	0	2,500		
5104 COURT/TRAVEL/STANDBY	0	8,395	8,395	3,528	0	3,000		
5111 RETIREMENT	4,219	4,598	4,598	4,487	0	6,800		
5112 FICA	3,823	4,066	4,066	4,305	0	5,200		
5114 UNEMPLOYMENT INS.	183	350	350	168	0	400		
5115 HEALTH INSURANCE	8,745	9,019	9,019	8,415	0	8,400		
5123 WELLNESS PROGRAM	0	0	0	0	0			
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5210 CONTRACT SERVICE	6,633	7,668	7,668	4,910	0	20,000		
5241 MAINTENANCE OF EQUIPMENT	3,807	3,000	3,000	122	0	4,000		
5242 VEHICLE FUEL	5,789	4,600	4,600	4,886	0	5,000		
5250 PUBLICATION/DUES	196	148	148	0	0	200		
5301 OFFICE SUPPLIES	153	210	210	155	0	300		
5310 SAFETY/EQUIPMENT/CLOTHING	500	500	500	492	0	800		
5330 SPECIAL DEPARTMENTAL SUPPLIES	555	917	917	369	0	500		
ANIMAL CONTROL	85,228	98,123	98,123	85,593	0	123,600	0	0
Total Expenditures	85,228	98,123	98,123	85,593	0	123,600	0	0
Grand Total:	-85,228	-98,123	-98,123	-85,593	0	-123,600	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 300 PUBLIC SERVICES MANAGEMENT								
5101 SALARIES - FULL TIME	396,912	154,715	154,715	216,579	0	495,400		
5105 CERTIFICATE PAY	0	650	650	0	0	2,000		
5108 SPECIALTY PAY	0	390	390	0	0	400		
5111 RETIREMENT	31,804	13,307	13,307	15,226	0	48,900		
5112 FICA	28,051	11,994	11,994	15,551	0	38,800		
5114 UNEMPLOYMENT INS.	720	513	513	234	0	600		
5115 HEALTH INSURANCE	22,977	10,833	10,833	10,152	0	22,800		
5123 WELLNESS PROGRAM	0	544	544	0	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,400		
PUBLIC SERVICES MANAGEMENT	480,464	196,946	196,946	257,742	0	613,700	0	0
Total Expenditures	480,464	196,946	196,946	257,742	0	613,700	0	0
Grand Total:	-480,464	-196,946	-196,946	-257,742	0	-613,700	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 305 CODE ENFORCEMENT-NUSIANCE AT								
5101 SALARIES - FULL TIME	0	0	0	0	0	59,200		
5103 OVERTIME	0	0	0	0	0	600		
5108 SPECIALTY PAY	0	0	0	0	0	1,200		
5110 UNIFORM ALLOWANCE	0	0	0	0	0			
5111 RETIREMENT	0	0	0	0	0	4,900		
5112 FICA	0	0	0	0	0	4,900		
5113 WORKER'S COMP	0	0	0	0	0			
5114 UNEMPLOYMENT INS.	0	0	0	0	0	400		
5115 HEALTH INSURANCE	0	0	0	0	0	6,000		
5123 WELLNESS PROGRAM	0	0	0	0	0	600		
5241 MAINTENANCE OF EQUIPMENT	0	0	0	0	0	4,000		
5242 VEHICLE FUEL	0	0	0	0	0	1,500		
5250 PUBLICATION/DUES	0	0	0	0	0	400		
5260 TELEPHONE	0	0	0	0	0	1,100		
5265 TRAINING/EDUCATION	0	0	0	0	0	1,500		
5270 TRAVEL & MEETINGS	0	0	0	0	0	1,200		
5301 OFFICE SUPPLIES	0	0	0	0	0	1,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	0	0	0	0	600		
CODE ENFORCEMENT-NUSIANCE ABAT	0	0	0	0	0	89,400	0	0
Total Expenditures	0	0	0	0	0	89,400	0	0
Grand Total:	0	0	0	0	0	-89,400	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 310 ENGINEERING								
5101 SALARIES - FULL TIME	188,490	170,438	170,438	183,648	0	240,300		
5102 SALARIES - PART TIME	1,050	17,497	17,497	0	0	17,500		
5104 COURT/TRAVEL/STANDBY	0	0	0	75	0			
5106 EDUCATIONAL INCENTIVE	0	5,400	5,400	0	0	5,900		
5108 SPECIALTY PAY	0	2,340	2,340	1,825	0	1,300		
5111 RETIREMENT	15,445	14,049	14,049	15,036	0	21,800		
5112 FICA	14,534	13,774	13,774	14,260	0	18,900		
5114 UNEMPLOYMENT INS.	721	945	945	421	0	1,000		
5115 HEALTH INSURANCE	18,876	14,340	14,340	16,112	0	18,000		
5123 WELLNESS PROGRAM	440	1,296	1,296	852	0	300		
5124 EDUCATION INCENTIVE	1,375	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	2,200	3,500	3,500	0	0	19,000		
5241 MAINTENANCE OF EQUIPMENT	483	1,600	1,600	261	0	1,600		
5242 VEHICLE FUEL	0	1,700	1,700	0	0	2,400		
5250 PUBLICATION/DUES	315	315	315	454	0	700		
5260 TELEPHONE	942	1,080	1,080	1,237	0	2,200		
5265 TRAINING/EDUCATION	0	2,290	2,290	149	0	7,200		
5270 TRAVEL & MEETINGS	110	2,550	2,550	0	0	2,000		
5301 OFFICE SUPPLIES	454	500	500	169	0	1,200		
5310 SAFETY/EQUIPMENT/CLOTHING	790	10,300	10,300	9,371	0	3,900		
5910 OPERATING TRANSFERS OUT	0	4,397	4,397	0	0	4,400		
ENGINEERING	246,225	272,311	272,311	243,870	0	373,600	0	0
Total Expenditures	246,225	272,311	272,311	243,870	0	373,600	0	0
Grand Total:	-246,225	-272,311	-272,311	-243,870	0	-373,600	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 320 STREET MAINTENANCE								
5101 SALARIES - FULL TIME	147,700	129,273	129,273	141,095	0	257,500		
5103 OVERTIME	1,691	10,000	10,000	12,104	0	12,000		
5104 COURT/TRAVEL/STANDBY	11,679	2,780	2,780	18,620	0	9,100		
5106 EDUCATIONAL INCENTIVE	0	4,600	4,600	0	0	4,600		
5110 UNIFORM ALLOWANCE	11,492	2,500	2,500	13,207	0	12,000		
5111 RETIREMENT	11,197	9,871	9,871	9,986	0	17,800		
5112 FICA	12,193	10,560	10,560	13,125	0	18,100		
5114 UNEMPLOYMENT INS.	709	1,050	1,050	716	0	1,200		
5115 HEALTH INSURANCE	30,518	19,476	19,476	24,115	0	38,400		
5123 WELLNESS PROGRAM	566	1,392	1,392	1,537	0	400		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,000		
5210 CONTRACT SERVICE	0	63,250	63,250	523	0	69,600		
5241 MAINTENANCE OF EQUIPMENT	41,851	150,000	150,000	69,195	0	565,000		
5242 VEHICLE FUEL	21,259	35,000	35,000	23,545	0	45,500		
5250 PUBLICATION/DUES	1,049	8,000	8,000	1,007	0	8,800		
5252 RENT OF EQUIPMENT / PROPERTY	335	1,500	1,500	0	0	1,700		
5260 TELEPHONE	2,247	2,160	2,160	2,162	0	2,800		
5265 TRAINING/EDUCATION	0	3,000	3,000	650	0	4,000		
5270 TRAVEL & MEETINGS	539	1,800	1,800	43	0	2,000		
5280 UTILITIES - ELECTRIC	162,551	250,000	250,000	153,892	0	250,000		
5301 OFFICE SUPPLIES	0	0	0	90	0	500		
5310 SAFETY/EQUIPMENT/CLOTHING	3,273	5,000	5,000	2,795	0	5,500		
5320 SMALL TOOLS	8,360	16,000	16,000	8,323	0	16,600		
5330 SPECIAL DEPARTMENTAL SUPPLIES	60,272	65,000	65,000	82,861	0	65,700		
5442 EQUIPMENT - OTHER	122,542	327,000	327,000	99,182	0	181,000		
STREET MAINTENANCE	652,023	1,121,212	1,121,212	678,773	0	1,591,800	0	0
Total Expenditures	652,023	1,121,212	1,121,212	678,773	0	1,591,800	0	0
Grand Total:	-652,023	-1,121,212	-1,121,212	-678,773	0	-1,591,800	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year			(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
		Original Budget	Amended Budget	Actual Thru June Estimated Total			
Fund: 01 - GENERAL FUND							
Expenditures							
Dept: 325 STORM DRAINS							
5103 OVERTIME	237	0	0	526	0		
5111 RETIREMENT	4	0	0	0	0		
5112 FICA	17	0	0	39	0		
5114 UNEMPLOYMENT INS.	1	0	0	2	0		
5115 HEALTH INSURANCE	77	0	0	25	0		
5221 FEE REFUNDS	-1,000	0	0	0	0		
5241 MAINTENANCE OF EQUIPMENT	10,349	15,000	15,000	92,986	0	80,000	
5242 VEHICLE FUEL	0	500	500	0	0	600	
5250 PUBLICATION/DUES	247	9,500	9,500	10,644	0	18,400	
5252 RENT OF EQUIPMENT / PROPERTY	0	0	0	0	0		
5280 UTILITIES - ELECTRIC	1,165	2,500	2,500	1,112	0	2,800	
5310 SAFETY/EQUIPMENT/CLOTHING	0	300	300	0	0	400	
5330 SPECIAL DEPARTMENTAL SUPPLIES	27	0	0	1,681	0	3,000	
STORM DRAINS	11,124	27,800	27,800	107,015	0	105,200	0
Total Expenditures	11,124	27,800	27,800	107,015	0	105,200	0
Grand Total:	-11,124	-27,800	-27,800	-107,015	0	-105,200	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 330 SANITATION								
5210 CONTRACT SERVICE	1,406,513	1,594,200	1,594,200	1,637,081	0	1,900,000		
5216 RECYCLING/LITTER REDUCTION	0	500	500	0	0	300		
5217 RECYCLING TASK FORCE	39,450	40,000	40,000	46,791	0	70,000		
5250 PUBLICATION/DUES	0	0	0	0	0			
5301 OFFICE SUPPLIES	169	800	800	942	0	900		
SANITATION	1,446,132	1,635,500	1,635,500	1,684,814	0	1,971,200	0	0
Total Expenditures	1,446,132	1,635,500	1,635,500	1,684,814	0	1,971,200	0	0
Grand Total:	-1,446,132	-1,635,500	-1,635,500	-1,684,814	0	-1,971,200	0	0

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City of Imperial

	Prior Year Actual	Original Budget	Amended Budget	Current Year Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 340 SHOP								
5101 SALARIES - FULL TIME	84,009	67,021	67,021	72,084	0	114,000		
5104 COURT/TRAVEL/STANDBY	0	1,433	1,433	0	0			
5106 EDUCATIONAL INCENTIVE	0	1,400	1,400	0	0	1,500		
5111 RETIREMENT	6,917	5,502	5,502	5,651	0	10,400		
5112 FICA	6,359	5,370	5,370	5,449	0	8,900		
5114 UNEMPLOYMENT INS.	297	490	490	218	0	500		
5115 HEALTH INSURANCE	14,491	11,673	11,673	11,095	0	16,800		
5123 WELLNESS PROGRAM	0	336	336	0	0	200		
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5210 CONTRACT SERVICE	0	10,000	10,000	0	0	10,100		
5240 M & O IMPROVEMENTS	0	1,350	1,350	0	0	1,500		
5241 MAINTENANCE OF EQUIPMENT	23,743	35,000	35,000	29,604	0	38,500		
5242 VEHICLE FUEL	2,044	3,000	3,000	3,545	0	3,300		
5250 PUBLICATION/DUES	1,130	0	0	565	0	700		
5252 RENT OF EQUIPMENT / PROPERTY	0	800	800	0	0	900		
5260 TELEPHONE	748	1,000	1,000	605	0	1,100		
5302 CUSTODIAL SUPPLIES	0	1,500	1,500	0	0	1,700		
5310 SAFETY/EQUIPMENT/CLOTHING	1,216	4,000	4,000	2,152	0	4,500		
5320 SMALL TOOLS	8,614	18,373	18,373	3,477	0	13,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,130	5,000	5,000	1,132	0	5,500		
SHOP	150,698	173,248	173,248	135,577	0	233,300	0	0
Total Expenditures	150,698	173,248	173,248	135,577	0	233,300	0	0
Grand Total:	-150,698	-173,248	-173,248	-135,577	0	-233,300	0	0

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	Prior Year Actual	Current Year			(6)	(7)	(8)	
Month: 6/30/2023		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 345 BUILDINGS & GROUNDS								
5101 SALARIES - FULL TIME	147,007	158,318	158,318	87,279	0	227,100		
5103 OVERTIME	1,340	0	0	9,569	0	10,000		
5104 COURT/TRAVEL/STANDBY	0	1,264	1,264	0	0			
5111 RETIREMENT	11,084	12,016	12,016	6,486	0	17,500		
5112 FICA	11,129	12,628	12,628	7,191	0	17,700		
5114 UNEMPLOYMENT INS.	835	1,120	1,120	289	0	1,200		
5115 HEALTH INSURANCE	25,818	25,262	25,262	15,559	0	33,600		
5123 WELLNESS PROGRAM	0	960	960	208	0	400		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	0	2,500	2,500	2,624	0	2,800		
5240 M & O IMPROVEMENTS	4,187	32,500	32,500	3,744	0	122,500		
5241 MAINTENANCE OF EQUIPMENT	44,829	17,500	17,500	65,315	0	175,800		
5242 VEHICLE FUEL	4,360	2,880	2,880	6,665	0	8,800		
5250 PUBLICATION/DUES	208	300	300	220	0	500		
5252 RENT OF EQUIPMENT / PROPERTY	225	1,000	1,000	0	0	1,100		
5260 TELEPHONE	1,093	1,000	1,000	1,031	0	1,100		
5262 TESTING SERVICES	0	1,500	1,500	0	0	1,700		
5302 CUSTODIAL SUPPLIES	5,541	10,000	10,000	1,754	0	11,000		
5310 SAFETY/EQUIPMENT/CLOTHING	2,500	3,500	3,500	2,418	0	3,900		
5320 SMALL TOOLS	5,744	6,500	6,500	3,400	0	7,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	3,345	6,000	6,000	6,356	0	6,600		
5442 EQUIPMENT - OTHER	2,100	85,000	85,000	759	0	27,500		
BUILDINGS & GROUNDS	271,345	385,748	385,748	220,867	0	682,000	0	0
Total Expenditures	271,345	385,748	385,748	220,867	0	682,000	0	0
Grand Total:	-271,345	-385,748	-385,748	-220,867	0	-682,000	0	0

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Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 350 COMMUNITY DEVELOPMENT								
5101 SALARIES - FULL TIME	174,191	150,270	150,270	151,344	0	214,500		
5102 SALARIES - PART TIME	1,800	3,600	3,600	2,000	0	5,600		
5103 OVERTIME	0	1,500	1,500	0	0	1,700		
5105 CERTIFICATE PAY	650	618	618	650	0	700		
5106 EDUCATIONAL INCENTIVE	0	3,700	3,700	0	0	4,100		
5108 SPECIALTY PAY	0	1,170	1,170	797	0	700		
5111 RETIREMENT	13,497	13,140	13,140	12,298	0	17,600		
5112 FICA	13,479	12,259	12,259	11,811	0	14,900		
5114 UNEMPLOYMENT INS.	445	835	835	458	0	900		
5115 HEALTH INSURANCE	13,629	12,402	12,402	15,390	0	16,800		
5123 WELLNESS PROGRAM	0	888	888	440	0	600		
5124 EDUCATION INCENTIVE	0	6,000	6,000	0	0	6,000		
5210 CONTRACT SERVICE	83,019	45,000	45,000	9,928	0	90,000		
5221 FEE REFUNDS	16,443	0	0	14,113	0			
5241 MAINTENANCE OF EQUIPMENT	0	400	400	713	0	500		
5242 VEHICLE FUEL	0	250	250	0	0	300		
5250 PUBLICATION/DUES	887	950	950	1,959	0	1,000		
5260 TELEPHONE	2,586	2,300	2,300	2,015	0	1,100		
5265 TRAINING/EDUCATION	638	2,865	2,865	913	0	3,200		
5270 TRAVEL & MEETINGS	815	2,700	2,700	1,523	0	3,700		
5301 OFFICE SUPPLIES	1,302	1,500	1,500	618	0	1,500		
5310 SAFETY/EQUIPMENT/CLOTHING	438	1,000	1,000	400	0	3,800		
5330 SPECIAL DEPARTMENTAL SUPPLIES	0	0	0	1,610	0			
5442 EQUIPMENT - OTHER	2,998	6,000	6,000	20,895	0	1,800		
COMMUNITY DEVELOPMENT	326,817	269,347	269,347	249,875	0	391,000	0	0
Total Expenditures	326,817	269,347	269,347	249,875	0	391,000	0	0
Grand Total:	-326,817	-269,347	-269,347	-249,875	0	-391,000	0	0

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Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 360 BUILDING & SAFETY								
5101 SALARIES - FULL TIME	127,076	162,272	162,272	133,595	0	130,400		
5103 OVERTIME	95	0	0	1,340	0	1,400		
5104 COURT/TRAVEL/STANDBY	0	0	0	302	0			
5105 CERTIFICATE PAY	0	1,300	1,300	0	0	1,300		
5106 EDUCATIONAL INCENTIVE	0	5,800	5,800	0	0			
5108 SPECIALTY PAY	1,550	2,470	2,470	1,750	0	600		
5111 RETIREMENT	9,207	12,504	12,504	10,088	0	9,800		
5112 FICA	9,847	13,153	13,153	10,338	0	10,000		
5114 UNEMPLOYMENT INS.	576	1,015	1,015	460	0	700		
5115 HEALTH INSURANCE	14,744	21,860	21,860	18,898	0	12,000		
5123 WELLNESS PROGRAM	238	1,392	1,392	246	0	600		
5124 EDUCATION INCENTIVE	0	4,000	4,000	0	0	4,000		
5210 CONTRACT SERVICE	0	0	0	0	0	4,000		
5213 STATE MANDATED FEE	2,863	5,400	5,400	0	0	5,400		
5241 MAINTENANCE OF EQUIPMENT	3,433	2,400	2,400	1,569	0	1,200		
5242 VEHICLE FUEL	3,161	1,500	1,500	3,155	0	1,500		
5250 PUBLICATION/DUES	861	2,250	2,250	681	0	2,700		
5260 TELEPHONE	1,183	1,080	1,080	1,757	0	1,100		
5265 TRAINING/EDUCATION	1,089	2,800	2,800	1,833	0	6,900		
5270 TRAVEL & MEETINGS	0	3,000	3,000	1,184	0	4,000		
5301 OFFICE SUPPLIES	494	1,900	1,900	104	0	600		
5310 SAFETY/EQUIPMENT/CLOTHING	428	3,480	3,480	950	0	1,000		
BUILDING & SAFETY	176,845	249,576	249,576	188,250	0	199,200	0	0
Total Expenditures	176,845	249,576	249,576	188,250	0	199,200	0	0
Grand Total:	-176,845	-249,576	-249,576	-188,250	0	-199,200	0	0

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City of Imperial

Month: 6/30/2023	Prior	Current Year				(6)	(7)	(8)
	Year Actual	Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 410 LIBRARY SERVICES								
5101 SALARIES - FULL TIME	40,019	149,769	149,769	95,965	0	584,200		
5102 SALARIES - PART TIME	83,464	125,930	125,930	108,898	0	73,900		
5103 OVERTIME	230	0	0	510	0	2,000		
5104 COURT/TRAVEL/STANDBY	0	0	0	541	0			
5108 SPECIALTY PAY	100	3,171	3,171	2,687	0	3,500		
5111 RETIREMENT	6,195	14,763	14,763	10,587	0	39,200		
5112 FICA	9,401	21,934	21,934	15,892	0	43,000		
5114 UNEMPLOYMENT INS.	1,483	3,850	3,850	1,599	0	4,600		
5115 HEALTH INSURANCE	1,400	23,315	23,315	9,551	0	51,600		
5123 WELLNESS PROGRAM	268	960	960	46	0	600		
5124 EDUCATION INCENTIVE	0	2,000	2,000	442	0	4,200		
5210 CONTRACT SERVICE	1,703	15,044	15,044	2,435	0	5,000		
5222 LITERACY SERVICES	2,589	18,000	18,000	25	0	34,000		
5250 PUBLICATION/DUES	1,009	2,697	2,697	569	0	10,000		
5265 TRAINING/EDUCATION	308	950	950	558	0	4,000		
5270 TRAVEL & MEETINGS	416	1,460	1,460	0	0	1,500		
5280 UTILITIES - ELECTRIC	18,495	12,000	12,000	14,643	0	20,000		
5301 OFFICE SUPPLIES	1,227	2,000	2,000	1,413	0	2,000		
5310 SAFETY/EQUIPMENT/CLOTHING	197	210	210	0	0	500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	17,781	7,500	7,500	6,481	0	20,000		
5442 EQUIPMENT - OTHER	2,714	2,600	2,600	4,709	0	5,000		
5444 LIBRARY BOOKS	2,915	8,900	8,900	12,553	0	55,000		
LIBRARY SERVICES	191,914	417,053	417,053	290,104	0	963,800	0	0
Total Expenditures	191,914	417,053	417,053	290,104	0	963,800	0	0
Grand Total:	-191,914	-417,053	-417,053	-290,104	0	-963,800	0	0

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City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 420 PARKS & RECREATION								
5101 SALARIES - FULL TIME	346,362	480,418	480,418	503,742	0	916,700		
5102 SALARIES - PART TIME	73,680	16,250	16,250	13,355	0	19,300		
5103 OVERTIME	12,974	15,000	15,000	9,073	0	16,500		
5104 COURT/TRAVEL/STANDBY	11,876	18,646	18,646	9,580	0	18,700		
5106 EDUCATIONAL INCENTIVE	0	18,667	18,667	0	0	20,500		
5108 SPECIALTY PAY	50	433	433	231	0	500		
5110 UNIFORM ALLOWANCE	2,272	4,375	4,375	3,372	0	4,800		
5111 RETIREMENT	27,264	38,107	38,107	38,710	0	59,800		
5112 FICA	33,381	41,262	41,262	40,850	0	57,600		
5114 UNEMPLOYMENT INS.	3,412	3,967	3,967	2,639	0	4,400		
5115 HEALTH INSURANCE	53,749	108,573	108,573	70,243	0	106,800		
5123 WELLNESS PROGRAM	0	4,960	4,960	545	0	1,200		
5124 EDUCATION INCENTIVE	0	14,000	14,000	420	0	14,000		
5210 CONTRACT SERVICE	141	28,000	28,000	0	0	8,400		
5221 FEE REFUNDS	320	0	0	80	0			
5240 M & O IMPROVEMENTS	5,400	5,400	5,400	4,950	0			
5241 MAINTENANCE OF EQUIPMENT	56,738	75,000	75,000	48,641	0	75,000		
5242 VEHICLE FUEL	11,790	14,000	14,000	10,862	0	14,000		
5250 PUBLICATION/DUES	1,037	1,160	1,160	1,372	0	4,600		
5252 RENT OF EQUIPMENT / PROPERTY	1,509	1,500	1,500	1,026	0	2,000		
5260 TELEPHONE	4,012	5,400	5,400	5,106	0	7,200		
5263 CHEMICALS	459	500	500	0	0	1,000		
5265 TRAINING/EDUCATION	2,761	800	800	615	0	3,600		
5270 TRAVEL & MEETINGS	2,143	1,200	1,200	3,063	0	6,100		
5280 UTILITIES - ELECTRIC	34,521	35,000	35,000	32,690	0	35,000		
5301 OFFICE SUPPLIES	272	650	650	457	0	2,000		
5302 CUSTODIAL SUPPLIES	4,504	7,000	7,000	2,370	0	7,000		
5310 SAFETY/EQUIPMENT/CLOTHING	5,566	13,800	13,800	7,515	0	13,800		
5320 SMALL TOOLS	6,580	9,200	9,200	3,033	0	9,200		
5330 SPECIAL DEPARTMENTAL SUPPLIES	25,161	24,600	24,600	15,121	0	30,600		
5350 WATER PURCHASES	724	1,500	1,500	732	0	1,500		
5442 EQUIPMENT - OTHER	199,298	85,400	85,400	28,262	0	25,000		
5910 OPERATING TRANSFERS OUT	0	3,650	3,650	0	0	3,700		
PARKS & RECREATION	927,956	1,078,418	1,078,418	858,655	0	1,490,500	0	0
Total Expenditures	927,956	1,078,418	1,078,418	858,655	0	1,490,500	0	0

BUDGET WORKSHEET

City of Imperial

	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Month: 6/30/2023								
Grand Total:	-927,956	-1,078,418	-1,078,418	-858,655	0	-1,490,500	0	0

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City of Imperial

Month: 6/30/2023	Prior	Current Year				(6)	(7)	(8)
	Year	Original	Amended	Actual Thru	Estimated	FY24 REQ	FY24 REC	FY24 ADOPT
	Actual	Budget	Budget	June	Total			
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 421 RECREATION & AQUATICS PROGRA								
5101 SALARIES - FULL TIME	55,980	97,897	97,897	15,690	0			
5102 SALARIES - PART TIME	15,559	20,000	20,000	25,552	0	22,900		
5103 OVERTIME	1,320	0	0	454	0			
5105 CERTIFICATE PAY	0	650	650	0	0			
5106 EDUCATIONAL INCENTIVE	0	2,000	2,000	0	0			
5108 SPECIALTY PAY	0	650	650	0	0			
5111 RETIREMENT	3,975	7,958	7,958	969	0			
5112 FICA	5,303	7,815	7,815	3,129	0	3,600		
5114 UNEMPLOYMENT INS.	718	700	700	604	0	3,000		
5115 HEALTH INSURANCE	8,699	20,745	20,745	2,270	0			
5123 WELLNESS PROGRAM	0	960	960	0	0			
5124 EDUCATION INCENTIVE	0	0	0	0	0			
5210 CONTRACT SERVICE	600	3,000	3,000	2,600	0	7,000		
5221 FEE REFUNDS	580	0	0	844	0			
5241 MAINTENANCE OF EQUIPMENT	193	500	500	356	0	1,500		
5242 VEHICLE FUEL	187	500	500	0	0	1,500		
5250 PUBLICATION/DUES	764	1,020	1,020	1,003	0	4,000		
5252 RENT OF EQUIPMENT / PROPERTY	289	6,500	6,500	0	0	5,000		
5260 TELEPHONE	521	540	540	451	0			
5265 TRAINING/EDUCATION	382	870	870	733	0	3,000		
5270 TRAVEL & MEETINGS	43	1,100	1,100	1,148	0	1,100		
5280 UTILITIES - ELECTRIC	0	0	0	0	0			
5301 OFFICE SUPPLIES	3,050	400	400	331	0	500		
5310 SAFETY/EQUIPMENT/CLOTHING	0	400	400	393	0	4,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	1,581	4,300	4,300	20,875	0	10,000		
5430 IMPROVEMENTS OTHER THAN BLDGS	0	0	0	0	0			
5442 EQUIPMENT - OTHER	0	0	0	0	0			
RECREATION & AQUATICS PROGRAM	99,744	178,505	178,505	77,402	0	67,100	0	0
Total Expenditures	99,744	178,505	178,505	77,402	0	67,100	0	0
Grand Total:	-99,744	-178,505	-178,505	-77,402	0	-67,100	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Fund: 01 - GENERAL FUND								
Expenditures								
Dept: 450 SPECIAL EVENTS								
5101 SALARIES - FULL TIME	4,148	0	0	11,332	0	10,000		
5102 SALARIES - PART TIME	4,242	5,000	5,000	2,033	0	5,000		
5103 OVERTIME	47,165	25,000	25,000	50,511	0	50,000		
5111 RETIREMENT	158	0	0	187	0	500		
5112 FICA	4,158	2,295	2,295	4,805	0	5,000		
5114 UNEMPLOYMENT INS.	277	900	900	92	0	1,000		
5115 HEALTH INSURANCE	4,714	0	0	6,497	0	7,000		
5201 ADVERTISING (INCL LEGAL)	6,096	1,250	1,250	796	0	3,500		
5210 CONTRACT SERVICE	79,433	105,725	105,725	96,670	0	150,000		
5211 PROGRAMS (BF, RDA, ETC)	0	0	0	0	0			
5212 MARKET SUPPLIES	65,580	51,440	51,440	72,565	0	65,000		
5221 FEE REFUNDS	10	0	0	0	0			
5241 MAINTENANCE OF EQUIPMENT	5,052	1,500	1,500	1,503	0	2,500		
5242 VEHICLE FUEL	40	400	400	0	0	1,500		
5250 PUBLICATION/DUES	4,848	5,910	5,910	3,566	0	10,000		
5252 RENT OF EQUIPMENT / PROPERTY	13,912	13,300	13,300	24,027	0	35,000		
5270 TRAVEL & MEETINGS	444	200	200	0	0			
5301 OFFICE SUPPLIES	307	300	300	1,393	0	2,500		
5303 BANK CHARGES	150	200	200	0	0			
5310 SAFETY/EQUIPMENT/CLOTHING	1,327	1,300	1,300	1,548	0	2,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	5,339	6,876	6,876	27,107	0	25,000		
SPECIAL EVENTS	247,400	221,596	221,596	304,632	0	375,500	0	0
Total Expenditures	247,400	221,596	221,596	304,632	0	375,500	0	0
Grand Total:	-247,400	-221,596	-221,596	-304,632	0	-375,500	0	0

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year			(6)	(7)	(8)
	Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 50 - WATER							
Expenditures							
Dept: 000							
5221 FEE REFUNDS	0	0	234	0			
Dept: 000	0	0	234	0	0	0	0
Dept: 510 WATER OPERATIONS							
5101 SALARIES - FULL TIME	447,576	1,044,000	1,044,000	838,396	0	601,700	
5102 SALARIES - PART TIME	0	1,929	1,929	0	0	2,100	
5103 OVERTIME	24,400	30,000	30,000	26,220	0	33,000	
5104 COURT/TRAVEL/STANDBY	22,678	43,955	43,955	21,802	0	25,200	
5105 CERTIFICATE PAY	10,275	9,441	9,441	13,175	0	7,800	
5106 EDUCATIONAL INCENTIVE	0	20,872	20,872	0	0	23,000	
5108 SPECIALTY PAY	525	1,401	1,401	300	0	1,500	
5110 UNIFORM ALLOWANCE	10,895	4,375	4,375	12,756	0	4,800	
5111 RETIREMENT	34,881	83,056	83,056	64,472	0	49,200	
5112 FICA	37,405	85,393	85,393	66,133	0	47,600	
5113 WORKER'S COMP	47,317	0	0	55,331	0	11,600	
5114 UNEMPLOYMENT INS.	1,683	5,461	5,461	2,399	0	6,000	
5115 HEALTH INSURANCE	60,940	140,633	140,633	98,437	0	72,000	
5123 WELLNESS PROGRAM	103	4,961	4,961	466	0	700	
5124 EDUCATION INCENTIVE	0	12,000	12,000	0	0	13,200	
5201 ADVERTISING (INCL LEGAL)	3,360	5,000	5,000	2,442	0	5,000	
5210 CONTRACT SERVICE	83,641	122,500	122,500	26,231	0	391,800	
5211 PROGRAMS (BF, RDA, ETC)	0	4,500	4,500	0	0	5,000	
5230 GENERAL LIABILITY INSURANCE	163,813	0	0	174,279	0		
5240 M & O IMPROVEMENTS	540	24,000	24,000	495	0	61,500	
5241 MAINTENANCE OF EQUIPMENT	335,429	599,135	599,135	195,432	0	990,000	
5242 VEHICLE FUEL	35,971	63,072	63,072	35,733	0	69,400	
5250 PUBLICATION/DUES	69,981	120,000	120,000	47,919	0	120,000	
5252 RENT OF EQUIPMENT / PROPERTY	0	7,000	7,000	0	0	7,800	
5260 TELEPHONE	18,142	20,000	20,000	15,900	0	22,000	
5262 TESTING SERVICES	174,776	207,222	207,222	44,274	0	228,000	
5263 CHEMICALS	261,023	517,923	517,923	311,170	0	569,000	
5264 FILTER MEDIA GAC	0	300,000	300,000	95,509	0	600,000	
5265 TRAINING/EDUCATION	619	7,500	7,500	92	0	10,000	
5270 TRAVEL & MEETINGS	4,640	8,500	8,500	1,702	0	10,500	
5280 UTILITIES - ELECTRIC	272,117	350,000	350,000	240,102	0	385,000	
5301 OFFICE SUPPLIES	6,033	10,000	10,000	4,924	0	11,000	
5302 CUSTODIAL SUPPLIES	0	1,000	1,000	0	0	1,100	
5303 BANK CHARGES	85,414	30,000	30,000	38,092	0	30,000	

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City of Imperial

	Prior Year Actual	Current Year				(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Month: 6/30/2023								
Fund: 50 - WATER								
Expenditures								
Dept: 510 WATER OPERATIONS								
5305 POSTAGE/FREIGHT	11,562	12,500	12,500	7,756	0	13,800		
5310 SAFETY/EQUIPMENT/CLOTHING	7,906	13,500	13,500	6,024	0	14,900		
5320 SMALL TOOLS	9,960	20,000	20,000	2,439	0	26,000		
5330 SPECIAL DEPARTMENTAL SUPPLIES	18,571	150,000	150,000	21,135	0	165,000		
5350 WATER PURCHASES	87,826	114,000	114,000	92,450	0	125,400		
5420 BUILDINGS	0	240,000	240,000	0	0	264,000		
5430 IMPROVEMENTS OTHER THAN BLDGS	0	172,000	172,000	0	0	269,500		
5442 EQUIPMENT - OTHER	27,185	894,765	894,765	50,887	0	2,447,800		
5520 DEBT SERVICE	1,105,274	1,256,763	1,256,763	805,363	0	1,382,500		
5521 TRUSTEE FEES	5,000	4,500	4,500	5,000	0	5,000		
5910 OPERATING TRANSFERS OUT	1,481,344	69,756	69,756	0	0	1,629,500		
WATER OPERATIONS	4,968,805	6,832,613	6,832,613	3,425,237	0	10,759,900	0	0
Dept: 515 WATER CONSERVATION								
5101 SALARIES - FULL TIME	0	17,886	17,886	10,315	0	19,700		
5105 CERTIFICATE PAY	0	33	33	0	0			
5106 EDUCATIONAL INCENTIVE	0	500	500	0	0	600		
5108 SPECIALTY PAY	0	260	260	0	0	300		
5111 RETIREMENT	0	1,460	1,460	790	0	1,600		
5112 FICA	0	1,414	1,414	770	0	1,600		
5114 UNEMPLOYMENT INS.	0	88	88	30	0			
5115 HEALTH INSURANCE	0	1,559	1,559	1,133	0	1,700		
5123 WELLNESS PROGRAM	0	120	120	0	0	100		
5201 ADVERTISING (INCL LEGAL)	0	500	500	0	0	600		
5210 CONTRACT SERVICE	0	8,500	8,500	0	0	9,500		
5241 MAINTENANCE OF EQUIPMENT	0	750	750	0	0	900		
5242 VEHICLE FUEL	0	1,000	1,000	0	0	1,200		
5250 PUBLICATION/DUES	0	250	250	0	0	300		
5265 TRAINING/EDUCATION	0	500	500	0	0	1,000		
5270 TRAVEL & MEETINGS	0	1,000	1,000	0	0	2,000		
5301 OFFICE SUPPLIES	121	500	500	104	0	1,000		
5305 POSTAGE/FREIGHT	663	1,200	1,200	635	0	1,300		
5310 SAFETY/EQUIPMENT/CLOTHING	0	500	500	0	0	600		
5330 SPECIAL DEPARTMENTAL SUPPLIES	4,137	7,000	7,000	228	0	7,700		
WATER CONSERVATION	4,921	45,020	45,020	14,005	0	51,700	0	0
Dept: 555 COLLECTIONS & DISTRIBUTION								
5101 SALARIES - FULL TIME	178,559	102,747	102,747	134,004	0	97,100		
5103 OVERTIME	0	3,000	3,000	0	0	3,300		

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City of Imperial

	Prior Year Actual	Original Budget	Current Year Amended Budget	Actual Thru June	Estimated Total	(6) FY24 REQ	(7) FY24 REC	(8) FY24 ADOPT
Month: 6/30/2023								
Fund: 50 - WATER								
Expenditures								
Dept: 555 COLLECTIONS & DISTRIBUTION								
5104 COURT/TRAVEL/STANDBY	0	3,712	3,712	0	0			
5105 CERTIFICATE PAY	0	1,463	1,463	0	0	1,600		
5106 EDUCATIONAL INCENTIVE	0	1,500	1,500	0	0	1,700		
5110 UNIFORM ALLOWANCE	0	3,125	3,125	0	0	3,400		
5111 RETIREMENT	13,542	7,910	7,910	9,905	0	7,500		
5112 FICA	12,859	8,398	8,398	9,926	0	7,600		
5114 UNEMPLOYMENT INS.	717	788	788	584	0	900		
5115 HEALTH INSURANCE	27,691	16,560	16,560	21,507	0	13,200		
5123 WELLNESS PROGRAM	0	360	360	0	0	200		
5124 EDUCATION INCENTIVE	0	2,000	2,000	0	0	2,200		
5210 CONTRACT SERVICE	-4,145	0	0	12,566	0	24,000		
5241 MAINTENANCE OF EQUIPMENT	153,522	5,450,000	5,450,000	836,334	0	2,590,000		
5242 VEHICLE FUEL	4,768	8,000	8,000	4,500	0	6,000		
5250 PUBLICATION/DUES	135	1,000	1,000	135	0	100		
5265 TRAINING/EDUCATION	0	3,600	3,600	745	0	2,500		
5270 TRAVEL & MEETINGS	0	4,000	4,000	897	0	2,600		
5310 SAFETY/EQUIPMENT/CLOTHING	1,994	7,000	7,000	672	0	3,900		
5320 SMALL TOOLS	7,673	28,000	28,000	770	0	21,400		
5330 SPECIAL DEPARTMENTAL SUPPLIES	15,807	2,000	2,000	56,733	0	212,500		
COLLECTIONS & DISTRIBUTION	413,122	5,655,163	5,655,163	1,089,278	0	3,001,700	0	0
Total Expenditures	5,386,848	12,532,796	12,532,796	4,528,754	0	13,813,300	0	0
Grand Total:	-5,386,848	-12,532,796	-12,532,796	-4,528,754	0	-13,813,300	0	0

