

AGENDA
REGULAR MEETING OF THE CITY COUNCIL
CITY OF IMPERIAL
200 WEST 9TH STREET
IMPERIAL, CA 92251-1637
MARCH 16, 2022
CLOSED SESSION 6:30 PM
OPEN SESSION 7:00 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. Email public comments to publicinformation@cityofimperial.org by 5:00 pm on Wednesday, March 16, 2022. Comments received by 5:00 pm will be read into the record during the regular meeting.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT (760) 355-4373. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28CFR 35.102-35.104 ADA TITLE II]

A. CITY COUNCIL CONVENES TO CLOSED SESSION AT 6:30 PM.

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

A-1. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.

(Significant Exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9) One (1) potential case

A-2. SUBJECT: PUBLIC EMPLOYEE APPOINTMENT

Government Code Section 54957(b)(1)
Title: City Attorney

CITY COUNCIL ADJOURNS CLOSED SESSION

B. CITY COUNCIL RE-CONVENES TO OPEN SESSION AT 7:00 P.M.

ROLL CALL

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO THIS AGENDA

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

C. PUBLIC APPEARANCES:

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

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

D. SPECIAL PRESENTATIONS:

D-1. PROCLAMATION – APRIL 2022 AUTISM AWARENESS MONTH

E. CONSENT AGENDA:

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

E-1. Approval of Minutes from Regular Meeting March 02, 2022

E-2. Claims & Warrants Report

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

F-1. SUBJECT: DISCUSSION/ACTION: CITY ATTORNEY APPOINTMENT

1. APPOINTMENT OF KATHERINE TURNER AS CITY ATTORNEY FOR CITY OF IMPERIAL
2. APPROVAL OF AGREEMENT BETWEEN CITY OF IMPERIAL AND KATHERINE TURNER FOR CITY ATTORNEY PROFESSIONAL SERVICES.

F-2. SUBJECT: DISCUSSION/ACTION: SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM

1. APPROVAL OF RESOLUTION 2022-16 AUTHORIZING THE SUBMISSION OF STBG PROGRAM GRANT APPLICATION FOR THE REHABILITATION OF ATEN BLVD FROM VILORE WAY TO CROSS AVE AND AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO EXECUTE ALL ASSOCIATED DOCUMENTS.

F-3. SUBJECT: DISCUSSION/ACTION: WATER SERVICE TO PROPERTIES OUTSIDE CITY BOUNDARIES

1. APPROVAL TO EXTEND WATER SERVICE TO REAL PROPERTY LOCATED OUTSIDE THE CITY OF IMPERIAL AT APN 064-020-044 ON NANCE ROAD.

F-4. SUBJECT: DISCUSSION/ACTION: CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM

1. APPROVAL OF RESOLUTION 2022-18 AUTHORIZING THE SUBMISSION OF CMAQ PROGRAM GRANT APPLICATION FOR THE INSTALLATION OF THE ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD AND AUTHORIZATION FOR CITY MANAGER, OR HIS DESIGNEE, TO EXECUTE ALL ASSOCIATED DOCUMENTS.

F-5. SUBJECT: DISCUSSION/ACTION: SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM

1. APPROVAL OF RESOLUTION 2022-16 AUTHORIZING THE SUBMISSION OF STBG PROGRAM GRANT APPLICATION FOR THE REHABILITATION OF "P" STREET

BETWEEN BARIONI BLVD AND ATEN BLVD. AND AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO EXECUTE ALL ASSOCIATED DOCUMENTS.

F-6. SUBJECT: DISCUSSION/ACTION: CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSAA) PROGRAM

1. APPROVAL OF RESOLUTION 2022-19 AUTHORIZING THE SUBMISSION OF CRRSAA PROGRAM APPLICATION FOR THE PURCHASE OF TWO (2) 2022 FORM F-150 CREW CAB PICK-UP TRUCKS AND AUTHORIZATION FOR CITY MANAGER, OR HIS DESIGNEE, TO EXECUTE ALL ASSOCIATED DOCUMENTS.

F-7. SUBJECT: DISCUSSION/ACTION: WILDFLOWER NORTH RETENTION BASIN BLOCK WALL REPLACEMENT

1. AUTHORIZATION TO SEEK BIDS FOR DEMOLITION AND REPLACED OF WILDFLOWER NORTH RETENTION BASIN BLOCK WALL.

F-8. SUBJECT: DISCUSSION/ACTION: RETIREMENT OF IMPERIAL POLICE DEPARTMENT K-9 OFFICER JUDY

1. APPROVAL OF MEDICAL RETIREMENT FOR K9 JUDY AND AUTHORIZATION OF ADOPTION BY HER HANDLER OFFICER STIFF.

F-9. SUBJECT: DISCUSSION/ACTION: DECLARATION OF SURPLUS LAND

1. ADOPTION OF RESOLUTION 2022-20 DECLARING REAL PROPERTY OWNED BY THE CITY OF IMPERIAL LOCATED AT 401 E. BARIONI BLVD AS SURPLUS LAND

F-10. SUBJECT: DISCUSSION/ACTION: IMPERIAL PUBLIC LIBRARY MOBILE DEVICE AGREEMENT

1. APPROVAL AND ADOPTION OF MOBILE DEVICE LENDING GUIDELINES AND AGREEMENT; AND
2. ESTABLISHMENT OF MOBILE DEVICE FINES AND FEES

F-11. SUBJECT: DISCUSSION/ACTION: IMPERIAL PUBLIC LIBRARY CHILDREN'S AREA FURNISHINGS

1. APPROVAL OF PURCHASE OF FURNISHINGS FOR THE CHILDREN'S AREA IN THE IMPERIAL PUBLIC LIBRARY IN THE AMOUNT NOT TO EXCEED \$12, 012.00.

F-12. SUBJECT: DISCUSSION/ACTION: APPROVAL OF INVOICECLOUD ELECTRONIC PAYMENT PORTAL

1. APPROVAL OF AGREEMENT BETWEEN INVOICECLOUD AND CITY OF IMPERIAL FOR ELECTRONIC PAYMENT (PORTAL) PROFESSIONAL SERVICES.

**F-13. SUBJECT: DISCUSSION/ACTION: MUNICODE RECODIFICATION SERVICES
AND ANNUAL SUBSCRIPTION.**

1. APPROVAL OF AGREEMENT BETWEEN CITY OF IMPERIAL AND MUNICODE, INC. FOR PROFESSIONAL RECODIFICATION, SUPPLEMENTATION AND ONLINE CODE HOSTING SERVICES IN THE AMOUNT OF \$15,550.00.

ADJOURN CITY COUNCIL MEETING UNTIL THE NEXT REGULARLY SCHEDULED MEETING, WEDNESDAY, APRIL 6, 2022, AT 7:00 P.M.

MINUTES
REGULAR MEETING OF THE CITY COUNCIL
CITY OF IMPERIAL
MARCH 2, 2022
CLOSED SESSION 6:30 PM
OPEN SESSION 7:00 PM

A. CITY COUNCIL CONVENES TO CLOSED SESSION AT 6:30 PM.

MAYOR PRO TEM BURNWORTH CONVENED TO CLOSED SESSION: 6: 30 PM

CITY COUNCIL PRESENT: AMPARANO, EUGENIO, TUCKER AND BURNWORTH
ABSENT: DALE

STAFF PRESENT: MORITA, BROWN, HOLBROOK, MORA, CHIEF BARRA

A-1. SUBJECT: CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION.

(Initiation of litigation pursuant to paragraph (4) of Subdivision (d) of Section 54956.9).
One (1) potential case.

A-2. SUBJECT: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.