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City of Imperial

	Prior Year Actual	Current Year			(6)	(7)	(8)	
Month: 6/30/2023		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 55 - WASTEWATER								
Expenditures								
Dept: 520 WASTEWATER OPERATIONS								
5101 SALARIES - FULL TIME	357,186	801,980	801,980	767,242	0	472,500		
5102 SALARIES - PART TIME	0	1,929	1,929	0	0	2,100		
5103 OVERTIME	6,640	30,000	30,000	12,708	0	33,000		
5104 COURT/TRAVEL/STANDBY	17,365	32,596	32,596	15,567	0	25,200		
5105 CERTIFICATE PAY	3,275	7,491	7,491	2,200	0	5,900		
5106 EDUCATIONAL INCENTIVE	0	17,272	17,272	0	0	19,000		
5108 SPECIALTY PAY	175	1,401	1,401	0	0	1,500		
5110 UNIFORM ALLOWANCE	9,052	4,375	4,375	9,573	0	4,800		
5111 RETIREMENT	26,312	63,012	63,012	57,732	0	38,500		
5112 FICA	28,905	65,519	65,519	58,092	0	37,300		
5113 WORKER'S COMP	36,184	0	0	42,312	0	9,100		
5114 UNEMPLOYMENT INS.	1,879	4,131	4,131	2,155	0	4,500		
5115 HEALTH INSURANCE	44,390	92,725	92,725	77,948	0	51,600		
5123 WELLNESS PROGRAM	160	4,097	4,097	480	0	600		
5124 EDUCATION INCENTIVE	0	10,000	10,000	1,950	0	11,000		
5201 ADVERTISING (INCL LEGAL)	1,524	1,000	1,000	0	0	1,000		
5210 CONTRACT SERVICE	32,937	175,000	175,000	48,064	0	350,500		
5211 PROGRAMS (BF, RDA, ETC)	0	800	800	0	0	1,000		
5230 GENERAL LIABILITY INSURANCE	163,813	0	0	174,279	0			
5240 M & O IMPROVEMENTS	1,224	46,500	46,500	21,582	0	1,051,500		
5241 MAINTENANCE OF EQUIPMENT	255,544	1,174,000	1,174,000	294,903	0	1,573,400		
5242 VEHICLE FUEL	32,592	62,000	62,000	33,803	0	98,500		
5250 PUBLICATION/DUES	-7,427	40,000	40,000	32,535	0	58,500		
5252 RENT OF EQUIPMENT / PROPERTY	3,062	35,000	35,000	15,040	0	38,500		
5260 TELEPHONE	16,280	18,000	18,000	15,642	0	21,500		
5262 TESTING SERVICES	50,836	95,000	95,000	11,901	0	104,500		
5263 CHEMICALS	36,530	125,000	125,000	40,498	0	247,500		
5265 TRAINING/EDUCATION	223	8,000	8,000	17	0	10,500		
5270 TRAVEL & MEETINGS	3,159	5,000	5,000	2,518	0	6,500		
5280 UTILITIES - ELECTRIC	343,889	380,000	380,000	322,734	0	457,000		
5281 UTILITIES - GAS	679	1,000	1,000	870	0	1,400		
5301 OFFICE SUPPLIES	6,160	6,800	6,800	7,195	0	7,500		
5302 CUSTODIAL SUPPLIES	0	1,500	1,500	0	0	1,700		
5303 BANK CHARGES	85,414	15,000	15,000	38,092	0	1,000		
5305 POSTAGE/FREIGHT	7,739	9,000	9,000	6,662	0	10,000		
5310 SAFETY/EQUIPMENT/CLOTHING	8,446	10,000	10,000	4,950	0	11,000		

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City of Imperial

Month: 6/30/2023	Prior Year Actual	Current Year				(6)	(7)	(8)
		Original Budget	Amended Budget	Actual Thru June	Estimated Total	FY24 REQ	FY24 REC	FY24 ADOPT
Fund: 55 - WASTEWATER								
Expenditures								
Dept: 520 WASTEWATER OPERATIONS								
5320 SMALL TOOLS	12,289	22,200	22,200	3,207	0	35,500		
5330 SPECIAL DEPARTMENTAL SUPPLIES	11,680	53,000	53,000	1,649	0	58,300		
5420 BUILDINGS	0	240,000	240,000	0	0	264,000		
5430 IMPROVEMENTS OTHER THAN BLDGS	38,007	775,000	775,000	0	0	825,500		
5442 EQUIPMENT - OTHER	18,944	1,101,000	1,101,000	304,076	0	1,597,400		
5520 DEBT SERVICE	1,473,820	1,510,527	1,510,527	1,470,899	0	301,600		
5521 TRUSTEE FEES	5,000	4,500	4,500	5,000	0	4,500		
5910 OPERATING TRANSFERS OUT	43,088	16,751	16,751	0	0	43,000		
5990 CONTINGENCY APPROPRIATION	0	40,000	40,000	0	0	40,000		
WASTEWATER OPERATIONS	3,176,975	7,108,106	7,108,106	3,904,075	0	7,939,400	0	0
Dept: 555 COLLECTIONS & DISTRIBUTION								
5101 SALARIES - FULL TIME	0	34,249	34,249	23,571	0	37,700		
5104 COURT/TRAVEL/STANDBY	0	1,237	1,237	0	0			
5105 CERTIFICATE PAY	0	488	488	0	0	500		
5106 EDUCATIONAL INCENTIVE	0	500	500	0	0	600		
5111 RETIREMENT	0	2,637	2,637	1,761	0	2,900		
5112 FICA	0	2,799	2,799	1,768	0	3,100		
5114 UNEMPLOYMENT INS.	0	263	263	87	0	300		
5115 HEALTH INSURANCE	0	5,520	5,520	3,676	0	6,100		
5123 WELLNESS PROGRAM	0	120	120	0	0	100		
5241 MAINTENANCE OF EQUIPMENT	48,900	328,000	328,000	108,761	0	1,111,500		
5242 VEHICLE FUEL	1,589	7,800	7,800	1,500	0	5,500		
5250 PUBLICATION/DUES	45	500	500	45	0	300		
5265 TRAINING/EDUCATION	0	500	500	0	0	1,000		
5270 TRAVEL & MEETINGS	0	500	500	0	0	1,000		
5310 SAFETY/EQUIPMENT/CLOTHING	0	1,000	1,000	151	0	800		
COLLECTIONS & DISTRIBUTION	50,534	386,113	386,113	141,320	0	1,171,400	0	0
Total Expenditures	3,227,509	7,494,219	7,494,219	4,045,395	0	9,110,800	0	0
Grand Total:	-3,227,509	-7,494,219	-7,494,219	-4,045,395	0	-9,110,800	0	0

EXHIBIT B

City of Imperial
Classification and Compensation Schedule

<u>CLASSIFICATION TITLE</u>	<u>BARGAINING UNIT NAME</u>	<u>RANGE</u>
Accounting Assistant I	Teamsters	57
Accounting Assistant II	Teamsters	61
Accounting Assistant III	Teamsters	66
Administrative Analyst	Unrepresented MSPC	78
Administrative Assistant	Teamsters	60
Administrative Services Director	Unrepresented MSPC	102
Administrative Technician I	Unrepresented MSPC	72
Administrative Technician II	Unrepresented MSPC	75
Assistant City Manager	Unrepresented MSPC	102
Building Inspector I	Teamsters	75
Building Inspector II	Teamsters	77
Building Inspector III	Unrepresented MSPC	80
Building Service Worker	Teamsters	60
Code Enforcement Officer	Teamsters	69
Community Development Director	Unrepresented MSPC	102
Community Development Technician	Teamsters	57
Community Services Director	Unrepresented MSPC	102
Corporal	IPOA	82
Crew Leader Parks	Teamsters	65
Crew Leader Public Services	Teamsters	65
Criminal Analyst	IPOA	73
Distribution Utility Worker I	Teamsters	64
Distribution Utility Worker II	Teamsters	67
Electrician Supervisor	Unrepresented MSPC	90
Engineer Technician / Inspector	Teamsters	74
Equipment Mechanic	Teamsters	67
Executive Assistant	Unrepresented MSPC	74
Finance Director	Unrepresented MSPC	102
Finance Manager	Unrepresented MSPC	98
Financial Analyst	Unrepresented MSPC	78
General Maintenance Technician I	Teamsters	64
General Maintenance Worker I	Teamsters	57
General Maintenance Worker II	Teamsters	60

City of Imperial
Classification and Compensation Schedule

General Maintenance Worker III	Teamsters	64
General Office Clerk	Teamsters	57
Geographic Information Systems Coordinator	Unrepresented MSPC	75
Human Resources Analyst	Unrepresented MSPC	78
Human Resources Manager	Unrepresented MSPC	92
Human Resources Specialist	Unrepresented MSPC	80
Information Technology Director	Unrepresented MSPC	102
Information Technology Technician I	Teamsters	60
Information Technology Technician II	Teamsters	63
Information Technology Technician III	Teamsters	69
Lead Equipment Mechanic	Teamsters	70
Librarian	MSPC	78
Library Administrator	Unrepresented MSPC	81
Library Assistant	Teamsters	60
Library Assistant	Unrepresented Part-Time	60
Library Page	Unrepresented Part-Time	55
Library Supervisor	Unrepresented MSPC	77
Library Technician	Teamsters	63
Lifeguard I	Unrepresented Seasonal	55
Lifeguard II	Unrepresented Seasonal	56
Lifeguard III	Unrepresented Seasonal	57
Literacy Coordinator	Unrepresented MSPC	75
Literacy Coordinator	Unrepresented Part-Time	75
Maintenance Electrician	Teamsters	78
Management Analyst	Unrepresented MSPC	80
Organic Waste Monitor	Unrepresented Part-Time	65
Parks and Recreation Director	Unrepresented MSPC	102
Parks Maintenance Worker I	Teamsters	57
Parks Maintenance Worker II	Teamsters	60
Parks Maintenance Worker III	Teamsters	64
Planner I	Teamsters	75
Planner II	Teamsters	77
Planner III	Unrepresented MSPC	80
Planning Technician	Teamsters	57

City of Imperial
Classification and Compensation Schedule

Police Captain	Unrepresented MSPC	98
Police Officer	IPOA	79
Police Services Officer I	IPOA	60
Police Services Officer II	IPOA	62
Police Services Officer III	IPOA	67
Project Manager	Unrepresented MSPC	92
Public Records Analyst	Unrepresented MSPC	78
Public Services Director	Unrepresented MSPC	102
Public Services Foreman	Unrepresented MSPC	85
Public Services Manager	Unrepresented MSPC	98
Recreation Coordinator	Unrepresented MSPC	75
Recreation Leader I	Unrepresented Seasonal	55
Recreation Leader II	Unrepresented Seasonal	56
Recreation Leader III	Unrepresented Seasonal	57
Recreation Specialist	Teamsters	60
Sergeant	IPOA	87
Special Events Coordinator	Unrepresented MSPC	75
Wastewater Operator I	Teamsters	71
Wastewater Operator II	Teamsters	74
Wastewater Operator III	Teamsters	80
Wastewater Operator Trainee I (OIT I)	Teamsters	60
Wastewater Operator Trainee II (OIT II)	Teamsters	64
Wastewater Plant Chief Operator	Unrepresented MSPC	85
Water Operator Trainee I (OIT I)	Teamsters	60
Water Operator Trainee II (OIT II)	Teamsters	64
Water Plant Chief Operator	Unrepresented MSPC	85
Water Treatment Operator I	Teamsters	71
Water Treatment Operator II	Teamsters	74
Water Treatment Operator III	Teamsters	80

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2023-2024 (10% COLA)

<u>RANGE</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>10 YR STEP 8</u>	<u>15 YR STEP 9</u>	<u>20 YR STEP 10</u>
55	17.58	18.46	19.38	20.35	21.37	22.44	23.56	24.74	25.97	27.27
56	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
57	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
58	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
59	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
60	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
61	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
62	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
63	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
64	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
65	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
66	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
67	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
68	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.80	37.60
69	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
70	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
71	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
72	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
73	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
74	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
75	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
76	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
77	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
78	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
79	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
80	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
81	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
82	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
83	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
84	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
85	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
86	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
87	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
88	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
89	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
90	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
91	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
92	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
93	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
94	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
95	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
96	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
97	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
98	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
99	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
100	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
101	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
102	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2024-2025 (2.5% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
56	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
57	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
58	19.41	20.38	21.39	22.46	23.59	24.77	26.01	27.31	28.67	30.10
59	19.89	20.89	21.93	23.03	24.18	25.39	26.66	27.99	29.39	30.86
60	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
61	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.41	30.88	32.42
62	21.42	22.49	23.62	24.80	26.04	27.34	28.71	30.14	31.65	33.23
63	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
64	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
65	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
66	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
67	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
68	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
69	25.46	26.73	28.07	29.48	30.95	32.50	34.12	35.83	37.62	39.50
70	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
71	26.75	28.09	29.49	30.97	32.52	34.14	35.85	37.64	39.52	41.50
72	27.42	28.79	30.23	31.74	33.33	35.00	36.74	38.58	40.51	42.54
73	28.11	29.51	30.99	32.54	34.16	35.87	37.66	39.55	41.52	43.60
74	28.81	30.25	31.76	33.35	35.02	36.77	38.61	40.54	42.56	44.69
75	29.53	31.00	32.55	34.18	35.89	37.69	39.57	41.55	43.63	45.81
76	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
77	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
78	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
79	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.16	50.56
80	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
81	34.24	35.96	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
82	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
83	35.98	37.78	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
84	36.88	38.72	40.66	42.69	44.82	47.06	49.42	51.89	54.48	57.21
85	37.80	39.69	41.67	43.76	45.94	48.24	50.65	53.19	55.85	58.64
86	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.52	57.24	60.10
87	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.61
88	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.28	60.14	63.15
89	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
90	42.77	44.90	47.15	49.51	51.98	54.58	57.31	60.17	63.18	66.34
91	43.83	46.03	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
92	44.93	47.18	49.54	52.01	54.61	57.34	60.21	63.22	66.38	69.70
93	46.05	48.36	50.77	53.31	55.98	58.78	61.72	64.80	68.04	71.44
94	47.20	49.56	52.04	54.65	57.38	60.25	63.26	66.42	69.74	73.23
95	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.49	75.06
96	49.59	52.07	54.68	57.41	60.28	63.30	66.46	69.78	73.27	76.94
97	50.83	53.38	56.04	58.85	61.79	64.88	68.12	71.53	75.11	78.86
98	52.11	54.71	57.45	60.32	63.33	66.50	69.83	73.32	76.98	80.83
99	53.41	56.08	58.88	61.83	64.92	68.16	71.57	75.15	78.91	82.85
100	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
101	56.11	58.92	61.86	64.96	68.20	71.61	75.19	78.95	82.90	87.05
102	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2025-2026 (2.5% COLA)

<u>RANGE</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>10 YR STEP 8</u>	<u>15 YR STEP 9</u>	<u>20 YR STEP 10</u>
55	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
56	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
57	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
58	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
59	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
60	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
61	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
62	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
63	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
64	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
65	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
66	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
67	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
68	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
69	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
70	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
71	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
72	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
73	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
74	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
75	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
76	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
77	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
78	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
79	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
80	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
81	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
82	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
83	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
84	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
85	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
86	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
87	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
88	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
89	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
90	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
91	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
92	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
93	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
94	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
95	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
96	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
97	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
98	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
99	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
100	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05
101	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22
102	58.95	61.90	64.99	68.24	71.65	75.24	79.00	82.95	87.10	91.45

CITY OF IMPERIAL

JOB DESCRIPTION

ADMINISTRATIVE ASSISTANT

Established 10/04/2021

Range 60 Teamsters

Hourly: \$19.89 - \$30.86

Monthly: \$3,447.60 - \$5,349.06

Annual: \$41,371.20 - \$64,188.80

Teamsters - FLSA – Non-Exempt

Department: Varies - Assigned Department

DEFINITION:

Under the supervision of an assigned Department, provides a variety of journey level secretarial and administrative office support work.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provides customer service to internal and external customers via telephone and in person, provides information and responds to requests from customers in a courteous, respectful and professional manner, directs customers to appropriate departments as needed;
- Prepares letters, memoranda and other correspondence as necessary;
- Assists Front Counter and reception areas of assigned department;
- Assists in the preparation/distribution of notices, fliers and posters for various events and activities within the City of Imperial;
- Scheduling and maintaining a calendar of appointments and meetings for assigned Department Head;
- Make Reservations for Training for assigned department staff;
- Independently maintain an efficient filing system;
- May be required to assist with in clerical capacity on an as needed basis;
- Maintain inventory of supplies;
- Create requisitions for purchases;

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- High School Diploma or GED;
- Two (2) Years of successful experience in an administrative support role.

Licenses and other Requirements:

- Valid California driver's license.

Knowledge of:

- General practices of customer service;
- Interpersonal skills tact, patience and courtesy;

- Research techniques and procedures and methods for reports;
- Customer billing and collection activities;
- Basic record-keeping and filing techniques;
- Correct English usage, grammar, spelling, punctuation and vocabulary;
- Modern office practices, procedures and equipment;
- Bilingual (English/Spanish) Desired

Ability to:

- Learn department or program objectives, policies, procedures and goals;
- Type or input data at an acceptable rate of speed;
- Operate standard office equipment including computer and assigned software;
- Understand and follow oral and written directions;
- Maintain Confidentiality;
- Establish and maintain cooperative and effective working relationships with others;
- Communicate effectively both orally and in writing;
- Complete work with many interruptions;
- Receive, sort and distribute mail.

WORKING CONDITIONS:

Work Environment:

- Indoor/Office environment.
- Fast-paced environment with changing priorities.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate a computer keyboard;
- Hearing and speaking to exchange information in person and on the telephone;
- Sitting or standing for extended periods of time;
- Seeing to read a variety of materials;
- Bending at the waist, kneeling or crouching to file materials;
- Lifting, Pushing, or Pulling up to 15-20 lbs.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL

JOB DESCRIPTION

EQUIPMENT MECHANIC

Established: NEW
Range 67 Teamsters
Hourly: \$23.64 - \$36.68
Monthly: \$4,097.60 - \$6,357.87
Annual: \$49,171.20 - \$76,294.40

Teamsters - FLSA – Non-Exempt

Department: Public Services Department

DEFINITION:

Under general supervision, performs skilled technical diagnostic, repair, and maintenance work on a variety of automotive, truck, tractors, and other light and heavy power-driven equipment; inspects, diagnoses, and locates technical and electrical malfunctions on City vehicles and equipment; performs general maintenance on cars, trucks, and other equipment, including but not limited to grease and lubrication; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This journey level classification is responsible for independently performing a full range of repair and maintenance work on a variety of City vehicles and equipment. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Inspects, diagnoses, and locates technical and electrical malfunctions on City automobiles, trucks, sewer utility vacator/flush trucks, generators, grounds maintenance equipment, and a variety of maintenance and construction equipment and their component systems.
- Determines extent of necessary repairs for further repair work and scheduling; estimates parts and materials; requisitions to order replacement parts; recommends contract work, as necessary.
- Overhauls, repairs, maintains, and adjusts a wide variety of gas and diesel powered automotive, truck and heavy equipment and their component and computerized systems, including but not limited to engines, transmissions, clutches, differentials, fuel systems, generators, distributors, pumps, hydraulic systems, power plants, power trains, and other equipment accessories and components, such as, heating and air conditioning units.
- Operates and maintains a complete set of hand, power, and shop tools and computerized diagnostic and test equipment used in the automotive and truck repair trade.
- Performs general maintenance on cars, trucks, and other equipment, including but not limited to grease and lubrication; services batteries; changes and repairs tires; replaces spark plugs, light bulbs, fan belts, and other simple technical parts; completes gas and oil services.

- Reads and interprets schematics, shop manuals, and other related materials in performing work assignments; stays abreast of the current technology.
- Accesses technical information from automated databases.
- Enters, retrieves, prints, and generates vehicle, equipment, and work order reports from computer information system; maintains equipment maintenance records.
- Responds to emergency service calls for repairing or towing equipment that has broken down away from the shop.
- Fabricates and modifies parts and equipment; performs minor welding, braising, soldering, and cutting operations.
- Picks-up and delivers vehicles as necessary; pick up parts and supplies as required.
- Maintains work, time, and material logs and records.
- Assists other equipment mechanics in the performance of major technical repairs as required.
- Maintains a clean and orderly work and shop area.
- Complies with City and mandated safety rules, regulations, and protocols.

OTHER DUTIES:

- Performs other duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

- Equivalent to completion of the twelfth (12th) grade, supplemented by specialized training and certification in the maintenance and repair of gas and diesel-powered equipment and component systems.

Experience:

- Three (3) years of increasingly responsible experience performing diagnostic and repair duties on a wide variety of vehicles and equipment, including both diesel and gas-powered equipment and their component electronic and computerized systems.

Licenses and Certifications:

- Possession of a valid Commercial Class "A" or Class "B" California Driver's License, to be maintained throughout employment.
- As regulations change, incumbents are expected to obtain State-mandated certifications required in order to work on certain vehicles, equipment, or in handling materials. These certifications will be designated and specified at the time of hire or as the requirements become necessary to perform the duties of the position.
- Specialized training and certification equivalent to the National Institute of Automotive Services Excellence (ASE) is desired.

Knowledge of:

- Practices, techniques, materials, tools, and equipment used in the diagnosis, repair, and modification of a wide variety of technical equipment, including automobiles, trucks, heavy equipment, and specialized vehicles.

- Operating and repair characteristics of the entire range of City-owned light and heavy equipment.
- Preventive maintenance practices and techniques.
- Regulations, standards, and guidelines pertaining to the work, including state and federal inspection guidelines.
- Lubrication systems, including oils and greases, used in servicing and maintaining vehicles and equipment.
- Operational characteristics of a variety of hand and power tools and equipment.
- Current technology in repairing and diagnosing vehicles, equipment, and their component systems.
- Practices and procedures of welding and fabrication.
- City and mandated safety rules, regulations, and protocols.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Perform journey level equipment mechanic work on a wide range of vehicles and equipment.
- Troubleshoot and diagnose equipment and parts which are not functioning properly.
- Inspect gas- and diesel-powered equipment to locate difficulties and estimate the cost and time of repairs.
- Use a variety of tools and equipment with skill.
- Read and interpret shop manuals, schematics, blueprints, and specifications.
- Document and maintain records of repairs.
- Perform final operational tests on all vehicles to quality-check all repairs.
- Fabricate parts as needed to complete repair including any design work.
- Estimate time and cost of repairs to within 10% of the actual costs.
- Work independently in the absence of supervision.
- Observe safety principles and work in a safe manner.
- Assist in the training and supervision of less experienced personnel.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

WORKING CONDITIONS:

WORK ENVIRONMENT

- Employees work in a shop and field environment, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

PHYSICAL AND MENTAL DEMANDS

- Must possess mobility to work in a shop and field environment; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb

and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various District sites; vision to detect shades of color, read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio.

- The job requires frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment.
- Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work areas.
- Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, or heavier weights with the use of proper equipment and assistance from other staff. Employees must wear and use the proper Personal Protective Equipment (PPE).

Hazards:

- Potential for contact with dissatisfied or hostile individuals.
- Exposure to dust and fumes.
- Working on ladders and scaffolding.

WORKING CONDITIONS

This position is subject to mandatory drug and alcohol testing pursuant to Department of Transportation and Federal Highway Administration requirements.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL

JOB DESCRIPTION

EXECUTIVE ASSISTANT

Established 08/04/10

Range 74 MSPC

Hourly: \$28.10 - \$43.60

Monthly: \$4,870.67 - \$7,557.33

Annual: \$58,448.00 - \$90,688.00

MSPC - FLSA – Exempt

Department: City Manager's Office

DEFINITION:

Under general supervision of the City Manager and Assistant City Manager, provides a variety of complex, highly time sensitive and confidential office administrative and secretarial support to the City Manager, Assistant City Manager, Mayor, and City Council Members, and City Clerk; performs a variety of responsible and confidential secretarial duties, administrative tasks, and other tasks as assigned.

DISTINGUISHING CHARACTERISTICS:

This is a single position class characterized by responsibility to serve as the highest-level administrative support staff to the City Manager, Deputy City Manager, Mayor, and City Council Members, and City Clerk. The incumbent is expected to exercise considerable discretion, judgment, and tact in performing assigned duties. Incumbent regularly handles the office support required by the City Council and/or various ad hoc committees which assist the Council in formulation and implementing City policies and programs. This class is differentiated from the Administrative Secretary class by the former's responsibility for performing the most complex administrative support work in the City Manager's Office and their involvement with City policy making bodies.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Greet internal and external customers via telephone and in person; provide information and respond to requests, researching and resolving inquiries and issues, and convey information regarding policies and procedures; seek appropriate contact or resource for information as required and provide responses in a timely manner.
- Exhibit a service orientation toward internal and external customers and maintain productive working relationships.
- Coordinate operational administrative activities and resources for assigned service area or top management position; receive, research, gather information, process, and respond to inquiries and requests; assist in conveying and implementing policies and procedures of assigned area.
- Manage calendars; arrange meeting location and equipment logistics; prepare and distribute agendas, correspondence, informational materials and meeting minutes, ensuring documents adhere to applicable standards.
- Coordinate, make, process, and confirm staff travel arrangements; prepare related expense reports.
- Receives, opens, reads, sorts and prioritizes mail or electronic mail for City Manager and directs to appropriate City departments as necessary.

- Actively manage and actively participate in the development and implementation of organizational and departmental goals, objectives, policies, and priorities for assigned programs; recommend and administer policies and procedures.
 - Type and proofread a wide variety of reports, letters, memoranda, and correspondence from rough draft or verbal instruction; independently compose correspondence related to assigned responsibilities.
 - Respond to general inquiries and requests for information directed to the City Manager's Office; screen, interpret, refer as needed to the appropriate authority or City department.
 - Research data, analyze results and prepare summaries, briefings, and recommendations for the City Manager's Officer.
 - Analyze reports, regulations, new, pending or amended legislation and other matters, identify potential impacts, identify alternatives and make recommendations regarding resolution.
 - Initiate, drafts and prepares correspondence for the City Manager as directed in response to City information requests and/or citizen complaints. Monitors the resolution of citizen complaints and requests for services.
 - Prepare, type and send correspondence, reports, and memoranda including confidential or sensitive information; maintain complex files.
 - Coordinates the printing of City publications with outside vendors, and prepares materials for the public and special presentations for distribution.
 - Enter and maintain data in department databases; research and locate information, provide status/disposition updates, prepare documents and generate reports that are of a time sensitive nature and adhere to applicable standards.
 - Initiate, organize, maintain, and control access to complex filing systems and records including highly sensitive files; conduct periodic retention and purging of files in compliance with applicable guidelines.
 - Based on assignment, may perform the following specialized activities: prepare and process financial administrative documents related to accounts payable, accounts receivable, purchasing, and travel expenses; provide budget tracking and expense reporting; provide interpretation and translation services; maintain necessary forms, supplies and information resources in assigned locations; and/or, other related activities.
 - Respond to and resolve difficult and sensitive citizen inquiries and complaints.
 - Perform related duties and responsibilities as required.
 - Make meeting and special event arrangements, including annual State of the City Address program; City Manager's management meetings; annual lobbying trips; and employee appreciation events.
 - Compile information and work cooperatively with administrative staff to prepare the City Council/Redevelopment Agency Board agenda. If appointed by the City Clerk, serve as Deputy City Clerk and attend meeting as assigned; take notes of proceedings and prepares minutes in the absence of the City Clerk.
-
- Assist with election procedures including processing all forms necessary for candidates to run for office; research and ensure compliance with applicable election laws.
 - Maintain custody of official records and archives of the City including ordinances, resolutions, contracts, agreements, deeds, insurance documents and minutes.
 - May supervise, train and evaluate clerical staff; assign and review work; adjust work assignments to meet priorities.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Executive Assistant

Equivalent to an Associate of Arts or Science degree from an accredited college or university with major course work in public or business administration, or a related field, and three years of increasingly responsible secretarial and office administrative support experience, preferably in municipal government. Experience in legal assistance is desired.

Licenses and other Requirements:

- Valid California driver's license.

Knowledge of:

- Organization and function of municipal government.
- Rules and regulations governing local municipal elections.
- Principles and practices of municipal budget preparation and administration.
- Principles and practices of contract administration.
- Political reform requirements.
- English usage, spelling, grammar and punctuation.
- Principles and practice of business letter writing and report preparation, writing, and editing..
- Principles and procedures of record keeping.
- Secretarial and general office methods, procedures, and techniques.
- Use of modern office equipment and technology, including office software.
- Federal, state and local laws, codes, and regulations pertaining to elections, legislative meetings, storage, and maintenance of public records, and other areas of responsibility.
- Basic principles and methods of research.
- Oral and written communication.
- Preparation of complex documents requiring specialized and/or statistical typing.
- Basic functions and organizations of City government.
- Manual and computerized records and information management systems.
- Filing systems and procedures; methods and techniques of document indexing and coding and fiscal record keeping.
- Principles of records management
- Mathematical concepts.
- Work scheduling and coordination practices.
- Effective methods and techniques in public relations, customer service and telephone etiquette.
- Basic principles of supervision and training; leadership techniques.

Ability to:

- Perform complex and confidential administrative support duties in support of management staff.
- Participate in the development and administration of division goals, objectives, and procedures.
- Coordinate municipal elections.
- Develop and administer an efficient records management system.
- Work cooperatively with other departments.
- Assist in the preparation of division budgets.
- Prepare clear and concise administrative and financial reports.
- Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Interpret and apply federal, state and local policies, laws and regulations.
- Independently prepare correspondence and memoranda.
- Maintain confidential records and reports.
- Respond to requests and inquiries from the general public.
- Work independently in the absence of supervision.
- Attend meetings at irregular hours.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Receive the public in person or over the telephone; apply and explain regulations, policies, and procedures.

- Communicate clearly, concisely and effectively, both orally and in writing; interface with the public and elected officials in situations requiring professionalism, diplomacy, and tact.
- Exercise judgment in answering questions and releasing confidential information.
- Research, collect, and verify accuracy of information and prepare summaries or reports.
- Plan, organize, and prioritize work to execute assignments and meet deadlines with limited supervision.
- Identify actual or potential problems in the course of work and develop appropriate resolutions to such problems.
- Develop, coordinate and maintain complex record keeping systems in an accurate, complete and timely manner.
- Read, understand, interpret and apply rules, policies, procedures, laws, codes, and regulations pertaining to assigned programs and functions.
- Maintain and execute administrative and secretarial assignments with discretion.
- Conduct sensitive administrative assignments with discretion; maintain confidentiality of sensitive records and documents.
- Work under specific deadlines with constant interruptions which may change the planned work schedule.
- Establish and maintain cooperative and effective working relationships with others.
- Use correct English grammar, punctuation and spelling.
- Understand follow, and comply with written and verbal instructions.
- Use computer programs including word processing, spreadsheets, electronic mail, Internet, intranet, and database programs.
- Typing at a speed necessary to successfully perform assigned duties; record and transcribe minutes.
- Perform basic mathematical computations.

WORKING CONDITIONS:

Physical abilities required include vision (corrected 20/20) for significant computer usage and reading; hearing (corrected to within a normal audible range) for significant contact with the public and other employees; and, speaking to exchange information. May lift weight up to 15 pounds. Office equipment; subject to attending meeting during evening hours.

Work Environment:

- Indoor/Office environment.
- Fast-paced environment with changing priorities.
- Evening and/or extended hours as required for City meetings.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information.
- Seeing to read a variety of materials and inspect work in progress.
- Reaching to obtain files.
- Lifting, carrying and balancing materials.
- Standing and sitting for extended periods.
- Driving a vehicle to conduct work

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

GEOGRAPHIC INFORMATION SYSTEMS COORDINATOR

Established: NEW
Range 75 MSPC Unrepresented
Hourly: \$28.81 - \$44.69
Monthly: \$4,993.73 - \$7,746.27
Annual: \$59,924.80 - \$92,955.20

MSPC – FLSA – Non-Exempt
Department: Information Technology

DEFINITION:

Under direction of the Information Technology Director, plans, organizes, coordinates and administers the City-wide Geographic Information Systems (GIS) program; evaluates and personally participates in the functions necessary to implement and sustain the creation, maintenance and use of the GIS databases and applications; oversees all aspects of the program's structure and design for effective use, both within the City and in coordination with outside public, regulatory, and public safety agencies, and business organizations; ensures the expansion and maximization of GIS technology throughout many City departments; performs related work as required.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from assigned supervisory or management personnel. Provides general direction to assigned staff and contract consultants on a program and project basis.

DISTINGUISHING CHARACTERISTICS:

This single-position class manages all Geographic Information Systems for the City within general policy and procedural guidelines and has the ability to adapt specific program procedures and activities to meet the needs of the City, other agencies and technological advances. Successful performance of the work requires skill in proactively planning, administering and evaluating program goals, objectives and budgets to define and integrate the requirements of various internal and external clients. This class is distinguished from other information services classes by the level of technical knowledge of and emphasis on GIS hardware and software applications, and GPS survey equipment and applications.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plans, organizes, coordinates and administers the development and implementation of goals, objectives, policies, and procedures related to the City's Geographic Information System (GIS) program.
- Consults with other City departments and data processing regarding department GIS needs and requirements, including identifying, designing and developing GIS applications and strategies and procedures for integrating the GIS program with existing City databases.
- Serves as a technical resource to all City departments, including providing assistance and training in the proper use of GIS data and systems, and recommending, troubleshooting and providing support for GIS software, databases and other related applications.

- Monitors GIS system utilization and recommends appropriate revisions to processes and procedures; prepares and monitors the annual GIS Program budget.
- Manages all aspects of GPS surveying, including training, troubleshooting, pre-plan, reconnaissance, conducting, processing and integrating into the GIS program, and field-based surveys.
- Prepares grant funding applications for identified city-wide GIS projects, including implementing, administering, monitoring and reporting grant funding activities according to applicable grant regulations.
- Creates and maintains a variety of maps and tabular data from a variety of sources; explains technical information to non-technical system users, including assisting them in accessing and interpreting GIS information; develops quality control procedures.
- Provides a variety of support for specialized applications throughout the City; establishes policies, procedures and standards to ensure City-wide consistency and carry-over of applications for multiple users.
- Performs a variety of professional-level work, including modeling applications, creating maps, databases, graphic and related materials for internal and external clients.
- Contributes to the overall quality of the Department's service by developing, reviewing and implementing policies and procedures to meet legal requirements and City needs.
- Prepares a variety of written correspondence, reports, procedures and other materials.
- Maintains accurate records and files related to the GIS function.
- Monitors changes in GIS technology and applications, recommends improvements and upgrades and implements changes after approval.
- Represents the City in inter-agency coordination activities relating to GIS.
- Attends meetings, conferences, workshops, and training sessions and reviews publications and audio-visual materials to become and remain current on principles, practices, and new developments pertinent to GIS and the City.
- Participates in the selection, training, supervision, work evaluation, and scheduling of assigned staff.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with major coursework in geographic information systems, computer science, geography, public or business administration, or a related field, and two (2) years of professional experience in the development of geographic information systems, including responsibility for systems analysis and database development, with one (1) year in a public agency, and two (2) years of experience in field surveying, including GPS technology.

License:

- Valid California class C driver's license with satisfactory driving record.
- Certification as a GIS Professional is highly desirable.

Knowledge of:

- Techniques for effectively representing the City in contacts with governmental agencies, community groups and various business, professional, educational, regulatory and legislative organizations.
- Techniques for providing a high level of customer service to public and City staff, in person and over the telephone.
- The function and role of the City in developing and coordinating a broad-based GIS program with applications for City departments, public agencies, private clients and the general public.
- Technology, hardware and software and current applications related to GIS systems, including database management, mapping and report generation and desktop publishing systems.
- Principles and practices of identifying technology needs and issues, researching and evaluating technology, applications and the most effective courses of action and implementing solutions.
- Equipment and instruments used in GPS surveying.
- Basic budgetary and contract administration principles and practices in a public agency.
- Applicable Federal, State, and local laws, codes and regulations.
- Basic principles of employee supervision and training.
- Modern office practices, methods and computer equipment.
- Record keeping principles and procedures.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing effectively with the public, vendors, contractors and City staff, in person and over the telephone.

Ability to:

- Develop and implement goals, objectives, policies and procedures related to the City's Geographic Information System (GIS) program.
- Develop and administer a broad-based Geographic Information System (GIS) program that includes effective database development, management and accessibility through internal local area network and the City's GIS website for a variety of City departments and public and private clients.
- Assess user needs and recommend appropriate hardware, software and systems to meet these needs.
- Perform complex modeling, mapping, database maintenance and other GIS professional level tasks.
- Develop documentation and informational materials and train users in GIS applications.
- Interpret, apply and explain technical materials to non-technical users.
- Interpret, apply and explain complex Federal, State, and local laws, codes, regulations, departmental policies and procedures.
- Understand the organization and operation of the assigned department and of outside agencies as necessary to assume assigned responsibilities.
- Prepare clear and effective reports, correspondence, policies, procedures and other written material.
- Make accurate arithmetic, financial and statistical computations.
- Effectively conduct meetings and make presentations to various groups.

- Analyze situations and identify pertinent problems/issues; collect relevant information; evaluate realistic options; and recommend/implement appropriate course of action.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

Work Environment:

- Indoor/office and outdoor environment.
- Fast-paced environment with changing priorities.
- May interact with upset individuals.
- Subject to driving a vehicle to conduct work.
-

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information.
- Seeing to read a variety of materials and inspect work in progress.
- Reaching to obtain files.
- Lifting, carrying and balancing materials, up to 30 pounds.
- Standing and sitting for extended periods.
- Driving a vehicle to conduct work
- Ability to bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information
- Ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL

JOB DESCRIPTION

LEAD EQUIPMENT MECHANIC

Established: NEW
Range 70 Teamsters
Hourly: \$25.46 - \$39.50
Monthly: \$4,413.07 - \$6,846.67
Annual: \$52,956.80 - \$82,160.00

Teamsters - FLSA – Non-Exempt
Department: Public Services Department

DEFINITION:

Under direction, leads, trains, oversees, and participates in the more complex, difficult, and skilled technical diagnostic, repair, and maintenance work on a variety of automotive, trucks, tractors, and other light and heavy power-driven equipment; performs lead tasks; coordinates workflow and repairs with outside vendors and contractors; navigates and works within computer database programs; further develops and improves existing fleet maintenance management practices; implements new administrative processes for improved efficiencies and oversight; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervisory and/or management personnel. Exercises technical and functional direction over and provides training to less experienced staff.

CLASS CHARACTERISTICS

This is the advanced journey level classification in the Equipment Mechanic series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform assigned duties. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Leads, assigns, and inspects the work of Equipment Mechanics and participates in all associated work; prescribes procedures, methods, and materials to staff on complex projects as assigned; trains and assists in the evaluation of employees.
- Overhauls, repairs, maintains, and adjusts a wide variety of gas and diesel powered automotive, truck and heavy equipment and their component and computerized systems, including but not limited to engines, transmissions, clutches, differentials, fuel systems, generators, distributors, pumps, hydraulic systems, power plants, power trains, and other equipment accessories and components, such as, heating and air conditioning units.
- Inspects, diagnoses, and locates technical and electrical malfunctions on City automobiles, trucks, sewer utility vacator/flush trucks, generators, grounds maintenance equipment, and a variety of maintenance and construction equipment and their component systems.
- Coordinates equipment maintenance and replacement activities with other City departments, divisions, and outside agencies and makes recommendations on upgrades.

- Determines extent of necessary repairs for further repair work and scheduling; estimates parts and materials; locates and recommends vendors; requisitions for order replacement parts and supplies; prepares specifications for purchase of large equipment; recommends contract work, as necessary.
- Maintains work, time, material, and equipment maintenance logs and records; enters data into and retrieves, prints, and generates vehicle, equipment, and work order reports from computer information system; accesses technical information from automated databases.
- Assists other equipment mechanics in the performance of major technical repairs as required.
- Conducts cost and life cycle analysis on vehicles and fleet equipment and makes recommendations related to their repair and replacement timeline.
- Directs and oversees Fleet Shop logistics, safety, and security.
- Assists in budget preparation by recommending equipment expenditures and Vehicle Maintenance Division capital outlay, as required.
- Operates and maintains a complete set of hand, power, and shop tools and computerized diagnostic and test equipment used in the automotive and truck repair trade.
- Performs general maintenance on cars, trucks, and other equipment, including but not limited to grease and lubrication; services batteries; changes and repairs tires; replaces spark plugs, light bulbs, fan belts, and other simple technical parts; completes gas and oil services.
- Reads and interprets schematics, shop, and online service manuals and other related materials in performing work assignments; accesses technical information from automated databases; stays abreast of current technology.
- Maintains a clean and orderly work and shop area.
- Responds to emergency service calls for repairing or towing equipment that has broken down away from the shop.
- Complies with City and mandated safety rules, regulations, and protocols.

OTHER DUTIES:

- Performs other duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

High School Diploma, or equivalent, supplemented by specialized training and certification in the maintenance and repair of gas and diesel-powered equipment and component systems.

Experience:

Five (5) years of increasingly responsible experience performing diagnostic and repair duties on a wide variety of vehicles and equipment, including both diesel and gas-powered equipment and their component electronic and computerized systems.

Licenses and Certifications:

- Possession of a valid Commercial Class "A" or Class "B" California Driver's License, to be maintained throughout employment.
- As regulations change, incumbents are expected to obtain State-mandated certifications required in order to work on certain vehicles, equipment, or in handling materials. These certifications will be designated and specified at the time of hire or as the requirements become necessary to perform the duties of the position.
- Specialized training and certification equivalent to the National Institute of Automotive Services Excellence (ASE) is desired.

Knowledge of:

- Principles of providing functional direction and training.

- Practices, techniques, materials, tools and equipment used in the diagnosis, repair, preventative maintenance, and modification of a wide variety of technical equipment, including automobiles, trucks, heavy equipment, and specialized vehicles.
- Procedures used in the repair and maintenance of gas and diesel-powered vehicles and equipment.
- Types and use of special tools and electronic test equipment common to the automotive repair trade.
- Safe work practices, including handling of hazardous materials.
- Operation and repair characteristics of the entire range of City-owned light and heavy equipment.
- Preventative maintenance practices and techniques.
- Regulations, standards, and guidelines pertaining to the work, including state and federal inspection guidelines.
- Lubrication systems, including oils and greases, used in servicing and maintaining vehicles and equipment.
- Operational characteristics of a variety of hand and power tools and equipment.
- Current technology in repairing and diagnosing vehicles, equipment, and their component systems.
- Practices and procedures of welding and fabrication.
- City and mandated safety rules, regulations, and protocols.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Plan, organize, and coordinate the work of assigned staff.
- Effectively provide staff leadership and work direction.
- Inspect the work of others and maintain established quality control standards.
- Lead, train, and assist in the evaluation of assigned staff.
- Perform advanced journey level equipment technician work on a wide range of vehicles and equipment.
- Perform minor and major technical repairs and adjustments within the time frames as established by flat rate manuals.
- Inspect and correctly diagnose standard malfunctions in gas and diesel-powered equipment.
- Read and interpret manuals, schematics, plans, and specifications related to duties.
- Estimate time and cost of repairs and cost of equipment to within 10% of the actual costs.
- Meet deadlines and review and adjust vehicle and equipment service schedule as needed to ensure efficiency of workflow and cost effectiveness.
- Perform preventative maintenance and replacement functions.
- Use with skill the tools and test equipment associated with the automotive and heavy equipment trade.
- Prepare and maintain a variety of shop time keeping and repair records.
- Maintain computerized records.
- Prepare clear and concise correspondence and reports on a variety of issues related to the Fleet Maintenance Division.
- Maintain a clean and orderly work and shop area.
- Understand and follow oral and written instructions.
- Work independently in the absence of supervision.
- Observe safety principles and work in a safe manner.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.

- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

WORKING CONDITIONS:

WORK ENVIRONMENT

- Employees work in a shop and field environment, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspaces, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

PHYSICAL AND MENTAL DEMANDS

- Must possess mobility to work in a shop and field environment; strength, stamina, and mobility to perform medium to heavy physical work, to work in confined spaces and around machines, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various District sites; vision to detect shades of color, read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio.
- The job requires frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment.
- Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work areas.
- Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds, or heavier weights with the use of proper equipment and assistance from other staff.
- Employees must wear and use the proper Personal Protective Equipment (PPE).

Hazards:

- Potential for contact with dissatisfied or hostile individuals.
- Exposure to dust and fumes.
- Working on ladders and scaffolding.

WORKING CONDITIONS

This position is subject to mandatory drug and alcohol testing pursuant to Department of Transportation and Federal Highway Administration requirements.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

LIBRARIAN

Established: NEW
Range 78 MSPC Unrepresented
Hourly: \$31.02 - \$48.13
Monthly: \$5,376.80 - \$8,342.53
Annual: \$64,521.60 - \$100,110.40

MSPC – FLSA – Non-Exempt
Department: Library

DEFINITION:

Under the direction of the Library Administrator, plan, organize, coordinate and control the activities, services and operations of the City's Library system. Duties include: preparing the annual budget, supervising subordinate employees, selecting materials for the library and general coordination of library functions.

SUPERVISION RECEIVED AND EXERCISED:

Receives general supervision from assigned supervisory or management personnel. Exercises technical and functional direction over and provides training to less experienced staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develops and implements long range plans, goals and objectives for the City's Library system.
- Assists with administrative services of the Library system including facilities planning and expansion of services, budget preparation and control, purchasing, grant writing and other services which assure that resources are available to deliver strategic service goals.
- Formulates departmental policy, evaluates work accomplished and assists with training of Library employees in innovative, customer-oriented services.
- Directs the planning, implementation and evaluation of a computerized library information system.
- Assists the public in library use, showing patrons how to find materials in the library; gives instructions on how to use the library tools, card catalog, reference books and facilities to patrons who want to learn to use the library.
- Processes catalogs, identifies and orders library materials and supplies to provide comprehensive library services to the residents of the City.
- Confers with other departments and organizations regarding library operations; makes library presentations to community concerning library services.
- Promotes and maintains effective collaborative programs with community-based organizations (CBO), and schools; plans and coordinates library programs such as service to adult and children's programs.
- Promotes strong, effective relationships with the Literacy Volunteers of America (LVA) to enhance public awareness efforts of the City Library.
- Attends meetings, including monthly Library Board and Local Librarians.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:**Education and Experience:**

Master's degree in Library Science from a college or university accredited by the American Library Association (ALA) AND two years of professional library experience.

License:

- Valid California class C driver's license with satisfactory driving record.

Knowledge of:

- Principles of Library Science.
- Library policies, operations, functions, procedures and services.
- Reference, acquisition and cataloging practices.
- City ordinances, rules and regulations.
- Oral communication skills utilizing proper grammar for giving instructions and making presentations before the Library Board and City Council.
- Math skills to add, subtract, multiply and divide whole numbers and compute percentages.
- Writing skills that are clear and concise for preparing reports, evaluations and making recommendations.
- Reading skills to analyze, interpret, evaluate and comprehend complex tests.
- Training skills to plan and organize training sessions, prepare materials and conduct training.
- Administrative skills to implement and monitor programs and budgets.
- Decision making skills to identify problems, identify solutions and alternatives.
- Record keeping skills to maintain records by date and time which are accurate and complete.

Ability to:

- Maintain statistics concerning library use which are easily interpreted, consistent and timely.
- Analytical skills to evaluate programs and materials.
- Operate office machines such as a computer, typewriter, calculator, photocopier and projector.

Work Environment:

- Indoor/office environment.
- Fast-paced environment with changing priorities.
- May interact with upset individuals.
- Subject to driving a vehicle to conduct work.

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information and make presentations.
- Seeing to read a variety of materials and inspect work in progress.
- Reaching to obtain files.
- Standing and sitting for extended periods.
- Driving a vehicle to conduct work.
- Ability to bend, stoop, kneel, squat, reach, twist push and pull drawers open and closed to retrieve and file information.
- Ability to frequently lift, carry, push, and pull materials and objects weighing 10-25 pounds to perform job functions.
- Ability to occasionally lift, carry, push, and pull materials and objects weighing more than 25 pounds to perform job functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

LIBRARY PAGE

Established: NEW (Temporary Part-Time – Grant Funded)
Range 55 Part-Time Unrepresented (1000 hours)
Hourly: \$17.58 - \$27.27
Monthly: \$1,465.00 - \$2,272.50
Annual: \$17,580.00 - \$27,270.00

Unrepresented – FLSA – Non-Exempt
Department: Library

DEFINITION:

Under the direction of the Library Administrator, performs a variety of maintenance tasks both technical and pertaining to the physical usage of Library facilities.

SUPERVISION RECEIVED AND EXERCISED:

Under supervision of the Library Administrator, receives general direction related to daily tasks from the Librarian and Library Technician. Exercises no direct supervision over staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Accurately sorts and re-shelves books and other library materials.
- Checks shelves for proper arrangement of materials.
- Retrieves materials from storage areas.
- Receives and inspects deliveries of library materials and inventories deliveries as they are received.
- Lift, move, carry and unpack library and program materials.
- Checks out library materials to the public.
- Assists patrons at public service desks.
- Clears reading areas of books, magazines and other materials.
- Helps to mend books and other materials, glues pockets and bar-codes into books and installs strips in book spines, laminates and covers library books.
- Assists with set up for special programs and functions as needed.
- Sets up tables and chairs for special functions.
- Moves minor pieces of furniture and equipment as needed.
- Drives to deliver and pick up books and materials.
- Photocopies materials and maintains files.
- Replenishes supplies and paper throughout the library service desk and service areas.
- Performs basic housekeeping tasks, regularly sanitizing of high touch surfaces in public access areas, including counters, tables, computers, vinyl surfaces and shelves, and emptying trash receptacles as needed.
- Assumes responsibility for ensuring the duties of the position are performed in a safe, efficient manner.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:**Education and Experience:**

High School Diploma or equivalent

License:

- Valid California class C driver's license with satisfactory driving record.

Knowledge of:

- Basic library practices, policies, procedures, and terminology, including the Dewey Decimal System.
- Methods and equipment used commonly in libraries including computers and software.
- Customer service techniques, including telephone etiquette.
- Correct English usage, grammar, spelling, punctuation, and vocabulary.
- Methods of conducting reading, storytelling, and other programs.

Ability to:

- Read and comprehend a variety of library materials.
- Place, classify, and shelve materials.
- Operate a variety of equipment including computers.
- Read, interpret, and apply rules, policies, and procedures.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative working relationships with others.

Work Environment:

- Indoor/office environment.
- Fast-paced environment with changing priorities.
- May interact with upset individuals.
- Subject to driving a vehicle to conduct work.

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard and shelve books.
- Hearing and speaking to exchange information.
- Seeing to read a variety of materials and inspect work in progress.
- Reaching to shelve and retrieve books and materials.
- Standing and sitting for extended periods.
- Driving a vehicle to conduct work.
- Ability to bend, stoop, kneel, squat, reach, twist push and pull drawers open and closed to retrieve books and materials.
- Ability to bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information
- Ability to frequently lift, carry, push, and pull materials and objects up to 50 pounds to perform job functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

SPECIAL EVENTS COORDINATOR

Established: NEW
Range 75 MSPC Unrepresented
Hourly: \$28.81 - \$44.69
Monthly: \$4,993.73 - \$7,746.27
Annual: \$59,924.80 - \$92,955.20

MSPC – FLSA – Non-Exempt
Department: Parks and Recreation Department

DEFINITION:

Under direction of the Parks and Recreation Director, plans, organizes, coordinates, promotes and administers City-wide special events and programs hosted by the City of Imperial.

SUPERVISION RECEIVED AND EXERCISED:

Receives supervision from assigned supervisory or management personnel. Provides general direction to assigned staff and contract consultants on a program and project basis. Serves as lead staff in coordination and planning of special events and activities.

DISTINGUISHING CHARACTERISTICS:

This single-position class manages plans, coordinates, promotes and manages special events hosted by the City.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plans, schedules, coordinates, and administers special events, shows, and community activities, including entertainment, speakers, retail concessions, budgeting and finances.
- Plan, coordinate and implement various programs and activities for youth, adults and seniors, providing opportunities for community engagement and opportunities for varying ages and populations.
- Develop and execute new event and promotional opportunities.
- Create and manage marketing, advertising, promotional concepts, themes, graphics, and are for digital and print media for special events and activities.
- Prepares and submits promotional materials, new releases, and social media information.
- Prepare and maintain accurate records for vendors, event promoters, volunteers and community groups.
- Prepares and maintains reports, schedules, and payment requests, collects fees.
- Obtains funding and purchases necessary equipment and supplies.
- Solicits participation from the community, civic organizations, and other related groups.
- Furnishes information to schools, civic groups, and the general public regarding special events and activities of the City.
- Schedules and coordinates the use of recreation facilities.
- Acts as the City's liaison with community groups and committees for special events.
- Establishes and maintains partnerships with external organizations, recruit, initiate and manage sponsorship relationships and vendor agreements.

- Establish and maintain positive relationships with other City departments involved with coordinating and planning event execution and strategy.
- Communicates the goals, objectives and expected code of conduct to all event participants and staff.
- Attend organizational and community meetings as needed.
- May provide direction and training to others within the department assisting with event coordination and planning.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to graduation from an accredited four-year college or university with a Bachelor's degree in business management/marketing, public relations, communications, or related field, and three (3) years' experience in planning, coordinating, promoting, and conducting special events.

License:

- Valid California class C driver's license with satisfactory driving record.

Ability to:

- Speak effectively in public and in front of large groups.
- Interact effectively with diverse groups of people.
- Interpret, apply and explain technical materials to non-technical users.
- Interpret, apply and explain complex Federal, State, and local laws, codes, regulations, departmental policies and procedures.
- Understand the organization and operation of the assigned department and of outside agencies as necessary to assume assigned responsibilities.
- Prepare clear and effective reports, correspondence, policies, procedures and other written material.
- Make accurate arithmetic, financial and statistical computations.
- Effectively conduct meetings and make presentations to various groups.
- Analyze situations and identify pertinent problems/issues; collect relevant information; evaluate realistic options; and recommend/implement appropriate course of action.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy, procedural and legal guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

Work Environment:

- Indoor/office and outdoor environment.
- Fast-paced environment with changing priorities.
- May interact with upset individuals.
- Subject to driving a vehicle to conduct work.
- Occasionally exposed to incremental weather.

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information.
- Seeing to read a variety of materials and inspect work in progress.
- Reaching to obtain files.
- Lifting, carrying and balancing materials, up to 30 pounds.
- Standing and sitting for extended periods.
- Driving a vehicle to conduct work
- Ability to bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information
- Ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL

JOB DESCRIPTION

MANAGEMENT ANALYST

Established 11/29/2022

Range 80 MSPC Unrepresented

Hourly: \$32.59 - \$50.56

Monthly: \$5,648.93 - \$8,763.73

Annual: \$67,787.20 - \$105,164.80

MSPC FLSA – Exempt

Department: Varies - Assigned Department

DEFINITION:

Under the direction of an assigned Department Head or Manager, perform a variety of complex duties related to the collection, analysis, interpretation and reporting of data related to organization-wide policy planning and system implementation; coordinate fiscal activities to ensure adequate staffing and resources for organizational operations; coordinate activities with related departments to ensure organizational effectiveness; assist in the development of goals, objectives, policies, work standards and administrative control systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Perform a variety of complex duties related to the collection, analysis, interpretation and reporting of data related to organization-wide policy planning and system implementation; participate in the development and review of policies, procedures and legislation affecting organizational activities and determine departmental impact; assist in ensuring analysis and implementation activities comply with established laws and regulations.
- Coordinate activities with related departments to ensure organizational effectiveness; collaborate with other departments and agencies to ensure cross-functional projects such as class studies, redistricting, fee scheduling, capital projects and others align with organization-wide goals and objectives; monitor, evaluate and provide assistance regarding program enhancement and modification.
- Schedule appointments, meetings and maintain departmental schedules; make reservations for trainings, meetings and other travel accommodations for departmental personnel as directed.
- Research and analyze programs, theories and practices for implementation in organizational departments and activities; maintain working knowledge of current organizational practices, policies and theories; utilize research findings in the development of organizational corrective action plans; assist in the development of goals, objectives, policies, procedures, work standards and administrative control systems.
- Coordinate fiscal activities to ensure adequate staffing and resources for organizational operations and public service needs; assist and participate in the development and administration of departmental budgets; develop and manage program budgets including revenue projections and cost containments; monitor revenues and expenditure; identify and recommend results for budgetary problems; serve as liaison to personnel and outside agencies regarding budget and funding, resource allocation, organizational and policy-related issues; assist in the diagnosis of organizational problems and development of solutions to enhance efficiency and productivity.

- Train and provide work direction and guidance to assigned personnel; assign employee duties and review work to ensure accuracy, completeness and compliance with established requirements and procedures; provide input concerning employee evaluations as requested.
- Provide consultation to personnel and outside agencies regarding research findings, organizational improvement initiatives and related issues concerning departmental effectiveness; assist in developing operational policies utilizing research findings and complying with department standards and objectives as required.
- Perform a variety of special projects and procedures related to organizational effectiveness such as performance measure development activities, change initiatives and related projects as required; plan, organize and conduct presentations, workshops and training sessions regarding strategic planning, team development and related subjects; prepare and deliver oral presentations; direct the preparation of related training and support materials.
- Prepare and maintain a variety of records, reports and documentation related to fiscal activities, organizational effectiveness, projects, programs, findings, studies and assigned duties.
- Provide technical information and assistance to various administrators concerning organizational activities, needs and issues; assist in the formulation and development of policies, procedures and programs.
- Communicate with personnel and various outside agencies to exchange information, coordinate activities and resolve issues or concerns.
- Operate standard office equipment including a calculator, copier, fax machine, computer and assigned software.
- Maintain current knowledge of laws, codes, rules, regulations and pending legislature related to assigned organizational functions; assist in the modification of programs and procedures to ensure compliance with local, State and Federal requirements as appropriate.
- Attend and participate in a variety of meetings; serve on various committees as required; participate on various committees and present committee recommendations to management; serve as management liaison to various boards, committees and citizen advisory groups as assigned.
- Assist in the development and implementation of economic development plans and programs.
- Participate in the development and implementation of new or revised programs, systems, procedures and methods of operation; compile and analyze data and make recommendations regarding staffing, equipment and research.
- Conduct a variety of operational studies regarding departmental and programmatic activities, including complex, financial, budget, personnel, operational and administrative changes after approval; prepare comprehensive records and reports; identify alternatives and make recommendations.
- Assist in the research and development of alternative funding sources and ensure compliance with Federal, State, City and other funding agencies; comply with the City's accounting and reporting requirements and applicable laws, regulations and professional accounting practices.
- Prepare and submit City Council agenda reports and various other commission, committee and staff report and correspondences regarding assigned activities; confer with management staff regarding provision of administrative and support services.
- Maintain accurate records and files; develop retention schedules for the storage of records.
- Assist, coordinate and organize community events; represent the City to residents in explaining City policies; provide outreach and public education programs to the community through various media sources such as local news outlets, social media and the City's website.
- Participate and serve on a variety of multi-disciplinary committees and commissions; represent the City to a variety of community and stakeholder groups.
- Serve as Public Information Officer for the City of Imperial; communicate orally, in writing and through graphic representations and statistical summaries with colleagues, managers, staff, the public, organized employee groups and representatives of various organizations.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Any combination equivalent to: Bachelor's degree in business administration, public administration or related field and three (3) years experience performing professional level administrative analysis duties.

Licenses and other Requirements:

- N/A

Knowledge of:

- Principles, practices and techniques of organizational data collection, analysis and change implementation.
- Techniques and methods of administrative analysis including fundamentals of operations research.
- Local governmental organization, legislative procedures and legal practices.
- Project management and contract administration.
- Current organizational practices and theories.
- Research and statistical evaluation techniques.
- Analysis of complex organizational statements and reports.
- Applicable laws, codes, regulations, policies and procedures.
- Financial and statistical record-keeping techniques.
- Principles of training and providing work direction.
- Preparation of fiscal statements, organizational reports and related documentation.
- Interpersonal skills using tact, patience and courtesy.

Ability to:

- Perform a variety of complex duties related to the collection, analysis, interpretation and reporting of data related to organization-wide policy planning and system implementation.
- Coordinate fiscal activities to assure adequate staffing and resources for organizational operations.
- Coordinate activities with related departments to assure organizational effectiveness.
- Participate in the development and review of policies, procedures and legislation affecting organizational activities.
- Train and provide work direction and guidance to assigned personnel.
- Serve as liaison to personnel and outside agencies regarding budget and funding, resource allocation, organizational and policy-related issues.
- Assist in diagnosing organizational problems and participate in the development of solutions to increase efficiency and productivity.
- Provide consultation to organizational department personnel and outside agencies.
- Monitor, evaluate and provide recommendations regarding program enhancement and modification.
- Communicate effectively both orally and in writing.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain accurate statistical records.
- Analyze research data and prepare reports, summaries and recommendations.
- Meet schedules and timelines.
- Operate standard office equipment including a computer and assigned software.
- Determine appropriate course of action within clearly defined guidelines.

WORKING CONDITIONS:

Work Environment:

- Indoor/Office environment.
- Fast-paced environment with changing priorities.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information in person and on the telephone.
- Sitting or standing for extended periods of time.
- Seeing to read a variety of materials.
- Bending at the waist, kneeling or crouching to file materials.
- Reaching overhead, above the shoulders and horizontally.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL

JOB DESCRIPTION

ORGANIC WASTE MONITOR

Established: NEW (Temporary Part-Time – Grant Funded)
Range 65 Part-Time Unrepresented (1000 hours)
Hourly: \$22.50 - \$34.91
Monthly: \$1,875.00 - \$2,909.17
Annual: \$22,500.00 - \$34,910.00

Unrepresented – FLSA – Non-Exempt

Department: Community Development Department

DEFINITION:

Under direction, The Organic Waste Monitor will be responsible for supporting the City's waste management program and will focus primarily on education and outreach to commercial and multi-family customers within the City of Imperial.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervisory and/or management personnel. Exercises no direct supervision over staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Promotes the WASTE ZERO philosophy by making the best and highest use of all resources as well as finding ways to use waste products in ways that benefit the environment.
- Develops strategies to effectively manage current and future challenges and opportunities; develops recommendations and actionable plans.
- Defines issues and focus on achieving workable solutions; generates innovative ideas to develop or improve existing systems.
- Demonstrates ability to use computers and technology capabilities.
- Demonstrates strong proficiency and knowledge in area(s) of expertise as well as City business and proficiency in strategic and financial processes.
- Communicates well both verbally and in writing; listens to and understands various viewpoints; shares relevant information timely; provides constructive feedback; maintains professionalism.
- Presents ideas effectively to individuals or groups and delivers presentations suited to the characteristics and needs of the audience.
- Effectively and productively engages with others and establishes trust, credibility, and confidence.
- Promotes collaboration and assists others with their initiatives and efforts.
- Listens to and builds customer relationships; increases customer satisfaction and ensures commitments are met.

OTHER DUTIES:

- Performs other duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:

High school diploma or equivalent.

Experience:

One (1) year experience in the development and coordination of programs, activities and events.

Licenses and Certifications:

Position requires the possession of a valid California Class C driver's license and a satisfactory driving record as conditions of initial and continued employment.

Knowledge of:

- English usage, spelling, punctuation and grammar
- Report structuring and writing
- Basic office methods
- Computer software including word processing,
- Basic mathematical calculations

Ability to:

- Plan, organize, promote, direct, and support program activities and events
- Produce word processing, spreadsheet, and media data
- Communicate clearly and concisely, both orally and in writing; prioritize and balance tasks with operational requirements
- Work with tools, materials, supplies and equipment used for program implementation
- analyze situations quickly and objectively and determine proper courses of action
- Establish and maintain effective working relationships with those contacted in the course of work

WORKING CONDITIONS:

WORK ENVIRONMENT

- Incumbents work in both indoor and outdoor environments and under various weather conditions.

PHYSICAL AND MENTAL DEMANDS

- Must be able to perform tasks requiring both sitting and standing for extended periods of time, and require walking for extended periods.
- May require occasional bending, stretching, reaching, twisting, kneeling, squatting, and extension of the arms; lifting and/or carrying of light to moderate equipment/supplies.
- Ability to speak, hear and see, including ability to distinguish colors.
- Requires hand and finger dexterity sufficient to use computers and standard office equipment to perform assignments.

Hazards:

- Potential for contact with dissatisfied or hostile individuals.
- Exposure to dust and fumes.
- Working on ladders and scaffolding.

WORKING CONDITIONS

This position is subject to mandatory drug and alcohol testing pursuant to Department of Transportation and Federal Highway Administration requirements.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

PARK MAINTENANCE WORKER I

Established: NEW
Range 57 Teamsters
Hourly: \$18.47 - \$28.65
Monthly: \$3,201.47 - \$4,966.00
Annual: \$38,417.60 - \$59,592.00

Teamsters – FLSA – Non-Exempt
Department: Parks and Recreation Department

DEFINITION:

Performs park maintenance and construction work in City park and recreation areas. The Park Maintenance Worker series provides for four levels ranging from the training level to the journey level including lead responsibility to the working supervisory level.

DISTINGUISHING CHARACTERISTICS

Under immediate supervision, performs routine ground maintenance work in City park and recreation areas. Incumbents are generally assigned as a member of a park maintenance crew. Incumbents in this class are expected to operate trucks and other automotive equipment as part of their regular assignment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Weeds, cultivates, plants, fertilizes, and irrigates lawns and flower beds.
- Mows, aerates, and edges lawn areas using power and hand tools.
- Rakes, sweeps and vacuums leaves, lawn clippings, etc., using power blower and hand tools.
- Prunes and trims hedges, bushes, and other shrubbery.
- Cleans and maintains public facilities in City park and recreation areas.
- Operates small power equipment and machinery including chain saws, rototillers, lawn mowers, aerators, hedgers, spreaders, and other equipment.
- Works as a member of the City pest control crew spraying various pesticides, herbicides, fungicides, and other related chemicals in City park and recreation areas.
- Provides exceptional customer service to those contacted in the course of work.

OTHER DUTIES:

- Other related duties may also be performed; not all duties listed may necessarily be performed by each individual holding this classification.

REQUIRED QUALIFICATIONS:

Education:

- High School Diploma or equivalent

Experience:

- Six (6) months of full-time paid landscape maintenance experience.

License and Certifications:

- Possession of a valid California Class C Driver License is required for some assignments at time of appointment and is a condition of continued employment.

Knowledge of:

- Common practices, methods, and materials used in gardening and horticultural work.
- Proper methods of planting, cultivating and pruning for hedges, trees, shrubs, lawns, and flower beds
- The use and purpose of common hand tools used in grounds maintenance.

Ability to:

- Understand and carry out oral and written instructions.
- Perform heavy manual laboring duties.
- Learn to operate various park maintenance equipment and machinery.
- Identify potential safety hazards in parks and recreation areas.
- Work in inclement weather conditions.

WORKING CONDITIONS:**Work Environment:**

- Indoor/Outdoor environment.
- Seasonal heat and cold or adverse weather conditions.
- Regular exposure to fumes, dust, dirt, oil and grease.
- Noise from equipment operation.
- Driving a vehicle to conduct work.
- Variable work hours including evenings or weekends.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate maintenance equipment and tools.
- Seeing to perform maintenance work.
- Sitting or standing for extended periods of time.
- Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
- Walking over rough or uneven surfaces.
- Reaching overhead, above the shoulders and horizontally.
- Bending at the waist, kneeling or crouching.
- Heavy physical labor.
- Climbing ladders.

Hazards:

- Working around and with machinery with moving parts.
- Working at heights.
- Exposure to chemicals and fumes.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**CITY OF IMPERIAL
JOB DESCRIPTION**

PARK MAINTENANCE WORKER II

Established: NEW
Range 60 Teamsters
Hourly: \$19.89 - \$30.86
Monthly: \$3,447.60 - \$5,349.07
Annual: \$41,371.20 - \$64,188.80

Teamsters – FLSA – Non-Exempt
Department: Parks and Recreation Department

DEFINITION:

Performs park maintenance and construction work in City park and recreation areas. The Park Maintenance Worker series provides for four levels ranging from the training level to the journey level including lead responsibility to the working supervisory level.

DISTINGUISHING CHARACTERISTICS

Under general supervision, performs park maintenance work and/or serves as a lead worker over a small park maintenance crew. This level is distinguished from Park Maintenance Worker I in that it involves work requiring greater skill and independence. Incumbents in this class are expected to operate trucks and other automotive equipment as part of their regular assignment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Works with a crew in park maintenance and construction work.
- Assists in installation and minor repair of sprinkler systems in City park and recreation areas.
- Builds and repairs park benches, tables, fences, signs, and related structures.
- Operates and maintains small power equipment and machinery including chain saws, rototillers, lawn mowers, aerators, hedgers, spreaders, and other equipment.
- Plants, trims, transplants, and cares for ornamental shrubs, plants, and roses.
- Weeds, cultivates, plants, fertilizes, and irrigates lawns and flower beds.
- Mows, aerates, and edges lawn areas using power and hand tools.
- Rakes, sweeps and vacuums leaves, lawn clippings, etc., using power blower and hand tools.
- Prunes and trims hedges, bushes, and other shrubbery.
- Cleans and maintains public facilities in City park and recreation areas.
- Works as a member of the City pest control crew spraying various pesticides, herbicides, fungicides, and other related chemicals in City park and recreation areas.
- Provides exceptional customer service to those contacted in the course of work

OTHER DUTIES:

- Other related duties may also be performed; not all duties listed may necessarily be performed by each individual holding this classification.

REQUIRED QUALIFICATIONS:

Education:

- High School Diploma or equivalent

Experience:

- Eighteen (18) months of full-time paid landscape maintenance experience.

License and Certifications:

- Possession of a valid California Class C Driver License is required for some assignments at time of appointment and is a condition of continued employment.

Knowledge of:

- Advanced operational knowledge of programming irrigation controllers.
- Common practices, methods, and materials used in park maintenance and construction work.
- Operation and maintenance requirements of various park maintenance equipment and machinery.
- Procedures and practices used in controlling or eradicating plant and insect diseases.
- Safety procedures involving fungicides, pesticides, herbicides, and related chemicals used in park maintenance.
- Proper methods of planting, cultivating, and pruning for hedges, trees, shrubs, lawns, and flower beds.
- The use and purpose of common hand tools used in grounds maintenance.

Ability to:

- Operate various park maintenance machinery and equipment including light trucks.
- Lead a crew of subordinate park maintenance workers.
- Maintain simple written records and reports.
- Work independently while performing semi-skilled grounds maintenance and repair work.
- Recognize common plant diseases and insect pests.
- Adjust and understand the operation of irrigation controllers.
- Understand and carry out oral and written instructions.
- Perform heavy manual laboring duties.
- Identify potential safety hazards in parks and recreation areas.
- Work in inclement weather conditions.

WORKING CONDITIONS:**Work Environment:**

- Indoor/Outdoor environment.
- Seasonal heat and cold or adverse weather conditions.
- Regular exposure to fumes, dust, dirt, oil and grease.
- Noise from equipment operation.
- Driving a vehicle to conduct work.
- Variable work hours including evenings or weekends.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate maintenance equipment and tools.
- Seeing to perform maintenance work.
- Sitting or standing for extended periods of time.
- Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
- Walking over rough or uneven surfaces.
- Reaching overhead, above the shoulders and horizontally.
- Bending at the waist, kneeling or crouching.
- Heavy physical labor.
- Climbing ladders.

Hazards:

- Working around and with machinery with moving parts.
- Working at heights.
- Exposure to chemicals and fumes.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

CITY OF IMPERIAL
JOB DESCRIPTION

PARK MAINTENANCE WORKER III

Established: NEW
Range 64 Teamsters
Hourly: \$21.96 - \$34.06
Monthly: \$3,806.40 - \$5,903.73
Annual: \$45,676.80 - \$70,844.80

Teamsters – FLSA – Non-Exempt
Department: Parks and Recreation Department

DEFINITION:

Performs park maintenance and construction work in City park and recreation areas. The Park Maintenance Worker series provides for four levels ranging from the training level to the journey level including lead responsibility to the working supervisory level.

DISTINGUISHING CHARACTERISTICS

Under general supervision, performs park maintenance work and/or serves as a lead worker over a small park maintenance crew. This level is distinguished from Park Maintenance Worker II in that it involves work requiring greater skill and independence. Incumbents in this class are expected to operate trucks and other automotive equipment as part of their regular assignment.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Works with a crew in park maintenance and construction work.
- Assists in installation and minor repair of sprinkler systems in City park and recreation areas.
- Builds and repairs park benches, tables, fences, signs, and related structures.
- Operates and maintains small power equipment and machinery including chain saws, rototillers, lawn mowers, aerators, hedgers, spreaders, and other equipment.
- Plants, trims, transplants, and cares for ornamental shrubs, plants, and roses.
- Weeds, cultivates, plants, fertilizes, and irrigates lawns and flower beds.
- Mows, aerates, and edges lawn areas using power and hand tools.
- Rakes, sweeps and vacuums leaves, lawn clippings, etc., using power blower and hand tools.
- Prunes and trims hedges, bushes, and other shrubbery.
- Cleans and maintains public facilities in City park and recreation areas.
- Works as a member of the City pest control crew spraying various pesticides, herbicides, fungicides, and other related chemicals in City park and recreation areas.
- Provides exceptional customer service to those contacted in the course of work

OTHER DUTIES:

- Other related duties may also be performed; not all duties listed may necessarily be performed by each individual holding this classification.

REQUIRED QUALIFICATIONS:

Education:

- High School Diploma or equivalent

Experience:

Five years of full-time paid landscape maintenance experience.

License and Certifications:

- Possession of a valid California Class C Driver License is required for some assignments at time of appointment and is a condition of continued employment.
- California Department of Pesticides Regulation (CDPR) Qualified Applicators License (QAL) shall be acquired within 6 months of employment as a Park Maintenance Worker III.

Knowledge of:

- Advanced operational knowledge of programming irrigation controllers.
- Common practices, methods, and materials used in park maintenance and construction work.
- Operation and maintenance requirements of various park maintenance equipment and machinery.
- Procedures and practices used in controlling or eradicating plant and insect diseases.
- Safety procedures involving fungicides, pesticides, herbicides, and related chemicals used in park maintenance.
- Proper methods of planting, cultivating, and pruning for hedges, trees, shrubs, lawns, and flower beds.
- The use and purpose of common hand tools used in grounds maintenance.

Ability to:

- Operate various park maintenance machinery and equipment including light trucks.
- Lead a crew of subordinate park maintenance workers.
- Maintain simple written records and reports.
- Work independently while performing semi-skilled grounds maintenance and repair work.
- Recognize common plant diseases and insect pests.
- Adjust and understand the operation of irrigation controllers.
- Understand and carry out oral and written instructions.
- Perform heavy manual laboring duties.
- Identify potential safety hazards in parks and recreation areas.
- Work in inclement weather conditions.

WORKING CONDITIONS:

Work Environment:

- Indoor/Outdoor environment.
- Seasonal heat and cold or adverse weather conditions.
- Regular exposure to fumes, dust, dirt, oil and grease.
- Noise from equipment operation.
- Driving a vehicle to conduct work.
- Variable work hours including evenings or weekends.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate maintenance equipment and tools.
- Seeing to perform maintenance work.
- Sitting or standing for extended periods of time.
- Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
- Walking over rough or uneven surfaces.
- Reaching overhead, above the shoulders and horizontally.
- Bending at the waist, kneeling or crouching.
- Heavy physical labor.
- Climbing ladders.

Hazards:

- Working around and with machinery with moving parts.
- Working at heights.
- Exposure to chemicals and fumes.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

RESOLUTION NO. 2023-24

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL,
CALIFORNIA ADOPTING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR
ENDING JUNE 30, 2024**

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Imperial as follows:

WHEREAS, the Gann Initiative, hereby referred to as Article XIIB of the Constitution of the State of California was passed by the people; and

WHEREAS, Article XIIB mandated and appropriations limit on various units of government, including the City of Imperial; and

WHEREAS, that limit has been calculated by the Administrative Services Department of the City of Imperial using current guidelines by State Department of Finance; and

WHEREAS, the City Council of the City of Imperial desires to formally adopt that appropriations limit for the City.

SECTION 1. The City Clerk shall certify as to the adoption of this resolution.

NOW, THEREFORE, the City Council of the City of Imperial, in accordance with Article XIIB of the Constitution of the State of California hereby adopts an appropriation limit for the City of Imperial for Fiscal Year 2023-2024 at **\$21,528,421**, which is an increase of \$1,059,288 over Fiscal Year 2022-2023, using the California Department of Finance data, which reflects a **0.7%** population increase and a **4.44%** inflation increase for the new fiscal year. The appropriations subject to the limit for FY 2023-2024 total **\$9,044,000**, which are well below the FY 2023-2024 appropriations limit of **\$21,528,421**.

PASSED AND ADOPTED by the City Council of the City of Imperial on the 5th day of July, 2023.

KATHERINE BURNWORTH,
Mayor

ATTEST:

KRISTINA M. SHIELDS,
City Clerk

CERTIFICATION

I, Kristina M. Shields, City Clerk of the City of Imperial, California, hereby certify that the foregoing resolution was duly adopted at a meeting of the City Council of said City at its meeting held on the 5th of July, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this _____ day of July, 2023

DATE SUBMITTED

4/14/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

4/19/2023

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(X)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

ab

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Teamsters Local Union #542

1. Approval of Resolution No. 2023- to Adopt Memorandum of Understanding Between City of Imperial and Teamster's Local Union #542 for the term of three (3) Fiscal Years.

DEPARTMENT INVOLVED: City Manager's Office/Human Resources Department

BACKGROUND/SUMMARY:

The City of Imperial has completed the meet and confer process with all collective bargaining units within the city. The following are the terms agreed upon between the City of Imperial and Teamsters Local Union 542 to be incorporated into the Memorandum of Understanding between both parties for a three-year term starting Fiscal Year 2023-2024 and ending Fiscal Year 2025-2026.

Article 3 - Employee and Union Rights

Article 4 - Work Schedules and Assignments

Article 5 - Compensation and Overtime Pay

Article 9 - Sick Leave

Article 11 - Other Leaves

Article 12 - Health Benefits

Article 16 - Covered Work

Article 18 - Vacancies/Transfers/Promotions

Article 19 - Maintenance of Membership

Article 21 - Duration of Agreement

Appendix A - Position Allocation

Appendix B - Salary Schedules

FISCAL IMPACT: As Approved in the Municipal Budget for FY 23-24

ADMIN SERV
INITIALS



STAFF RECOMMENDATION: It is the recommendation of staff to approve the Resolution adopting the MOU between the City of Imperial and Teamsters Local Union 542 as presented.

DEPT. INITIALS



MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.

CITY
MANAGER'S
INITIALS



MOTION:

SECONDED:

APPROVED

()

REJECTED

()

AYES:

DISAPPROVED ()

DEFERRED ()

NAYES:

ABSENT:

REFERRED TO:

RESOLUTION 2023-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL,
CALIFORNIA APPROVING A SUCCESSOR MEMORANDUM OF UNDERSTANDING
WITH TEAMSTERS LOCAL UNION #542 FOR FISCAL YEARS 2023-2024, 2024-2025
AND 2025-2026**

WHEREAS, the City of Imperial (City) and Teamsters Local 542 (Teamsters) have meet and conferred in accordance with requirements of the Meyers-Milias-Brown Act; and

WHEREAS, the City and Teamsters have reached an agreement on the terms and benefits identified in the Memorandum of Understanding set forth in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Imperial hereby approves and adopts the MOU between the City and Teamsters for Fiscal Years 2023-2024, 2024-2025, and 2025-2026 as set forth in Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Imperial this 5th day of July, 2023.

Katherine Burnworth, Mayor

ATTEST:

Kristina Shields, City Clerk

**TENTATIVE AGREEMENT TO TERMS BETWEEN CITY OF IMPERIAL AND
TEAMSTERS LOCAL UNION #542**

June 22, 2023

The following are the terms agreed upon between the City of Imperial and Teamsters Local Union 542 to be incorporated into the Memorandum of Understanding between both parties for a three-year term starting Fiscal Year 2023-2024 and ending Fiscal Year 2025-2026.

Article 3 – Employee and Union Rights

Article 4 – Work Schedules and Assignments

Article 5 – Compensation and Overtime Pay

Article 9 – Sick Leave

Article 11 – Other Leaves

Article 12 – Health Benefits

Article 16 – Covered Work

Article 18 – Vacancies/Transfers/Promotions

Article 19 – Maintenance of Membership

Article 21 – Duration of Agreement

Appendix A – Position Allocation

Appendix B – Salary Schedules

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF IMPERIAL



Dennis H. Morita, City Manager

June 22, 2023

Date

TEAMSTERS LOCAL 542



Flavio Grijalva, Business Representative

6/22/2023

Date



Alexis L. Brown, City Manager

June 22, 2023

Date



Kristen W. Smith, Human Resources Manager

06/22/2023

Date

**IMPERIAL CITY CONTRACT
AGREEMENT
BETWEEN
CITY OF IMPERIAL
AND
TEAMSTERS LOCAL NO. 542**

July 1, 2023 – June 30, 2026

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PREAMBLE

This Memorandum of Understanding (hereinafter "Agreement") is made and entered into between the City of Imperial (hereinafter "City") and Teamsters Local No. 542 (hereinafter "Union").