(Significant Exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9) One (1) potential case

A-3. SUBJECT: PUBLIC EMPLOYEE APPOINTMENT

Government Code Section 54957(b)(1)
Title: City Attorney

MAYOR PRO TEM BURNWORTH ADJOURNED CLOSED SESSION: 7:17PM

B. CITY COUNCIL RE-CONVENES TO OPEN SESSION AT 7:00 P.M.

MAYOR PRO TEM CALLED MEETING TO ORDER AT: 7:19pm

CITY COUNCIL PRESENT: AMPARANO, EUGENIO, TUCKER AND BURNWORTH
ABSENT: DALE

STAFF PRESENT: GUTIERREZ, HALLER, CHIEF ESTRADA, CHIEF BARRA, MORITA, BROWN, MORA, HOLBROOK, LOPEZ, ESTRADA, AND LOPER

PLEDGE OF ALLEGIANCE LED BY MORITA

ADJUSTMENTS TO THIS AGENDA

NONE

ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

NONE

C. PUBLIC APPEARANCES:

C-1. Matters not appearing on the agenda.

NONE

C-2. Matters appearing on the agenda.

NONE

D. SPECIAL PRESENTATIONS:

D-1. AMERICAN CANCER SOCIETY ACTION NETWORK

MELISSA CURIEL “CURIEL” introduced herself and stated she is community engagement manager for project Vive. CURIEL is also a resident of the City of Imperial. CURIEL provided an explanation and background of what VIVE stands for. CURIEL introduced her Board members joining her as part of the presentation. January 2019 met with City leadership and it was expressed that the City should consider smoke free policies required as part of multifamily housing developments. MENDOZA, a counselor at BBWJH and resident of Imperial, shared data relating to multifamily housing that allow residents to smoke within their apartments. Discussed the most vulnerable population and consequences of second-hand smoke. Asking the Council to take action to pass policy for smoke free out EUGENIO asked if any other cities have these ordinances in effect already? CURIEL stated, no other cities have this policy in effect. No further comments were made by the city council

D-2. CITY OF IMPERIAL - SENSUS CUSTOMER PORTAL

ESTRADA AND GUTIERREZ presented the item to the City Council. Expressed his enthusiasm for launching the portal. Estrada reviewed the benefits to customers. GUTIERREZ reviewed screen shots of portal examples using her personal billing account and shared features of the portal. Stressed how you sign up for access. EUGENIO asked if she would be able to see the history of usage on the account prior to her living in the residents. GUTIERREZ stated that the history is tied to the meter, and yes, she could review the usage.

E. CONSENT AGENDA:

E-1. Approval of Minutes from Special Joint Meeting of the City Council and Planning Commission February 2, 2022, Regular Meeting of the City Council February 2, 2022 and Regular Meeting February 16, 2022.

E-2. Treasurers Report for December 2021 and January 2022

MOTION BY AMPARANO TO APPROVE THE CONSENT AGENDA AS PRESENTED.
SECONDED BY TUCKER.

AYES:	AMPARANO, EUGENIO, TUCKER AND BURNWORTH
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	DALE

MOTION CARRIED: 4-0

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

**F-1. SUBJECT: DISCUSSION/ACTION: REPLACEMENT OF WILDFLOWER
NORTH RETENTION BASIN BLOCK WALL FENCE**

DISCUSSION:

LOPEZ presented the item to the City Council. LOPEZ reviewed the location of the project and materials used to replace the fencing. Amparano: asked for clarification that aren't going to keep with block wall even though the rest is block EUGENIO its conflicting that the chain link is less expensive. AMPARANO asked if we get more graffiti on the chain link, how easy is it to remove the graffiti from that surface? LOPEZ stated that it is similar to the removal process now. EUGENIO asked what is the life span of the block vs. chain link? LOPEZ clarified that it depends on the build and maintenance of the build out. EUGENIO it is a \$60k difference between the two but I would like to see a comparison of other options. Direction was given to staff to bring back more information.

ACTION:

EUGENIO MOTIONED TO BRING THE ITEM BACK AND INCLUDE TWO BIDS FOR BLOCK WALL REPLACED AND CHAIN LINK. SECONDED BY TUCKER.

AYES: AMPARANO, EUGENIO, TUCKER AND BURNWORTH
NOES: NONE
ABSTAIN: NONE
ABSENT: DALE

MOTION CARRIED: 4-0

**F-2. SUBJECT: DISCUSSION/ACTION: UTILITY BILLING SOFTWARE ANNUAL
MAINTENANCE**

DISCUSSION:

ESTRADA presented the item to the City Council. No further discussion was had by the City Council. Mayor Pro Tem Burnworth called for a Motion.

Action: Tucker/Eugenio

TUCKER MOTIONED TO APPROVE THE DISBURSEMENT OF FUNDS FOR UTILITY BILLING SOFTWARE ANNUAL MAINTENANCE SERVICE FEE IN THE AMOUNT OF \$21,085.48. SECONDED BY EUGENIO.

AYES: AMPARANO, EUGENIO, TUCKER AND BURNWORTH
NOES: NONE
ABSTAIN: NONE
ABSENT: DALE

MOTION CARRIED: 4-0

**F-3. SUBJECT: DISCUSSION/ACTION: WIRELESS BROADBAND
INFRASTRUCTURE PROJECT**

ESTRADA presented the item to the City Council. TUCKER asked for clarification where the funds coming from? ESTRADA reviewed the funds from ARPA. BROWN further clarified Council's past action to a lot nearly \$1 million dollars of American Rescue Plan Monies towards broadband infrastructure when they approved the FY 21-22 Municipal Budget. EUGENIO asked what parks will have wifi? Estrada clarified that all parks will have wifi. AMPARANO asked who would be doing the work. ESTRADA stated it would be done in house through

collaboration with IT staff and Public Services. AMPARANO expressed his frustration with the Southern Broadband Consortium and stated that he felt they misused their funds. ESTRADA reviewed the difference in fiber network cables and the 5G wifi capabilities this infrastructure would provide. ESTRADA further stated that the life of the system would be between 10 and 15 years. BURNWORTH asked if there was a warranty on the camera system and if the vendor would be responsible for the maintenance? ESTRADA confirmed that there was a five year warranty on the cameras and that the vendors would provide the tech support during that time. No further discussion was held by the Council. BURNWORTH called for a motion

ACTION:

MOTION BY AMPARANO TO APPROVE THE DISBURSEMENT OF AMERICAN RESCUE PLAN FUNDS FOR HIGH-CAPACITY WIRELESS NETWORK, OUTDOOR CAMERAS SYSTEM AND DEMARCATION POINT IN THE AMOUNT OF \$734,953.00. SECONDED BY EUGENIO

AYES: AMPARANO, EUGENIO, TUCKER AND BURNWORTH
NOES: NONE
ABSTAIN: NONE
ABSENT: DALE

MOTION CARRIED: 4-0

F-4. SUBJECT: DISCUSSION/ACTION: SR 86 IMPROVEMENT PROJECT VISION BLUEPRINT

DISCUSSION:

BROWN presented the item to the City Council and introduced representatives Johnathan Sanchez (SANCHEZ) and Jenny An (AN) from CR Associates, Inc. SANCHEZ reviewed the history and alternatives of the SR 86 project. AMPARANO expressed his concerns about the amount of money previously stated by DUENAS to fix the drainage and flooding – cost to fix the drainage would be \$50 million. Concerned about the drainage. AMPARANO further asked that the roundabouts be made to accommodate multi-axle vehicles. SANCHEZ and AN They are as friendly as they can be, during the design process we will make sure the lane. AN answered the drainage question, in order to generate some of the facilities we have to meet building standards. ROSS asked to speak off line with the individuals AMPARANO referenced. The sizing we've done to date is based on the existing size. EUGENIO asked how were roundabouts responded to in the community outreach? AN stated that residents were very positive and agreed that downtown should be a destination. AN and SANCHEZ stated there is much more work to be done, but this sets the standard for which the land use and engineering plans will move forward and the City can begin applications for various funding sources. No further discussion was held by the City Council, BURNWORTH called for a vote.