It is mutually agreed as follows:

The City's obligation to operate efficiently and to fulfill its obligation to its employees to pay a fair day's pay for a fair day's work should not be obstructed by disputes between it and its employees.

Accordingly, it is the intent of the parties to set forth herein their agreement with respect to rates of pay, hours of work, and conditions of employment to be observed by the City, the Union, and the employees covered by this Agreement; to provide procedures for equitable adjustment of grievances; to prevent lockouts, interruptions of work, work stoppages, strikes or other interferences with the operation of the City during the life of this Agreement; and to promote harmonious relations between the City, its employees and the Union.

ARTICLE I-RECOGNITION AND STATUS OF AGREEMENT

Section 1. The City recognizes the Union as the exclusive bargaining representative with respect to all matters relating to employment conditions and employer-employee relations, including, but not limited to, wages, hours and other terms and conditions of employment pursuant to California Government Code Section 3500 et seq, for all City members in Teamsters Local 542.

Section 2. The City agrees that no employee hereunder will be coerced or discriminated against by the City, its officers or agents, because of membership in or lawful activity on behalf of the Union.

Section 3. Any decisions or agreements relating to matters within the *scope* of representation, or to the interpretation or application of this Agreement, made jointly between the City and the Union, shall be binding on every individual claiming or entitled to the benefits of this Agreement.

Section 4. The City shall notify the Union of any changes in classifications of employees and positions covered by this Agreement.

Section 5. To the extent permitted by law, the specific provisions of this Agreement prevail over City practices, policies, procedures, rules and regulations pertaining to employees. City practices, policies, procedures, rules and regulations which fall within the scope of representation, but which are not specifically addressed in this Agreement are hereby incorporated into this Agreement by reference.

Section 6. During the term of this Agreement negotiations may occur on matters contained herein by mutual consent of the parties. However, both parties otherwise expressly waive the right to meet and confer concerning matters contained in this Agreement during the life of the Agreement.

Section 7. Any additions or changes in this Agreement shall not be effective unless reduced to writing and properly ratified and signed by both parties.

Section 8. If any provision of this Agreement is held to be contrary to law by a court of competent jurisdiction, that provision shall be deemed invalid, but all other provisions shall continue in full force and effect. In such an event, and upon then request of either party to this Agreement, the parties shall meet and confer within thirty (30) days for the purpose of arriving at it mutually satisfactory replacement for such provision.

ARTICLE 2 - MANAGEMENT RIGHTS

Section 1. All matters not within the scope of representation as set forth in Government Code Sections 3504 are reserved to the City. It is understood and agreed that City retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in, but not limited to those duties and powers, is the exclusive right to:

Determine its organization and mission; direct the work of its employees; assign related work not expressly covered by job description; set standards of selection for employment, assignment and promotion, determine the times and hours of

operations; determine normal working hours and schedule shifts accordingly; determine the kinds and levels of services to be provided and the methods and means of providing them; establish its municipal policies, goals and objectives; make technology improvements; determine staffing patterns; determine the number and kinds of personnel required; maintain the efficiency of City budget procedures and determine budgetary allocation; determine the methods of raising revenue; contract out work in accordance with law; and to take any action necessary to meet conditions of an emergency nature, provided that the Union shall be afforded the opportunity to meet and confer concerning this MOU. In addition, the City retains the right to classify, terminate, transfer, and discipline employees, and to determine the content of the employee performance process.

Section 2 The City Manager may lay off unit member because of lack of funds, material change in duties or organization, or for other valid reasons. "Lack of Funds" is defined as occurring when the Fund Balance in the City's General Fund falls below the three (3) month operating expense level. The three (3) month operating expense level is the "Minimum Fund Balance" that is three (3) months equivalent expenses of the annual Fund Expenditures minus Capital Expenses. Layoffs will be administered in accordance with Article 17 of this MOU.

Section 3 The exercise of the foregoing powers, rights, authority, duties and Responsibilities by the City, the adoption of policies, rules, regulations and practices in furtherance thereof; and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of the MOU, and then only to the extent such specific and express terms are in conformance with law.

Section 4: This clause shall be interpreted and applied consistently with all other specific provisions of this MOU which deal with such management rights.

ARTICLE 3 – EMPLOYEE AND UNION RIGHTS

Section 1. The parties recognize the right of employees to form, join, and participate in lawful activities of employee organizations,

- a. The City shall abide by all terms pursuant to AB119

Section 2. Personnel Files: The personnel file of each employee shall be maintained in the Human Resources office, and shall not be removed for any reason. No adverse action of any kind shall be taken against an employee based upon materials which are not in the personnel file except as it pertains in Article 6, Section 1; (f).

Employees and the Union shall be provided with a copy or copies of any written material pertaining to actions defined in Article 6 of this Agreement prior to being placed in their personnel file. The employee shall be given an opportunity during normal working hours and without loss of pay to initial and date the material. The employee shall have five (5) working days to submit a written response to such material. The written response shall be attached to the material.

An employee shall have the right at any reasonable time without loss of pay to examine and obtain copies of any material from the employee's personnel file in the presence of a Human Resources representative. All personnel files shall be kept in confidence and shall be available for inspection only for the proper administration of the City's affairs or the supervision of the employee. The City shall keep a log indicating the persons who have examined a personnel file, as well as the date such examinations were made. Such log and the employee's personnel file shall be available for examination by the employee or their Union representative if authorized by the employee. The log shall be maintained in the employee's personnel file.

Any person who places written material or drafts written material for placement in an employee's file shall sign the material and signify the date on which such material was drafted. Any written materials placed in a personnel file shall indicate the date of such placement.

Upon written request from the employee, all written warnings and reprimands, or copies thereof will be removed from the employee's official personnel file and any supervisor's working file; provided, however, that twelve (12) months have elapsed from the date of the incident causing the last written warning or reprimand.

Section 3. The City recognizes the need and affirms the right of the Union to designate one (1) Steward from each department, not to exceed six (6) stewards from among employees in the unit. A Lead Steward will be appointed for the purposes of meet and confer obligations. Benefits identified herein are only applicable to Lead Steward, unless approved by Management. It is agreed that the

Union, in appointing such representatives, does so for the purpose of promoting an effective relationship between the City and employees by helping to settle problems at the lowest level of supervision.

The Union shall notify the City in writing of the names of the Shop Steward and alternate selected by the Union. If a change is made, the City shall be advised in writing of such change.

After notifying their immediate supervisor, a Steward shall be permitted to leave their normal work area without loss of pay in order to assist in investigation, preparation, writing, and presentation of grievances. The Steward shall advise the supervisor of the grievant of their presence. The Steward is permitted to discuss any problem with all employees immediately concerned.

If, due to an emergency, an adequate level of service cannot be maintained in the absence of a Department Steward at the time of notification, the Lead Steward shall be permitted to leave their normal work area to attend and have once the emergency has been resolved.

A Lead Steward shall be granted release time with pay to accompany a CAL-OSHA representative conducting an on-site, walk-around safety inspection of any area within their jurisdiction.

From time to time the Union may request for up to two (2) stewards be granted release time to attend training and/or Union functions, with the approval of the City. Each Union Steward shall be allowed a maximum of eighty (80) hours per year to attend Union Business. No reasonable request shall be denied

Section 4. Union Staff Assistance. Job representatives, Local Union officers and employees shall, at any time, be entitled to seek and obtain assistance from Union Staff Personnel, for the purpose of processing grievances, and matters related thereto and other reasons relating to wages, hours and terms and conditions of employment covered by this Agreement or the law.

Section 5. Use of Equipment and Facilities. Upon request and without charge, the Union shall be granted the right to use City equipment and facilities for lawful Union business. The conditions of such use shall be consistent with applicable law, and permission shall not be unreasonably withheld. Office equipment shall exclude the computer. The Union shall supply paper goods.

Section 6. Bulletin Boards. The Union shall have access to bulletin boards at each work site.

Section 7. Distribution of Material. The Union shall have the right to use existing mailboxes at City Hall for distribution of Union material.

Section 8. Non-Discrimination. Neither the City nor the Union shall discriminate against any employee covered by this Agreement on the basis of race, color, sex, religion, national origin, age, physical handicap, or for exercising any employee rights contained in this Agreement or the law.

Section 9. City Records. The Union shall have the right at reasonable times to review and/or receive any documents in the City's possession which are open by law to public inspection or which are necessary to the Union's fulfillment of its role as exclusive bargaining representative. The City shall provide the Union each year with a list of employees, their designated work sites and positions/classifications, and their relative seniority.

Section 10. Notice Requirements Notices required by this Agreement or bylaw shall be delivered either by hand or Certified U.S. mail to the Local Union.

Section 11. Permanent Employee - See Appendix C.

Section 12. Probationary Employee - See Appendix C.

Section 13. D.R.I.V.E. Authorization and Deduction

In addition to the terms and conditions contained in the above-referenced collective bargaining agreement between the Union and the Employer, the City of Imperial and the Union hereby further agree that:

City of Imperial agrees to deduct voluntary contributions to Democratic Republican Independent Voter Education (also known as D.R.I.V.E.), from the paycheck of all employees who submit authorization cards and are covered by this agreement. D.R.I.V.E. shall notify the employee of the amounts designated by each contributing employee that are to be deducted from their paycheck on a weekly basis for all weeks worked. The phrase "weeks worked" excludes any week other than a week in which the employee earned a wage. City of Imperial shall transmit the D.R.I.V.E. National Headquarters on a monthly basis, in one

check, the total amount deducted, along with the name of each employee whose behalf's deduction is made, the employee's social security numbers, and the amount deducted from the employee's pay check. No such authorization shall be recognized in violation of state or federal law. No deductions shall be made which are prohibited by applicable law.

ARTICLE 4 - WORK SCHEDULES AND ASSIGNMENTS

Section 1. Workday. The workday begins at 12:00 midnight and extends through 11:59 p.m.

Section 2. Workweek. A work week is considered to be 168 consecutive hours over seven (7) consecutive days. The City may in the exercise of its management rights amend work schedules.

During the ten (10) day cycle, employees will perform standby duties as defined in Section 3 A. Such standby duty will commence on the start of the day following the employee's four (4) consecutive days off; normally a Monday, and will end at the seventh (7th) day, the following Monday.

Section 3. A. Standby Duties. An employee required during their off-duty time to remain accessible by telephone and also required upon notification, to respond to work, is considered to be on "standby". An employee (other than at the water and wastewater facilities) on standby during their workweek (beginning on Tuesday and ending on Tuesday) shall receive two (2) hours at the appropriate overtime pay for the initial call out each day on stand-by. This will be paid whether or not the employee is actually called out for work during these periods. This compensation will be in addition to any call-back overtime actually worked. Employees on stand-by status shall receive two (2) hours of base pay for each day during stand-by status.

Standby employees at the water and wastewater facilities shall be paid two (2) hours base pay for each day of the seven consecutive days. An employee on standby shall contact dispatch or their supervisor within 15 minutes of being notified. Such employee must thereafter be on site within 60 minutes of being notified.

Section 3.B. Holdover Overtime. Holdover overtime (that is, overtime required immediately preceding or following an employee's regular work shift) shall be for a minimum of two (2) hours.

Section 3.C. Days Off. Employees working the days off shall be paid for actual time worked at the appropriate overtime rate, per Article 5, Section 3.

Section 3.D. Call Back Pay. Call back overtime work will be for a minimum of three (3) hours and will be paid at the appropriate overtime rate exclusive of the "standby" overtime pay. The employee(s) will be entitled to one call-back pay per day at the three (3) hour overtime rate with any additional call back pay to the time actually worked.

Section 4. Changes in Shift Assignment. The City shall not change working hours or shift assignments of employees or positions except in the exercise of its management rights. When the City changes working hours or shift assignments, it will not do so without giving a five (5) day notice, except in cases of emergency.

Section 5. Rest Breaks. Two fifteen (15) minute rest periods shall be granted to employees each work day and shall be scheduled at or about midpoint between the start of the shift and the meal period, and midpoint between the meal period and the end of the work shift, in accordance with applicable law.

Section 6. Meal Periods. All employees shall be entitled to a duty-free lunch period which shall be scheduled as early as the fourth hour but no later than the start of the fifth hour of the shift, in accordance with applicable law.

ARTICLE 5 - COMPENSATION AND OVERTIME PAY

Section 1. Salary Schedule. The monthly salary schedule for all employees is set forth in Appendix B and is incorporated into this Agreement by reference. Each step within the range provides a 5% salary increase.

1. Salary step increases are not automatic, but shall be given only for performance of satisfactory services and completion of certain lengths of service, on recommendation of the department head.
2. Every employee occupying a permanent position shall have an anniversary date which shall be their annual salary increase eligibility date. Two pay

periods before an employee's anniversary date, and until the employee reaches their maximum salary step of the appropriate range, the department head shall complete the employee's annual evaluation and advise the Human Resources department in writing on the evaluation form whether they grant or deny the salary increase, supplementing their recommendation by a performance rating including satisfactory or unsatisfactory work performance, which has been discussed with the employee. If the performance has been satisfactory, the recommendation shall be to grant the increase. The Human Resources Department will prepare the Salary Change Form which will be approved by the City Manager and provided to the Finance Department to calculate payment to the employee. Anniversary step increases shall become effective at the beginning of the pay period during which the anniversary date falls.

3. The City will add two additional longevity steps to the salary schedule, allowing for longevity step increases at Step 8, Step 9 and Step 10 (as outlined in Section 8 Longevity Increases).
 - a. Upon execution of this agreement, all employees with 20 years or greater of continuous services with the City will immediately advance to step 10, so long as they have completed at least one year at step 8.
 - b. All employees with equal to or greater than 15, but less than 20 years of continuous service with the City will immediately advance to Step 9, so long as they have completed a minimum of one year at step 8. Future step increases to take place per the provisions outlined under Section 8 Longevity Increases.
 - c. Longevity salary increases outlined in 3(a) and 3(b) will be effective the first day of the pay period following execution of this agreement.
4. City offers a 10% COLA to the FY 2023-2024 Salary Schedule, 2.5% COLA for FY 2024-2025, and 2.5% COLA for FY 2025-2026.
5. Salary increases are authorized to be effective on a fiscal year basis, all such salary increases shall become effective at the start of the first pay period in July.
6. Where salary increases are authorized by the City Council to be effective on any other basis other than fiscal year basis, all such salary increases shall become effective at the start of the pay period following the designation by resolution of the City Council.
7. During the term of this agreement, in the event any other bargaining unit receives a salary adjustment comprising of more than the terms stated in

items one (1) through six (6), employees covered by this agreement shall receive the same adjustment.

8. **Salary Upon Promotion – Types of Promotions –** Employees can apply for any vacancy for which the City is recruiting for. In addition, employees who hold a position in a classification series can promote to a higher classification within the series through the under-hire process. Under-Hire promotions within the classification series can be requested for employees who have obtained required licenses or specialty certifications required to move into the higher level with the classification, provided they meet all the requirements outlined in the job description for the higher classification. For under-hire promotions related to time-in-grade requirements, promotion can be considered and requested at the time of the employee's annual evaluation. Upon promotion to a position having a higher salary range than the position formally occupied, the employee shall be placed on the nearest step of the new salary range (but not beyond step 7), providing for a minimum five (5%) percent increase in salary over the step held in the former position prior to promotion. In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The effective date of the promotional pay increase shall be the first day of the following pay period after which the promotion is approved. The effective date of the promotion will serve as the employee's new anniversary and salary increase eligibility date.
9. **Salary upon Demotion –** Upon demotion to a position in a lower salary range than the class of position from which demoted, the employee shall have their salary reduced to the salary step that is closest to, without exceeding, their current salary in the new salary range (not to exceed step 7). In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The date of demotion shall be the employee's new anniversary and salary increase eligibility date.
10. **Salary Upon Transfer –** Upon transfer from one position to another in the same salary range, the employee shall be compensated at the same step in the salary range as previously received with no change in anniversary date.
11. **Salary upon position reclassification**

- a. If the position is reclassified to a class which is allocated to the same step, the salary of the employee shall not change and neither shall the anniversary date.
- b. If the position is reclassified to a class which is allocated to a higher salary range, the employee shall be moved to the new salary range at the same step they are currently placed, provided this step provides a minimum five (5%) increase. In the event that lateral step placement does not provide a minimum five (5%) percent increase, the employee will be placed at the salary step which provides the minimum five (5%) salary increase (not to exceed step 7). In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The effective date of the reclassification pay increase shall be the first day of the following pay period after which the reclassification is approved. The date of reclassification shall be the employee's new anniversary and salary increase eligibility date.
- c. If the position is reclassified to a class which is allocated at a lower salary range, the salary of the employee will be placed at the salary step that is closest to, without decreasing, their current salary in the new salary range, unless the salary is greater than the maximum of the range of the position to which they have been reclassified. In such an event the salary of the employee shall be reduced to the maximum of the range of the new classification for which they eligible. The effective date of the reclassification pay increase shall be the first day of the following pay period after which the reclassification is approved. The employee's anniversary date shall not change.

Section 2. Hourly Rate. The base(straight-time) hourly rate of pay is determined by dividing the monthly rate of pay by the factor 173.333.

Section 3. Overtime Rates. Rates applicable to Standby Duties (Article 4, Section 3A), Holdover Overtime (Article 4, Section 3B), Days Off (Article 4, Section 3.1), and Call Back Pay (Article 4, Section 3.2) are as follows:

Employees (other than water/wastewater): Overtime at the rate of one and one-half (1.5) the employee's regular hourly rate shall be paid for actual time worked in

excess of eight (8) hours per day or forty (40) hours per week, and for actual time worked on the sixth (6th) day following commencement of the employee's workweek.

Overtime at the rate of double the employee's regular hourly rate shall be paid for actual time worked in excess of twelve (12) consecutive hours, or on the seventh (7th) consecutive day following commencement of the employee's workweek.

Water/Wastewater employees:

Overtime at the rate of one and one-half (1.5) the employee's regular hourly rate shall be paid for actual time worked in excess of eight (8) hours per day or eighty (80) hours per ten (10) day work cycle and for actual time worked on the eleventh (11th) and twelfth (12th) day following the commencement of the ten (10) day work cycle.

Overtime at the rate of double the employee's regular hourly rate shall be paid for actual time worked in excess of twelve (12) consecutive hours, or on the thirteenth (13th) and fourteenth (14th) consecutive days following commencement of the employee's ten (10) day work cycle.

Paid leaves, including sick leave, holidays and vacation, are considered time worked for the purpose of computing overtime.

Any work ordered, authorized, or permitted shall be considered time worked for the purpose of computing overtime. The City shall not allow employees to perform regular or overtime work without the payment of compensation at the applicable rate of pay.

Section 4. Certificate Pay. Classifications covered by this agreement who obtain a grade or grades above the requirement for their position shall receive \$25 per pay period for each such grade not to exceed \$75 per pay period. Classifications include; Operators in Water and/or Wastewater and General Maintenance Worker I, II, and III.

Certifications covered by this agreement are as follows:

Water Treatment Operator Grade T1
Water Treatment Operator Grade T2
Water Treatment Operator Grade T3
Water Treatment Operator Grade T4
Water Treatment Operator Grade T5
Water Distribution Operator Grade D1
Water Distribution Operator Grade D2
Water Distribution Operator Grade D3
Water Distribution Operator Grade D4
Water Distribution Operator Grade D5
Wastewater Treatment Plant Operator Grade I
Wastewater Treatment Plant Operator Grade II
Wastewater Treatment Plant Operator Grade III
Wastewater Treatment Plant Operator Grade IV
Wastewater Treatment Plant Operator Grade V

Upon placement into a classification that requires a certification for which the employee is being compensated with Certificate Pay, Certificate Pay will be suspended upon the effective date of the employee starting in the new classification.

Section 5. Holiday Pay. An employee who is required to work on any of the holidays set forth elsewhere in this Agreement shall receive their applicable rate of pay (either straight or overtime) for all hours actually worked on that holiday, and, in addition, will receive pay at one and one-half (1.5) times their base hourly rate for all hours worked, and shall receive no additional time off.

If an employee is not required to work on a holiday because it is observed on their regularly scheduled day off, the employee will receive eight hours pay at the straight-time rate. Employees on a 9/80 work schedule will receive nine (9) hours pay at the straight-time rate.

A holiday occurring during an employee's vacation period will be observed as a paid holiday when it occurs. If an employee is not required to work on a holiday and if the holiday is not observed on one of their regularly scheduled days off the employee will take the holiday off and will receive eight hours pay at the straight-time rate. Employees on a 9/80 work schedule will receive nine (9) hours pay at the straight-time rate.

Section 6. Out-of-Class Pay. An employee who is assigned to perform the duties of a higher job classification shall be paid five percent (5%) above their base rate of pay for all hours the employee is assigned duties of a higher job classification that are not included in the employee's current scope of duties. At all times, the City Manager has the sole authority to verbally or in writing temporarily assign an employee to perform the duties of a higher job classification. This provision does not apply to the temporary replacement of another employee who will be absent from work less than 15 calendar days.

Section 7. Training Pay. Any training required by the City shall be considered time worked and compensated at the appropriate rate of pay. The City shall reimburse the employee at the current IRS mileage rate of travel when using their own vehicle to attend trainings and/or meetings. Employee will submit a travel advancement form no later than two weeks prior to their training/travel date unless otherwise approved by their Supervisor. A per diem will be provided to the employee prior to their departure date for purposes of covering meals and incidental costs at a rate dictated by the General Services Administration (GSA). Lodging accommodations arising out of training and travel as described in this agreement will be arranged by the City at no cost to the employee.

Section 8. Longevity Increases. New employees will serve a six (6) month probationary period. Employees shall be evaluated at three (3) months, and six (6) months. After successful completion of a probation period, a new employee will be evaluated at the twelfth month and annually thereafter to coincide with the employee's anniversary and salary increase eligibility date. Upon hire, new employees may be placed at a competitive step in the Salary Schedule which commensurate with experience and/or training (not to exceed step 7). This provision will be in effect for the term of this agreement. CITY will continue to fund longevity increases for city employees as follows.

Upon successful completion of the 10th year of continuous service with the City, including one year during which they have occupied step 7 in their current classification, permanent employees shall be eligible to advance to step 8 on their annual salary increase eligibility date.

Upon successful completion of the 15th year of continuous service with the City, including one year during which they have occupied step 8 in their current classification, permanent employees shall be eligible to advance to step 9 on their annual salary increase eligibility date.

Upon successful completion of the 20th year of continuous service with the City, including one year during which they have occupied step 9 in their current classification, permanent employees shall be eligible to advance to step 10 on their annual salary increase eligibility date.

Employees must meet the requirements outlined above to be eligible for placement in the longevity steps. No employee shall be placed at steps 8, 9, or 10 solely because of position reclassification, change in position classification, demotion or promotion. The City Manager may waive the requirement that the employee has completed one full year at the previous step, provided that the employee meets the minimum years of continuous service required by each step.

Failure of the Supervisor to complete a timely Employee Evaluation shall be treated as a "Meets Expectations" evaluation.

Section 9. Education Pay

Employees shall be eligible for the reimbursement of up to two thousand (\$2,000) for tuition and textbooks pending approval of their individual professional development plan by the City Manager's Office.

Employees who in their sole discretion want to broaden their knowledge or professional abilities by pursuing higher education, vocational certification, state test preparation courses for applicable certifications or Class B Licensure on their off-duty hours may receive reimbursement for expenses as provided herein.

Under this program, reimbursement is available for regular-full time employees who have successfully completed their probationary period and who are performing their job in a satisfactory manner. An exception to this rule would be General Maintenance Worker I employees who are working to obtain their CA Class B driver's license within their first months of employment. The General Maintenance Worker I would be eligible to participate in the provisions of the Tuition Reimbursement Program as outlined below for this purpose.

Expenses for registration, tuition and textbooks, under this program will be reimbursed subject to the approval of their individual professional development plan submitted to Human Resources and approved by the City Manager.

Reimbursement will be subject to the following criteria:

- Approval of Employee's Professional Development Plan prior to enrollment in the course;
- Employees may request assistance from Human Resources to complete and submit plan for City Managers approval.
- That a degree, certificate, or license is sought from an accredited college, university or program;
- An improvement in skills or knowledge must be relevant to present position, or be applicable to future positions within the organization;
- Applicability of the degree, certification, or license to future positions in the organization;
- Courses may not be taken during the employee's regular working hours. Exceptions require appropriate approval.
- Completion of the Course must be verified with a grade of "C" or better, proof of passing for courses that are pass/fail or proof of certification, license or continued education units (CEUs) earned. For the Class B License, reimbursement will be contingent upon providing proof of obtaining the CA Class B license.
- If the employee withdraws from a course, the employee will be responsible for any expenses incurred.
- The employee must remain an active-regular employee through conclusion of the course.
- Must include supporting documentation (cost of class or course, proof of registration, proof of passing as outlined above, receipt of payment).

Reimbursement Procedure:

Employee must complete and submit a Tuition Reimbursement Application to their department head. If approved, the Department Head will submit to Human Resources for approval;

- If approved by Human Resources, the request will be provided to the City Manager.
- The City Manager will review and approve or deny the request and return the form to the Human Resources Department. Human Resources will notify the employee of the approval or denial of their request and retain the form in the employee's personnel file.
- If approved, the employee then makes all registration arrangements and pays for tuition and books/materials;

- After completion of the session/semester the employee will submit the Tuition Reimbursement form to Human Resources with the proof of their attendance and their final grade/proof of passing as outlined above.
- Human resources will prepare a claim form for any reimbursement due the employee. The employee will receive reimbursement of monies within fourteen (14) days of submitting claim form.

Section 10. Bilingual Pay

Employees will be eligible to receive bilingual stipend of up to \$50.00 (\$25.00 for Oral Proficiency and \$25.00 for Written Proficiency) per pay period upon becoming certified in a foreign language hereby specified as Spanish, through a city administered exam testing oral and/or written proficiency provided that the position occupied has been “designated” to receive such pay by the City Manager’s Office. In order to be eligible to receive bilingual pay, the use of the identified foreign language must be a necessary part of their daily work activities and for purposes of communicating with the general public.

ARTICLE 6 - DISCIPLINE

Section 1. Just Cause. Discipline shall be imposed on permanent employees only in accordance with the terms of this Article and for just cause, consistent with and subject to applicable law.

- (a) Probationary employees may be dismissed at any time during the probationary period. Such action shall not be subject to the Grievance Procedure or this Article, so long as the dismissal notice indicates only that the dismissal is a "probationary release."
- (b) Progressive discipline shall be used regarding matters such as: unsatisfactory job performance; infraction of procedures, tardiness, abuse of leave time, or excessive absences. Violation of serious nature is considered a CARDINAL INFRACTION(S), which may lead to immediate termination, not subject to progressive discipline.
- (c) Progressive discipline shall consist of the following four steps: (1) Written verbal, (2) Written warning, (3) Suspension not to exceed five days, and (4) Written report recommending dismissal from the department head on a case-by-case basis.

- (d) Excessive absenteeism is absence from work for more than five (5) occasions in any twelve (12) month period, and will be subject to progressive discipline and/or discharge outlined in Section 1 (b) of this Article.
- (e) Excessive tardiness is tardy from work for more than five (5) occasions in any twelve (12) month period, and will be subject to progressive discipline and/or discharge outlined in Section 1(b) of this Article. A department head's written report shall contain a description of the events requiring disciplinary action, and a remedial plan outlining steps for the employee to correct the situation. Such reports shall be placed in the employee's personnel file for each step taken.
- (f) **CARDINAL INFRACTIONS:** Grounds for immediate termination can be: (1) flat refusal to follow a supervisor's instructions without reasonable cause; (2) violation of the laws of the State while on duty, such as theft; (3) reporting for work or being at work following the use of alcohol or a "controlled substance" or any drug (whether legally prescribed or otherwise), where such use may impair the employee's ability to perform assigned duties; unauthorized possession of, use, or attempting to bring any "controlled substance" or other illegal drug to any work site; (4) other matters so detrimental in nature that the City Manager determines that immediate action is required such as endangering the safety and welfare of the public or other employees.
- (g) The employee is entitled to representation at each step of the discipline procedure.
- (h) Discipline notices will only be considerate valid if they are issued within ten (10) working days of the event giving rise to notice or within ten (10) working days from the date the Employer first had knowledge of the subject event.
- (i) Upon written request from the employee, all written warnings and reprimands, or copies thereof will be removed from the employee's official personnel file and any supervisor's working file; provided, however, that twelve (12) months have elapsed from the date of the incident causing the last written warning or reprimand

The City is required to send the Union a copy of the warning within five (5) working days of issuing the notice to the employee. Failure of the City to provide a copy of a discipline notice to the Union within five (5) days is subject to the grievance provision of this agreement.

Section 2. Written Notice of Proposed Discipline. In taking disciplinary action against a permanent employee under this Section, a written notice of the proposed discipline shall be served on the employee either personally or by Certified mail, return receipt requested and on the Union, at least five (5) working days prior to the effective date of the proposed action. The notice of proposed discipline shall contain:

- (a) A description of the proposed action and its effective date.
- (b) A statement of the reasons for such proposed action, including acts or omissions on which the proposed action is based.
- (c) Copies of materials, if any, in the possession of the City and on which the proposed action is based.
- (d) A copy of Article 6 - Discipline of the Agreement shall be included with the notice of disciplinary action.
- (e) A form, the signing and completing of which by the employee shall constitute a demand for a hearing, must be submitted within five (5) working days of the notice of disciplinary action.
- (f) Administrative Investigations Leave: employees may be placed on Administrative Investigation Leave without pay pending the results of the investigation for a period of no more than fourteen (14) working days.

Section 3. Time Limit Extension. The time limits of Sections 1 (h) and Section 2 may be extended by mutual consent of the parties. If an extension is agreed to, the duration of the extension shall be in writing and the statement of both parties involved at the Step to be extended.

ARTICLE 7 - GRIEVANCE PROCEDURE

CITY OF IMPERIAL GRIEVANCE PROCEDURE STEPS

Step 1
Oral Grievance to Immediate Supervisor
Per Article 7

Step 2
Written Grievance to Department Head
Per Article 7

Step 3
Grievance Goes to City Manager
Per Article 7

Step 4
Federal or State Mediation and Conciliation Service
Final Step per Article 7

Section 1. Definition.

A grievance is defined as any complaint of any employee, employees, or Union involving the interpretation or application or alleged violation of this Agreement, or a violation, application or interpretation of any City policy, rule, regulation or practice. It is the intent of the parties to equitably resolve grievances at the lower possible administrative level. It is the intention of the parties to encourage as informal and confidential an atmosphere as is possible in the resolution of a grievance.

Section 2, Procedure. Grievances shall be handled in the following manner:

- (a) Step One (informal): Within five (5) working days of the incident which gave rise to the grievance, an aggrieved employee may present directly or through his Union representative, his grievance to his immediate supervisor. The grievance shall be submitted only orally. If the grievance is not satisfactorily adjusted informally, the grievance may proceed to Step Two.
- (b) Step Two (formal): If the grievance is not resolved in Step 1 and the employee wishes to proceed to Step 2, the employee shall submit the grievance in writing to the department head. The department head shall provide the employee with a written decision within five (5) working days after the receipt of the written grievance.
- (c) Step Three: If the grievance is not satisfactorily adjusted by the department head, or, if the department head fails to respond in accordance with Step 2, the Union or employee may submit the grievance in writing to the City Manager within five (5) working days of the response from the department head. Within five (5) working days after the receipt of the grievance at Step 3, the City Manager shall hold a meeting at which the grievant and/or Union Representative and the department head of the grievant shall be present to discuss and seek to resolve the grievance.

The grievant shall be notified in writing of the response at Step 3 within five (5) working days after the meeting. The City Manager's decision will be final regarding the grievance, other than those matters where an employee is suspended, terminated, reduced in pay or any situation that results in a loss of pay. If needed, the grievance shall be able to proceed to (d) Step 4 of this Article, with all documentation carried forward.

- (d) Step 4: If the City Manager fails to respond in accordance with Step Three or as a result of the above, an employee is suspended, terminated, reduced in pay or any situation that results in a loss of pay, the employee and/or Union have the right, within ten (10) working days of the City Manager's decision, to request the Federal or State Mediation and Conciliation Service to hear the matter and render a recommendation. The Mediator's authority is limited, and shall have no power to alter, amend, change or to subtract from any of the terms of this Agreement, but shall determine only whether or not there has been a violation of this Agreement, City rules, regulations, and/or

policies in respect of the alleged grievance. The recommendation of the mediator shall be based solely upon the evidence and arguments presented to him by the respective parties in the presence of each other.

- (e) In the event, an employee decides to file a grievance without Union representation, the Union shall be provided a copy of the grievance and the resolution of the grievance in order to verify that said resolution has no effects to the Collective Bargaining Agreement.

The Union shall have a copy of the original grievance filed from Step One forward. Employee filing grievance has the right of Union representation.

Section 3. Group Grievances. If the grievance involves employees with different department heads, the grievance may be filed at Step Three.

Section 4. Policy Grievances. If the grievance involves City-wide policy, practice or interpretation of this Agreement, the grievance may be submitted by the Union at Step Three.

Section 5. Employee-Processed Grievances. An employee covered by this Agreement may present a grievance directly and have such grievance adjusted without the intervention of the Union as long as the adjustment is not inconsistent with the terms of this Agreement.

- a. In the event, an employee decides to file a grievance without Union representation, the Union shall be provided a copy of the grievance and the resolution of the grievance in order to verify that said resolution has no effects to the Collective Bargaining Agreement.

Section 6. Time Limits. Extension of Time Limits' The time limits of each step may be extended by mutual consent of the parties, If an extension is agreed to, the duration of the extension shall be in writing and the statement by both parties involved at the step to be extended.

Section 7. Arbitration Procedure. In the event the Mediation process is not successful and if the parties have processed the grievance in strict adherence with the express time limits set forth in this Article, the Union may file for arbitration. The request for arbitration must be in writing and set to the Employer via certified mail (return receipt requested). Such filing must take place within seven (7) working days from receipt of the final decision from Employer.

- a. The arbitrator shall be appointed by the Employer and the Union by whatever means both agree to or from a panel of seven (7) arbitrators requested from the Federal Mediation and Conciliation Service or the American Arbitration Association who are members of the National Academy of Arbitrators. If a panel is obtained from the Federal Mediation and Conciliation Service or the American Arbitration Association, selection shall be made within thirty (30) working days of receipt of said list, with the order of striking being determined by lot.
- b. The jurisdiction and authority of the arbitrator and their opinion and award shall be confined exclusively to the interpretation and/or application of the provision(s) of this Agreement at issue between the Union and the Employer. He shall have no authority to add to, detract from, alter, amend, or modify any provision of this Agreement. The arbitrator shall have no authority to accept for submission or render an award in a grievance in which the specific procedures of this Article, including the express time limits at each step, have not been adhered to. The arbitrator shall not hear nor decide more than one (1) grievance without the mutual consent of the Employer and the Union. The written award of the arbitrator on the merits of any grievance adjudicated within his jurisdiction and authority shall be final and binding on the aggrieved employee, the Union and the Employer provided it complies with the provisions of this Article.
- c. The costs, fees and expenses of the arbitrator and hearing room will be equally shared between the Employer and the Union, otherwise each party shall bear its own expenses.

ARTICLE 8 – HOLIDAYS

Section 1. Observed Holidays. The following days (14) will be observed as holidays for City:

New Year Eve Day	December 31
New Year's Day	January 1
Martin Luther King Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veteran's Day	November 11
Thanksgiving	4 th Thursday in November
Day After Thanksgiving	Friday following Thanksgiving Day
Christmas Eve Day	December 24
Christmas Day	December 25
Personal Floating Holiday	Taken any time during the calendar year

Section 2. Weekend Holidays. When a holiday herein falls on a Sunday, the following Monday shall be deemed to be the holiday, and when a holiday herein falls on a Saturday, the preceding Friday shall be deemed to be the holiday,

Section 3. Holiday Credit. In order to receive credit for a holiday an employee must be in on paid status immediately preceding and succeeding the holiday,

Section 4. Paid Status Defined. Time during which an employee is excused from work because of holidays, sick leave, vacation, approved time off or other paid leave of absence shall be considered as time worked by the employee, for the purpose of determining paid status.

Section 5. Holiday Records. All holidays are to be recorded for each employee and must be reported on the payroll time sheets.

Section 6. Public Services Department. Employees whose regular scheduled falls on a holiday will observe the day preceding their days off.

ARTICLE 9 - SICK LEAVE

Section 1. Sick Leave Accrual. Sick leave will be accrued and credited on a pay period basis. A new employee starting on any day other than the first day of the pay period will not receive sick leave credit for that period.

- (a) Employees will receive 3.69 sick leave credit hours for completion of each full pay period (the total number of sick leave accrual will be ninety-six (96) hours per year).
- (b) Employees shall be able to accumulate unlimited sick leave hours. Effective July 1, 2011, all new employees hired after this date will be able to convert sick leave accrual for additional retirement credits at separation from the city after five (5) years of employment providing that they are PERS eligible. The employee shall have the option to cash out all hours between four hundred (400) hours and four hundred eighty (480) hours at the rate specified under Section 3 of this Article. New employees will no longer be eligible for sick leave cash out after five (5) years of employment. This policy does not affect employees hired prior to July 1, 2011.
- (c) If an employee is absent without pay for more than five (5) working days of any single pay period, sick leave will not be accrued for that pay period.

Section 2. Use of Sick Leave. Sick leave may be taken at any time following the pay period in which it is earned. Use of accumulated sick leave is limited to the illness or injury of the employee and in accordance of the Family Medical Leave Act (FMLA).

Employees may charge to their accumulated Sick leave for absence from work due to confinement or hospitalization of a member of their immediate family (spouse, child or other dependent), or designated person (employees can designate one person per 12-month period).

- (a) Proof of illness in the form of a doctor's statement may be required for all absences of three (3) consecutive workdays or more due to illness, or if the City has reason to believe that the use of sick leave is not warranted. The City may give prior notice that verification will be required for future illnesses.

- (b) When an employee returns following an absence of more than three consecutive work days, the City may request the employee furnish the City with a release from a medical or religious practitioner' certifying physical fitness and the extent to which he/she may resume normal duties.
- (c) When weekly disability payments are being made under Workers' Compensation laws accrued sick leave benefits may be used provided that the total amount received by the employee shall not exceed normal compensation. The burden of proving the payment of Workers' Compensation benefits is with the employee so that pro-rated sick leave benefits can be computed.
- (d) Employees are encouraged to maintain a minimum of twenty (20) hours of sick leave accrual as insurance against unexpected illness.
- (e) City agrees to pursue implementation of State Disability Program (SDI). Cost to the program will be an employee payroll deduction.

Section 3. Sick Leave Payoff. Accumulated sick leave shall be paid upon resignation or retirement according to the following schedule:

(a) After five (5) years of service	25%
(b) After ten (10) years of service	50%
(c) After fifteen (15) years of service	75%
(e) 20 years of service	100%

The above accumulated sick leave shall be paid at the current hourly rate of pay at the time of resignation or retirement less applicable taxes if any. The above shall not apply to any new employee hired after July 1, 2011, or any new re-hire hired after July 1, 2011, or any employee terminated for just cause pursuant to the Discipline Article of this Agreement.

Section 4. Additional Sick Leave. Effective, July 1, 2013, after exhaustion of paid sick leave, an employee who is ill or injured may, upon written request, use accumulated vacation or other credited paid leaves to avoid leave without pay.

- (a) Days which an employee uses as "Additional Sick Leave" shall be considered days in paid status for applying the rights, benefits and terms of this Agreement.

Section 5. Medical Leave of Absence. An employee who has exhausted all sick leave entitlements, who is suffering illness or disability of a continuing nature, will be granted a medical Leave without pay in accordance with FMLA/CFRA and the employee's coverage under the group health insurance plan may be continued at the employee's expense.

Section 6. Donation of Time

All permanent employees with one full year of service with the City shall have the right in any fiscal year to donate to another permanent City employee no more than forty (40) hours of their accrued compensatory time and/or vacation time. Donation of time must be made in increments of a full hour.

The receiving employee must be off work due to their own serious illness or injury or the serious illness or injury of their child, parent, sibling, spouse or domestic partner, the spouse or domestic partner of any of the preceding, or a designated individual (as defined by the Family Medical Leave Act) and must have exhausted all their accumulated sick leave, vacation and compensatory time benefits before any of the transfer pursuant to this section shall be effective.

The receiving employee shall be required to provide the City a letter from his or her attending physician verifying the cause and necessity for the employee's absence.

In effecting the transfer of benefits between City employees pursuant to this section, the City's Finance department shall convert the amount of hours donated to dollar amounts at the donor's rate of pay and then reconvert the dollar amounts to hours at the receiving employee's rate of pay, and credit the number of hours to the account of the receiving employee. The Finance department will transfer the hours as needed.

All transfers of compensatory time and/or vacation hours from the account of one employee to the account of another employee pursuant to this section must be approved and requested in writing by Human Resources and the City Manager.

Section 7. Return after Extended Illness. If during the period covered by Additional Sick Leave or Medical Leave, an employee is physically able to return to work; he/she shall be immediately returned to the position and classification held prior to the leave, without loss of benefits or seniority.

- (a) After exhaustion of all leaves in accordance with Family Medical Leave (FMLA/CFRA), an employee still unable to return to work shall be placed on a re-employment list in order of seniority and be recalled to any position vacancy for which he/she is qualified, in accordance with Article 17.

ARTICLE 10 - VACATION

Section 1. General Provision. Vacation leave with pay is an employee's earned right to be granted in accordance with City policy consistent with the terms of this Agreement.

- (a) Vacation will be accrued and credited on a pay period basis as indicated in Section 4. An employee starting on any day other than the first day of the pay period will not receive vacation credit for that period.
- (b) Effective July 1, 2013, no vacation leave time is considered earned until twelve months of continuous service has been completed.
- (c) Effective July 1, 2013, upon completion of the twelfth month, employees may request and the supervisor may grant, vacation leave with pay to the extent earned in accordance with the applicable formula contained herein.
- (d) Vacation time used by each employee must be recorded on the payroll time sheets using the letter "V" in regular time column.
- (e) Unpaid absences of thirty (30) days or more during applicable periods will be deducted from work time in determining vacation leave credits.
- (f) Vacation time will be computed on the basis of a service year commencing January 1 and ending December 31 of each year.

Section 2. Vacation Liquidation. Leave may be taken up to the full amount accrued as approved by the supervisor. Vacation, including fractions of a day, shall only be granted upon prior written request and approval of the supervisor. Supervisors will make every effort to grant vacation at time preferable to the employees, consistent with work requirements and the providing of City services. Hours in excess of allowable earned per year will be paid out at face value prior to the end of the calendar year.

At the request of the employee, vacation leave may be awarded after exhaustion of accumulated sick leave, administered and liquidated as sick leave or used concurrently with Workers' Compensation benefits. However, total benefits shall not exceed normal compensation. Normally, vacation leave shall be taken during

the twelve (12) month period following the service year in which it is earned. However, a carry-over of up to four hundred eighty (480) hours will be permitted. Effective July 1, 2011, employees who reach the cap will be cashed out on the first pay period in December of each year for any hours over 480 and an equivalent amount of vacation hours the employee is expected to earn in the coming fiscal year. Employees will be able to earn their full amount of vacation in the next year up to but not exceeding a cap of 480 hours.

Section 3. Payment Upon Resignation or Termination. Newly hired or terminated employees will be paid for current earned vacation. This payment will be made in a lump sum with the final check issued to the employee.

Section 4. Vacation Formula. Effective, employees will earn vacation leave as follows:

<u>Years of Continued Service</u>	<u>Vacation</u>
One (1) through Three (3)	Two (2) Weeks
Four (4) through Eight (8)	Three (3) Weeks
Nine (9) through Fourteen (14)	Four (4) Weeks
Fifteen (15) and over	Five (5) Weeks

26 CALENDAR YEAR PAY PERIOD(S)

<u>First 2 Pay Periods</u>	<u>Total</u>
Two Weeks	80 Hours
Three Weeks	120 Hours
Four Weeks	160 Hours
Five Weeks	200 Hours

ARTICLE 11 - OTHER LEAVES

Section 1. Bereavement Leave. Whenever an employee is absent from work because of death in the immediate family, they shall be entitled to five working days absence with pay.

- (a) The immediate family shall be any of the following: spouse, domestic partner, child, child of either spouse or domestic partner, son-in-law, daughter-in-law, parent, step-parent, parent of either spouse or domestic partner, grandparent, step-grandparent, grandparent of spouse or domestic partner, sibling, step-sibling, sibling of either spouse or domestic partner, grandchildren, step-grandchildren, grandchildren of either spouse or domestic partner, aunt or uncle, niece or nephew, someone whom the employee was directly responsible for and provided care.
- (b) The granting of this leave shall not affect the employee's vacation or sick leave.
- (c) All bereavement leave must be reported on payroll time sheets, with an indication of the relationship of the deceased family member.
- (d) Additionally, in the event of a death in the employee's immediate household ten (10) work days of bereavement leave with pay may be taken by the employee.

Section 2. Funeral Leave. Upon the death of an employee of the City, fellow employees may be absent from work for a maximum of four (4) hours, without loss of pay, for the purpose of attending funeral services, with approval of City Manager.

Such paid absence and its duration, will be subject in each instance to the approval of the City Manager and shall be recorded on time sheets. Supervisors are to record the name of the deceased employee on time sheets. However, no department is to be closed down to public service without City Council approval.

Section 3. Jury Duty. City employees are not excused from jury duty. Leave for jury duty will be granted with pay. Employees shall turn over jury duty per diem payment, but employees shall retain mileage stipend.

Section 4. Maternity/Family Leave. Leave of absence due to pregnancy, miscarriage, childbirth, recovery and other as defined by Federal and State law there from, will be considered sick leave such as any other type of temporary disability. If leave required for maternity disability exceeds earned sick: leave, additional sick leave and medical leave may be taken as defined in the Sick Leave Article of this Agreement.

Section 5. Military Leave. An employee shall be entitled to any military leave provided by law and shall retain all rights and privileges granted by law arising out of the exercise of military leave.

Section 6. Personal Necessity Leave. Employees may use at their election accrued sick leave accumulated under the Sick Leave Article of this Agreement not to exceed six days per year for cases of personal necessity as follows: A minimum balance of forty (40) hours sick leave must be maintained at all times. Requests for Personal Necessity Leave should be made in advance in writing stating specific nature of leave.

Section 7. Comp Time. The City will provide a Comp Time policy that allows employees to accrue up to one hundred sixty (160) hours of Comp Time. This time will be used and credited as 1 ½ regular time for example one (1) hour of Comp Time used will be tracked as 1 ½ hours of straight time. Use of Comp Time must be approved by a supervisor in advance and will not create operational or budgetary impacts for the City of Imperial. Unused Comp Time may be carried on the books or maybe cashed out at any time of the year; whichever the employee chooses.

ARTICLE 12 - HEALTH BENEFITS

Section 1. Group Insurance.

- A. City will pick up 100 percent (%) of the Employee Only medical, dental and vision cost for existing plans selected by the employee during Open Enrollment for Plan Year 2023-2024, 2024-2025 and 2025-2026. City will pick up 50 percent (%) of the dependent cost of the existing medical, dental and vision plan selected by the employee during Open Enrollment for Plan Year 2023-2024, 2024-2025 and 2025-2026 City will pick up the monthly cost up to \$700 of those employees who selected the Mexico HMO (SIMNSA) medical and dental plan during Open Enrollment for Plan Year 2023-2024, 2024-2025 and 2025-2026;
 - a. Vision is included in the SIMNSA medical plan.
 - b. Employees who have SIMNSA coverage, additional vision or dental coverage selected in addition to the benefits provided by SIMNSA will be paid 100 percent (100%) by the employee.

- B. Employees who waive coverage shall be provided the amount of \$400 per month and be allowed to allocate funds into a pre-tax health benefit, (and/or) supplemental insurance coverage, (and/or) a 457 deferred compensation account, and/or his or her paycheck as an after-tax benefit;
- C. City will pay 100 percent (%) of the cost to a group plan for the REACH life Helicopter services for employees and their dependents;
- D. City will pay 100 percent (%) of the employee and dependent life insurance for employees and their dependents.
- E. CITY will provide reimbursement up to \$50 per month towards gym or fitness class membership.

Section 2. Employer Contributions. The City shall pay health insurance premiums for employees on extended sick leave as required by Family Medical Leave Act (FMLA/CFRA) and Pregnancy Disability Leave (PDL).

Section 3. Affordable Health Care Act (ACA). City will implement mandatory provisions of the ACA.

ARTICLE 13 - RETIREMENT PLAN

Section 1. City Retirement Plan. The City agrees to provide a Group Retirement Plan effective upon notification of ratification of this Agreement, as agreed upon by the City and the Union.

The City currently has a retirement plan administered by Public Employees' Retirement System and agrees to keep such plan in place during the term of this Agreement as per the plan titled "Contract between the Board of Administration Public Employees' Retirement System and the City Council of the City of Imperial", effective July 1, 1992.

- 1) PERS 2% at age 60 formula. Teamsters unit employees hired prior to January 1, 2013, will be provided with 2% at age 60 formula.
- 2) PERS 2% at age 62 formula. As defined under the Public Employee Pension Reform Act (PEPRA), miscellaneous "non-classic" employees, (aka

new members) hired after January 1, 2013, shall be covered under the CalPERS 2% at 62, retirement benefit.

- 3) The City provides the following PERS optional benefits:
 - a) Credit for Unused sick leave and three (3) year highest. This transfer unused accumulated sick leave into service credit at retirement, and the “three-year highest compensation” PERS benefits.
- 4) City will continue to pay the PERS Employer’s contribution of behalf of the employees for the term of this Agreement.

ARTICLE 14 – OCCUPATIONAL SAFETY AND HEALTH

Section 1. General Provisions. The City shall provide safe and healthful working conditions and safety equipment in accordance with Cal OSHA standards. Such equipment will remain the sole property of the City.

Section 1.1 Uniforms. The City will continue to provide Cal OSHA required uniforms for employees.

Section 1.2 Boot Allowance. The City will provide for a steel-toed boot allowance not to exceed four-hundred dollars (\$400.00) for those employees whose job functions require no later than July 31 of each year. Selection of the shoe is at the option of the City Manager in order to make uniformity in the brand name, quality and style of the shoe.

Section 2. Investigation. The City shall, upon request of an employee, investigate reported case contagious and/or infectious diseases or other health/safety problems which are likely to be detrimental to the health or safety of the employee.

Section 3. Right to Refuse Unsafe Unhealthful Work. Employees have the right to refuse performance of work which poses an imminent hazard to their health or safety, or to the health or safety of fellow employees or the public, and is in violation of any standard or order of OSHA or CAL-OSHA.

Section 4. No Discrimination. No employee shall be in any way discriminated, disciplined or retaliated against as a result of reporting conditions believed to be health/safety hazards.

Section 5. Health/Safety Committee. If in the event the City establishes a health and/or safety committee, the Union shall have the right to appoint a reasonable number of employees to serve on said committee.

ARTICLE 15 – CLASSIFICATION/RECLASSIFICATION

Section 1. General Provisions. Each position established by the City shall be placed in a classification with a designated title, a statement of the duties, to be performed in each such classification, a statement of minimal qualifications and a regular monthly salary range, all of which shall be subjected to input between the City and the Union.

Section 2. Reclassification. Whenever the duties actually performed by an incumbent in a position are not actually reflected in, or reasonably related to, the statement of duties required to be performed, and the duties will be extended or needed on a continuing basis, the incumbent shall be entitled to have the position reclassified. It is the intent of this Section to provide for reclassification where there has been an increase in, or change in, the duties being performed by incumbents in such positions, where such increases or changes are not temporary in nature.

(a) Reclassification is distinct and separate from "temporarily working out of class" and from the upgrading of salary ranges of positions where the duties have not changed. Working out of class is covered in Article 5, Section 5 in this Agreement. Upgrading of positions and classifications are not subject to the provisions of this Article but shall be subject to meet and confer when salaries are open for negotiation.

Section 3. Reclassification Procedure. The Grievance Procedure of this Agreement shall be utilized for claims that a position or positions should be reclassified.

Section 4. Salary Placement Upon Reclassification When a position or positions are reclassified, the incumbent(s) shall be placed on the lowest step of the new range to which provides no less than a five percent (5%) pay increase.

Section 5. Incumbent Rights. When a position is reclassified, the incumbent in the position shall be entitled to serve in the new position/classification. If additional qualifications are required, up to sixty (60) days to qualify will be allowed. An extension may be granted by mutual agreement between the Union and City Manager.

ARTICLE 16 - COVERED WORK

Section 1. Contracting Out. During the term of this Agreement, it is understood that no employee shall be displaced due to contracting out.

Section 2. Non-Covered Employee Work. The City may continue its lawful past practice of utilizing City employees or outside contractors not covered by this Agreement to perform work regularly assigned to employees hereunder under the, circumstances which such City employees have done so in the past, and also to perform such work in cases of emergency, for purposes of training, inspection, instruction, in cases where safety is involved, or where employees hereunder are not available to perform the work in the time required.

Section 3. Substitute Employees. Substitute employees shall be used only to replace employees covered by this Agreement who are temporarily absent from work.

Section 4. Temporary Employees. Temporary employees shall be utilized by the City only to perform services for a specified limited period of time, not to exceed five (5) months, caused by sporadic periods of increased workload, seasonal fluctuations in service requirements, or increase service requirements of limited duration not reasonably foreseeable in advance. Temporary employees shall work no more than one thousand (1,000) hours per Fiscal Year in accordance with PERS. If an extension is needed, it must be by mutual agreement between the City and the Union.

Section 5. Part-Time Employees. Part-Time Employees, defined as less than Full-Time, shall not exceed twenty-nine (29) hours per week. Part-Time employees

occupying a position classification covered by this MOU shall be exempt from benefits and conditions set forth herein by the Union. No current full-time employees will be displaced through utilization of part-time employees.

Section 6. Limited Term Employees. Limited Term Employees are those employees whose wage and compensation is funded by a limited source of availability. A Limited Term employee receives pay and benefits of the classification that he or she occupies, but they do not have tenure associated with full time/permanent employees. Limited Term employees are eligible for promotional opportunities once the seniority list has been exhausted for the vacant position. A Limited Term employee occupying a position covered by this MOU are subject to the benefits and conditions set forth herein by the Union

Section 7. Reporting. If a Temporary, Part-Time or Limited Term employee exceeds the limits above, the employee will become a full- time employee and be subject to the wages, benefits and conditions of the M.O.U. A monthly report of hours worked for each Temporary and/or Part-Time employee shall be provided to the Union until the employee is relieved of duties or becomes a full-time employee with the City.

Section 8. Abolition of Position or Classification. No position or classification covered by this Agreement shall be abolished, unless the services performed by a position or classification are no longer provided to the residents of the City of Imperial by the City.

ARTICLE 17 - LAYOFF AND RE-EMPLOYMENT

Section 1. Definitions.

- (a) "Layoff" is defined as an involuntary separation from City service due to lack of work or lack of funds.
- (b) "Reduction of Hours" is defined as an involuntary reduction of hours due to lack of work or lack of funds.
- (c) "Class" is defined as the job family of related classifications as set forth in the Appendix of this Agreement and as follows:
 - Office Support Services Class
 - Maintenance and Operations Class

- (d) "Classification" is defined as positions that are assigned the same title, job description, minimum qualifications and salary range. The Appendix of this Agreement set forth the several classifications within each class (job family).
- (e) "Seniority" is determined by an employee's date of hire in a "class" without a break in service. If two (2) or more bargaining unit employees have equal seniority as defined herein, the bargaining unit employee with the earlier hire date with the City shall be considered most senior. If a tie still exists, seniority shall be determined by lot.

Section 2. Procedure.

- (a) In the event of a reduction in force in any classification hereunder, layoff will be in reverse order of seniority with the least senior employee in that classification being laid off first. All part-time, temporary employees within the same classification shall be laid off before any full-time employee shall be laid off.
- (b) Employees to be laid off shall be notified by Certified mail sent to the most recent address provided to the City by the employee. The notice shall be deposited in the U.S. mail no less than thirty (30) calendar days prior to the effective date of the layoff. The notice shall contain the effective date of layoff; the reason of layoff; displacement rights (if any) and a copy of this Article.
- (c) After notification of displacement rights (If any) the employee must notify the Personnel Office of their intention to exercise displacement rights within seven (7) calendar days.

Section 3. Displacement Rights. An employee who has received notice of layoff may exercise their "class" seniority in the following order:

- (a) If the employee is qualified and has sufficient seniority, he/she may displace the employee with the lowest class seniority in equal classifications (same salary range) within the class (job family).
- (b) A lack of seniority or qualifications in equal classifications within the class will permit the employee to displace the least senior employee in succeeding lower classifications if he/she has the necessary seniority and qualifications.
- (c) If any employee lacks the qualifications or sufficient seniority to bump into any of the succeeding lower classifications within the same class (job family), the employee may then look to other classifications in which he/she has established seniority even though it is a part of an unrelated "class". If

the classification previously held is designated a lower salary range, the employee may exercise seniority in the classification previously held to displace the least senior employee in the classification;

- (d) An employee displaced by the operation of this layoff procedure shall have the same layoff rights and may exercise seniority displacement as though he/she was being laid off.

If a vacant position exists in a classification into which an employee is bumping, the employee shall move into the vacant position. In lieu of the displacement rights described herein, an employee may accept reassignment to a vacant position in an equal or lower classification.

Section 4. Re-Employment Rights.

- (a) Employees who have been laid off shall be placed on a re-employment list for eighteen (18) calendar months.
- (b) Employees who, through operation of this Article, receive fewer hours or assignment to a lower classification shall be placed on the re-employment list for eighteen (18) months.
- (c) Offers of re-employment shall be made in reverse order of layoffs vacancies occur in classification for which the laid off employee is qualified.
- (d) Individuals on a re-employment list shall have five (5) days to respond to a written offer sent by Certified mail, beginning with the day it is deposited in the U.S. mail to the most recent address supplied to the City by the employee.
- (e) Failure to respond within the time specified a refusal of employment or failure to return to work on the designated date shall cause the individual's name to be permanently removed from the re-employment list. The City shall send a certified letter notifying the employee of their failure to respond. Except that failure to respond to an offer upon first becoming eligible shall not cause the employee's name to be removed from the re-employment list, provided the employee has previously notified the City in writing of their temporary unavailability to accept an offer of re-employment. The period of unavailability shall be limited to one occurrence and shall be for a period not to exceed thirty (30) calendar days.
 - (Unavailability means out of town, out of state, etc.).
- (f) An employee who elects separation in lieu of displacement or who voluntarily accepts reassignment to a vacant position in another

classification without exercising displacement rights shall maintain their employment rights under this Article.

- (g) Employees in layoff status shall have the right to participate in promotional examinations within the City.

Section 5. Notification Requirements. The City shall notify the Union in writing of any impending layoff or reduction of hours of bargaining unit employees prior to distribution of the agenda of the City Council meeting at which the layoff is to be considered.

Section 6. Seniority List. Pursuant to AB-119 the City will compile an accurate seniority list covering each employee and class under this Agreement. The seniority list shall indicate current classification and class seniority as of December 31 of the previous year. This seniority list shall be posted on the Union bulletin board at each work site and work location and one (1) copies shall be provided to the Union. An employee who wishes to protest their length of service on the seniority list or who disagrees with the seniority credited must file the protest with the City Manager within thirty (30) calendar days of the posting which contains their name for the first time, or within thirty (30) calendar days of the posting of the last prior list. Each protest shall be answered in writing with a copy to the Union. If an error has been made, the list will be corrected and the correction will appear on the next published list. In addition to the annual seniority list provided for above, the City shall update the seniority list at the time any layoff notice is given.

ARTICLE 18 - VACANCIES/TRANSFERS/PROMOTIONS FOR TEAMSTERS-CLASSIFIED POSITIONS

Section 1. Definitions.

- (a) A vacancy is defined as a new or existing position which the City intends to fill.
- (b) A transfer is defined as movement from one work assignment or location to another work assignment or location within the same classification.
- (c) A promotion is defined as movement from one classification to another classification with a higher monthly salary range.

- (d) Posting means that all Teamsters-classified vacancies shall be advertised for 5 working days on City bulletin boards for transfers and promotions prior to filling the vacancy from the outside.
- (e) Appropriate affirmative action procedures attached herein shall be followed.

Section 2. Transfers. The City shall first make Teamsters-classified vacancies available to transfers before promoting current employees or hiring from the outside.

Section 3. Promotions.

Promotion of current employees into vacancies will be considered as follows;

- (a) Considerations governing the selection of qualified personnel for promotion will be seniority and relative ability to perform the job.

Section 4. Outside Hiring for Vacancies. If no current employee applies for the Teamsters-classified vacancy or if no promotional employee-applicant meets the minimum qualifications for the vacant position, the City is free to advertise and fill the vacancy from the outside.

ARTICLE 19 – MAINTENANCE OF MEMBERSHIP

A. Obligation to Remain Dues Paying Member:

Any employee who is a due's paying member of Teamsters Local Union No. 542 in good standing upon the effective date of this Memorandum of Understanding and any employee who thereafter becomes a due's paying member, shall remain a dues paying member of Teamsters Local Union No. 542, except as provided for below:

- B. If a due's paying member of Teamsters Local Union No. 542 does not terminate his/her payment of dues, said member shall continue as a due's paying member for the term of this Memorandum of Understanding.

C. Termination of Membership

Within ten (10) working days immediately following the effective date of this Memorandum of Understanding, any employee who is a dues paying member of Teamsters Local Union No. 542 shall have the right to terminate his/her payment of dues to Teamsters Local Union No. 542 upon written notice to the Teamsters Local Union No. 542. Furthermore, Teamsters Local Union No. 542 shall serve notice to all affected employees of their right to terminate upon request of such information from the employee.

D. Authorization to Deduct Dues:

During the term of this Memorandum of Understanding, City of Imperial shall deduct from the first monthly paycheck of each member of Teamsters Local Union No. 542 covered under this Memorandum of Understanding, who has signed an appropriate authorization of dues deduction form, as outlined by Teamsters Local Union No. 542, in accordance with Teamsters Local Union No. 542 by-laws and constitution. Teamsters Local Union No. 542 shall notify, in writing, City of Imperial of the dues amount to be deducted, as outlined by California State Bill 285. Teamsters Local Union No. 542 shall also give written notice to City of Imperial of any change in dues amount at least thirty (30) days prior to the effective date of said change. All amounts deducted by City of Imperial under this article shall be remitted to Teamsters Local Union No. 542. City of Imperial shall also furnish to Teamsters Local Union No. 542 a list showing the name of each employee whose dues are included in the remittance and amount thereof.

E. Union Indemnification:

The Union shall indemnify, defend and hold harmless City of Imperial and its City Council Officials, representatives and agents against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by City of Imperial regarding this article. If an improper deduction is made, the Union shall promptly refund any such amount directly to member.

A seniority list of all City of Imperial Bargaining Unit Employees Covered under this Collective Bargaining Agreement, seniority dates, and job titles, updated quarterly, shall be sent to the Union.

ARTICLE 20 - NO STRIKE/NO LOCKOUT

Section 1. It is agreed that during the term of this Agreement, the Union, its officers or members shall not sanction or participate in any strike, slow-down or work stoppage. It is also agreed that during the term of this Agreement, there shall be no lockout of employees by the Employer. Any employee found guilty of participating in any strike, slow-down or work stoppage will be subject to immediate discharge.

ARTICLE 21 - DURATION OF AGREEMENT

Section 1.

Teamsters Union Local 542 and City of Imperial agree to a three (3) year agreement beginning July 1, 2023 and ending June 30, 2026

CITY OF IMPERIAL

Dennis H. Morita, City Manager

Alexis L. Brown, Assistant City Manager

Kristen W. Smith, Human Resources Manager

TEAMSTERS LOCAL UNION 542

Flavio Grijalva, Jr., Business Representative

James Bentley, Lead Steward

David Ramirez, Committee

Cesar Luna, Committee

Appendix "A"
Position Allocation
City Classification List

<u>CLASSIFICATION TITLE</u>	<u>BARGAINING UNIT NAME</u>	<u>RANGE</u>
Accounting Assistant I	Teamsters	57
Accounting Assistant II	Teamsters	61
Accounting Assistant III	Teamsters	66
Administrative Assistant	Teamsters	60
Building Inspector I	Teamsters	75
Building Inspector II	Teamsters	77
Building Service Worker	Teamsters	60
Code Enforcement Officer	Teamsters	69
Community Development Technician	Teamsters	57
Crew Leader Parks	Teamsters	65
Crew Leader Public Services	Teamsters	65
Distribution Utility Worker I	Teamsters	64
Distribution Utility Worker II	Teamsters	67
Engineer Technician / Inspector	Teamsters	74
Equipment Mechanic	Teamsters	67
General Maintenance Technician I	Teamsters	64
General Maintenance Worker I	Teamsters	57
General Maintenance Worker II	Teamsters	60
General Maintenance Worker III	Teamsters	64
General Office Clerk	Teamsters	57
Information Technology Technician I	Teamsters	60
Information Technology Technician II	Teamsters	63
Information Technology Technician III	Teamsters	69
Lead Equipment Mechanic	Teamsters	70

Library Assistant	Teamsters	60
Library Technician	Teamsters	63
Maintenance Electrician	Teamsters	78
Parks Maintenance Worker I	Teamsters	57
Parks Maintenance Worker II	Teamsters	60
Parks Maintenance Worker III	Teamsters	64
Planner I	Teamsters	75
Planner II	Teamsters	77
Planning Technician	Teamsters	57
Recreation Specialist	Teamsters	60
Wastewater Operator I	Teamsters	71
Wastewater Operator II	Teamsters	74
Wastewater Operator III	Teamsters	80
Wastewater Operator Trainee I (OIT I)	Teamsters	60
Wastewater Operator Trainee II (OIT II)	Teamsters	64
Water Operator Trainee I (OIT I)	Teamsters	60
Water Operator Trainee II (OIT II)	Teamsters	64
Water Treatment Operator I	Teamsters	71
Water Treatment Operator II	Teamsters	74
Water Treatment Operator III	Teamsters	80

Appendix “B”
Salary Schedule(s)

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City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2023-2024 (10% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	17.58	18.46	19.38	20.35	21.37	22.44	23.56	24.74	25.97	27.27
56	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
57	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
58	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
59	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
60	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
61	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
62	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
63	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
64	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
65	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
66	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
67	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
68	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.80	37.60
69	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
70	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
71	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
72	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
73	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
74	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
75	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
76	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
77	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
78	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
79	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
80	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
81	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
82	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
83	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
84	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
85	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
86	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
87	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
88	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
89	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
90	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
91	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
92	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
93	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
94	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
95	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
96	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
97	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
98	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
99	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
100	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
101	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
102	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2024-2025 (2.5% COLA)

<u>RANGE</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>	<u>STEP 7</u>	<u>10 YR STEP 8</u>	<u>15 YR STEP 9</u>	<u>20 YR STEP 10</u>
55	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
56	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
57	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
58	19.41	20.38	21.39	22.46	23.59	24.77	26.01	27.31	28.67	30.10
59	19.89	20.89	21.93	23.03	24.18	25.39	26.66	27.99	29.39	30.86
60	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
61	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.41	30.88	32.42
62	21.42	22.49	23.62	24.80	26.04	27.34	28.71	30.14	31.65	33.23
63	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
64	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
65	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
66	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
67	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
68	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
69	25.46	26.73	28.07	29.48	30.95	32.50	34.12	35.83	37.62	39.50
70	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
71	26.75	28.09	29.49	30.97	32.52	34.14	35.85	37.64	39.52	41.50
72	27.42	28.79	30.23	31.74	33.33	35.00	36.74	38.58	40.51	42.54
73	28.11	29.51	30.99	32.54	34.16	35.87	37.66	39.55	41.52	43.60
74	28.81	30.25	31.76	33.35	35.02	36.77	38.61	40.54	42.56	44.69
75	29.53	31.00	32.55	34.18	35.89	37.69	39.57	41.55	43.63	45.81
76	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
77	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
78	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
79	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.16	50.56
80	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
81	34.24	35.96	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
82	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
83	35.98	37.78	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
84	36.88	38.72	40.66	42.69	44.82	47.06	49.42	51.89	54.48	57.21
85	37.80	39.69	41.67	43.76	45.94	48.24	50.65	53.19	55.85	58.64
86	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.52	57.24	60.10
87	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.61
88	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.28	60.14	63.15
89	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
90	42.77	44.90	47.15	49.51	51.98	54.58	57.31	60.17	63.18	66.34
91	43.83	46.03	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
92	44.93	47.18	49.54	52.01	54.61	57.34	60.21	63.22	66.38	69.70
93	46.05	48.36	50.77	53.31	55.98	58.78	61.72	64.80	68.04	71.44
94	47.20	49.56	52.04	54.65	57.38	60.25	63.26	66.42	69.74	73.23
95	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.49	75.06
96	49.59	52.07	54.68	57.41	60.28	63.30	66.46	69.78	73.27	76.94
97	50.83	53.38	56.04	58.85	61.79	64.88	68.12	71.53	75.11	78.86
98	52.11	54.71	57.45	60.32	63.33	66.50	69.83	73.32	76.98	80.83
99	53.41	56.08	58.88	61.83	64.92	68.16	71.57	75.15	78.91	82.85
100	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
101	56.11	58.92	61.86	64.96	68.20	71.61	75.19	78.95	82.90	87.05
102	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2025-2026 (2.5% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
56	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
57	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
58	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
59	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
60	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
61	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
62	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
63	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
64	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
65	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
66	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
67	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
68	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
69	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
70	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
71	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
72	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
73	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
74	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
75	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
76	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
77	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
78	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
79	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
80	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
81	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
82	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
83	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
84	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
85	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
86	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
87	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
88	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
89	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
90	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
91	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
92	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
93	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
94	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
95	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
96	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
97	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
98	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
99	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
100	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05
101	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22
102	58.95	61.90	64.99	68.24	71.65	75.24	79.00	82.95	87.10	91.45

Appendix "C"

MOU Definitions

LEAVE AND TRANSFER POLICIES means any policy concerning any form of employee leave or transfer, including, but not limited to sick leave, vacations, personal leave, industrial accident or illness leave, holidays, training leave or transfer or an employee from one site to another.

MANAGEMENT. Management personnel includes those certain officers designated in Government Code Section 35601, those persons appointed by the City Council as department heads, and those appointed by the City Council to various City Boards and Commissions.

MINIMUM QUALIFICATIONS are qualifications mandated for the position and which must be possessed by an employee before he/she can be considered for employment in a specific class. Minimum qualifications shall be determined by mutual agreement between Union and the City.

NOTICE. Whenever a notice is required under this Agreement, and no form of notice is otherwise designated, notice to the City shall be by personal delivery to the Office of the City Clerk, and notice to Union shall be written notice personally delivered to the Union by First Class mail notice.

PERMANENT EMPLOYEE is a regular employee who successfully completes an initial probationary period, which shall not exceed six (6) months of service beyond the initial date of employment by the City.

PROBATIONARY EMPLOYEE is a regular employee who shall become permanent upon successful completion of a six (6) month probationary period.

PROMOTION is a change in the assignment of an employee from a position in one class to a vacant position under another class with a higher maximum salary rate.

RECLASSIFICATION is the upgrading of a position to a higher class as a result of the increase of the duties and/or responsibilities being performed by the incumbent in such position.

RE-EMPLOYMENT is the return to duty of an employee who has been placed on a re-employment list.

RE-EMPLOYMENT LIST is a list of names of persons who have been laid off for lack of work or lack of funds, exhaustion of sick leave, industrial accident or illness, or other privileges, and who are eligible for re-employment without examination in their former class for a period of eighteen (18) months said list arranged in order of their right to re-employment.

REGULAR EMPLOYEE is an employee, whether permanent, probationary, full-time or part-time, who is not a substitute or short-term employee.

SAFETY CONDITIONS OF EMPLOYMENT means any work-related condition affecting health, safety, or welfare of the employee.

SALARY RATE is a specific amount of money paid for a specific period of service.

SALARY SCHEDULE is a series of salary steps and ranges which comprise the rates of pay for all classes.

SALARY STEP is one of the salary levels within the range of rates for a class

SENIORITY IN CLASS is secured by hours in paid status in a class, plus higher classes.

SHORT-TERM EMPLOYEE is a person hired for a specific temporary project of limited duration which, when completed shall no longer be required.

SUPERVISORIAL EMPLOYEE is an employee having authority, in the interest of the Employer to hire, discharge or discipline or reasonably direct other employees, to adjust grievances, or effectively recommend such action if in connection with exercise of such authority, independent judgement is required.

UNIFORMS. Any clothing of a particular color, design, pattern, or style required by the City to be worn shall be considered a uniform.

VOLUNTARY DEMOTION is a demotion agreed to in writing by the employee and the City.

WORKING HOURS shall be considered all hours in paid status.

Appendix “D”

Drug Free Workplace Policy Statement



Corporate Offices:

73-700 Dinah Shore Drive, Suite 206
Palm Desert, CA 92211-0815
760.770.6068 Fax: 760.770.0806
www.fdti.com

SUMMARY POLICY STATEMENT
DRUG FREE WORKPLACE

PURPOSE:

City of Imperial is committed to protecting the safety, health and well being of all our employees and all other individuals within our work environment. We recognize that alcohol abuse and drug use pose a significant threat to our employee's safety and the safety of the general public. As such, we have established this drug-free workplace policy that strives to balance our respect for individual's right to privacy against our desire to maintain a safe and drug free work environment.

APPLICABILITY:

This Policy applies to all employees, which includes all contractors, sub-contractors, volunteers and any other person or entity conducting business on behalf of our Company. The Company has also adopted additional requirements, under its own independent authority, separate from D.O.T., which is outlined below.

POLICY & PROHIBITIONS:

It is a violation of our drug-free workplace policy to use, possess, sell, trade, and/or offer for sale any form of alcohol, illegal drugs, "medical marijuana" or any other type of intoxicants, to include the possession and/or use of "legal" substances marketed or designed to change mood (ie: "Spice", "Bath-Salts", "Salvia", ext). Further, any employee who is convicted of a criminal drug or alcohol related offense must notify the organization, in writing, within five calendar days of such conviction.

It is a violation to have any "detectable amount" of illegal drugs, mood altering substances or alcohol at or above .01%BrAC within your bodily system, during compensated work time. Further, no employee is permitted to consume any type of intoxicants, such as alcohol, within four hours of their assigned work shift or while on-call.

It is a violation to "refuse" any type of drug or alcohol test requested on behalf of the Company. Sample tampering, such as adulteration, substitution or any other conduct deemed by the Company to be restrictive to the testing or sample collection process, will be considered a "Refusal to Test". This includes argumentative, violent or obstructive behavior toward our sample collectors.

Prescription medication use must be reported to management, prior to entering into any type of hazardous work environment. The name of the medication or reason for its use need **NOT** be reported. The company may require a "fitness for duty" medical evaluation to determine if the employee can safely work, while taking these legally prescribed prescription medications.

VIOLATIONS:

Any violation of this Policy or its prohibitions may lead to immediate removal from duty and discharge, even on a first offense.

DRUG AWARENESS & SELF-HELP:

Printed Drug Education and prevention materials are available, free of charge, by calling 1-800-662-HELP (4357) or by logging into <http://www.samhsa.gov>. Free drug counseling referral services are available, *anytime*, by calling 1-800-662-4357.

DRUG & ALCOHOL TESTING:

Our Company may request, *under its own independent authority*, a single or combination of tests, using urine, hair, fingernail, saliva, blood, breath or any other method to determine our employee/applicant's drug-free status. All urine samples will be screened through FDTS, Inc. and their Department of Health & Human Services (DHHS)/Substance Abuse & Mental Health Services Administration (SAMHSA) certified labs for Amphetamines, MDMA, Marijuana, Cocaine, Opiates, Heroin and PCP at a minimum. Any sample testing "Positive" on the initial screen will be automatically confirmed via GC/MS and these findings will be reviewed with the employee/applicant by our company's Medical Review Officer (MRO). This will be the employee's one and only opportunity to discuss the "Positive" test results with a Medical Doctor. Any private medical information should only be discussed between the Donor and the MRO (*not the Company or sample collector*). All D.O.T. mandated testing will be conducted in accordance with Title 49 CFR part 40, with additional testing being conducted under the Company's independent authority. Furthermore, this Policy will automatically incorporate any updated rules and regulations, as they apply to Title 49 CFR Part 40 & 382, without further notice.

This material is provided as a sample outline, which the above company may adopt, after obtaining their own attorney's legal review.
FORENSIC Drug Testing Services, Inc. (FDTS, Inc.) Copyright Material January 2016

FORENSIC

DRUG TESTING SERVICES

Corporate Offices:

73-700 Dinah Shore Drive, Suite 206
Palm Desert, CA 92211-0815
760.770.6068 Fax: 760.770.0806
www.fdti.com

PRE-EMPLOYMENT:

Pre-Employment drug testing will be required of all job applicants, who have been issued a conditional offer of employment. Current employees who are transferring from a Non-Safety Sensitive position, into a D.O.T. regulated or "Safety-Related" position will also be required to submit to pre-placement testing. Additionally, any employee who has been removed from the Random testing pool for 30 days or more will be required to submit to testing, prior to resuming duty for the company. D.O.T. Regulated applicants will also be required to consent to a two year "Release of Information" from the applicant's past employers, concerning the applicant's drug and alcohol testing history. Any "MRO Verified Positive" drug test result, Breath Alcohol reading at or above .04% BrAC or any Refusal to Test found during this investigation, which has not been cleared by the S.A.P., will result in the applicants denial/removal from employment. Our Company does not allow for any re-testing following a "MRO confirmed Positive" or "Refusal to Test" result. Refer to Section 16 of our extended Policy for more details.

RANDOM:

All employees and D.O.T. regulated employees will be required to submit to random drug and breath alcohol testing. If restricted by State law, only those employees working in a "Safety-Sensitive" or "Safety-Related" position will be required to submit to Random, unannounced testing. All random testing will be conducted only during the employee's compensated work time. Random selections will be conducted using FDTs, Inc. computer generated random selection program that serializes and certifies all selections as random. The Company may also require 100% baseline testing of all "Safety-Related" or D.O.T. regulated employees at anytime, to include baseline testing of a specific crew or shift. All required employees will have an equal chance of being selected, on each testing occasion. For a listing of covered positions, please refer to your extended Company Policy available in the Personnel Department. Random drug and alcohol testing for D.O.T. regulated employees will be conducted at or above the D.O.T. minimum annual rates, as published within the Federal Register.

POST ACCIDENT:

All employees are required to submit to testing for drugs and breath alcohol immediately after any incident, resulting in death, personal injury requiring professional medical treatment away from the incident scene or when any vehicle has to be towed away from the incident scene. In addition, *under the Companies own authority*, any employee or group of employees, will be required to undergo Post Accident drug and breath alcohol testing, immediately following any incident that has resulted in property damage that will require professional repair (not a simple scratch in paint, but a dent in equipment will trigger Non-DOT testing). This includes testing of any or all employees who the Company determines have or may have been a contributing factor to the incident/accident. The employee's medical treatment should not be delayed simply to take a test. The employee should be safely transported to FDTs, Inc. for testing. The employee(s) must not be allowed to drive or perform any type of "safety-related" duty for the Company, until the test results are reported back to the organization's Designated Employer Representative (DER) by FDTs, Inc. *If in doubt, report for testing.*

REASONABLE CAUSE:

Any employee, who the employer determines may be working while impaired or is suspected of violating any section within this Policy, will be required to submit to immediate drug and breath alcohol testing. The employee should be transported to FDTs, Inc. for testing. The employee must not be allowed to drive or perform any type of "safety-related" duty for the organization until the test results are reported back to the organization's Designated Employer Representative (D.E.R.) by FDTs, Inc. All supervisors are required to report any violation, without delay, to the Company President or D.E.R.