ACTION:

EUGENIO MOTIONED TO ADOPT THE CONCEPTUAL PLAN FOR THE SR 86 IMPROVEMENT PROJECT VISION BLUEPRINT. SECONDED BY TUCKER.

AYES: AMPARANO, EUGENIO, TUCKER, AND BURNWORTH
NOES: NONE
ABSTAIN: NONE
ABSENT: DALE

MOTION CARRIED: 4-0

MAYOR PRO TEM BURNWORTH ADJOURNED THE CITY COUNCIL MEETING AT 8:58 PM UNTIL THE NEXT REGULARLY SCHEDULED MEETING, WEDNESDAY, MARCH 16, 2022, AT 7:00 P.M.

Agenda Item No. FI

DATE SUBMITTED 3/13/2022
 SUBMITTED BY ACM
 DATE ACTION REQUIRED 3/16/2022

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: CITY ATTORNEY APPOINTMENT 1. APPOINTMENT OF KATHERINE TURNER AS CITY ATTORNEY FOR THE CITY OF IMPERIAL; AND 2. APPROVAL OF AGREEMENT BETWEEN CITY OF IMPERIAL AND KATHERINE TURNER FOR CITY ATTORNEY PROFESSIONAL SERVICES.	
DEPARTMENT INVOLVED: CITY MANAGER'S OFFICE/CITY ATTORNEY	
BACKGROUND/SUMMARY: Whereas the City of Imperial has completed contractual negotiations with Katherine Turner for the appointment of City Attorney to provide professional legal counsel services to the City. The City of Imperial solicited proposals for City Attorney Services after receiving notice from Attorney Holbrook that he had taken a position with Imperial Irrigation District. The City receive four responsive proposals. Following interviews with the candidates/firms, the City entered into negotiations with Katherine Turner. Attached for your review is the signed contract by Ms. Turner to be executed by the City Manager contingent on Council's action.	
FISCAL IMPACT: <i>Estimated \$100,000.00 (annually)</i> As approved in the 2021-2022 Fiscal Year Budget	ADMIN SERV INITIALS _____
STAFF RECOMMENDATION: It is staff's recommendation to appoint Ms. Turner and approve the agreement as presented.	DEPT. INITIALS <u>ab</u>
MANAGER'S RECOMMENDATION: Agrees with Staff's recommendation.	CITY MANAGER'S INITIALS _____
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	

AGREEMENT FOR CITY ATTORNEY SERVICES CITY OF IMPERIAL

This Agreement ("Agreement") is effective as of the 16th day of March 2022, by and between the LAW OFFICE OF KATHERINE TURNER ("Attorney") a California law firm and consultant association and the CITY OF IMPERIAL, a municipal corporation ("City").

1. APPOINTMENT.

City Council hereby appoints Attorney to render such legal services as are customarily rendered by City Attorneys as further specified herein, including attending meetings of the City Council, Planning Commission, and other bodies of City as directed by the City Council. The City Council and Attorney agree that the position of City Attorney shall be filled by Katherine Turner. Any changes to such persons in such positions shall be approved by the City Council.

Notwithstanding the foregoing, the position of City Attorney may appoint the Assistant City Attorney to serve as acting City Attorney in his absence, or a qualified acting City Attorney to serve in his absence when the Assistant City Attorney is unavailable to serve. Such acting City Attorney shall serve for no longer than 7 days without permission from the City Manager, and for no longer than 14 days without permission from the City Council.

All such persons serving in as Assistant City Attorney or Acting City Attorney shall be compensated by the City Attorney as his sole cost.

2. TERM.

A. The term of this Agreement shall begin on 1st day of May 2022 and shall remain in effect for two (2) years, however, it shall continue in effect indefinitely from year-to-year thereafter unless either party gives written notice of its intention not to renew at least 90 days before expiration of the current term. A request by either party to revise specific terms or provisions of the Agreement shall not serve as intention not to renew, and either party may seek revisions at any time upon 90 days written notice to the other.

B. Either party may terminate this Agreement at any time by providing 90 days written notice to the other party, except that such termination may not be terminated by City within 120 days following any municipal election at which any seat on the Council is changed. The purpose of this provision is to allow the Council adequate time to objectively evaluate Attorney's performance.

3. DUTIES.

City employs Attorney to provide any and all work necessary for the provision of City Attorney services to City, including without limitation, the following:

A. Attendance at City Council and Planning Commission meetings, and such other bodies of the City as the City Council may request, either in person or through the Assistant City Attorney unless excused by the City Manager or the Mayor. Attendance at weekly staff meetings as requested by the City Manager.

B. Provide legal advice, written legal opinions, and consultation on all matters

affecting the City to the City Council, City Manager, commissions and other bodies of the City, and officers and employees.

C. Be available for telephone or email consultation with City staff as needed on legal matters, and to maintain office hours and attendance at meetings at City Hall an average of 14 hours weekly as mutually agreed to by the City Manager and Attorney except during periods when excused by the City Manager resulting from vacations, illness, training, or similar legitimate reasons to absent from the City.

D. Prepare or review necessary legal documents such as ordinances, resolutions, contracts, bid documents including RFP's, construction documents, memoranda, and similar legal documents as requested by City.

E. Represent and advise City on pending and potential litigation as requested by City, except regarding liability matters handled by ABAG or other outside insurance providers, matters where Attorney has a conflict, or matters beyond the technical expertise of Attorney who shall, with approval of the City Council, employ such outside counsel as is necessary.

F. With respect to matters referred to outside counsel or ABAG, monitor pending litigation matters, and assist in facilitating early resolution of such matters.

G. Monitor pending and current legislation and case law as appropriate.

H. Such other normal City Attorney functions as assigned by the City Council or City Manager.

4. COMPENSATION.

City and Attorney expect that virtually all time and expenses expected to be incurred in provision of these services will be included in the monthly retainer of eight thousand dollars (\$8,000.00). The monthly retainer is based upon an estimate of 60 hours per month to be spent on "included" services. The parties agree that the monthly retainer will not change if time spent on "included" services exceeds 60 hours. The parties agree to meet and confer at the request of the other on the subject of whether the monthly retainer accurately reflects time spent by Attorney on City included services. Time spent on "excluded" services shall be billed at the hourly rate of one-hundred forty dollars (\$140.00).

For purposes of this Agreement, "included" services are those services listed under Section 3 - "Duties" and any other legal services not explicitly excluded below. Additionally, "included" services include basic matters in Imperial County Superior Court (including but not limited to subpoena compliance, motions to quash, *Pitchess* motions, infraction and misdemeanor criminal matters). "Excluded" services consist of, and are limited to, only those matters of formal, complex litigation.

City and Attorney agree that the City Attorney is an integral part of the City's management team and, aside from his/her role as legal advisor, is expected to participate in management activities and functions as directed by the City Manager, which include visible roles at community events. Attorney agrees to attend various community events as directed by the City Manager and that time spent attending such events is not to be included within the estimated 60 hours per month

described in this Section 4 and is not to be billed as an “excluded” service.

Attorney expects that virtually all costs expected to be incurred in provision of these services will be included in the monthly retainer. Reasonable additional costs, if any, incurred by Attorney on behalf of City while providing legal services shall be reimbursed by City.

Attorney shall bill City on a monthly basis for services rendered in the prior month. Attorney’s invoice shall describe in detail the services rendered and shall include a reference to the Legal Services Request which generated the invoice. Time spent shall be set forth in one-tenth of an hour increments. Work on excluded services shall be approved in advance by the City through the City Manager or his/her designee.

5. INDEPENDENT CONTRACTOR STATUS.

Attorney shall perform all legal services required under this Agreement as an independent contractor and law firm, and shall remain at all times as to City a wholly independent contractor with only such obligations as are required under this Agreement. Neither City nor any of its employees shall have any control over the manner, mode, or means by which Attorney, his agents and employees, render the legal services required under this Agreement except as otherwise set forth. Attorney shall not receive any benefits beyond the compensation set forth herein.

6. INSURANCE COVERAGE.

City agrees that Attorney, including the Assistant City Attorney and any other acting City Attorney provided by Attorney, are excused from carrying errors and omissions professional liability coverage, and because Attorney has the authority of the office of City Attorney pursuant to Government Code section 36505, the City agrees to extend the protections of Government Code section 825 to Attorney and defend and hold harmless Attorney, and other attorney’s working on behalf of Attorney in carrying out the terms and conditions of this Agreement, from any action resulting from provision of legal services under this Agreement. Attorney shall comply with California Rules of Professional Conduct 1.4.2 in advising City whether or not he maintains professional liability insurance.

7. PROFESSIONAL DEVELOPMENT.

Attorney agrees that he, and all persons working on behalf of him in provision of legal services under this Agreement, shall remain licensed to practice law in the State of California, and Attorney will ensure that he and all attorney’s acting under this Agreement shall maintain compliance with continuing education requirements and maintain competence with respect to the field of municipal law at all times while carrying out the terms of this Agreement.

8. ENTIRE AGREEMENT.

The parties agree that this Agreement contains all of the agreements of the parties and cannot be amended or modified except by written amendment or agreement. The prior written agreement by and between the City and Attorney regarding legal services is hereby terminated as of the effective date and time of this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by written amendment.

///

9. NOTICES.

Any notices pursuant to this Agreement shall be sent by regular mail addressed as follows:

City:

Dennis H. Morita
City Manager
420 S Imperial Avenue,
Imperial CA 92251

Attorney:

Katherine Turner
Law Office of Katherine Turner
229 W Adams Ave, Suite 102
El Centro, CA 92251

10. INTERPRETATION OF AGREEMENT AND FORUM.

This Agreement shall be construed and interpreted in accordance with the laws of California. In the event of any dispute arising from this Agreement, the forum for judicial review shall be the Superior Court, Imperial County.

11. SEVERABILITY

If any provision or portion of this Agreement is held invalid by a court of competent jurisdiction, the remainder shall be deemed severable and shall not be affected and shall remain in full force and effect insofar as possible.

12. CONFLICTS

Attorney has no known present or contemplated employment which is averse to the City. Attorney agrees that he will not represent clients in matters against the City. In such instances, Attorney shall make such potential conflict known to City and offer to withdraw from representing either client and assist in obtaining suitable outside counsel to represent City.

Dated: March 16, 2022

CITY OF IMPERIAL:

ATTORNEY:

Dennis H. Morita, City Manager

Katherine Turner

ATTEST:

Alexis Brown, Deputy City Clerk

Agenda Item No. F2

DATE SUBMITTED 03/08/2022
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR
 DATE ACTION REQUIRED 03/16/2022

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: APPLICATION TO OBTAIN FUNDING PER THE SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM FOR THE REHABILITATION OF ATEN BLVD FROM VILORE WAY TO CROSS AVENUE TO BE PROGRAMMED IN THE FEDERAL FISCAL YEARS 2022-2023 THROUGH 2024-2025 VIA RESOLUTION NO. 2022-16. 1. APPROVE RESOLUTION NO. 2022-16. 2. AUTHORIZE STAFF TO SUBMIT STBG APPLICATION TO ICTC.		
DEPARTMENT INVOLVED:	COMMUNITY DEVELOPMENT		
BACKGROUND/SUMMARY:	The Imperial County Transportation Commission (ICTC) is conducting the 2022 Call for Projects for both the Congestion Mitigation and Air Quality (CMAQ) Program and the Surface Transportation Block Grant (STBG) Program to be programmed in the federal fiscal years 2022-2023 through 2024-2025. The City is applying for STBG program funds for the rehabilitation of Aten Blvd From Vilore Way to Cross Avenue. Project applications will be rated and ranked by Imperial County Transportation Commission (ICTC) Committee and submitted to the Technical Advisory Committee (TAC) for approval. A resolution for each STBG application submittal is required by ICTC. The preliminary cost estimate is \$3,326,339.06 to be paid with STBG and Local funds as follows: STBG (88.53%) = \$ 2,944,807.97 City (11.47%) = \$ 381,531.09 (from Circulation and LTA Measure D funds)		
FISCAL IMPACT:	The City is required to provide 11.47 % (\$381,531.09) local match funds in order to obtain the 88.53% State/Federal funding.	ADMIN SERVICES SIGN INITIALS	_____
STAFF RECOMMENDATION:	1. Approval of Resolution No. 2022-16. 2. Authorizing Staff to submit STBG Application to ICTC	DEPT. INITIALS	<u>OM</u>
MANAGER'S RECOMMENDATION:	<u>approve</u>	CITY MANAGER'S INITIALS	<u>Stm</u>
MOTION:			
SECONDED:	APPROVED ()	REJECTED ()	()
AYES:	DISAPPROVED ()	DEFERRED ()	()
NAYES:	REFERRED TO:		
ABSENT:			

**BEFORE THE CITY OF IMPERIAL
RESOLUTION NO. 2022-16**

IN THE MATTER OF:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING THROUGH THE FISCAL YEARS 2022-2023, 2023-2024, 2024-2025 SURFACE TRANSPORTATION BLOCK GRANT (STBG).

WHEREAS, the City of Imperial is able to apply for and receive Federal and State funding including Surface Transportation Block Grant (STBG) funds; and

WHEREAS, AB 1012 requires that state and federal funds be expended in a timely manner; and

WHEREAS, the City of Imperial desires to ensure that its project are delivered in a timely manner to avoid losing funds for non-delivery; and

WHEREAS, it is understood by the City of Imperial that failure for not meeting project milestone dates for any phase of a project may jeopardize federal or state funding to the Region; and

WHEREAS, the City of Imperial will submit an application for *Aten Blvd Rehabilitation from Vilore Way to Cross Avenue* with an estimated project cost of **\$3,326,339.06**; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Imperial hereby agrees to ensure that all project milestone schedules for all project phases will be met or exceeded, and:

- a. The opportunity for public comment was provided at a public meeting;
- b. Local funds in the amount of 11.47% from Circulation and LTA Measure D funds will be used to leverage the federal funds for the project;
- c. Project is consistent with circulation element of the agency's general plan planning process;
- d. Project is consistent with the adopted pavement management plan.
- e. The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency's project and reprogram Federal/State funds as deemed necessary.

THE FOREGOING RESOLUTION was passed and adopted by the City Council of the City of Imperial on _____, 2022.

AYES:
NOES:
ABSTAIN:
ABSENT

Signed: _____
Geoffrey Dale, Mayor

ATTEST:

Signed: _____
Dennis Morita, City Clerk

"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BOULEVARD REHABILITATION FROM VILORE WAY TO CROSS AVENUE"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



DATE SUBMITTED 03/09/2022
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR
 DATE ACTION REQUIRED 03/16/2022