EMPLOYEE CONSENT & ACKNOWLEDGMENT

I have received a copy of this Summarized Policy Statement and I understand that I may obtain and/or review the companies' extended Substance Abuse Policy by contacting the H.R. Department. After reading these Policies, I hereby agree and freely consent to work under these conditions of employment. Further, I authorize FDTs, Inc. and it's agents to disclose any and all test results and supporting information to my employer, without any further direction or consent. I understand that any violation of this Policy may lead to my immediate removal from duty and termination.

PRINT APPLICANT/EMPLOYEE NAME _____ Date _____

CONSENTING Applicant/Employee Signature _____ Date _____

Issuing Supervisor's Signature _____ Date _____

Witness (optional) _____ Date & Time _____

Company Name: _____

Primary D.E.R.: _____

DATE SUBMITTED

06/30/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

07/05/2023

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(X)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

AB

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: Imperial Police Officer Association

1. Approval of Resolution No. 2023-26 to Adopt Memorandum of Understanding Between City of Imperial and Imperial Police Officer Association for the term of three (3) Fiscal Years.

DEPARTMENT INVOLVED:

City Manager's Office/Human Resources Department

BACKGROUND/SUMMARY:

The City of Imperial has completed the meet and confer process with all collective bargaining units within the city. The following are the terms agreed upon between the City of Imperial and Imperial Police Officer Association to be incorporated into the Memorandum of Understanding between both parties for a three-year term starting Fiscal Year 2023-2024 and ending Fiscal Year 2025-2026.

Article X - Safety and Other Equipment Exclusive of Required Uniforms

Article XI- Uniforms and Uniform Allowance

Article XIII - Employee Leaves

Article XIV - Holidays

Article XVI - Health Benefits

Article XVII - Compensation

Article XIX - Probationary Period

Exhibit A - Position Allocations

Exhibit B - Salary Schedules

Exhibit C - Uniform List

FISCAL IMPACT: As Approved in the Municipal Budget for FY 23-24

ADMIN SERV
INITIALS

DP

STAFF RECOMMENDATION: It is the recommendation of staff to approve the Resolution adopting the MOU between the City of Imperial and IPOA as presented.

DEPT. INITIALS

AB

MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.

CITY
MANAGER'S
INITIALS

DMM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REJECTED ()

DEFERRED ()

REFERRED TO:

RESOLUTION 2023-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL,
CALIFORNIA APPROVING A SUCCESSOR MEMORANDUM OF UNDERSTANDING
WITH IMPERIAL POLICE OFFICERS ASSOCIATION FOR FISCAL YEARS 2023-
2024, 2024-2025 AND 2025-2026**

WHEREAS, the City of Imperial (City) and Imperial Police Officers Association (IPOA) have meet and conferred in accordance with requirements of the Meyers-Milias-Brown Act; and

WHEREAS, the City and IPOA have reached an agreement on the terms and benefits identified in the Memorandum of Understanding set forth in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Imperial hereby approves and adopts the MOU between the City and IPOA for Fiscal Years 2023-2024, 2024-2025, and 2025-2026 as set forth in Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Imperial this 5th day of July, 2023.

Katherine Burnworth, Mayor

ATTEST:

Kristina Shields, City Clerk

**TENTATIVE AGREEMENT TO TERMS BETWEEN CITY OF IMPERIAL AND
IMPERIAL POLICE OFFICERS ASSOCIATION**

June 22, 2023

The following are the terms agreed upon between the City of Imperial and Imperial Police Officer's Association to be incorporated into the Memorandum of Understanding between both parties for a three-year term starting Fiscal Year 2023-2024 and ending Fiscal Year 2025-2026.

Article X – Safety and Other Equipment Exclusive of Required Uniforms

Article XI – Uniforms and Uniform Allowance

Article XIII – Employee Leaves

Article XIV - Holidays

Article XVI – Health Benefits

Article XVII – Compensation

Article XIX – Probationary Period

Exhibit A – Position Allocations

Exhibit B – Salary Schedules

Exhibit C – Uniform List

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their respective officers thereunto duly authorized.

CITY OF IMPERIAL



Dennis H. Morita, City Manager

June 22, 2023

Date



Alexis L. Brown, City Manager

06/22/2023

Date



Kristen W. Smith, Human Resources Manager

06/22/2023

Date

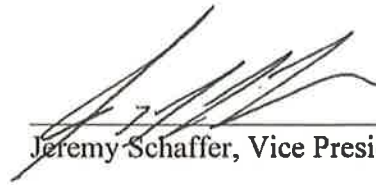
IMPERIAL POLICE OFFICERS ASSOC



Albert Hernandez, President

6/22/23

Date



Jeremy Schaffer, Vice President

06/22/2023

Date

**MEMORANDUM OF
UNDERSTANDING**

BETWEEN THE

CITY OF IMPERIAL

AND THE

IMPERIAL POLICE OFFICERS ASSOCIATION

July 1, 2023 – June 30, 2026

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ARTICLE I – PARTIES TO THE AGREEMENT

This Memorandum of Understanding (hereinafter as “MOU”) is made and entered into between the City of Imperial (hereinafter as “CITY”) and the Imperial Police Officers Association (hereinafter as “IPOA”) pursuant to the rules and regulations of the City of Imperial for the Administration of Employer-Employee Relations, which is fully incorporated herein by reference as though fully set forth as part of this MOU, unless inconsistent with a specific term of the MOU.

ARTICLE II -RECOGNITION

The CITY officially recognizes the ASSOCIATION as an employee organization operating within Government Code Section 3501(b) of the Meyers-Milias Brown Act; including Full Time Permanent or Probationary Employees of the Imperial Police Department who are peace officers represented by the ASSOCIATION, except as provided in Article VII or as any CITY employee who holds the position of Chief of Police or Captain. Exhibit A attached hereto contains a list identifying those positions which are approved by the City Council and which are positions covered by this MOU.

ARTICLE III – RATIFICATION

It is agreed that this MOU is of no force or effect until ratified and approved by the membership of the ASSOCIATION and, thereafter is ratified and approved by resolution duly adopted by the City Council of the CITY. The City Manager and Chief of Police are directly responsible for enforcing the terms set forth in this MOU and shall provide each employee, including new hires, of the CITY’s Police Department a copy of the MOU and any subsequent amendments thereto as appropriate.

ARTICLE IV – EFFECT OF AGREEMENT

The specific provisions of this MOU relative to wages, hours, fringe benefits and other terms and conditions of employment for the full-time classifications represented by the ASSOCIATION shall prevail over CITY policy, procedures, rules and regulations pertaining to represented employees which are inconsistent with the specific terms of this MOU. CITY policy, procedures, rules and regulations pertaining to employees represented by the ASSOCIATION which fall within the scope of representation, but which are not specifically addressed in this MOU, are

incorporated into this MOU by reference only to the extent that they are not inconsistent with the terms of this MOU.

Except when mutually agreed upon by the parties, as required by the express terms of this MOU, or the expiration of this MOU, neither party shall be required to negotiate with respect to any matter covered by this MOU.

ARTICLE V – SCOPE OF REPRESENTATION

The scope of representation of the ASSOCIATION shall be as set forth in Government Code Section 3504, as it may be amended from time to time, and which provides that:

The Scope of Representation shall include all matters relating to employment conditions and employer-employee relations, including but not limited to, wages, hours and other terms and conditions of employment, except that the Scope of Representation shall not include consideration of the merits, necessity, organization, selection or discontinuation of any service or activity provided by law or executive order.

CITY shall provide prior notice of proposed rules, ordinances, resolution or regulations affecting matters within the Scope of Representation pursuant to Government Code Section 3504.5, except in cases of emergency.

ARTICLE VI – CITY RIGHTS

It is understood and agreed that CITY retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in but not limited to those duties and powers are the exclusive right to:

- a) Determine its organization and mission; including the organization and mission of the Police Department; and
- b) Direct the work of CITY employees and assign related work not expressly covered by their job description; and
- c) Set standards of selection for employment, assignment, and promotion; and
- d) Determine the times and hours of operations, including “normal” working hours and schedule shifts accordingly; and
- e) Determine the kind of level of services to be provided and the methods and means of providing them; and
- f) Establish its municipal policies, goals, and objectives; and
- g) Make technological improvements; and

- h) Determine staffing patterns, number and kinds of personnel required; and
- i) Maintain efficiency of CITY budget procedures and determine budgetary allocation; and
- j) Determine the methods of raising revenue; and
- k) Contract out work in accordance with law; and
- l) Take action necessary to meet conditions of emergency nature, provided that the ASSOCIATION shall be afforded the opportunity to meet and confer concerning items covered by this MOU.

In addition, the CITY retains the right to classify, terminate, transfer and discipline employees, and determine the content of the employee performance process. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the CITY, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgement and discretion in connection therewith, shall be limited only by the specific and express term of this MOU, and then only to the extent such specified and express terms are in conformance with law.

This clause shall be interpreted and applied consistently with all other specific provisions of the MOU which deal with such management rights.

ARTICLE VII – EMPLOYEE RIGHTS

All Employees of CITY shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employee relations including, but not limited to, wages, hours, and other terms and conditions of employment. Employees of CITY also shall have the right to refuse to join or participate in activities of employee organizations and shall have the right to represent themselves individually in their employment relations with CITY. No employees shall be interfered with, intimidated, restrained coerced or discriminated against by CITY, ASSOCIATION, or by any employee organization because of the employee's exercise of these rights.

ARTICLE VIII – ASSOCIATION RIGHTS

ASSOCIATION officers may have access to ASSOCIATION members during the work day on non-work time to discuss ASSOCIATION business. Further, upon request for representation by an employee represented by the ASSOCIATION, such representative shall be permitted reasonable time during work hours without loss of pay to conduct such representation. Such business or representation shall not be permitted where manpower or shift assignments are adversely impacted or additional staffing or compensation will result. Upon request of the Chief of Police, ASSOCIATION may use CITY Police Department facilities for ASSOCIATION

meetings on non-work time, and when not previously reserved or scheduled for CITY business, provided that ASSOCIATION gives Chief of Police, or his designee advance notice of any such request. Reasonable release time will be provided by the CITY for negotiations as agreed upon between the parties. The President of the IPOA may be released from work to attend one (1) PORAC meeting in San Diego (County), CA per month.

ARTICLE IX – PAYROLL DEDUCTION

During the term of this MOU, CITY will deduct ASSOCIATION dues on a bi-weekly payroll basis and remit in a timely fashion to the ASSOCIATION for each employee who has on file with CITY a signed authorization executed and dated after final adoption of this MOU by Resolution of the CITY Council. ASSOCIATION hereby releases and fully indemnifies CITY for any and all costs, including defense costs and attorney's fees and any judgment which may result from CITY's acts or omission in compliance with this Article.

ARTICLE X – SAFETY AND OTHER EQUIPMENT EXCLUSIVE OF REQUIRED UNIFORMS

CITY shall furnish to each Employee of the Police Department, at its own cost, any safety equipment or other equipment for the performance of employee's duties which is mandated by State Law, or CITY and all equipment required by CITY for use in the performance of peace officer duties for CITY. CITY will provide equipment listed in Exhibit C to all current full time, sworn employees in FY 2023-2024, and to incoming new hires for the term of this agreement. The CITY will maintain an inventory of eligible items for distribution to replace equipment that is damaged in the line of duty or worn due to general wear and tear. Equipment make and model selected for distribution will be at the discretion of the Chief of Police and will be uniform across the workforce. All secondary firearms carried by employees must be registered with and previously approved by the Chief of Police. Peace officers are not prohibited from carrying firearms issued and approved by the CITY while off duty. Employees also are not prohibited from carrying a flat badge on duty when not in uniform or off duty. All equipment, whether purchased or reimbursed by the CITY, including equipment furnished and/or owned by the CITY, shall be and remain the property of the CITY, and shall be returned to the CITY immediately upon termination of employment from the Police Department, upon written order of the Chief of Police, or upon transfer or assignment to duties where said equipment is not required or necessary as determined by CITY.

ARTICLE XI – UNIFORMS AND UNIFORM ALLOWANCE

All regular, full-time sworn employees of the Police Department are expected to maintain a clean, professional appearance at all times when representing the CITY as defined in Section

1024 of the Imperial Police Department Policy. For this purpose, CITY shall provide a one-time payment at the start of each fiscal year in the sum of one thousand five hundred dollars (\$1,500.00) to each sworn employee of the Police Department.

All regular, full-time civilian employees covered by this agreement are expected to maintain a clean, professional appearance at all times during their assigned working hours as defined by Section 1024.5 of the Imperial Police Department Policy. For this purpose, CITY shall provide a one-time payment at the start of each fiscal year in the sum of five-hundred dollars (\$500.00) to each civilian employee of the Police Department as a uniform allowance.

- Payments will be provided annually at the beginning of each fiscal year, or upon the date of hire for new employees.
- Sworn Employees: New hires who start employment with the City prior to June 1 will receive a stipend payment of one thousand five hundred dollars (\$1,500) upon hire, and will receive an additional stipend payment of one thousand five hundred dollars (\$1,500) at the start of the new fiscal year. For new hires starting on or after June 1 of each year, their uniform stipend payment received upon hire will serve as their payment for the upcoming fiscal year. If an employee should fail to pass the probationary period, uniforms purchased for employment with the City, or any clothing items with the CITY the logo or insignia shall be returned to the CITY upon termination.
- Civilian Employees: New hires who start employment with the City prior to June 1 will receive a stipend payment of six hundred twenty-five dollars (\$625) upon hire, and will receive an additional stipend payment of six hundred twenty-five dollars (\$625) at the start of the new fiscal year. For new hires starting on or after June 1 of each year, their uniform stipend payment received upon hire will serve as their payment for the upcoming fiscal year.
- If an employee should fail to pass the probationary period, uniforms purchased for employment with the City, or any clothing items with the CITY the logo or insignia shall be returned to the CITY upon termination.

ARTICLE XII – WORK SCHEDULE

Employees of the Police Department shall work approved schedule in accordance to a two-week work schedule as assigned by the Chief of Police. Schedules shall continue during the term of the MOU, if CITY determines that service so requires, CITY reserves the right to modify the number of employees working on any particular shift and/or day of the week and to change a particular employee's daily and/or weekly scheduled days/hours of work, so long as the employee has eighty (80) hours worked in each pay period.

ARTICLE XIII – EMPLOYEE LEAVES

A. SICK LEAVE

1. SICK LEAVE ACCRUAL. Sick leave will be accrued and credited on a pay period basis. A new employee starting on any day other than the first day of the pay period will not receive sick leave credit for that period.

(a) Employees will receive 3.6923 sick leave credit hours for completion of each full pay period (the total number of sick leave accrual will be ninety-six (96) hours per year).

(b) Employees shall be able to accumulate unlimited sick leave hours. All new employees hired after the term of this MOU will convert sick leave accrual for additional retirement credits at separation from the city after five (5) years of employment providing that they are PERS eligible. The employee shall have the option to cash out all hours between four hundred (400) hours and four hundred eighty (480) hours at the rate specified under Section 3 of this Article. New employees will no longer be eligible for sick leave cash out after five (5) years of employment.

(c) If an employee is absent without pay for more than five (5) working days of any single pay period, sick leave will not be accrued for that pay period.

2. USE OF SICK LEAVE. Sick leave may be taken at any time following the pay period in which it is earned. Use of accumulated sick leave is limited to the illness or injury of the employee and in accordance to the Family Medical Leave Act (FMLA).

Employees may charge their accumulated sick leave for absence from work due to confinement or hospitalization of a member of their immediate family (spouse, child or other dependent, or designated person (employees can designate one person per 12-month period)).

Proof of illness in the form of a doctor's statement may be required for all absences of three (3) consecutive workdays or more due to illness or injury, or if the CITY has reason to believe that the use of sick leave is not warranted. The CITY may give prior notice that verification will be required for future request of leave.

When an employee returns following an absence of more than three (3) consecutive work days, the CITY may request the employee furnish the CITY with a release from a medical or religious practitioner' certifying physical fitness and the extent to which employee may resume normal duties.

When weekly disability payments are made under Workers' Compensation laws, accrued sick leave benefits may be used provided that the total amount received by the employee shall not exceed normal compensation.

In all cases of industrial or work-related injury, CITY will provide light or modified duty if available. Individuals approved for light or modified duty available will remain on light or modified duty until medically released to full duty, or it is determined that employee's condition is medically determined to be permanent and stationary, the employee is medically unable to continue to perform the modified duty, or retired. CITY agrees that if it is determined that an employee is industrially injured, temporarily or permanently, or is unable to perform modified or light duty as a result of an injury arising out of and in the course of employee's duties, such employee shall be entitled to a leave of absence without loss of salary in lieu of temporary disability payments for the period of disability, but not exceeding one (1) year or until such earlier date employee is retired on permanent disability pension pursuant to Labor Code Section 4850. The total payments received by the employee shall not exceed the employee's full salary.

In case of non-work-related injury or illness, CITY may provide light or modified duty if available and authorized by the City Manager.

Employees are encouraged to maintain a minimum of twenty (20) hours of sick leave accrual as insurance against unexpected illness.

3. SICK LEAVE PAYOFF. Accumulated sick leave shall be paid upon resignation or retirement according to the following schedule:

(a) After five (5) years of service	25%
(b) After ten (10) years of service	50%
(c) After fifteen (15) years of service	75%
(e) Twenty (20) years of service	100%

The above accumulated sick leave shall be paid at the current base rate of pay at the time of resignation or retirement less applicable taxes if any (not to exceed 480 hours), or in accordance to Section 1 (b) of this Article. Any employee involuntarily terminated for cause, or who negotiates a resignation in lieu of termination for cause is NOT be eligible for sick leave payoff unless authorized by the City Manager

4. ADDITIONAL SICK LEAVE. After exhaustion of paid sick leave, an employee who is ill or injured may, upon written request, use accumulated vacation or other credited

paid leaves to avoid leave without pay.

- (a) Days which an employee uses as "Additional Sick Leave" shall be considered days in paid status for applying the rights, benefits, and terms of this Agreement."

B. VACATION LEAVE

- 1) Vacation will accrue on a bi-weekly basis over twenty-six (26) pay periods per calendar year. A new employee starting on any day other than the first day of the pay period will not receive vacation leave credit for that period.
- 2) Vacation is earned but may not be taken during the probationary period except for emergencies approved by the Chief of Police. Emergencies do not include employment elsewhere, participation in social or recreational events, or to pursue activities which may be completed during non-work hours.
- 3) Unpaid absences of thirty (30) consecutive days or more are not counted in determining the expiration of the above six (6) month period of continuous services, and vacation credit is not earned during such periods of unpaid absence.
- 4) Vacation may be taken up to the full amount accrued upon the prior approval of the Chief of Police. Vacation including fractions of a day, shall be granted only upon prior written request and written approval of the Chief of Police consistent with the Chief of Police determination of the need to fulfill work requirements and to provide continuous CITY services. If CITY cancels the scheduled vacation of an employee, the CITY and employee will mutually reschedule the vacation to occur within a period of three (3) months from the date it was initially scheduled to commence. In the case of an employee requesting more than a two-week consecutive vacation such requests may be reviewed and granted on a case-by-case basis by the Chief of Police, so long as such requests do not create negative operational or budgetary impacts for the City of Imperial.
- 5) Vacation may be earned and accumulated up to no more than four hundred and eighty (480) hours, at which time employees cease to accrue vacation in excess of this amount until such time and to the extent that accumulated vacation falls below this limit.
- 6) Upon completion of the probationary period, employees may request, and the Chief of Police may grant, vacation leave with pay to the extent earned in accordance with the following formula up to the four hundred and eighty (480) hour limit:

Years of Continued Service

One (1) thru three (3) years

Four (4) thru eight (8) years

Nine (9) thru fourteen (14) years

Fifteen (15) and over

Vacation

Two Weeks (80 Hours)

Three Weeks (120 Hours)

Four Weeks (160 Hours)

Five Weeks (200 Hours)

*Up to a total of 480 Hours

- 7) Resignation or termination of employees of the Police Department will be paid for earned vacation in a lump sum with the final check issued to the employee.

C. FUNERAL LEAVE

Upon the death of a regular, full-time employee of the CITY, other employees may be absent from work on a non-overtime basis with prior approval of the City Manager or his/her designee for a maximum of four (4) hours without loss of pay for the purpose of attending funeral services. However, the Police Department will not be closed for public service, or inadequately staffed to perform its mission as a result of such funeral attendance without the prior approval of the City Manager. The City Manager may grant any additional exceptions to the limitations contained in this paragraph on a case-by-case basis. All employees granted such leave are required to attend the funeral for which such leave was requested, and to return to work following such attendance if their work day is not over.

When a public law enforcement officer employed in Imperial County is killed in the line of duty, CITY shall permit two ASSOCIATION representatives a maximum of four (4) hours to attend the funeral without loss of pay. CITY agrees to provide a vehicle for attendance at such funerals within Imperial County, if available and not otherwise required for service or scheduled for repair or maintenance, for the purpose of attending such funeral. Officers in attendance shall represent the CITY and perform an assigned duty. Where providing the vehicle is not possible for the CITY, the ASSOCIATION shall provide its own transportation at its own expense. The City Manager may grant additional exceptions to the limitations contained in this paragraph on a case-by-case basis.

D. BEREAVEMENT LEAVE

Whenever an employee is absent from work because of death in the immediate family, employee shall be entitled to five (5) working days absence with pay.

- 1) The immediate family shall be any of the following: spouse, domestic partner, child, child of either spouse or domestic partner, son-in-law, daughter-in-law, parent, step-parent, parent of either spouse or domestic partner, grandparent, step-grandparent, grandparent of spouse or domestic partner, sibling, step-sibling, sibling of either spouse or domestic partner, grandchildren, step-grandchildren, grandchildren of either spouse or domestic partner, aunt or uncle, niece or nephew, someone whom the employee was directly responsible for and provided care.
- 2) The granting of this leave shall not affect the employee's vacation or sick leave.

- 3) All bereavement leave must be reported on payroll time sheets, with an indication of the relationship of the deceased family member.
- 4) Additionally, in the event of a death in the employee's immediate household ten (10) work days of bereavement leave with pay may be taken by the employee.

E. JURY DUTY LEAVE

CITY employees summoned for jury duty shall serve without loss of pay, and shall provide CITY with payment for such service, except for mileage portion. Proof of service must be submitted with employee's timesheet.

F. MILITARY LEAVE

Military leave shall be granted in accordance with the terms required by State and Federal law. For purposes of retirement, Military Leave of Absence may be purchased at the expense of the employee and request must be submitted by employee in accordance to PERS guidelines.

G. OTHER LEAVE TYPES

Family Medical Leave/California Family Rights Act Leave, Pregnancy Disability Leave and Parental Leave shall be provided in accordance with State and Federal Laws applicable to such leaves and upon the terms and conditions required by such laws.

H. DONATION OF TIME

All permanent employees with one full year of service with the City shall have the right in any fiscal year to donate to another permanent City employee no more than forty (40) hours of their accrued compensatory time and/or vacation time. Donation of time must be made in increments of a full hour.

The receiving employee must be off work due to their own serious illness or injury or the serious illness or injury of their child, parent, sibling, spouse or domestic partner, the spouse or domestic partner of any of the preceding, or a designated individual (as defined by the Family Medical Leave Act) and must have exhausted all their accumulated sick leave, vacation and compensatory time benefits before any of the transfer pursuant to this section shall be effective.

The receiving employee shall be required to provide the City a letter from his or her attending physician verifying the cause and necessity for the employee's absence.

In effecting the transfer of benefits between City employees pursuant to this section, the City's Finance department shall convert the amount of hours donated to dollar amounts at the donor's rate of pay and then reconvert the dollar amounts to hours at the receiving employee's rate of pay, and credit the number of hours to the account of the receiving employee. The Finance department will transfer the hours as needed.

All transfers of compensatory time and/or vacation hours from the account of one employee to the account of another employee pursuant to this section must be approved and requested in writing by Human Resources and the City Manager.

ARTICLE XIV – HOLIDAYS

The following is a calendar listing of observed holidays:

New Year Eve Day	December 31 st
New Year's Day	January 1
Martin Luther King Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 th
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veteran's Day	November 11 th
Thanksgiving	4 th Thursday in November
Day After Thanksgiving	Friday following Thanksgiving Day
Christmas Eve Day	December 24 th
Christmas Day	December 25 th
Personal Floating Holiday	Taken any time during the fiscal year

Officers required to work on the above holidays will be paid holiday pay at the applicable hourly rate of two and one-half (2 ½) times their base rate of pay. Officers not required to work will be credited hours in a Holiday Comp Bank in accordance to their work schedule to be used at a different time of the employee's choosing throughout the fiscal year. Holiday Comp hours are not subject to "cash out." Holiday Comp hours are on a use it or lose it schedule and do not roll over to the next fiscal year (must be used by last pay period of the fiscal year), this includes the personal floating holiday. Holiday Time must first be earned prior to its scheduled usage (only exception: to be used during the pay period it would be earned).

ARTICLE XV – REPLACEMENT/REPAIR OF EMPLOYEES PERSONAL PROPERTY

CITY shall reimburse employees for the lesser of the repair, replacement or fair market value up to a total cost of \$150.00 per incident for personal property damaged or lost in the performance of duty through no fault of the employee. This limitation shall not apply to uniforms damaged or lost within the scope of employment through no fault of the employee. This Article also does not apply to the ordinary wear and tear of uniforms for which the uniform allowance is intended. If the personal property is insured, CITY shall reimburse the employee for the cost of the deductible, up to a maximum of \$150.00 per incident. This Article shall not apply to personally owned vehicles used for the purpose of driving to and from work. It shall apply to personally owned vehicles where

the use of such vehicle is directed by the City Manager or his designee to perform CITY business. The City Manager may grant exceptions to the limitations contained in this paragraph on a case-by-case basis.

ARTICLE XVI – HEALTH BENEFITS

- a) CITY will pick up 100 percent (100%) of the Employee Only medical, dental, and vision cost for existing plans selected by the employee during Open Enrollment for Fiscal Years 2023-2024, 2024-2025 and 2025-2026; and
- b) CITY will pick up 50 percent (50%) of the dependent cost of the existing medical, dental, and vision plans selected by the employee during Open Enrollment for Fiscal Years 2023-2024, 2024-2025, and 2025-2026 ;and
- c) CITY will pick up the monthly cost up to \$700 of those employees who selected the Mexico HMO (SIMNSA) medical and dental plan during Open Enrollment for Fiscal Years 2023-2024, 2024-2025, and 2025-2026 ;
 - a. Vision is included in the SIMNSA medical plan.For employees who have SIMNSA coverage, additional vision or dental coverage selected in addition to the benefits provided by SIMNSA will be paid 100 percent (100%) by the employee.
- d) Employees who waive coverage shall be provided the amount of \$400 per month and be allowed to allocate funds into a pre-tax health benefit, (and/or) supplemental insurance coverage, (and/or) a 457 deferred compensation account, and/or employee's paycheck as an after-tax benefit.
- e) CITY will pay 100 percent (%) of the cost to a group plan for the REACH life Helicopter services, Principal life and dependent life for employees and their dependents.
- f) CITY will pay one-hundred percent (100%) of the employee and dependent life insurance for employees and their dependents.
- g) CITY will provide reimbursement up to \$50 per month towards gym or fitness class membership.

Employer Contributions. The City shall pay health insurance premiums for employees on extended sick leave as required by Family Medical Leave Act (FMLA/CFRA) and Pregnancy Disability Leave (PDL).

Affordable Health Care Act (ACA). City will implement mandatory provisions of the ACA.

ARTICLE XVII – COMPENSATION

The base pay for each classification represented by the ASSOCIATION is provided in Exhibit B to this MOU and incorporated herein by reference. Each step within the range provides a 5% salary increase.

1. Salary step increases are not automatic, but shall be given only for performance of satisfactory services and completion of certain lengths of service, on recommendation of the department head.
2. Every employee occupying a permanent position shall have an anniversary date which shall be their annual salary increase eligibility date.
3. The City will add two additional longevity steps to the salary schedule, allowing for longevity step increases at Step 8, Step 9 and Step 10 (as outlined in Section 8 Longevity Increases) .
 - a. Upon execution of this agreement, all employees with 20 years or greater of continuous services with the City will immediately advance to step 10, so long as they have completed at least one year at step 8.
 - b. All employees with equal to or greater than 15, but less than 20 years of continuous service with the City will immediately advance to Step 9, so long as they have completed a minimum of one year at step 8. Future step increases to take place per the provisions outlined under Section 8 Longevity Increases.
 - c. Longevity salary increases outlined in 3(a) and 3(b) will be effective the first day of the pay period following execution of this agreement.

A. WAGE RATES

- 1) The CITY will maintain the ~~eight (8)~~ ten (10) steps on the Salary Schedule for fiscal year 2023-2024, 2024-2025, and 2025-2026. Longevity steps shall be Steps eight (8) at the tenth (10th) year of continuous employment, nine (9) at the fifteenth (15th) year of employment, and ten (10) at the twentieth (20th) year of employment.
- 2) A 10% cost of living adjustment (COLA) to the fiscal year (FY) 2023-2024 salary schedule, a 2.5% COLA to the FY 2024-2025 salary schedule, and a 2.5% COLA to the FY 2025-2026 salary schedule;
- 3) Salary increases are authorized to be effective on a fiscal year basis, all such salary increases shall become effective the first pay period in July.
- 4) Where salary increases are authorized by the City Council to be effective on any other basis other than fiscal year basis, all such salary increases shall become effective at the start of the pay period following the designation by resolution of the City Council.
- 5) During the term of this MOU, any bargaining unit that receives salary adjustment comprising more than that which is stated in terms one (1) through four (4), employees covered by this agreement shall receive the same adjustment.
- 6) Out-of-Class Assignment - During Out of Class assignments, an employee who is assigned to perform the duties of a higher job classification shall be paid five percent (5%) above their base rate of pay for all hours the employee is assigned duties of a higher job classification that are not included in the employee's current scope of duties. At all times, the City Manager has the sole authority to verbally or in writing temporarily assign an employee to perform the duties of a higher job classification. This provision does not apply to the temporary replacement of another employee for who will be absent for less than 15 calendar days.
- 7) Salary Upon Promotion – Types of Promotions – Employees can apply for any vacancy for which the City is recruiting for. In addition, employees who hold a position in a classification series can promote to a higher classification within the series through the

under-hire process. Under-Hire promotions within the classification series can be requested for employees who have obtained required licenses or specialty certifications required to move into the higher level with the classification, provided they meet all the requirements outlined in the job description for the higher classification. For under-hire promotions related to time-in-grade requirements, promotion can be considered and requested at the time of the employee's annual evaluation. Upon promotion to a position having a higher salary range than the position formally occupied, the employee shall be placed on the nearest step of the new salary range (but not beyond step 7), providing for a minimum five (5%) percent increase in salary over the step held in the former position prior to promotion. In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The effective date of the promotional pay increase shall be the first day of the following pay period after which the promotion is approved. The effective date of the promotion will serve as the employee's new anniversary and salary increase eligibility date.

- 8) Salary upon Demotion – Upon demotion to a position in a lower salary range than the class of position from which demoted, the employee shall have their salary reduced to the salary step that is closest to, without exceeding, their current salary in the new salary range (not to exceed step 7). In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The date of demotion shall be the employee's new anniversary and salary increase eligibility date.
- 9) Salary Upon Transfer – Upon transfer from one position to another in the same salary range, the employee shall be compensated at the same step in the salary range as previously received with no change in anniversary date.
- 10) Salary upon position reclassification
 - a) If the position is reclassified to a class which is allocated to the same step, the salary of the employee shall not change and neither shall the anniversary date.
 - b) If the position is reclassified to a class which is allocated to a higher salary range, the employee shall be moved to the new salary range at the same step they are currently placed, provided this step provides a minimum five (5%) increase. In the event that lateral step placement does not provide a minimum five (5%) percent increase, the employee will be placed at the salary step which provides the minimum five (5%) salary increase (not to exceed step 7). In those circumstances where placement at step 7 does not provide the required minimum five (5%) percent salary increase, the City Manager shall have the authority to place the employee at the higher longevity step, provided the employee meets the criteria of the minimum number of continuous years of service required for the step level. The effective date of the reclassification pay increase shall be the first day of the following pay period after which the reclassification is approved. The date of reclassification shall be the employee's new anniversary and salary increase eligibility date.
 - c) If the position is reclassified to a class which is allocated at a lower salary range, the salary of the employee will be placed at the salary step that is closest to, without

decreasing, their current salary in the new salary range, unless the salary is greater than the maximum of the range of the position to which they have been reclassified. In such an event the salary of the employee shall be reduced to the maximum of the range of the new classification for which they are eligible. The effective date of the reclassification pay increase shall be the first day of the following pay period after which the reclassification is approved. The employee's anniversary date shall not change.

B. POST CERTIFICATION

CITY will pay the following increase upon successful completion of individual classes upon submission of proof of such successful completion to Chief of Police.

- 1) CITY employees who complete their Intermediate POST Certification shall receive a stipend pay of one hundred fifty dollars (\$150.00) per bi-weekly pay period.
- 2) CITY employees who complete their Advanced POST Certification shall receive a stipend pay of two hundred twenty-five dollars (\$225.00) per bi-weekly pay period..

C. OVERTIME

Overtime shall only be paid for regular, full-time employees of CITY if directed to be worked in advance by the Chief of Police. However, overtime in cases of emergency may be approved by the Chief of Police after the fact. Overtime shall be calculated at the rate of one and one-half (1 ½) times the employee's regular hourly rate of pay and shall be paid for actual time worked in excess of eighty (80) hours per pay period. Paid leaves, such as holiday, vacation, and sick, are included as time worked when computing overtime.

D. COMPENSATORY TIME

CITY will allow employees to accrue up to one hundred sixty (160) hours of Compensatory Time. This time will be used and credited as one and a half (1½) regular hours. For example, one (1) hour of Comp Time earned will be tracked as one and a half (1 ½) hours of straight time. Use of Comp Time must be approved by a Chief of Police in advance and will not create negative operational or budgetary impacts to the CITY. Unused Comp Time may be carried on the books or maybe cashed out at any time of the year; whichever the employee chooses.

E. COURT PAY & STAND BY PAY

When an employee is required, as a result of employment responsibilities, to make court appearances, including but not limited to depositions and/or subpoenas, during otherwise off duty hours, that employee shall be compensated at the rate of four (4) hours at straight time pay for each morning or each afternoon court session and employee is required to attend.

If an employee is placed on an "on-call" status, the employee shall receive two (2) hours of straight time pay for each morning and/or afternoon session said employee is required to be on an "on-call" status. This includes but is not limited to, court cases, staff shortages,

investigations, etc. If an officer in “on-call” status is called to work, he/she will be paid the rate of one and one half (1 ½) times their regular rate of pay in accordance with Article XVII, Section C of this MOU.

Officers called back while not placed in an “on-call” status shall receive a minimum of two (2) hours pay at a rate of one and one half (1 ½) times their rate of pay in accordance with Article XVII, Section C of this MOU. This includes but is not limited to, court cases, staff shortages, investigations, etc.

F. SHIFT DIFFERENTIAL PAY

All employees who work the third “swing” shift shall receive a shift differential pay of one hundred dollars (\$100.00) per pay period. All employees who work the second shift shall receive shift differential pay of one hundred fifty dollars (\$150.00) per pay period. Employees who work the standard “day shift” (i.e., 7:00am to 7:00pm) shall not receive shift differential pay. The employee must work a full week in the pay period to qualify for shift differential pay – only one shift differential per pay period.

G. FIELD TRAINING OFFICER

An employee while serving as a designated Field Training Officer (FTO) shall receive a 5% increase calculated on the employee’s base rate of pay while said employee is serving as the FTO. Only one (1) FTO will be assigned at a time for each newly employed regular employee.

H. SPECIALIZED ASSIGNMENT PAY

An employee assigned to a Specialized Assignment shall receive a stipend pay of one hundred fifty dollars (\$150.00) per bi-weekly pay period. Recognized Specialized Assignments are School Resource Officer (SRO), Range Master, Detective and High-Risk Entry Team. Employees serving in more than one specialty assignment will receive stipend pay for each assignment served. The selection process for special assignments will include an administrative evaluation as determined by the Chief of Police in accordance with Section 1002.3.3 of the Imperial Police Department Policy Manual.

I. K-9 OFFICER PAY

The K-9 Officer will receive one hundred fifty dollars (\$150.00) per bi-weekly pay period.

J. BILINGUAL PAY

Employees will be eligible to receive a bilingual stipend of up to \$50.00 (\$25.00 for Oral Proficiency and \$25.00 for Written Proficiency) per pay period upon becoming certified in a foreign language, hereby specified as Spanish, through a City-administered exam testing oral and/or written proficiency provided that the position occupied has been “designated” to receive such pay by the Department

Head and City Manager. In order to be eligible, the use of a foreign language must be a necessary part of their daily work activities and used for work purposes of communicating with the general public. Designated Positions are hereby identified as:

- i. Public Services Officer I/II/III
 - ii. Police Officer
 - iii. Corporal
 - iv. Sergeant
- b. Examinations: Eligible employees who desire to receive bilingual pay may request to be examined for proficiency in a foreign language by submitting a memorandum to their department head. The department head must sign the memorandum to certify that the use of a foreign language is a necessary part of their daily work activities and used for work purposes in communication with the public. The memorandum should then be forwarded to the City Manager for final approval. The City will provide testing at the beginning of each calendar year. Tests will be arranged by the City Manager's Office. Once an employee has become certified in a foreign language, he/she is not required to retest in order to remain eligible for bilingual pay, unless an amendment to testing standards is made. Retesting will be provided at the City's cost. Testing for bilingual pay will be conducted at the beginning of each fiscal year, pending or upon adoption of a MOU by the City Council between the collective bargaining unit and the City; whichever occurs later.
- c. Expectations: Employees receiving bilingual pay are expected to translate for employee(s) who are not bilingual in the event such services are needed, even if the employee needing assistance is not from the same department or work unit.

K. EDUCATION PAY

CITY will pay the following increase(s) upon submission of proof of such successful completion/possession to the Chief of Police and Human Resources.

- a) Employees who obtain, and/or are in possession of, a Bachelor's degree from an accredited college or university above the requirement for their position shall be eligible to receive a stipend pay of seventy-five dollars (\$75.00) per bi-weekly pay period.
- b) Employees who obtain, and/or are in possession of, a Master's degree from an accredited college or university above the requirement for their position shall be eligible to receive a stipend pay of one hundred fifty dollars (\$150.00) per bi-weekly pay period.

ARTICLE XVIII – RETIREMENT

The CITY agrees to keep in effect the retirement plan administered by the Public Employee's Retirement System (PERS) as it currently exists.

ARTICLE XIX – PROBATIONARY PERIOD

Employees employed as peace officers and represented by the ASSOCIATION shall serve a probationary period of twelve (12) consecutive months upon employment. Probationary employees shall be evaluated quarterly at three (3), six (6), nine (9) and twelve (12) months. An employee may be terminated during the probationary period at any time prior to completion of such period for any reason at the discretion of the CITY. A probationary period shall be extended for the duration of any pay period during which the probationary employee is not in a paid status, is on leave or absent in excess of five (5) days during any such pay period, or for any period in which the employee is suspended from duty with or without pay.

After successful completion of the probationary period, employees will be evaluated at the twelfth month and annually thereafter to coincide with the employee's anniversary and salary increase eligibility date. Upon hire, new employees may be placed at a competitive step in the Salary Schedule which commensurate with experience and/or training (not to exceed step 7). This provision will be in effect for the term of this agreement.

CITY will continue to fund longevity increases for city employees as follows.