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: WATER SERVICE TO PROPERTIES OUTSIDE CITY BOUNDARIES. 1. APPROVE EXTENSION OF WATER SERVICE TO APN ⁰⁶⁰⁴ 060 -020-044																
DEPARTMENT COMMUNITY DEVELOPMENT INVOLVED:																
BACKGROUND/SUMMARY: There is currently no city water system servicing APN ⁰⁶⁰⁴ 060 -020-044 located along Nance Road. Mr. Jose Meza submitted his encroachment application, and his receipt from LAFCO showing his intent to establish service with the City. For details, see the attached exhibit "A" illustrating the location of the existing City's water pipelines in the vicinity of said parcel. The fully executed "Will Serve" letter is attached as exhibit "B".																
FISCAL IMPACT: NO FISCAL IMPACT	ADMIN SERVICES SIGN INITIALS _____															
STAFF RECOMMENDATION: 1. Staff recommends approval of water service outside of city boundaries.	DEPT. INITIALS <u>OM</u>															
MANAGER'S RECOMMENDATION:	CITY MANAGER'S INITIALS <u>AB</u>															
MOTION: <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">SECONDE</td> <td style="width: 33%;">APPROVED ()</td> <td style="width: 33%;">REJECTED ()</td> </tr> <tr> <td>D:</td> <td>DISAPPROVED ()</td> <td>DEFERRED ()</td> </tr> <tr> <td>AYES:</td> <td colspan="2"></td> </tr> <tr> <td>NAYES:</td> <td colspan="2"></td> </tr> <tr> <td>ABSENT:</td> <td colspan="2">REFERRED TO:</td> </tr> </table>		SECONDE	APPROVED ()	REJECTED ()	D:	DISAPPROVED ()	DEFERRED ()	AYES:			NAYES:			ABSENT:	REFERRED TO:	
SECONDE	APPROVED ()	REJECTED ()														
D:	DISAPPROVED ()	DEFERRED ()														
AYES:																
NAYES:																
ABSENT:	REFERRED TO:															

Exhibit A

(Force Main)

(8" Water)

Nance Rd

(Force Main)

(8" Water)

2680 Nance Rd

Owner of this
parcel is
requesting water &
sewer services.
However, only
water service is
available.

2680 Nance Rd
APN 064-020-044
Jose Meza

Banta Rd

Exhibit B



CITY COUNCIL

Geoffrey D. Dale - Mayor
Katie Burnworth - Mayor Pro-Tem
Robert Amparano - Council Member
Karin Eugenio - Council Member
James Tucker - Council Member

CITY CLERK

Dennis Morita

CITY TREASURER

Laura Gutierrez

March 08, 2022

Jose Meza
636 Las Lomas Street
Imperial, CA 92251

RE: **Water "Will Serve" Letter**
For 2680 Nance Road, Imperial CA 92251
APN 060-020-044

Dear Mr. Meza:

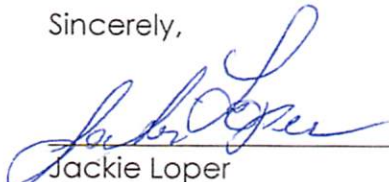
The City of Imperial has the capacity to provide adequate domestic water supply service to the property at 2680 Nance Rd, Imperial CA 92251, an unincorporated area within the County of Imperial.

Please consider this correspondence as a "Will-Serve" letter which warranties water capacity specifically for the above-referenced project up to March 08, 2023.

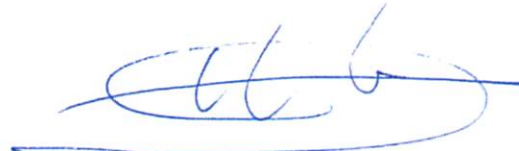
Should you have any questions, or need additional information, please do not hesitate to contact our office at your earliest convenience at any of the following numbers:

- a) (760) 355-3336 - Public Services
- b) (760) 355-1152 - Community Development

Sincerely,



Jackie Loper
Public Service Director



Othon Mora
Community Development Director

Agenda Item No. F9

DATE SUBMITTED 03/08/2022
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR
 DATE ACTION REQUIRED 03/16/2022

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

APPLICATION TO OBTAIN FUNDING PER THE CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM FOR THE INSTALLATION OF THE ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD TO BE PROGRAMMED IN THE FEDERAL FISCAL YEARS 2022-2023 THROUGH 2024-2025 VIA RESOLUTION NO. 2022-18.

1. APPROVE RESOLUTION NO. 2022-18.
2. AUTHORIZE STAFF TO SUBMIT CMAQ APPLICATION TO ICTC.

DEPARTMENT COMMUNITY DEVELOPMENT
 INVOLVED:

BACKGROUND/SUMMARY:

The Imperial County Transportation Commission (ICTC) is conducting the 2022 Call for Projects for both the Congestion Mitigation and Air Quality (CMAQ) Program and the Surface Transportation Block Grant (STBG) Program to be programmed in the federal fiscal years **2022-2023** through **2024-2025**.

The City is applying for **CMAQ** program funds for the installation of the aten blvd class II Bike Lane from Vilore Way to Austin Road. Project applications will be rated and ranked by Imperial County Transportation Commission (**ICTC**) Committee and submitted to the Technical Advisory Committee (**TAC**) for approval. A resolution for each CMAQ application submittal is required by ICTC.

The preliminary cost estimate is **\$490,169.40** to be paid with CMAQ and Local funds as follows:

CMAQ (88.53%) = \$ 433,946.97

City (11.47%) = \$ 56,222.43 (from Circulation and LTA Measure D funds)

FISCAL IMPACT: The City is required to provide 11.47 % (\$56,222.43) local match funds in order to obtain the 88.53% State/Federal funding.

ADMIN SERVICES SIGN INITIALS _____

STAFF RECOMMENDATION:

1. Approval of Resolution No. 2022-18.
2. Authorizing Staff to submit CMAQ Application to ICTC

DEPT. INITIALS DM

MANAGER'S RECOMMENDATION:

approve

CITY MANAGER'S INITIALS DM

MOTION:

SECONDED:
 AYES:
 NAYES:
 ABSENT:

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

REFERRED TO:

**BEFORE THE CITY OF IMPERIAL
RESOLUTION NO. 2022-18**

IN THE MATTER OF:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING THROUGH THE FISCAL YEARS 2022-2023, 2023-2024, 2024-2025 CONGESTION MITIGATION AND AIR QUALITY (CMAQ).

WHEREAS, the City of Imperial is able to apply for and receive Federal and State funding including Congestion Mitigation and Air Quality (CMAQ) funds; and

WHEREAS, AB 1012 requires that state and federal funds be expended in a timely manner; and

WHEREAS, the City of Imperial desires to ensure that its project are delivered in a timely manner to avoid losing funds for non-delivery; and

WHEREAS, it is understood by the City of Imperial that failure for not meeting project milestone dates for any phase of a project may jeopardize federal or state funding to the Region; and

WHEREAS, the City of Imperial will submit an application for *Aten Blvd Class II Bike Lane from Vilore Way to Austin Road* with an estimated project cost of **\$ 490,169.40**; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Imperial hereby agrees to ensure that all project milestone schedules for all project phases will be met or exceeded, and:

- a. The opportunity for public comment was provided at a public meeting;
- b. Local funds in the amount of 11.47% from Circulation and LTA Measure D funds will be used to leverage the federal funds for the project;
- c. Project is consistent with circulation element of the agency's general plan planning process;
- d. Project is consistent with the adopted pavement management plan.
- e. The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency's project and reprogram Federal/State funds as deemed necessary.

THE FOREGOING RESOLUTION was passed and adopted by the City Council of the City of Imperial on _____, 2022.

AYES:
NOES:
ABSTAIN:
ABSENT

Signed: _____
Geoffrey Dale, Mayor

ATTEST:

Signed: _____
Dennis Morita, City Clerk

"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



"ATEN BLVD CLASS II BIKE LANE FROM VILORE WAY TO AUSTIN ROAD"
ICTC CALL FOR PROJECTS 2022

Existing Road Conditions



DATE SUBMITTED 03/08/2022
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR
 DATE ACTION REQUIRED 03/16/2022

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: APPLICATION TO OBTAIN FUNDING PER THE SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM FOR THE REHABILITATION OF "P" STREET BETWEEN BARIONI BLVD AND ATEN BLVD TO BE PROGRAMMED IN THE FEDERAL FISCAL YEARS 2022-2023 THROUGH 2024-2025 VIA RESOLUTION NO. 2022-17. 1. APPROVE RESOLUTION NO. 2022-17. 2. AUTHORIZE STAFF TO SUBMIT STBG APPLICATION TO ICTC.													
DEPARTMENT COMMUNITY DEVELOPMENT INVOLVED:													
BACKGROUND/SUMMARY: The Imperial County Transportation Commission (ICTC) is conducting the 2022 Call for Projects for both the Congestion Mitigation and Air Quality (CMAQ) Program and the Surface Transportation Block Grant (STBG) Program to be programmed in the federal fiscal years 2022-2023 through 2024-2025 . The City is applying for STBG program funds for the rehabilitation of "P" Street between Barioni Blvd and Aten Blvd. Project applications will be rated and ranked by Imperial County Transportation Commission (ICTC) Committee and submitted to the Technical Advisory Committee (TAC) for approval. A resolution for each STBG application submittal is required by ICTC. The preliminary cost estimate is \$1,507,210.41 to be paid with STBG and Local funds as follows: STBG (88.53%) = \$ 1,334,333.38 City (11.47%) = \$ 172,877.03 (from Circulation and LTA Measure D funds)													
FISCAL IMPACT: The City is required to provide 11.47 % (\$172,877.03) local match funds in order to obtain the 88.53% State/Federal funding.	ADMIN SERVICES SIGN INITIALS _____												
STAFF RECOMMENDATION: 1. Approval of Resolution No. 2022-17. 2. Authorizing Staff to submit STBG Application to ICTC	DEPT. INITIALS <u>DM</u>												
MANAGER'S RECOMMENDATION: <u>approve</u>	CITY MANAGER'S INITIALS <u>DM</u>												
MOTION: <table style="width: 100%; border: none;"> <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"></td> </tr> <tr> <td>ABSENT:</td> <td colspan="2">REFERRED TO:</td> </tr> </table>		SECONDED:	APPROVED ()	REJECTED ()	AYES:	DISAPPROVED ()	DEFERRED ()	NAYES:			ABSENT:	REFERRED TO:	
SECONDED:	APPROVED ()	REJECTED ()											
AYES:	DISAPPROVED ()	DEFERRED ()											
NAYES:													
ABSENT:	REFERRED TO:												

**BEFORE THE CITY OF IMPERIAL
RESOLUTION NO. 2022-17**

IN THE MATTER OF:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING THROUGH THE FISCAL YEARS 2022-2023, 2023-2024, 2024-2025 SURFACE TRANSPORTATION BLOCK GRANT (STBG).

WHEREAS, the City of Imperial is able to apply for and receive Federal and State funding including Surface Transportation Block Grant (STBG) funds; and

WHEREAS, AB 1012 requires that state and federal funds be expended in a timely manner; and

WHEREAS, the City of Imperial desires to ensure that its project are delivered in a timely manner to avoid losing funds for non-delivery; and

WHEREAS, it is understood by the City of Imperial that failure for not meeting project milestone dates for any phase of a project may jeopardize federal or state funding to the Region; and

WHEREAS, the City of Imperial will submit an application for ***“P” Street Rehabilitation between Barioni Blvd and Aten Blvd*** with an estimated project cost of ***\$1,507,210.41***; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Imperial hereby agrees to ensure that all project milestone schedules for all project phases will be met or exceeded, and:

- a. The opportunity for public comment was provided at a public meeting;
- b. Local funds in the amount of 11.47% from Circulation and LTA Measure D funds will be used to leverage the federal funds for the project;
- c. Project is consistent with circulation element of the agency’s general plan planning process;
- d. Project is consistent with the adopted pavement management plan.
- e. The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

THE FOREGOING RESOLUTION was passed and adopted by the City Council of the City of Imperial on _____, 2022.

AYES:
NOES:
ABSTAIN:
ABSENT

Signed: _____
Geoffrey Dale, Mayor

ATTEST:

Signed: _____
Dennis Morita, City Clerk

" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



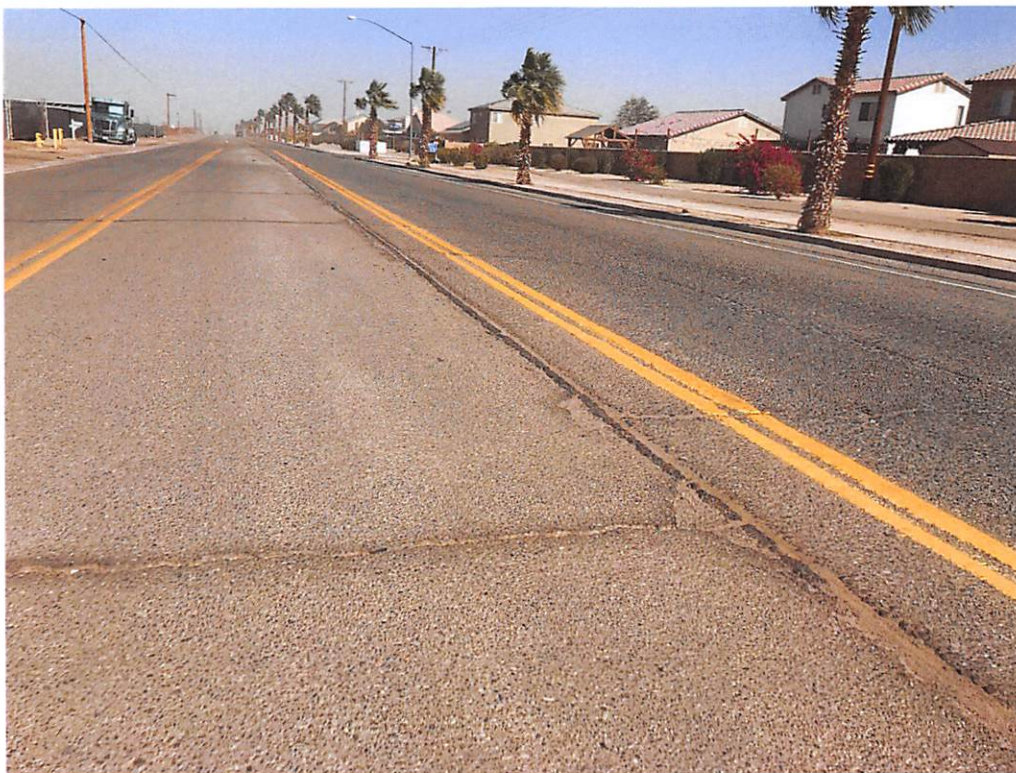
" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



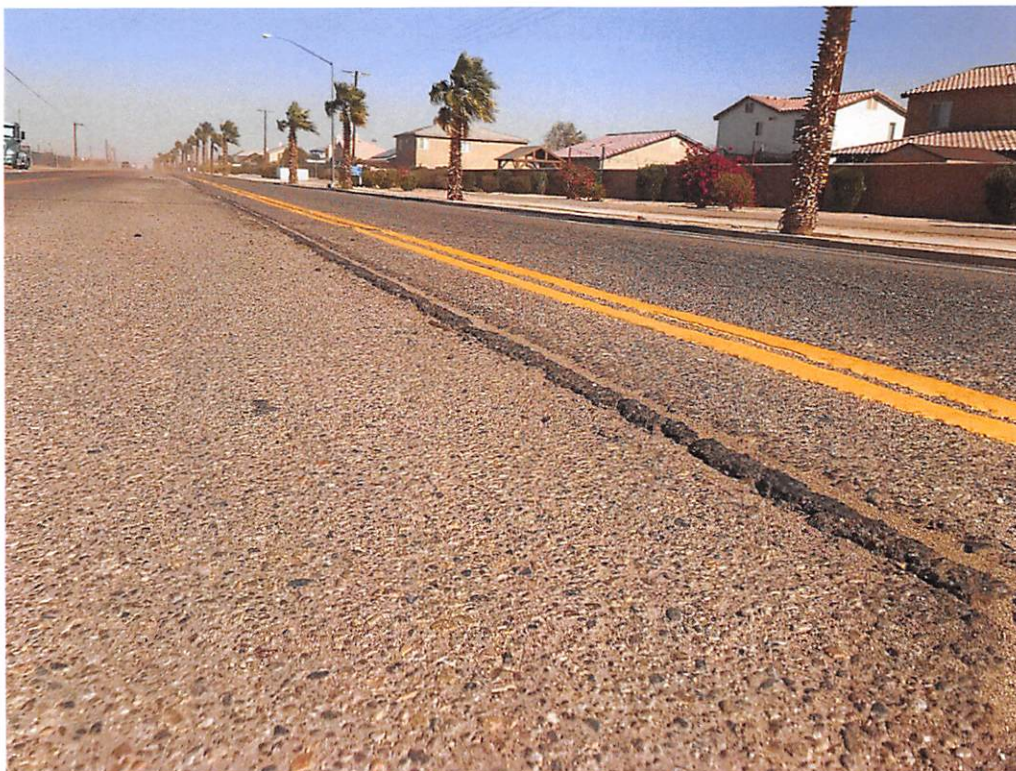
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ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