Upon successful completion of the 10th year of continuous service with the City, including one year during which they have occupied step 7 in their current classification, permanent employees shall be eligible to advance to step 8 on their annual salary increase eligibility date.

Upon successful completion of the 15th year of continuous service with the City, including one year during which they have occupied step 8 in their current classification, permanent employees shall be eligible to advance to step 9 on their annual salary increase eligibility date.

Upon successful completion of the 20th year of continuous service with the City, including one year during which they have occupied step 9 in their current classification, permanent employees shall be eligible to advance to step 10 on their annual salary increase eligibility date.

Employees must meet the requirements outlined above to be eligible for placement in the longevity steps. No employee shall be placed at steps 8, 9, or 10 solely because of position reclassification, change in position classification, demotion or promotion. The City Manager may waive the requirement that the employee has completed one full year at the previous step, provided that the employee meets the minimum years of continuous service required by each step.

ARTICLE XX – PERSONNEL FILES

The official personnel file of each employee shall be maintained by the City Manager or his/her designee. Personnel files are confidential and access to personnel files is limited to any individual with the written, signed and recently dated consent of the employee and employees' representatives or agents of CITY with a need to know and authorization by CITY. In no event will documents in a personnel file or personnel file be taken from the physical custody of CITY.

Materials in the official personnel file of each employee which may serve as a basis for affecting the status of the employee's employment, are to be made available for the inspection of the employee involved and every ASSOCIATION member shall have the right to inspect such materials upon request, provided that such request is made at a time when such person is not actually required to render services to CITY. Upon approval by the Chief of Police, employees may use vacation time or compensatory time to review their personnel files. Medical information regarding worker's compensation or other occupationally related injuries or illnesses shall be kept in a file separate from employee personnel file. Other information of medical nature will be kept in a separate portion of the personnel file or in a separate file.

Information of an adverse nature shall not be entered in the personnel file of an employee until the employee has been provided with the original document and has read, signed and dated a copy of the document containing the adverse comment indicated that the employee is aware of such comment. Should the employee refuse to sign the document, that fact should be noted on the document and signed by the Chief of Police.

An employee shall have ten (10) days within which to file a written response to any adverse comment entered into his or her personnel file. Such written comment shall be attached to, and shall accompany the adverse comment.

ARTICLE XXI – PERFORMANCE EVALUATION

Performance evaluations shall be completed by employee's supervisor at upon the anniversary of the employee's date of hire and/or promotion; whichever occurs later. Failure by the employee's supervisor to complete the employee's evaluation shall be treated as a "meets expectations" evaluation. Evaluations should be performed in accordance with Section 1001 of the Imperial Police Department Policy Manual.

ARTICLE XXII – PUNITIVE ACTION

Punitive Action as further defined in Government Code Section 3303 as "any personnel action which may lead to dismissal, demotion, suspension, reduction in salary, a written reprimand, or if a transfer is believed to be for purposes of punishment."

Punitive Action does not include unfavorable performance evaluation, a transfer to compensate for a deficiency in performance, or the termination of a probationary employee.

Peace Officers shall be provided with the opportunity for administrative appeal for any punitive action taken or when a promotion is denied on grounds other than merit. Termination of an employee for poor performance or for acts other than misconduct is not recognized as “punitive action,” and does not entitle the offending officer to a hearing or the appeal process.

ARTICLE XXIII – ADMINISTRATIVE APPEAL PROCEDURE

Administrative Appeal of Punitive Action, as defined in Article XXII of this MOU, shall be handled in the following manner:

Step 1) Whereas a Peace Officer, is subject by the Chief of Police to punitive action, the employee may, on written request within ten (10) calendar days of the date of the alleged punitive action, be granted a meeting with the City Manager. Such request shall contain the nature of the punitive action being appealed and the peace officer’s reason(s) for appealing the action or decision.

Step 2) Whereas the City Manager shall meet with the employee to discuss the appeal. The City Manager shall respond in writing as to employee’s decision regarding the appeal within ten (10) calendar days following the meeting with the employee. An extension of the five (5) calendar days may be taken for absence of the City Manager, where necessary to ascertain, clarify or verify information regarding the appeal, or for sufficient reason. The employee is entitled to representation of the ASSOCIATION at such meeting if employee so desires. The employee is entitled to legal representation at such meeting if the employee desires and it is mutually agreed upon by CITY.

Step 3) If not satisfied with the decision of the City Manager or if the City Manager imposed the punitive action, the employee may, within ten (10) calendar days, request to meet with the Personnel Committee of the City Council for the purpose of appealing the decision. The Personnel Committee of the City Council is defined as “less than a quorum of City Council members and appointed by the Mayor.” The Personnel Committee will schedule a meeting with the employee to hear the employee’s position. The employee is entitled to representation at the meeting, to present relevant evidence, oral or written statement, or to ask questions of any witness present or requested to be present by any party who the Personnel Committee finds to be relevant to the proceedings. A record shall be made of the meeting. The meeting shall be conducted in an orderly manner, and all participants shall conduct themselves in a professional manner. Unduly disruptive, discourteous and offensive behavior may cause the Personnel Committee to exclude the offending individuals from the meeting and/or to recess the meeting temporarily or to a later time and date.

Step 4) At such time the Personnel Committee shall issue a written decision indicating the reasons for their decision and a summary of the facts upon which the decision is based. The decision shall be served on the employee within ten (10) calendar days following the meeting.

Step 5) If unsatisfied with the Personnel Committee decision, the employee may appeal the decision to the City Council in writing within ten (10) calendar days. The decision of the City Council shall be final.

Extension of time limits of each step in this Article may be extended if mutually agreed on by both CITY and ASSOCIATION. Punitive Action as defined in this Article shall be excluded from the provisions listed in Article XXIV Discipline and Article XXV Grievance Procedure. If a punitive action as defined herein additionally also constitutes Discipline as defined in Article XXIV or a Grievance as defined in Article XXV and is pursued under the procedure listed therein, that procedure shall constitute the administrative appeal in lieu of the procedure provided in this Article.

ARTICLE XXIV – DISCIPLINE

This Article applies only to permanent employees of CITY. Discipline is defined as any suspension without pay, involuntary demotion, or termination of employment of a permanent employee. Discipline and this Article shall not apply to punitive action as defined in Article XXII herein, performance evaluations, written or oral warnings, admonitions, reprimands, counseling memorandums, directives or similar actions.

Discipline shall be taken only for cause of the following actions:

1. Fraud or misrepresentation in securing appointment or promotion; and/or
2. Incompetent or unsatisfactory performance of duty; and/or
3. Inefficient, untimely, careless or negligent performance of duty; and/or
4. Failure to possess the minimum qualifications for the position such as loss of driver's license; and/or
5. Dishonesty; and/or
6. Insubordination; and/or
7. Unauthorized absence from duty or place of assigned duty; and/or
8. Discourteous or disrespectful behavior toward superiors, other employees or the public; and/or
9. Behavior on or off duty which is unprofessional and tends to bring discredit on the Department or CITY; and/or
10. Conviction of any crime which relates to the qualifications, certifications, functions, or duties required of the employee in the assigned position; and/or
11. Loss, theft, conversion, damage, destruction or other misuse of CITY property or property entrusted to its use; and/or
12. Misuse of authority or position; and/or
13. Failure to comply with CITY policies, ordinances, rules, regulations and the provisions of any applicable MOU, or Department rules, regulations or orders; and/or
14. Failure to comply with safety rules, standards and regulations or behavior which endangers the employee, other employees or members of the public; and/or
15. Misuse of or abuse of sick leave or other leave benefits; and/or
16. Use, possession, or being under the influence of alcohol or intoxicating beverages or controlled substances without a prescription on CITY property, during the work day, or while performing duties for the CITY; and/or
17. Failure to report accidents, injuries and known safety hazards or violations; and/or
18. Engaging in sexual harassment, or other discriminatory unlawful conduct; and/or

19. Reporting to work in an impaired condition due to the use of alcoholic beverages or other intoxicants or controlled substances; and/or
20. Other unprofessional conduct which reflects adversely on CITY or the Police Department.

CITY may place an employee on paid administrative leave immediately subject to the rights set forth in the following paragraph.

In all cases, employees shall be provided written notice of any proposed disciplinary action from the City Manager or Chief of Police, and except in cases of emergency, such notice shall be provided at least ten (10) working days prior to the effective date of the proposed action. A working day is defined as a day when City Hall is open for business. The notice shall contain a description of the action to be taken and its effective date; a statement of the reasons for such discipline including the causes therefore; notice of the employee's right to meet with the City Manager prior to the end of the ten (10) day period; a copy of this Article; a form, the signing and filing of which with the City Manager shall constitute a denial of all charges and demand for hearing. Such form must be submitted within ten (10) working days of the date of the notice of proposed disciplinary action. The discipline shall be effective, subject to the right of appeal at Step four (4) of the Grievance Procedure defined in Article XXV. At the end of the ten (10) day period in which the meeting may be held unless the employee is otherwise notified by the City Manager.

ARTICLE XXV – GRIEVANCE PROCEDURE

A Grievance is defined as a claim by an employee or ASSOCIATION that CITY has misinterpreted, misapplied or violated any specific term or provision of this MOU, or a CITY policy, rule, or Ordinance. An appeal of any discipline imposed as defined in Article XXIV of this MOU shall be submitted at Step four (4) of this Article. Specifically excluded from this procedure are the contents of performance evaluations, punitive actions defined in Article XXII, reprimands, warnings, admonitions or other actions excluded from the Discipline Article XXIV, or the content of documents placed in personnel files.

A Grievant is defined as the ASSOCIATION and/or an employee covered by this MOU. A Grievant may be accompanied at any step of the Grievance Procedure by a representative of the Grievant's choice.

The Grievance Procedure shall be defined as follows:

Step 1) Within ten (10) working days of the incident which gave rise to the grievance, a Grievant may present the grievance orally to the Chief of Police. If not resolved, the Grievant may proceed to the next step.

Step 2) The Grievant must submit the grievance in writing to the Chief of Police within ten (10) working days of the informal meeting stated in Step One (1). The Chief of Police shall respond in writing granting or denying the grievance in whole or in part within ten (10) working days of receipt of written grievance. If the Grievant is not satisfied with the response of Step 2 Grievant may proceed to the next step.

Step 3) The Grievant must submit the grievance to the City Manager within ten (10) days from which the Grievant received the Chief of Police's response. Within ten (10) days of receipt of the grievance, the City Manager shall meet with the Grievant, and within ten (10) days of such meeting respond in writing with a decision granting or denying the grievance as a whole or in part. The City Manager's decision shall be final and binding on the Grievant and the CITY except where the grievance action is suspension without pay, demotion, or termination of employment. If needed, the grievance shall be able to proceed to Step Four (4) of this Article with all documentation carried forward.

Step 4) If the City Manager fails to respond in accordance with Step Three (3) or as a result of the above, an employee is suspended, terminated, reduced in pay or any situation that results in a loss of pay, the employee and/or ASSOCIATION have the right, within ten (10) working days of the City Manager's decision, to request Federal or State Mediation and Conciliation Service to hear the matter and render a recommendation. The Mediator's authority is limited, and shall have no power to alter, amend, change or subtract from any of the terms of this MOU, but shall determine only whether or not there has been a violation of this MOU, City rules, regulations, and/or policies in respect of the alleged grievance. The recommendation of the mediator shall be based solely upon the evidence and arguments presented to him/her by the respective parties in the presence of each other.

Step 5) Suspension Without Pay, Demotion or Termination of Employment Only.

In cases of suspension without pay, demotion or termination of employment, a hearing requested following the City Manager's decision at Step 3, and the Mediators recommendation at Step 4, to appeal the decision of the City Manager, shall be before an arbitrator provided by the American Arbitration Association and selected pursuant to those rules. The CITY and the employee shall equally bear the costs of the Arbitrator, a court reporter and production of the record of the hearing. All other costs shall be borne by the party incurring the expense.

The CITY shall request the list of Arbitrators from the American Arbitration Association (hereinafter as "AAA"). All lists from the AAA shall contain only names of neutrals who are members of the Nation Academy of Arbitrators and who have issued at least five (5) arbitration decisions within the last ten (10) years of the date of this MOU involving the discipline of City and County employees.

The arbitrator's decision will be in writing and will set forth the findings of fact, reasoning and conclusions of the arbitrator. The arbitrator shall be subject to the following limitations:

1. The arbitrator shall have no power to add, alter, subtract from, disregard, change or modify any terms of this MOU, but shall determine only whether just cause exists for the discipline and if the remedy is appropriate.
2. The award of the arbitrator shall be based solely upon the evidence and arguments presented to him/her in the presence of the parties, and upon any post-hearing briefs of the parties.
3. Should the arbitrator determine that the employee should reinstated, or that a suspension without pay was without just cause, the employee shall be awarded back pay upon reinstatement or reimbursed for the days of suspension without pay served.

ARTICLE XXVI – TERM OF AGREEMENT

This MOU shall be effective upon final adoption by Resolution of the City Council of the CITY and shall remain in full force and effect for fiscal years 2023-2024, 2024-2025 and 2025-2026. . Upon written request by either party and submission of an initial proposal prior to the expiration date of this MOU, each party may request to meet and confer regarding an amendment or new MOU.

Except in cases of emergency, CITY will provide ASSOCIATION written notice of any changes in CITY ordinances, rules, resolutions, regulations or established practices directly relating to matters within the scope of representation as defined by the law which is proposed to be adopted by CITY and shall give ASSOCIATION the opportunity to meet with CITY. In cases of emergency, CITY shall give ASSOCIATION such notice and opportunity to meet at the earliest possible time following adoption of such ordinance, rule, resolution or regulation.

CITY OF IMPERIAL:

Dennis H. Morita, City Manager

Alexis L Brown, Assistant City Manager

Kristen W. Smith, Human Resources Manager

IMPERIAL POLICE OFFICERS ASSOCIATION:

Sgt. Alberto Hernandez, President

Sgt. Jeremy Schaffer, Vice President

EXHIBIT A
POSITION ALLOCATION

<u>POSITION</u>	<u>RANGE</u>
Police Services Officer I	<u>60</u>
Police Services Officer II	<u>62</u>
Police Services Officer III	<u>67</u>
Criminal Analyst	<u>73</u>
Police Officer	<u>79</u>
Corporal	<u>82</u>
Sergeant	<u>87</u>

EXHIBIT B
SALARY SCHEDULE

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City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2023-2024 (10% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	17.58	18.46	19.38	20.35	21.37	22.44	23.56	24.74	25.97	27.27
56	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
57	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
58	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
59	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
60	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
61	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
62	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
63	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
64	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
65	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
66	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
67	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
68	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.80	37.60
69	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
70	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
71	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
72	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
73	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
74	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
75	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
76	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
77	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
78	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
79	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
80	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
81	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
82	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
83	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
84	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
85	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
86	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
87	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
88	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
89	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
90	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
91	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
92	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
93	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
94	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
95	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
96	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
97	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
98	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
99	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
100	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
101	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
102	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2024-2025 (2.5% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	18.02	18.92	19.87	20.86	21.90	23.00	24.15	25.36	26.62	27.95
56	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
57	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
58	19.41	20.38	21.39	22.46	23.59	24.77	26.01	27.31	28.67	30.10
59	19.89	20.89	21.93	23.03	24.18	25.39	26.66	27.99	29.39	30.86
60	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
61	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.41	30.88	32.42
62	21.42	22.49	23.62	24.80	26.04	27.34	28.71	30.14	31.65	33.23
63	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
64	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
65	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
66	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
67	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
68	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
69	25.46	26.73	28.07	29.48	30.95	32.50	34.12	35.83	37.62	39.50
70	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
71	26.75	28.09	29.49	30.97	32.52	34.14	35.85	37.64	39.52	41.50
72	27.42	28.79	30.23	31.74	33.33	35.00	36.74	38.58	40.51	42.54
73	28.11	29.51	30.99	32.54	34.16	35.87	37.66	39.55	41.52	43.60
74	28.81	30.25	31.76	33.35	35.02	36.77	38.61	40.54	42.56	44.69
75	29.53	31.00	32.55	34.18	35.89	37.69	39.57	41.55	43.63	45.81
76	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
77	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
78	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
79	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.16	50.56
80	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
81	34.24	35.96	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
82	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
83	35.98	37.78	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
84	36.88	38.72	40.66	42.69	44.82	47.06	49.42	51.89	54.48	57.21
85	37.80	39.69	41.67	43.76	45.94	48.24	50.65	53.19	55.85	58.64
86	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.52	57.24	60.10
87	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.61
88	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.28	60.14	63.15
89	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
90	42.77	44.90	47.15	49.51	51.98	54.58	57.31	60.17	63.18	66.34
91	43.83	46.03	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
92	44.93	47.18	49.54	52.01	54.61	57.34	60.21	63.22	66.38	69.70
93	46.05	48.36	50.77	53.31	55.98	58.78	61.72	64.80	68.04	71.44
94	47.20	49.56	52.04	54.65	57.38	60.25	63.26	66.42	69.74	73.23
95	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.49	75.06
96	49.59	52.07	54.68	57.41	60.28	63.30	66.46	69.78	73.27	76.94
97	50.83	53.38	56.04	58.85	61.79	64.88	68.12	71.53	75.11	78.86
98	52.11	54.71	57.45	60.32	63.33	66.50	69.83	73.32	76.98	80.83
99	53.41	56.08	58.88	61.83	64.92	68.16	71.57	75.15	78.91	82.85
100	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
101	56.11	58.92	61.86	64.96	68.20	71.61	75.19	78.95	82.90	87.05
102	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22

City of Imperial
Classification and Compensation Schedule

CITY OF IMPERIAL
SALARY SCHEDULE
ALL CLASSIFICATIONS
FISCAL YEAR 2025-2026 (2.5% COLA)

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	10 YR STEP 8	15 YR STEP 9	20 YR STEP 10
55	18.47	19.39	20.36	21.38	22.45	23.57	24.75	25.99	27.29	28.65
56	18.93	19.88	20.87	21.92	23.01	24.16	25.37	26.64	27.97	29.37
57	19.41	20.38	21.39	22.46	23.59	24.77	26.00	27.30	28.67	30.10
58	19.89	20.88	21.93	23.03	24.18	25.39	26.65	27.99	29.39	30.86
59	20.39	21.41	22.48	23.60	24.78	26.02	27.32	28.69	30.12	31.63
60	20.90	21.94	23.04	24.19	25.40	26.67	28.00	29.40	30.87	32.42
61	21.42	22.49	23.62	24.80	26.04	27.34	28.70	30.14	31.65	33.23
62	21.96	23.05	24.21	25.42	26.69	28.02	29.42	30.89	32.44	34.06
63	22.50	23.63	24.81	26.05	27.35	28.72	30.16	31.67	33.25	34.91
64	23.07	24.22	25.43	26.70	28.04	29.44	30.91	32.46	34.08	35.78
65	23.64	24.83	26.07	27.37	28.74	30.18	31.68	33.27	34.93	36.68
66	24.23	25.45	26.72	28.05	29.46	30.93	32.48	34.10	35.81	37.60
67	24.84	26.08	27.39	28.76	30.19	31.70	33.29	34.95	36.70	38.54
68	25.46	26.73	28.07	29.47	30.95	32.50	34.12	35.83	37.62	39.50
69	26.10	27.40	28.77	30.21	31.72	33.31	34.97	36.72	38.56	40.49
70	26.75	28.09	29.49	30.97	32.51	34.14	35.85	37.64	39.52	41.50
71	27.42	28.79	30.23	31.74	33.33	34.99	36.74	38.58	40.51	42.54
72	28.10	29.51	30.98	32.53	34.16	35.87	37.66	39.55	41.52	43.60
73	28.81	30.25	31.76	33.35	35.01	36.77	38.60	40.53	42.56	44.69
74	29.53	31.00	32.55	34.18	35.89	37.68	39.57	41.55	43.62	45.81
75	30.27	31.78	33.37	35.04	36.79	38.63	40.56	42.59	44.72	46.95
76	31.02	32.57	34.20	35.91	37.71	39.59	41.57	43.65	45.83	48.13
77	31.80	33.39	35.06	36.81	38.65	40.58	42.61	44.74	46.98	49.33
78	32.59	34.22	35.93	37.73	39.62	41.60	43.68	45.86	48.15	50.56
79	33.41	35.08	36.83	38.67	40.61	42.64	44.77	47.01	49.36	51.83
80	34.24	35.95	37.75	39.64	41.62	43.70	45.89	48.18	50.59	53.12
81	35.10	36.85	38.70	40.63	42.66	44.80	47.04	49.39	51.86	54.45
82	35.98	37.77	39.66	41.65	43.73	45.92	48.21	50.62	53.15	55.81
83	36.88	38.72	40.65	42.69	44.82	47.06	49.42	51.89	54.48	57.21
84	37.80	39.69	41.67	43.75	45.94	48.24	50.65	53.18	55.84	58.64
85	38.74	40.68	42.71	44.85	47.09	49.45	51.92	54.51	57.24	60.10
86	39.71	41.70	43.78	45.97	48.27	50.68	53.22	55.88	58.67	61.60
87	40.70	42.74	44.88	47.12	49.48	51.95	54.55	57.27	60.14	63.14
88	41.72	43.81	46.00	48.30	50.71	53.25	55.91	58.71	61.64	64.72
89	42.76	44.90	47.15	49.50	51.98	54.58	57.31	60.17	63.18	66.34
90	43.83	46.02	48.33	50.74	53.28	55.94	58.74	61.68	64.76	68.00
91	44.93	47.18	49.53	52.01	54.61	57.34	60.21	63.22	66.38	69.70
92	46.05	48.35	50.77	53.31	55.98	58.78	61.71	64.80	68.04	71.44
93	47.20	49.56	52.04	54.64	57.38	60.24	63.26	66.42	69.74	73.23
94	48.38	50.80	53.34	56.01	58.81	61.75	64.84	68.08	71.48	75.06
95	49.59	52.07	54.68	57.41	60.28	63.29	66.46	69.78	73.27	76.94
96	50.83	53.37	56.04	58.85	61.79	64.88	68.12	71.53	75.10	78.86
97	52.10	54.71	57.44	60.32	63.33	66.50	69.82	73.32	76.98	80.83
98	53.41	56.08	58.88	61.82	64.92	68.16	71.57	75.15	78.91	82.85
99	54.74	57.48	60.35	63.37	66.54	69.87	73.36	77.03	80.88	84.92
100	56.11	58.92	61.86	64.95	68.20	71.61	75.19	78.95	82.90	87.05
101	57.51	60.39	63.41	66.58	69.91	73.40	77.07	80.93	84.97	89.22
102	58.95	61.90	64.99	68.24	71.65	75.24	79.00	82.95	87.10	91.45

EXHIBIT C

EQUIPMENT LIST

The following list of items will be provided by the CITY as outlined in Article X, Safety and Other Equipment Exclusive of Required Uniforms.

Item Description	Quantity
Badge Flat	1
Ballistic Vest	1
Collapsible Baton and Holster	1
Custom Badge	1
Duty Belt	1
Firearm and Holster	1
Flashlight and Holster	1
Handcuffs and Holsters	2
Keepers	4
Magazine Pouch	1
Metal Name Tag	1
Pepper Spray and Holster	1
Radio and Holster	1
Taser and Holster	1

DATE SUBMITTED

06/30/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

07/05/2023

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(X)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

ab

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Imperial Police Officer Association

1. Approval of Resolution No. 2023-27 to Adopting Terms Related to Compensation and Benefits for Unrepresented Employee Classifications

DEPARTMENT INVOLVED: City Manager's Office/Human Resources Department

BACKGROUND/SUMMARY:

The City has prepared a resolution adjusting the current compensation and benefits related to Unrepresented Employee Classification. Adjustments Include the following:

- Updated salary scheduled for FY 2023-2024, 2024-2025, and 2025-2026 for reflect COLA increases.
 - FY 2023-2024 10% COLA
 - FY 2024-2025 2.5% COLA
 - FY 2025-2026 2.5% COLA
- Merit increases for satisfactory performance for FY 2023-2024, 2024-2025, and 2025-2026.
- Addition of two longevity steps to the salary schedule.
 - Step 9 at 15 years continuous employment
 - Step 10 at 20 years continuous employment
- Increase amount to \$50 for reimbursement of gym or fitness class membership.
- Clarification of FLSA Exempt and FLSA Non-Exempt employment status.

FISCAL IMPACT: As Proposed in the Municipal Budget for FY 23-24

ADMIN SERV
INITIALS

DP

STAFF RECOMMENDATION: It is the recommendation of staff to adopt resolution 2023-27 adjusting the compensation and benefits for Unrepresented Employees

DEPT. INITIALS

ab

MANAGER'S RECOMMENDATION: Agrees with staff's recommendation.

CITY
MANAGER'S
INITIALS

dtm

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION 2023-27

RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF IMPERIAL ESTABLISHING EMPLOYEE BENEFITS FOR MSPC UNREPRESENTED EMPLOYEES OF THE CITY OF IMPERIAL

WHEREAS, the City Council recognizes that unrepresented employees (“Unrepresented Employees”), which include those in management, supervisory, professional and confidential positions for the City of Imperial (“City”), must provide effective management and leadership to assure efficient City operations and quality public service; and

WHEREAS, Unrepresented Employees are comprised of Fair Labor Standards Act (FLSA) Exempt Classifications defined as an employee that is not entitled to overtime compensation under FLSA and FLSA Non-Exempt defined as employees who are not exempt and are entitled to overtime compensation under FLSA.

WHEREAS, the following Unrepresented Employees are classified as:

- FLSA Exempt Classifications
 - Administrative Services Director,
 - Assistant City Manager,
 - Community Development Director,
 - Financial Analyst,
 - Finance Director,
 - Finance Manager,
 - Human Resources Analyst,
 - Human Resources Manager,
 - Human Resources Specialist,
 - Information Technology Director,
 - Library Administrator,
 - Management Analyst,
 - Parks and Recreation Director,
 - Project Manager,
 - Police Captain,
 - Public Records Analyst,
 - Public Services Director,
 - Public Services Foreman,
 - Public Services Manager,
 - Wastewater Treatment Plant Chief Operator, and
 - Water Treatment Plant Operator
- FLSA Non-Exempt Classifications
 - Administrative Services Technician I,
 - Administrative Services Technician II,
 - Building Inspector III,

- Executive Assistant,
- Geographic Information Systems Coordinator,
- Librarian,
- Literacy Coordinator,
- Planner III,
- Recreation Coordinator, and
- Special Events Coordinator

New positions classified created after the adoption of this resolution and classified as unrepresented, shall be subject to the terms of this resolution.

WHEREAS, the City Council desires to establish the benefits to be afforded by the City to all Unrepresented Employees referenced above; and

WHEREAS, Exhibit A, attached herein, reflects the salary schedule for FY 2023-2024, FY 2024-2025, and FY 2025-2026; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- I. All Unrepresented Employees referenced above shall receive the following benefits:
 - a. A 10% cost of living adjustment (COLA) to the fiscal year (FY) 2023-2024 salary schedule, a 2.5% COLA to the FY 2024-2025 salary schedule and a 2.5% COLA to the FY 2025-2026 salary schedule;
 - b. Merit increases will be provided for FY 2023-2024, FY 2024-2025, and FY 2025-2026 to employees who have received a satisfactory performance evaluation. Merits will be awarded on the employee's anniversary date. (Failure to receive a satisfactory performance evaluation will result in no merit increase being provided. Successful completion of a department performance evaluation means a rating of "meets expectations" or higher);
 - c. Longevity Steps: The City will add two additional longevity steps to the salary schedule, allowing for longevity step increases at Step 8, Step 9 and Step 10.
 1. Upon adoption of this resolution all employees with 20 years or greater of continuous services with the City will immediately advance to step 10, so long as they have completed at least one year at step 8.
 2. All employees with equal to or greater than 15, but less than 20 years of continuous service with the City will immediately advance to Step 9, so long as they have completed a minimum of one year at step 8. Future step increases to take place per the provisions outlined under Section 8 Longevity Increases.
 3. Longevity salary increases outlined in c(1) and c(2) will be effective the first day of the pay period following execution of this agreement.
 - d. Health insurance will be provided as follows:
 1. City will pay one-hundred percent (100%) of the Employee Only and fifty percent (50%) of the dependent cost of medical, dental, and vision cost for

- existing plans selected by the employee during open enrollment for plan year(s) 2024-2026.
 - 2. City will pay monthly cost of up to seven hundred dollars (\$700.00) of those employees who select SIMSA health plan during open enrollment for plan year(s) 2024-2026.
 - 3. Employees who waive coverage shall be provided the amount of four hundred dollars (\$400.00) per month and be allowed to allocate said funds into a pre-tax health benefit and/or supplemental insurance coverage, and/or 457 deferred compensation account, and/or his or her paycheck as an after-tax benefit;
 - 4. City will pay one hundred percent (100%) of the cost of REACH Life Helicopter Services for employees and members of employee's household; and
 - 5. City will pay one hundred percent (100%) of the employee and dependent life insurance.
 - e. SDI benefits will be provided at one hundred percent (100%) of employee's cost.
 - f. Reimbursement of up to \$50 per month shall be provided for gym or fitness class membership.
2. All employees filling a FLSA Exempt Classification referenced above, and are ineligible to earn overtime compensation shall receive the following benefit:
 - a. Annual administrative leave in the amount of eighty (80) hours, to be provided the first pay period of each fiscal year.
 - b. Unused annual administrative leave shall expire the last pay period of each fiscal year.
 3. In addition to those benefits detailed in Section 1 above, the Unrepresented Employee(s) identified within this resolution, with the exception of the Police Captain shall receive the following benefits as set forth in the Memorandum of Understanding with Teamster's Local Union # 542 adopted by the City of Imperial City Council on July 5, 2023, as though fully set forth herein:
 - a. Article 5 – Compensation (Sections 1, 8, and 9)
 - A. Section 1 – Salary Schedule
 - B. Section 8 – Longevity Increases
 - C. Section 9 – Education Pay
 - b. Article 8 – Holidays
 - c. Article 9 – Sick Leave
 - d. Article 10 – Vacation
 - e. Article 11 – Other Leaves
 - f. Article 12 – Health Benefits
 - g. Article 13 – Retirement Plan
 4. In addition to those benefits detailed in Section 1 above, the Unrepresented Employees in the positions of Public Services Director, Public Services Manager, Public Services

Foreman, Water Chief Operator, Wastewater Chief Operator, Community Development Director, Project Manager, Building Inspector III, Parks and Recreation Director, Information Technology Director, and Information Technology Technician shall also receive the following benefits:

- a. Employee Safety Voucher for boots, up to four-hundred dollars (\$400.00). Products must have ASTM, F2413-11, MI/75, C/75 and/or EH marking inside footwear.
5. In addition to those benefits detailed in Section 1 above, the Unrepresented Employees in the positions of Administrative Services Technician I, Administrative Services Technician II, Building Inspector III, Executive Assistant, Financial Analyst, Human Resources Analyst, Human Resources Specialist, Literacy Coordinator, Management Analyst, Public Records Analyst, Recreation Coordinator, and Special Events Coordinator shall also receive the following benefits:
- a. Employees will be eligible to receive bilingual stipend of up to \$50.00 (\$25.00 for Oral Proficiency and \$25.00 for Written Proficiency) per pay period upon becoming certified in a foreign language hereby specified as Spanish, through a city administered exam testing oral and/or written proficiency provided that the position occupied has been “designated” to receive such pay by the City Manager’s Office. In order to be eligible to receive bilingual pay, the use of the identified foreign language must be a necessary part of their daily work activities and for purposes of communicating with the general public.
6. In addition to those benefits detailed in Section 1 above, the Unrepresented Employee in the position of Police Captain shall also receive the following benefits as set forth in the Memorandum of Understanding with the Imperial Police Officers’ Association adopted by the City Council on July 5, 2023, as though fully set forth herein:
- a. Article X- Safety and Other Equipment Exclusive of Required Uniforms
 - b. Article XI- Uniforms and Uniform allowance
 - c. Article XIII- Employee Leaves
 - A - Sick Leave
 - B - Vacation Leave
 - C - Funeral Leave
 - D - Bereavement Leave
 - E - Jury Duty Leave
 - F – Military Leave
 - G - Other Leave Types
 - H - Donation of Time
 - d. Article XIV- Holidays
 - e. Article XV- Replacement/Repair of Employees Personal Property
 - f. Article XVI – Health Benefits
 - g. Article XVII- Compensation
 - i. Section B: Post Certification
 - ii. Section K: Education Pay

- h. Article XVIII- Retirement
- i. Article XX- Personnel Files
- j. Article XXI- Performance Evaluation
- k. Article XXII- Punitive Action
- l. Article XXIII- Administrative Appeal Procedure
- m. Article XXIV- Discipline
- n. Article XXV- Grievance Procedure

- 7. The City Manager or designee are authorized to take those steps required to implement the provisions of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Imperial on the 5th day of July, 2023.

Katherine Burnworth, Mayor

ATTEST:

Kristina Shields, City Clerk

DATE SUBMITTED

June 29, 2023

SUBMITTED BY

City Attorney

DATE ACTION REQUIRED

July 5, 2023

COUNCIL ACTION (X)

PUBLIC HEARING REQUIRED ()

RESOLUTION (X)

ORDINANCE 1ST READING ()ORDINANCE 2ND READING ()

CITY CLERK'S INITIALS

aa

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Agreement a

Adopt resolution approving Agreement between City of Imperial and Dennis H. Morita to serve as City Manager for a Term of Three (3) Years.

BACKGROUND/SUMMARY:

As set forth in City of Imperial Code 2-37, the City Manager is the administrative head of the city government, under the direction and control of the City Council. The City Manager is responsible for the efficient administration of all the affairs of the city which are under his control. Dennis H. Morita was hired by the City Council on July 1, 2020 and served for a term of three years. The attached resolution and contract are to enter into continued employment of Dennis H. Morita as the City Manager until June 30, 2026.

FISCAL IMPACT: Base salary of \$190,000 with COLA and merit in line with unrepresented employees and all benefits in line with unrepresented employees.

FINANCE
INITIALS

PA

STAFF RECOMMENDATION:

City Attorney approves the Resolution and Agreement as to form.

DEPT. INITIALS

ab

MANAGER'S RECOMMENDATION:

CITY
MANAGER'S
INITIALS

MOTION:

SECONDED:

AYES:

NAYES:

APPROVED ()

DISAPPROVED ()

REJECTED ()

DEFERRED ()

ABSENT:

REFERRED TO:

RESOLUTION 2023-28

**RESOLUTION OF THE CITY COUNCIL APPROVING CONTRACT
FOR DENNIS H. MORITA AS THE CITY MANAGER FOR THE TERM
OF THREE YEARS**

WHEREAS, pursuant to City of Imperial Code 2-36, the City Manager shall receive such compensation and expense allowances as the City Council authorizes through resolution; and

WHEREAS, the City Council desires to have Dennis H. Morita continue to serve as the City Manager for a term of three years as set forth in the attached Agreement and Dennis H. Morita has agreed to the terms of the attached Agreement; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL DOES
RESOLVE, DETERMINE, AND ORDERS AS FOLLOWS:**

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the City Council approves the attached Agreement and hires Dennis H. Morita to serve as the City Manager for the City of Imperial subject to the Agreement; and

SECTION 3. The City Clerk shall certify as to the adoption of this resolution.

PASSED AND ADOPTED by the City Council of the City of Imperial on the 5th day of July, 2023.

KATHERINE BURNWORTH,
Mayor

ATTEST:

KRISTINA M. SHIELDS,
City Clerk

CERTIFICATION

I, Kristina M. Shields, City Clerk of the City of Imperial, California, hereby certify that the foregoing resolution was duly adopted at a meeting of the City Council of said City at its meeting held on the 5th of July, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this _____ day of July, 2023.

**CITY OF IMPERIAL CITY MANAGER
EMPLOYMENT AGREEMENT
(DENNIS MORITA)**

THIS AGREEMENT, made and entered into this 5th day of July, 2023, by and between the City of Imperial, a municipal corporation of the State of California, hereinafter called "Employer," and Dennis Morita, hereinafter called "Employee."

WITNESSETH:

WHEREAS, Employer desires to continue to employ the services of Employee as City Manager of the City of Imperial, California, as provided by Chapter 2 of the Imperial Municipal Code through a new contract as set forth herein for a period of three years; and

WHEREAS, it is the desire of the Employer to provide certain benefits, to establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, Employee desires to accept employment as City Manager of the City of Imperial.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Duties

Employer hereby agrees to employ Employee as City Manager of said City of Imperial to perform the functions and duties specified in said Imperial Municipal Code and to perform other legally permissible and proper duties and functions as the Council shall from time to time assign employee shall devote his full-time, attention and energies to his duties.

Section 2: Term

Employee agrees to remain in the exclusive employ of Employer commencing July 1, 2023, and continuing until June 30, 2026, unless terminated by either party in accordance with the provisions of paragraphs 3 or 4 of this agreement. Employee shall not accept other employment nor engage in any occupation other than as set forth herein during the term of this Agreement. There is no gap in service between the initial appointment and this appointment as City Manager.

Section 3: Termination and Severance Pay

Employee is at-will and serves at the pleasure of Employer. Employer may terminate Employee at any time, subject to the terms and conditions of the Imperial Municipal Code which by this reference is incorporated as if set forth in full.

In the event Employee is terminated by the Employer during such time that Employee is willing and able to perform his duties under this agreement, Employer agrees to pay Employee as severance a lump sum cash payment, subject to Employee's execution of a general release of claims, of six (6) month base salary.

Employee shall also be compensated for all earned vacation and sick time accrued, but not taken as of the effective date of termination. In the event Employee is terminated for cause or for conviction, Employer shall have no obligation to pay the six (6) month severance designated herein.

Pursuant to California Government Code Section 53243.2, regardless of the term of this Agreement, if it is terminated, any cash settlement related to the termination shall be fully reimbursed to Employer if Employee is convicted of a crime involving an abuse of his office or position.

Section 4: Resignation

In the event Employee voluntarily resigns his position with Employer before expiration of the aforesaid term of his employment, then Employee shall give Employer forty-five (45) day notice unless the parties agree otherwise. Employee shall also be compensated for all earned vacation and sick time accrued, but not taken as of the effective date of resignation.

Section 5: Disability

If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued sick leave, Employer shall have the option to terminate this agreement, subject to the severance pay requirements of Section 3 and applicable law.

Section 6: Salary

- A. Base Salary. Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of one hundred ninety thousand dollars (\$190,000.00) payable in installments at the same time as other management employees of the Employer are paid.
- B. Performance Based Increases. The Employee's base salary may be increased by no less than 5% after each year of employment following a satisfactory performance evaluation provided for in Section 7 of this agreement. In the event that the performance evaluation is issued after July 1 of each year, such increase shall be paid from July 1 of each year.
- C. Cost of Living Increases. Employee shall receive cost of living increases at the same time and in an amount received by unrepresented management employees. This cost of living shall include 10% for 2023, 2.5% for 2024 and 2.5% for 2025 unless otherwise agreed to by the City Council.

Section 7: Performance Evaluation

The Council shall review and evaluate the performance of the Employee at least once annually in advance of the adoption of the annual operating budget. Annually, the Council and Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the City of Imperial and in the attainment of the Council's policy objectives. and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

Section 8: Hours of Work

It is recognized that Employee must devote a great deal of time outside the normal office hours to business of the Employer, and to that end Employee will be allowed to take up to ten (10) days administrative leave per fiscal year as he shall deem appropriate during said normal office hours. Such time, if not taken, shall not carry over from year to year. As consistent with unrepresented management employees, such administrative leave shall expire each year at the same time as other unrepresented employees.

Section 9: Automobile

Employee shall be paid a car allowance of five hundred dollars (\$500.00) per month for the operation of a motor vehicle in the performance of his duties with the City. Employee shall at all times maintain liability insurance for any vehicle operated by Employee while on city business. Employee shall provide Employer with a certificate of insurance to this effect showing the City as an additional insured on his insurance policy, and including an endorsement prohibiting the cancellation or termination of said insurance without at least ten (10) days prior written notice to the employer.