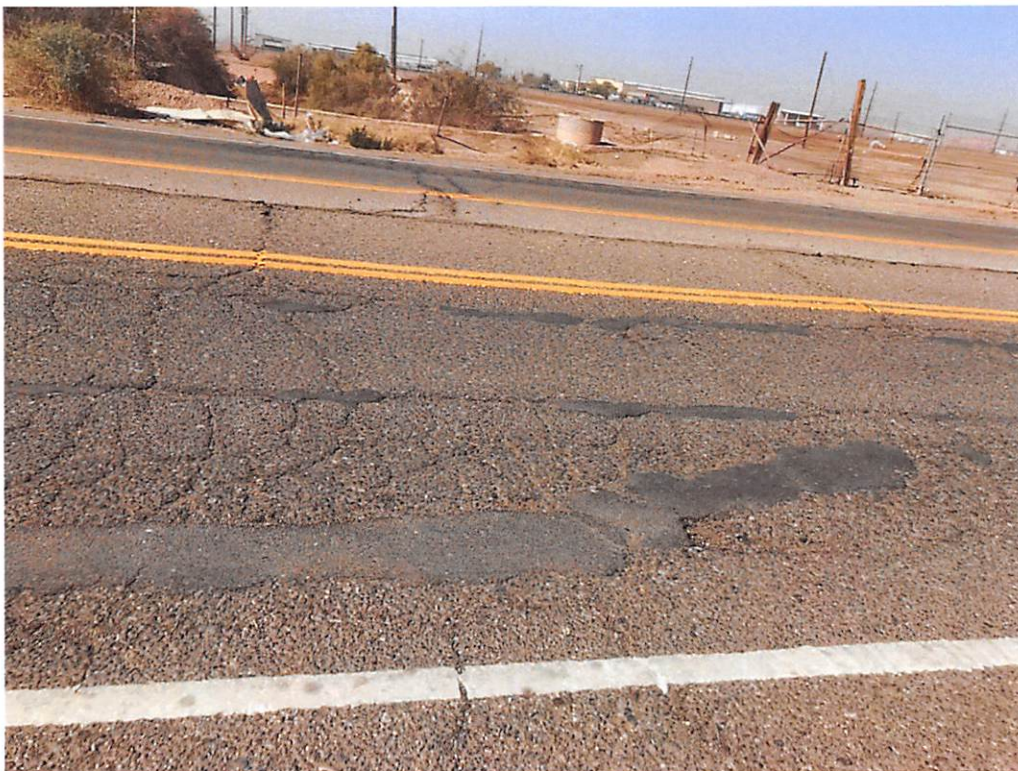
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ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



" P STREET REHABILITATION BETWEEN BARIONI BOULEVARD AND ATEN BOULEVARD "
ICTC CALL FOR PROJECTS 2022

Photos of Existing Road Conditions



DATE SUBMITTED

03/09/2022

SUBMITTED BY

COMMUNITY
DEVELOPMENT
DIRECTOR

DATE ACTION REQUIRED

03/16/2022

COUNCIL ACTION

(x)

PUBLIC HEARING REQUIRED

()

RESOLUTION

(x)

ORDINANCE 1ST READING

()

ORDINANCE 2ND READING

()

CITY CLERK'S INITIALS

(as)

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

APPLICATION TO OBTAIN FUNDING PER THE *CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT OF 2021* (CRRSAA PROGRAM) FOR THE PURCHASE OF TWO (2) 2022 FORD F-150® CREW CAB PICKUP TRUCKS TO BE PROGRAMMED IN THE FEDERAL FISCAL YEARS 2022-2023 VIA RESOLUTION NO. 2022-19.

1. APPROVE RESOLUTION NO. 2022-19.
2. AUTHORIZE STAFF TO SUBMIT CRRSAA PROGRAM APPLICATION TO ICTC.

DEPARTMENT COMMUNITY DEVELOPMENT
INVOLVED:

BACKGROUND/SUMMARY:

City staff has been working with the Imperial County Transportation Commission (ICTC) on obtaining funds from the crrsaa program of 2021.

The Imperial County was allocated a total of \$842,182.00 which was then distributed to all its jurisdictions based on population and maintained mileage. The City of Imperial is to receive \$69,255.00 based on the distribution criteria as shown in **Attachment A**. Each agency is to submit a project or expenditure plan to ICTC for approval prior to obtaining funds. Funding amounts for cities that do not submit an expenditure report will be evenly distributed among the other agencies.

The Community Development Department is proposing to utilize the **CRRSAA** program funds on purchasing two (2) 2022 Ford F-150® crew cab pickup trucks which will be used in daily engineering projects. Due to the numerous projects being handled by the department, the need of vehicles which provide versatility and safety are priority not only for hauling inspection tools and supplies, but also improvement plans and contract documents, taking also in consideration that pickup trucks have are able to drive through construction sites without damaging the vehicle or getting stuck in the mud to ease.

Therefore, the city will submit the application to use said **CRRSAA** program funds for the purchase of above-described work vehicles for the Community Development Department. Project applications will be reviewed and approved by Imperial County Transportation Commission (**ICTC**) committee and submitted to the Technical Advisory Committee (**TAC**) for approval.

The preliminary cost estimate per unit is \$38,182.25, being the total project cost **\$76,364.50** to be paid with CRRSAA program and local funds as follows:

CRRSAA Program = \$ 69,255.00
CITY = \$ 7,109.50 [\$3,839.13 (LTA) + \$3,270.37 (General Fund)]

FISCAL IMPACT: **\$7,109.50** from LTA Measure D and General fundsADMIN
SERVICES
SIGN INITIALS

STAFF RECOMMENDATION:

1. Approval of Resolution No. 2022-19.
2. Authorizing Staff to submit CRRSAA Application to ICTC

DEPT. INITIALS

OM

MANAGER'S RECOMMENDATION:

approve

CITY
MANAGER'S
INITIALS

HBM

MOTION:

SECONDED:

APPROVED ()

REJECTED ()

AYES:

DISAPPROVED ()

DEFERRED ()

NAYES:

ABSENT:

REFERRED TO:

Upon CRRSAA fund distribution approval by the ICTC Commission on February 23, 2022, the following is the Distribution Plan for CRRSAA funds:

Flat Distribution for Jurisdictions with less than 10,000 population Plan Option #2

JURISDICTION	2020 TOTAL POPULATION	2020 MAINTAINED MILEAGE	FLAT ALLOCATION	Dec-21 ALLOCATION	SUB TOTAL ALLOCATION	TOTAL ALLOCATION
Brawley	27,175	87.47		\$ 93,633	\$ 93,633	\$ 93,633
Calexico	40,796	97.43		\$ 138,988	\$ 138,988	\$ 138,988
Calipatria			\$ 50,000		\$ 50,000	\$ 50,000
El Centro	44,841	136.51		\$ 154,138	\$ 154,138	\$ 154,138
Holtville			\$ 50,000		\$ 50,000	\$ 50,000
Imperial	19,876	80.55		\$ 69,255	\$ 69,255	\$ 69,255
Westmorland			\$ 50,000		\$ 50,000	\$ 50,000
County of Imperial	35,331	2,572.15		\$ 236,168	\$ 236,168	\$ 236,168
Total	168,019	2,974.11	\$ 150,000.00	\$ 692,182	\$ 842,182	\$ 842,182

Option #2-Flat Distribution for Jurisdictions with less than 10,000 population Plan, with the caveat if any City or the County do not have projects to submit, their amount would be equally distributed to the other member agencies.