Section 10: Benefits

Employee shall receive health insurance, retirement and other benefits afforded Employer unrepresented management employees.

Section 11: Dues and Subscriptions

Employer agrees to pay for professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement and for the good of the Employer. Such payment is subject to budget and prior approval of Employer.

Section 12: Professional Development

A. Employer agrees to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, the League of California Cities, and such other national, regional, state, and local governmental groups and committees thereof which Employee serves as a member. Such payment is subject to budget and prior approval of Employer.

B. Employer also agrees to pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for his professional development and for the good of the Employer. Such payment is subject to budget and prior approval of Employer.

Section 13: Civic Club Membership

Employer recognizes the desirability of representation in and before local civic and other organizations, and Employee is authorized to become a member of such civic clubs or organizations, for which Employer shall pay annual membership dues related to not more than two such organizations. Fines and other contributions to the organization shall be at Employee's expense. Reimbursement for meals associated with such membership shall be in accordance with

city policy relating to reimbursement for actual cost of meals on city business. Such memberships are subject to budget and prior approval of Employer.

Section 14: Indemnification

Employer shall defend, save harmless, and indemnify Employee as required under the laws of the State of California.

Section 15: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 16: No Reduction of Benefits

Employer shall not at any time during the term of this agreement reduce the salary, compensation or other financial benefits of Employee, except to the degree of such a reduction across-the-board for all employees of the Employer.

Section 18: Notices

Notices pursuant to this agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Employer:

City of Imperial
420 South Imperial Avenue
Imperial, California 92251

Employee:

Dennis H. Morita
642 West Brewer Road #111
Imperial, California 92251

Alternatively, notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 19: General Provisions

- A. The text herein shall constitute the entire Agreement between the parties.
- B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.
- C. This Agreement shall become effective on the date noted above.
- D. If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- E. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the City of Imperial has caused this agreement to be signed and

executed on its behalf by its Mayor and duly attested by its City Clerk, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

EMPLOYER:

EMPLOYEE:

Katherine Burnworth, Mayor

Dennis H. Morita

ATTEST:

Kristina Shields, City Clerk

DATE SUBMITTED

6/30/23

SUBMITTED BY

ACM

DATE ACTION REQUIRED

7/5/2023

COUNCIL ACTION (X)

PUBLIC HEARING REQUIRED ()

RESOLUTION ()

ORDINANCE 1ST READING ()ORDINANCE 2ND READING ()

CITY CLERK'S INITIALS

ab

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Interim Chief of Police Agreement

1. Approval of First Amendment to Interim Chief of Police Agreement

DEPARTMENT INVOLVED: All Department's Involved

BACKGROUND/SUMMARY:

The City of Imperial entered into an agreement with Ret. Chief of Police Michael Crankshaw on March 5, 2023. Subsequent to the conclusion of labor negotiation with the City's collective bargaining units, the City Manager has recommended Chief Crankshaw receive a 10% COLA to his hourly rate. Should the Council agree, the First amendment (attached hereto) would change Section 4 of the Interim Agreement to reflect an hourly rate of \$69.30. This rate of pay is within the established salary range for the city's Police Chief.

FISCAL IMPACT: No Negative Impact to the Municipal Budget
\$69.30 Per Hour/960 Per Fiscal Year \$66,528

ADMIN SERV
INITIALS

DD

STAFF RECOMMENDATION: It is staff's recommendation to approve the 1st
Amendment to the Interim Chief of Police Agreement for FY 23-24.

DEPT. INITIALS

ab

MANAGER'S RECOMMENDATION: City Manager Agrees with staff's
recommendation.

CITY
MANAGER's
INITIALS

DHM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

**FIRST AMENDMENT TO CITY OF IMPERIAL
INTERIM POLICE CHIEF EMPLOYMENT AGREEMENT**

THIS FIRST AMENDMENT TO AGREEMENT ("First Amendment") is made and entered into this 5th day of March 2023, by and between the City of Imperial, a municipal corporation of the State of California ("Employer") and Michael Crankshaw ("Employee"). Collectively Employer and Employee are referred to as "the Parties".

WITNESSETH

WHEREAS, the parties have entered into an employment agreement dated March 5, 2023, ("Agreement"); and

WHEREAS, the Parties wish to amend the Agreement as set forth herein.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the Parties agree as follows:

1. The above referenced recitals are true and correct and are incorporated herein by this reference.
2. Section 4 of the Agreement is rescinded and restated as follows:
Employee shall be paid \$69.30 per hour ("Rate of Pay"). Pay periods shall coincide with other unrepresented management employees. It is the intent of the parties to compensate Employee only to the extent permitted under Government Code Section 21221(h) and corresponding CalPERS regulations and policy statements. The Rate of Pay is within the established salary range for Police Chief. Employee acknowledges that he will be compensated the Rate of Pay and will not receive any benefits, incentives, compensation in-lieu of benefits, or any other form of compensation unless set forth in this Agreement and in compliance with California Government Code and CalPERS regulations and policy statements.
3. Except as specifically set forth herein, the terms of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have caused this First Amendment to be signed and executed to be effective July 5, 2023.

EMPLOYER:

EMPLOYEE:

City of Imperial

Dennis H. Morita, City Manager



Michael Crankshaw, Interim Chief of Police

ATTEST:

Kristina Shields, City Clerk

DATE SUBMITTED

6/30/2023

SUBMITTED BY

City Manager

DATE ACTION REQUIRED

July 5, 2023

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(X)

ORDINANCE 1ST READING

(X)

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

()

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: Resolution and Ordinance Regarding Compensation and Health Benefits for the Imperial City Council

1. Adopt Resolution No. 2023-29 Approving Health Benefits for the Imperial City Council.
2. 1st Reading in Title Only of Ordinance No. 827 Amending the Codified Ordinances of the City of Imperial Adjusting Imperial City Council Compensation to \$720.00

BACKGROUND/SUMMARY:

State law provides that a city can provide health and welfare benefits for council members provided such benefit is the "same" as that provided employees. The City's insurance consultant calculates a composite rate in crafting the health benefits available to employees. The composite amount currently stands at \$700.00. Staff recommends adopting a resolution to provide not to exceed the composite amount per month for those council members incurring a cost for their health care coverage. The California Attorney General has opined that a cash payment in lieu of health coverage is not permissible.

The amount of Council compensation and the manner in which Council compensation is amended is a matter of State Law. Compensation is based upon population. The initial compensation for Imperial was \$300.00. Compensation may be increased by 5% per year. Council compensation was last adjusted to \$360.00 in December of 2002. Any increase to compensation takes effect at the next municipal election; in our case 2024. Since it has been 20 full calendar years since the date of the last increase, the council could increase its compensation in an amount not to exceed \$720.00.

FISCAL IMPACT: As Proposed In FY 23-24 Municipal Budget - \$63,600.00

\$42,000 per year plus de minimis incidental administrative costs assuming all council members participate.

A change to \$720.00 per month would impact the second half of the 2024-2025 fiscal year in the sum of \$21,600.00 plus incidental withholding.

FINANCE
INITIALS

DP

STAFF RECOMMENDATION:

approve

DEPT. INITIALS

JSM

MANAGER'S RECOMMENDATION: Approve not to exceed \$700 per month (adjusted annually) per council member for health coverage.

CITY
MANAGER'S
INITIALS

JSM

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION 2023-29

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF IMPERIAL
AUTHORIZING HEALTH BENEFITS AND REIMBURSEMENT FOR THE CITY
COUNCIL EQUAL TO UNREPRESENTED EMPLOYEES**

WHEREAS, it is prudent for the City to provide for all employees and elected officials of the City of Imperial certain health benefits; and

WHEREAS, California Government Code section 36516(d) authorizes members of City Councils, and other local governing bodies, be provided with health benefits if the same benefits are available and paid by the City for its employees. Pursuant to California Government Code section 53208.5, such benefits shall not exceed the amount not exceed the most generous schedule of benefits being received by any category of non-safety employees; and

WHEREAS, Exhibit A, attached herein, reflects the benefits made available to City Council members; and

WHEREAS, the City Council members shall be reimbursed for actual and necessary expenses incurred in the performance of official duties consistent with California Government Code section 36514.5 and consistent with Exhibit B.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL DOES RESOLVE, DETERMINE, AND ORDERS AS FOLLOWS:

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the City Council authorizes the same health benefits available to unrepresented employees be made available to City Council members as outlined on Exhibit A.

SECTION 3. That the City Council authorizes reimbursement pursuant to the terms of California Government Code section 36514.5. The reimbursement policy is set forth as Exhibit B.

SECTION 4. The City Clerk shall certify as to the adoption of this resolution.

PASSED AND ADOPTED by the City Council of the City of Imperial on the 5th day of July, 2023.

Katherine Burnworth, Mayor

ATTEST:

Kristina Shields, City Clerk

CITY COUNCIL BENEFITS

Health Benefits: The City Council shall receive reimbursement for health benefits up to a total composite amount identified in the labor contracts for an employee of a city. The City Council shall not receive cash in lieu of health benefits.

CITY COUNCIL REIMBURSEMENT POLICY

Out of County Travel: City Council members shall comply with and receive reimbursement in the same manner as City Officials and Department Heads as set forth in in Resolution 2014-42 for Out of County travel.

In County travel: City Council members shall be entitled up to \$50 per month for in County travel expenses (either at the IRS mileage rate or submission of actual gasoline, insurance and vehicle costs). All claims for in county travel shall be submitted on a claim for which shall be a public record.

ORDINANCE NO 827

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AMENDING THE CODIFIED ORDINANCES TO ADJUST THE SALARIES OF COUNCIL MEMBERS to \$720.

The City Council of the City of Imperial does hereby ordain as follows:

Section 1: Amending Section 2-1.1 of the Municipal Code.

The present Section 2-1.1 is amended to read as follows:

“Section 2-1.1 City Council Salary.

1. Each member of the City Council shall receive a monthly salary in the sum of Seven Hundred and Twenty dollars (\$720.00) per month as authorized by California Government Code section 36516. Said sum is payable at the same time and in the same manner as payment to each of the officers and employees of the City. This amount was calculated based upon the California Government Code section 36516(a)(4) which authorizes an annual increase not to exceed 5% for each calendar year from the operative date of the last adjustment of the salary which was December 2002.

2. This Ordinance becomes operative upon the date when one or more members of the Council of the City become eligible for the salary prescribed herein by virtue of beginning a new term of office following the general municipal election.”

Section 2: Severability. If Any part of this Ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or the applicability of this Ordinance to other situations.

Section 3: Effective Date Publication. This ordinance shall take effect thirty (30) days after the date of its adoption. The City Clerk is hereby directed to publish this ordinance pursuant to California Government Code section 36933.

The foregoing ordinance was introduced at the regular meeting of the City Council of the City of Imperial held on July 5, 2023 and was finally adopted at a regular meeting of said Council on July 19, 2023, and said ordinance was duly passed and adopted in accordance with the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Katherine Burnworth, Mayor

ATTEST:

Kristina Shields, City Clerk

DATE SUBMITTED

6/30/2023

SUBMITTED BY

DU

DATE ACTION REQUIRED

7/5/2023

COUNCIL ACTION

(X)

PUBLIC HEARING REQUIRED

()

RESOLUTION

()

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

(ab)

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:
Library Fines

DISCUSSION/ACTION: To eliminate the current overdue fee policy for library materials and implement a new fine-free policy that insures socio-economic equity for all library patrons.

DEPARTMENT INVOLVED: Imperial Public Library

BACKGROUND/SUMMARY:

On June 13, 2023, the Imperial Public Library Board of Trustees acted to recommend that the City Council eliminate the current overdue fee police at the Imperial Public Library.

Overdue library fines are an outdated and punitive way to try to get library materials returned. The nationwide trend is to pause a patron's ability to check out until they bring the item back. Only if they lose a book, will they be asked to pay for it. Additionally, nickel and diming taxpayers in a low income community creates a socio-economic barrier to information access. It also creates negative public relations and causes undue stress to both patrons and staff.

According to the FY 2022/23 budget, the library collected \$2000 last year or \$167 a month. The amount of staff time dealing with fines is also a pertinent issue. Alerting patrons and taking payment for a fine slows down the flow of service when people check out. Time spent discussing fines can be used for reference, readers advisory and to promote our many educational and cultural programs.

FISCAL IMPACT: No Negative Impact to Municipal Budget

Loss of \$2000 a year or less. Off set by the staff time recouped from handling these frequent, small amount transactions.

ADMIN SERV
INITIALS

STAFF RECOMMENDATION: To implement a new, more equitable, overdue materials policy.

DEPT. INITIALS D.U.

MANAGER'S RECOMMENDATION: Approve

CITY
MANAGER'S
INITIALS

(ab)

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

Fine Free Policy

Why Go Fine Free?

Overdue library fines are an outdated and punitive way to try to get library materials returned. The nationwide trend is to pause a patron's ability to check out until they bring the item back. Only if they lose a book, will they be asked to pay for it. Additionally, overdue fines disproportionately effect low income patrons and families with children and creates a socio-economic barrier to information access.

Alerting patrons of overdue fees and taking payment for a fine also slows down the flow of service when people check out. Time spent discussing fines can be used for reference, readers advisory and to promote our many educational and cultural programs.

How It Works

All past fines and fines going forward will be forgiven. If a patron has an overdue book and returns it, they will not be charged. However, patrons who have overdue books that are not returned will not be able to check out books or use library computers until the materials are returned.

Items checked out for their standard loan periods are renewed up to 2 times, if eligible. Items on hold for other patrons cannot be renewed.

Patrons are notified by email, phone or text message, depending on patron's preference and the notice type.

Lost Items

Once an item is marked lost, the patron is responsible for the replacement cost of the item and a \$5.00 processing fee. The patron is also unable to renew or check out additional items. If an item is returned after the patron has paid for it, they will receive a credit in the amount of the cost of the item to their account. However, the patron is responsible for the processing fee, as it covers the costs of notices and staff time. For items not returned, the patron must pay the original cost of the item and the processing fee.

Replacement items bought by patrons for lost items will not be accepted.

Damaged Items

If a patron returns an item that is damaged and can no longer be used by the library, the patron is charged the original cost of the item and a \$5.00 processing fee per item. The patron is unable to renew or check out any items.

Replacements for damaged items are not accepted.

Exceptions

Fines can still be incurred for nontraditional library materials, such as electronic equipment and Library of Things items. Also, patrons will still be responsible for fines they incur on any interlibrary loan materials from other libraries that still charge fines.

DATE SUBMITTED

06/30/2023

SUBMITTED BY

ACM

DATE ACTION REQUIRED

07/05/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Imperial Valley Housing Authority Appointment

1. Appointment of One (1) Representative to the Imperial Valley Housing Authority Board of Commissioners

DEPARTMENT INVOLVED: City Manager's Office/City Clerk

BACKGROUND/SUMMARY:

City of Imperial appoints to two individuals to serve in four-year increments on the IVHA Board of Commissioners. The IVHA Board of Commissioners are volunteer members of the community who give generously of their time to assist IVHA with reaching its goal to provide affordable housing solutions and advocating for housing opportunities for the low-income community. During the month of June, the City of Imperial accepted applications to fill an unscheduled vacancy on the Commission. Qualified Applications were received from the following individuals for the City Council's consideration:

Matthew Smith
 David Escobar
 Belen Donato
 Cynthia Mesa

FISCAL IMPACT: No Negative Fiscal Impact

ADMIN SERV
INITIALS

DP

STAFF RECOMMENDATION: It is staff's recommendation to review the applicants information and make an appointment to fill the unscheduled vacancy.

DEPT. INITIALS

CB

MANAGER'S RECOMMENDATION: Agrees with staff's recommendation

CITY
MANAGER'S
INITIALS

DM

MOTION:

SECONDED:
 AYES:
 NAYES:
 ABSENT:

APPROVED ()
 DISAPPROVED ()

REJECTED ()
 DEFERRED ()

REFERRED TO:



IMPERIAL VALLEY HOUSING AUTHORITY (IVHA) BOARD OF COMMISSIONERS APPLICATION- SUBMISSION #4

[HTML](#) [TABLE](#) [PLAIN TEXT](#) [DATA \(YAML\)](#)

[« Previous submission](#)

► Submission information

Name	Matthew T. Smith
Telephone	
Address	
Email	
Appointment Type	New Appointment
How many years have you lived in Imperial?	4
Are you a registered City of Imperial voter?	Yes
Are you presently employed?	Yes
Employer/Posltion	Imperial County Behavioral Health Services / Behavioral Health Manager
If you are retired, what was your previous occupation?	
Have you served on a city commission or committee before?	No
If yes, which city and when	NA
Position	NA



Summarize why you wish to serve on the Imperial Valley Housing Authority Board of Commissioners, include any special qualifications or education which are particularly appropriate to the position of Commissioner.

their social determinants of health. I review reports and statistical data to measure performance for data-driven decision-making. As a resident of Imperial, I have engaged with homeless individuals in local businesses and public spaces on multiple occasions. During these interactions, I have provided assistance that includes education on accessing community resources and helped them to access emergency medical care. My professional and personal experience has provided me with an awareness of psychosocial problems faced by those suffering from homeless or housing insecurity. Additionally, it has provided me with compassion for these individuals and an understanding of how their conditions and behavior can curtail the vibrancy of our community and its public spaces.

What do you see as the objectives and goals of the IVHA Board of Commissioners?

The IVHA and its board aim to provide affordable housing solutions and advocate for housing opportunities for the low-income community. I would like to see the Housing Authority strive for State, Federal, and private grant funding opportunities to be utilized to their maximum benefit for our community; for efforts to be well-directed by supporting data and community input, and for those with the greatest need for housing assistance to be proactively engaged in services that address the varied factors contributing to their condition.

How would you help to achieve these objectives and goals?

I would support IVHA in achieving its goals by investigating, advocating for, and collaborating with staff and fellow board members to implement varied funding sources to maximize the quantity of funding utilized in the Imperial Valley. I would seek for the Housing Authority to explore a landlord incentive program (LIP) to address the housing shortage I see in my professional efforts and to improve housing available for those most in need. I would advocate for studies on operational performance and community needs to ensure IVHA efforts are as effective as possible. Finally, I would seek to collaborate with the board members and officials of the City of Imperial to see that homeless individuals in our community are met where they are and actively referred to resources from which they may benefit.

Do you or immediate family members have any relationship (professional, financial, other) that may present a potential conflict of interest? (Please explain)

My spouse, Kristen Weekes Smith, is employed by the city of Imperial as a Human Resources Manager. I do not believe this would be a conflict if she is not involved in my consideration for this position.

As a Behavioral Health Manager for Imperial County Behavioral Health Services (ICBHS), I oversee cases for individuals who may receive services from IVHA. I feel this enhances my potential input as a Board Member. However, in the unlikely scenario where board input may be required on matters pertaining to an individual under ICBHS care, I would need to recuse myself from that discussion.





IMPERIAL VALLEY HOUSING AUTHORITY (IVHA) BOARD OF COMMISSIONERS APPLICATION- SUBMISSION #3

[HTML](#) [TABLE](#) [PLAIN TEXT](#) [DATA \(YAML\)](#)

[◀ Previous submission](#)

[Next submission ▶](#)

► Submission information

Name	David Escobar
Telephone	
Address	
Email	
Appointment Type	New Appointment
How many years have you lived in Imperial?	35
Are you a registered City of Imperial voter?	Yes
Are you presently employed?	Yes
Employer/Position	Imperial Irrigation District, Senior Project Manager, Water Dept
If you are retired, what was your previous occupation?	
Have you served on a city commission or committee before?	No
If yes, which city and when	
Position	
Summarize why you wish to serve on the Imperial Valley Housing Authority Board of Commissioners, include any special qualifications or education which are particularly appropriate to the position of Commissioner.	Growth for our local community and its residents

What do you see as the objectives and goals of the IVHA Board of Commissioners?

Equal and Fair Housing for all residents

How would you help to achieve these objectives and goals?

Experience and knowledge working in the Public and Private Sectors in the Imperial Valley

Do you or immediate family members have any relationship (professional, financial, other) that may present a potential conflict of interest? (Please explain)

None



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CONTACT

420 South Imperial Ave.
Imperial CA 92251.
United States of America

760 355 4371

info@cityofimperial.org





IMPERIAL VALLEY HOUSING AUTHORITY (IVHA) BOARD OF COMMISSIONERS APPLICATION- SUBMISSION #2

[HTML](#) [TABLE](#) [PLAIN TEXT](#) [DATA \(YAML\)](#)

[< Previous submission](#)

[Next submission >](#)

► Submission information

Name	Belen Donato
Telephone	
Address	
Email	
Appolntment Type	New Appointment
How many years have you lived in Imperial?	15
Are you a registered City of Imperial voter?	Yes
Are you presently employed?	Yes
Employer/Position	Callexico Unified School District/ Maintenance and Operation Department Grounds worker
If you are retired, what was your previous occupation?	Paren Liaison
Have you served on a city commission or committee before?	Yes
If yes, which city and when	Callexico Unified School district. Safety Committee,
Position	Classified representative
Summarize why you wish to serve on the Imperial Valley Housing Authority Board of Commissioners, include any special qualifications or education which are particularly appropriate to the position of Commissioner.	B.A Communication Sciences, AA Building at IVC, CAL OSHA credentials, working for Federal Home Loans Corporation as a Loan officer and reviewing applications.

What do you see as the objectives and goals of the IVHA Board of Commissioners?

I saw a growth opportunity in a positive way. Good improvement in our city to push economy and at the same time improving life of others.

How would you help to achieve these objectives and goals?

I would like to help with my experience and knowledge as much as possible. My Goal is to serve my community in order to improve life of others .

Do you or immediate family members have any relationship (professional, financial, other) that may present a potential conflict of interest? (Please explain)

No



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CONTACT

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United States of America

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✉ info@cityofimperial.org



IMPERIAL VALLEY HOUSING AUTHORITY (IVHA) BOARD OF COMMISSIONERS APPLICATION- SUBMISSION #1

[HTML](#) [TABLE](#) [PLAIN TEXT](#) [DATA \(YAML\)](#)

[Next submission >](#)

► Submission information

Name	Cynthia Mesa
Telephone	
Address	
Email	
Appointment Type	New Appointment
How many years have you lived in Imperial?	7
Are you a registered City of Imperial voter?	Yes
Are you presently employed?	Yes
Employer/Position	Molina Healthcare of CA/Manager of Delegation Oversight
If you are retired, what was your previous occupation?	NA
Have you served on a city commission or committee before?	No
If yes, which city and when	N/A
Position	
Summarize why you wish to serve on the Imperial Valley Housing Authority Board of Commissioners, include any special qualifications or education which are particularly appropriate to the position of Commissioner.	I have 15 years of Case Management and Utilization Management experience with healthcare and a Nurse. I have worked at both local hospitals, several clinics, and Insurance Health plans trying to connect our community to resources. Serving on as Commissioner will allow my background to help bridge gaps that we are deficient in based off of working with our community. My wealth of knowledge will represent the City of Imperial well and represent our community as a whole



What do you see as the objectives and goals of the IVHA Board of Commissioners?	An on objective is to bridge the gap by finding more resources to provide affordable housing in the city by developing low incomes homes to purchase and apartments.
How would you help to achieve these objectives and goals?	Seeking grants to help assist with funding low income divisions and attract developers to our area.
Do you or immediate family members have any relationship (professional, financial, other) that may present a potential conflict of interest? (Please explain)	My husband is the Fire Code Inspector for County of Imperial that oversees Imperial.



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CONTACT

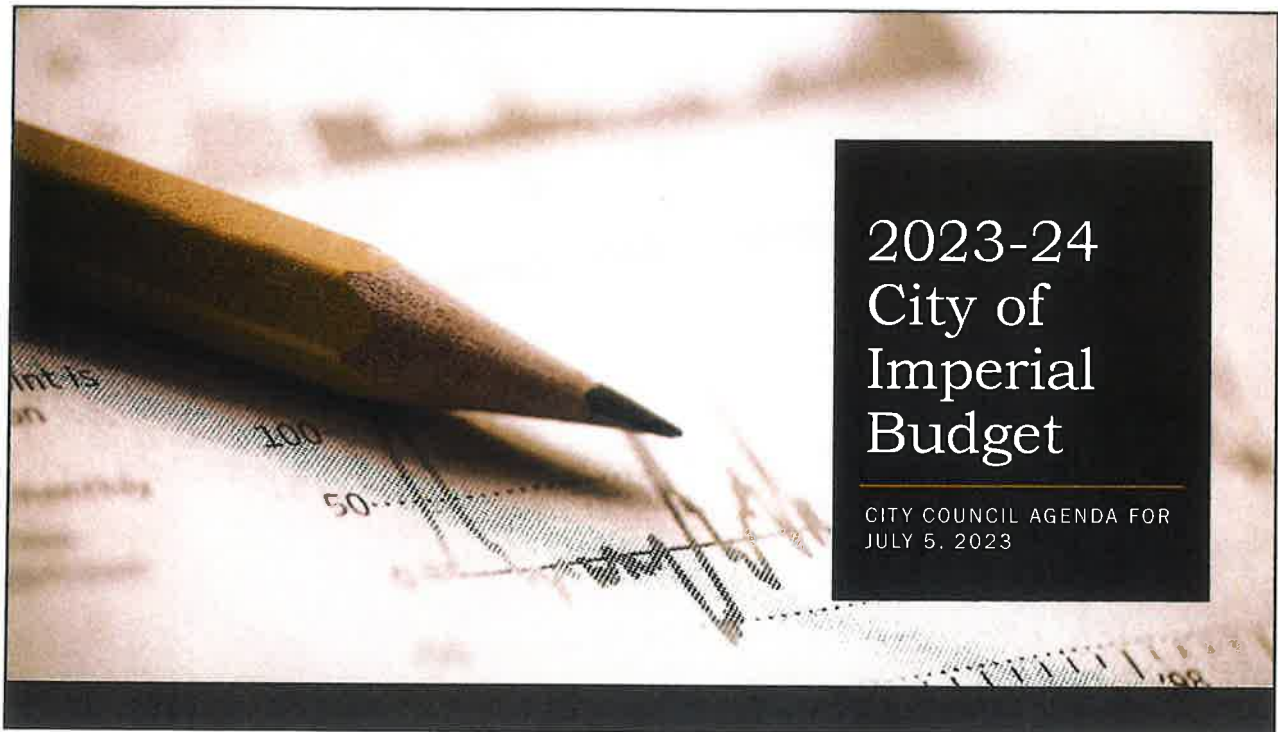
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United States of America

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✉️ info@cityofimperial.org



HANDOUT
7/5/23



General Fund Budget Overview

	FY 2021 <u>Actual</u>	FY 2022 <u>Actual</u>	FY 2023 <u>Actual</u>	FY 2023 <u>Budget</u>	FY 2024 <u>Proposed</u>
Revenues	12,490,301	11,278,051	11,306,883	12,249,074	13,632,200
Transfers	835,131	4,370,491	1,946,558	1,946,558	5,517,900
Total Funding	13,325,432	15,648,542	13,253,441	14,195,632	19,150,100
Expenditures	10,741,076	12,543,448	12,965,882	14,143,972	19,089,900
Surplus / Deficit	2,584,356	3,105,094	287,559	51,660	60,200

Fund Balance Reserves

The General Fund has about **\$7 million** in fund balance reserves. Although the *audit of the books is still underway*, the fund balance reserves in the General Fund are expected to be preserved at \$7 million as of June 30, 2024.

Special Funds have **\$40 million** in fund balance reserves. However, due to proposed projects and programs funded by special funds, fund balance reserve are budgeted to decrease to \$32.2 million as of June 30, 2024.

Due to rising investment yields, the City will benefit from higher interest earnings during FY 2024. All fund balance reserves are **safely invested** in LAIF (Local Agency Investment Fund), and in longer-term maturity US government securities to earn investment yields above those at LAIF in the coming year.

General Fund Budget Highlights

1. All department requests are fully funded with inflation adjustments as needed.
2. Funding for \$1.2 million in Supplemental Personnel Budget requests.
3. 3-Year Labor Negotiations as presented by City Manager's Office.
4. Position Control Worksheet to allow Council to track "authorized" positions in the budget.
5. Addition of 12.5 FTE (full-time equivalent) positions in the budget (9.8% increase in total staffing).
6. Consolidation of all personnel in the General Fund, with cost reimbursement through Transfers In.
7. Creation of FBHR (fully-burdened hourly rates) to fully recover costs in the budget.
8. Implementation of Quarterly Budget Reviews to quickly adjust to changing economic conditions as they arise.

FY 2024 CIP Budget

Project No.	Description	Amount
811	Prior-Year Accounting Clean-Up Project	149,000
812	ERP Information System Upgrade (Fund Balance)	300,000
813	La Brucherie Rd Widening Project	2,642,800
814	Aten Blvd Class II Bike Lane Vlore to Austin	480,900
815	7th Street Rehab Pedestrian Improvement	498,000
816	CRRSAA (2 Vehicles) CalTrans	84,300
817	Aten Blvd Rehab Project STBG Vlore and SR86	1,353,800
818	Aten Blvd Rehab Project SR86 and Railroad Tracks	598,700
819	Fire Department Feasibility Study	100,000
820	City Streets GIS Update from 2016	10,000
821	Street Improvement Projects (from Dept 320)	780,000
822	Storm Drain Projects	700,000
823	Sustainable Transportation Infrastructure AHSC / STI	4,137,000
824	Transportation-Related Amenities	924,700
825	Transportation Partnership Program AHSC	181,700
TOTAL FY 2024 CIP BUDGET		12,940,900

CITY OF IMPERIAL FY 2024 CIP BUDGET PROPOSAL

Gann Spending Limit

The City's spending limit for FY 2023 was \$20,489,133.

The revised spending limit for FY 2024 increases to \$21,528,421 based on these factors from the State Department of Finance:

- Population increased by 0.7%.
- Inflation increased by 4.44%.

The appropriations "subject to the spending limit" totals \$9,044,000 in FY 2024, well below the \$21,528,421 spending limit.

CITY OF IMPERIAL FY 2024 CIP BUDGET PROPOSAL

6

Conclusion

The City Manager is proposing a **"balanced budget"** for FY 2024.

Under the new **Quarterly Budget Update** program, staff can continue to monitor and propose budget adjustments to keep the City Council informed on the performance of the FY 2024 spending plan. **Staff will return with Quarterly updates on the City Budget as follows:**

Q1 – Will be presented to Council in October 2023

Q2 – Will be presented to Council in January 2024.

Q3 – Will be presented to Council in April 2024.

Q4 – Will be presented to Council in September 2024.

CITY OF IMPERIAL FY 2024 CITY BUDGET PRESENTATION

Happy New Fiscal Year!

THANK YOU FOR THE OPPORTUNITY TO PRESENT THE CITY OF
IMPERIAL BUDGET FOR THE FISCAL YEAR 2023-2024!

CITY OF IMPERIAL FY 2024 CIP BUDGET

Project No.	Description	Amount
811	Prior-Year Accounting Clean-Up Project	149,000
812	ERP Information System Upgrade (Fund Balance)	300,000
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825	Transportation Partnership Program AHSC	181,700
TOTAL FY 2024 CIP BUDGET		12,940,900

CITY OF IMPERIAL

GENERAL FUND BUDGET OVERVIEW

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2023 Budget	FY 2024 Proposed
Revenues	12,490,301	11,278,051	11,306,883	12,249,074	13,632,200
Transfers	835,131	4,370,491	1,946,558	1,946,558	5,517,900
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Surplus / Deficit	2,584,356	3,105,094	287,559	51,660	60,200

What's funded in the General Fund budget:

1. All department requests are fully funded with inflation adjustments as needed.
2. Funding for \$1.2 million in Supplemental Personnel Budget requests.
3. 3-Year Labor Negotiations as presented by City Manager's Office.
4. Position Control Worksheet to allow Council to track "authorized" positions in the budget.
5. Addition of 12.5 FTE (full-time equivalent) positions in the budget (9.8% increase in total staffing).
6. Consolidation of all personnel in the General Fund, with cost reimbursement through Transfers In.
7. Creation of a FBHR (fully-burdened hourly rates) to fully recover costs in the budget.
8. Implementation of Quarterly Budget Reviews to be ready for economic changes as they arise.

CITY OF IMPERIAL

FY 2024 CITY BUDGET

"BIG PICTURE OVERVIEW"

No.	Fund	"Unaudited" Fund Balance July 1, 2023	FY 2024 Revenues	+/- FY 2024 Transfers	D + E FY 2024 Funding	FY 2024 Expenditures	Projected Fund Balance June 30, 2024
01	General Fund	6,928,261	13,632,200	5,517,900	19,150,100	19,089,900	6,988,461
02	ARPA	5,047	375,200	(375,000)	200	-	5,247
03	Traffic Congestion Relief	(29,996)	30,700	-	30,700	700	4
04	Traffic Safety	10,443	8,400	(3,500)	4,900	3,500	11,843
05	State Gas Tax	848,286	2,216,600	(1,649,600)	567,000	338,800	1,076,486
06	Local Transportation	418,799	71,300	(5,000)	66,300	55,200	429,899
07	Dial-A-Ride	14,607	700	-	700	-	15,307
08	LTA Measure	1,830,865	15,369,000	(13,444,400)	1,924,600	1,924,600	1,830,865
09	Prop 172	40,189	196,700	(97,900)	98,800	-	138,989
10	Cops Grant - 2019	6,382	69,200	-	69,200	6,400	69,182
11	Homeland Security	-	-	-	-	-	-
12	Asset Forfeiture	16,458	500	-	500	-	16,958
13	Cops Grant - 2020	5,740	200	-	200	-	5,940
14	Cops Grant 2022	674	100	-	100	-	774
15	Home	130,782	5,000	-	5,000	-	135,782
16	Housing Rehab	53,555	87,500	(5,000)	82,500	-	136,055
17	Economic Development CDBG	50	-	-	-	-	50
18	RLA - Fund	82,972	14,100	(5,000)	9,100	-	92,072
19	Sewer Clark Rd	-	-	-	-	-	-
20	Library Zipbooks	8,130	10,700	-	10,700	-	18,830
21	Wildflower#8-Landscape/Lighting	241,864	105,600	(17,100)	88,500	114,300	216,064
22	Traffic SignalAten/Liabrucheri	-	-	-	-	-	-
23	Paseo Del Sol	55,258	91,100	(69,600)	21,500	95,800	(19,042)
24	Joshua Tree Street Improvement	31,287	1,500	-	1,500	1,500	31,287
25	Donations-Library	773	100	-	100	-	873
26	Clark Rd 4 Lane	-	-	-	-	-	-
27	Aten / Clark Traffic	-	-	-	-	-	-
28	Aten & Hwy 86	-	-	-	-	-	-
29	OTS Grant	-	-	-	-	-	-
30	Cops Grant 2021	100,000	100	-	100	-	100,100
31	Cops 2017	59,760	100	-	100	-	59,860
32	Clark Rd Improvements 14 - NIC	-	-	-	-	-	-
33	Imperial County Grants	-	-	-	-	-	-
34	Eager Park Improvements	-	-	-	-	-	-
35	Sky Ranch District	650,162	361,200	(99,200)	262,000	128,700	783,462
36	Cops 2017	-	-	(500)	(500)	-	(500)
37	Prop 1B Bond	(164,419)	-	-	-	-	(164,419)
38	CA State Library "Teen Makers"	44,646	-	-	-	-	44,646
39	Library Literacy State	1,078	-	(42,400)	(42,400)	-	(41,322)
40	Police Technology Grant	(112,075)	-	-	-	-	(112,075)
41	Cops 2018	0	-	-	-	-	0
42	Library State Grant	-	-	-	-	-	-
43	Austin/Worthington Impact Fee	95,750	-	-	-	-	95,750
44	AB 109 Funding	-	-	-	-	-	-
45	Fema / Calema	-	-	-	-	-	-
46	Aviation Special Events	-	-	-	-	-	-
47	Community Services Grants	1,113	-	-	-	-	1,113
48	General Loan Account	531,817	-	(5,000)	(5,000)	-	526,817
49	Dog Park Account	625	-	-	-	-	625
50	Water	6,710,055	6,127,700	1,023,100	7,150,800	12,185,700	1,675,155
51	Water Capacity	5,066,753	455,600	(2,000,000)	(1,544,400)	90,000	3,432,353
52	Water Bond 2019	(2,785,090)	-	-	-	-	(2,785,090)
53	DWR Grant	-	-	-	-	-	-
54	Citywide Projects (CIP/Other)	-	-	12,940,900	12,940,900	12,940,900	-
55	Wastewater	12,510,713	6,299,200	(997,700)	5,301,500	9,167,800	8,644,413
56	Wastewater Capacity	1,161,700	475,000	-	475,000	-	1,636,700

CITY OF IMPERIAL

FY 2024 CITY BUDGET

"BIG PICTURE OVERVIEW"

No.	Fund	"Unaudited" Fund Balance July 1, 2023	FY 2024 Revenues	+/- FY 2024 Transfers	D + E FY 2024 Funding	FY 2024 Expenditures	Projected Fund Balance June 30, 2024
57	Wastewater Bond 2019	(1,278,485)	-	-	-	5,637,000	(6,915,485)
58	Hurricane Kay	-	-	-	-	-	-
59	Coronavirus Relief Utility	2,662	-	-	-	-	2,662
60	Deferred Compensation	-	-	-	-	-	-
61	CFD Bratton Paseo	-	694,200	(65,000)	629,200	560,700	68,500
62	CFD Mayfield 91760-65	-	361,800	(65,000)	296,800	284,900	11,900
63	CFD Monterrey 91770/75	-	749,600	(65,000)	684,600	654,600	30,000
64	Fire Impact Fees	201,678	-	-	-	-	201,678
65	Police Impact Fees	1,019,937	-	-	-	-	1,019,937
66	Administrative Impact Fees	978,502	-	-	-	-	978,502
67	Library Impact Fees	766,242	-	-	-	-	766,242
68	Park Impact Fees	1,755,081	-	(25,000)	(25,000)	-	1,730,081
69	Circulation Impact Fees	800,334	-	-	-	-	800,334
70	General Fixed Assets	-	-	-	-	-	-
71	CFD Savannah 91720/25	-	438,500	(65,000)	373,500	418,500	(45,000)
72	General Long Term Debt	-	-	-	-	-	-
73	CFD Springfield 91730/35	-	588,200	(65,000)	523,200	500,200	23,000
74	CFD Victoria 91750/22	-	647,700	(65,000)	582,700	562,900	19,800
75	Capital Project	-	-	-	-	-	-
76	STPL	(615,001)	-	-	-	-	(615,001)
77	ARRA	-	-	-	-	-	-
78	CMAQ	-	-	-	-	-	-
79	RSTP	-	-	-	-	-	-
80	Fire Fund	-	-	-	-	-	-
81	SBI Road & Rehabilitation	578,075	-	-	-	-	578,075
82	Cares (Coronavirus Relief Fund)	20,680	-	-	-	-	20,680
83	EDA	602,085	30,000	-	30,000	-	632,085
84	Early Learning Grant	11,986	-	-	-	-	11,986
85	Debt Service	-	-	-	-	-	-
86	Per Capita Funds	(176,867)	-	-	-	-	(176,867)
87	SB02	0	-	-	-	-	0
88	LTA Bond 2012	893,273	-	-	-	-	893,273
89	CFD	2,492,698	-	-	-	-	2,492,698
90	Imperial Improvement Corp.	-	-	-	-	-	-
91	Library Reimbursable Grants	277	-	-	-	-	277
92	Utility Assistance Grants	19,753	-	-	-	-	19,753
94	Successor Agency Fund	2,891,601	-	(250,000)	(250,000)	-	2,641,601
95	Successor RDA Housing Fund	601,864	15,300	-	15,300	-	617,164
96	Successor RDA Project Fund	1,091,825	4,000	-	4,000	-	1,095,825
97	Successor Agency Rentals	44,005	83,600	-	83,600	-	127,605
98	Successor RDA Debt Service	46,125	2,200	-	2,200	-	48,325
99	Colonias	-	-	-	-	-	-
TOTALS		47,321,345	49,620,400	-	49,620,400	64,762,600	32,179,145