This is an information item and no action is required during the TAC meeting. However, project submittals must be submitted by TAC members to ICTC staff. Please submit a CRRSAA funds letter and application to Marlene Flores and Virginia Mendoza at marleneflores@imperialctc.org and virginiamendoza@imperialctc.org by 5:00 p.m. Friday, March 11, 2022.

Sincerely,


 VIRGINIA MENDOZA
 Program Manager

**BEFORE THE CITY OF IMPERIAL
RESOLUTION NO. 2022-19**

IN THE MATTER OF:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING PER THE ***CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSAA) PROGRAM OF 2021***

WHEREAS, the City of Imperial is able to apply for and receive Federal and State funding including ***CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSAA) PROGRAM*** of 2021 funds; and

WHEREAS, AB 1012 requires that state and federal funds be expended in a timely manner; and

WHEREAS, the City of Imperial desires to ensure that its project are delivered in a timely manner to avoid losing funds for non-delivery; and

WHEREAS, it is understood by the City of Imperial that failure for not meeting project milestone dates for any phase of a project may jeopardize federal or state funding to the Region; and

WHEREAS, the City of Imperial will submit an application for the purchase of two (2) 2022 Ford F-150® Crew Cabs with an estimated cost per unit of \$38,182.25, being the total project cost ***\$76,364.50***; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Imperial hereby agrees to ensure that all project milestone schedules for all project phases will be met or exceeded, and:

- a. The opportunity for public comment was provided at a public meeting;
- b. Local funds in the amount of ***\$7,109.50*** from Circulation and LTA Measure D funds will be used to leverage the federal funds for the project;
- c. Project is consistent with circulation element of the agency's general plan planning process;
- d. Project is consistent with the adopted pavement management plan.
- e. The City Attorney is authorized to make minor typographical changes to this Resolution that does not change the substance of this Resolution;

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency's project and reprogram Federal/State funds as deemed necessary.

THE FOREGOING RESOLUTION was passed and adopted by the City Council of the City of Imperial on _____, 2022.

AYES:
NOES:
ABSTAIN:
ABSENT

Signed: _____
Geoffrey Dale, Mayor

ATTEST:

Signed: _____
Dennis Morita, City Clerk

Attachment B



4480 CHINO HILLS PARKWAY, CHINO CA 91710
FLEET OFFICE (909) 325-8100 FLEET FAX (909) 203-5707

COMMERCIAL VEHICLE PURCHASE INVOICE

SOLD TO: CITY OF IMPERIAL
420 S. IMPERIAL AVE.
IMPERIAL, CA. 92251
DATE: 2/2/2022
PHONE:
PO NUMBER:

YEAR: 2022 MAKE: FORD MODEL: F-150 CREW CAB
VIN: STOCK NUMBER: ORDER# L168

TERMS:
NET: 30 DAYS NET DUE \$: 38,182.25
MUST BE RECEIVED NO LATER THAN: TBD

DELIVERY RECEIPT:
I ACKNOWLEDGE THE RECEIPT OF THE ABOVE VEHICLE:

PAYABLE TO: CHINO HILLS FORD
4880 CHINO HILLS PKWY
CHINO, CA 91710

SIGNATURE: DATE:
FORD FLEET #:
RESALE #:
R.S. #:
BID #:
FLEET MANAGER CONTACT:

SALES PRICE: \$35,315
SALES TAX: \$2,743.50
LICENSE FEE: \$38.75
DOCUMENT FEE: \$85
SUB TOTAL: \$38,182.25
LESS TRADE:
LESS DOWN:
LESS REBATE:
NET DUE: \$38,182.25



Preview Order L168 - W1C - 4x2 SuperCrew: Order Summary Time of Preview: 02/01/2022 15:40:10

Dealership Name: Chino Hills Ford

Sales Code : F71104

Dealer Rep.	Leonel Gonzalez	Type	Fleet	Vehicle Line	F-150	Order Code	L168
Customer Name	city imperial	Priority Code	K1	Model Year	2022	Price Level	230

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F150 4X2 SUPERCREW - 145	\$37700	ELEC TEN-SPEED AUTO W/TOW MODE	\$0
145 INCH WHEELBASE	\$0	.245/70R 17 BSW ALL-SEASON	\$0
TOTAL BASE VEHICLE	\$37700	3.55 RATIO REGULAR AXLE	\$0
OXFORD WHITE	\$0	6250# GVWR PACKAGE	\$0
VINYL 40/20/40 FRONT SEAT	\$0	CA NEW MTR VEHICLE BOARD FEES	\$0
MEDIUM DARK SLATE	\$0	FRONT LICENSE PLATE BRACKET	\$0
EQUIPMENT GROUP 101A	\$920	50 STATE EMISSIONS	\$0
.XL SERIES	\$0	FLEX FUEL VEHICLE	\$0
.XL POWER EQUIPMENT GROUP	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.CRUISE CONTROL	\$0	FUEL CHARGE	\$0
.REVERSE SENSING SYSTEM	\$0	PRICED DORA	\$0
.17" SILVER STEEL WHEELS	\$0	ADVERTISING ASSESSMENT	\$0
3.3L V6 PFDI	\$0	DESTINATION & DELIVERY	\$1695
			MSRP
TOTAL BASE AND OPTIONS			\$40315
XL HIGH DISCOUNT			\$-750
TOTAL			\$39565

ORDERING FIN: QM715 END USER FIN: QM715

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.

DATE SUBMITTED 03/9/22
 SUBMITTED BY PARKS
 DATE ACTION REQUIRED 03/16/22

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: WILDFLOWER NORTH RETENTION BASIN BLOCK WALL REPLACEMENT

1. APPROVAL TO SEEK BIDS

DEPARTMENT INVOLVED: PARKS

BACKGROUND/SUMMARY:

On March 2, 2022 City Council directed staff to provide cost comparison estimates for commercial grade privacy chain link fencing and CMU block wall. Staff has provided the information requested attached as the backup for this item. Staff is seeking authorization to seek bids for the option of Council's choosing.

Please see attached.

FISCAL IMPACT:

35,000-127,000 Landscape District Funds

FINANCE
INITIALS _____

STAFF RECOMMENDATION: It is the department's recommendation for City Council to approve staff to seek bids.

DEPT. INITIALS _____

MANAGER'S RECOMMENDATION:

approve/authorize

CITY
MANAGER'S
INITIALS AB

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

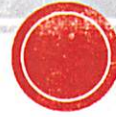
REJECTED ()

DEFERRED ()

FENCE QUOTES

City of Imperial Parks

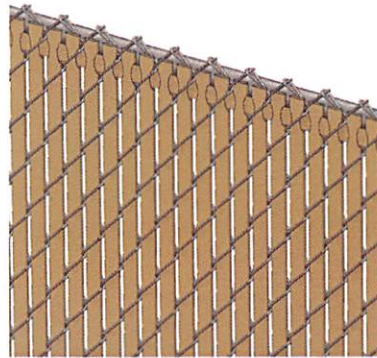
Tony Lopez, Parks Director



PICTURES



CMU Block wall Option



Commercial Grade Privacy chain link
option



QUOTE COMPARISON

Estimate #1

- Demo & Haul away to legal dumpsite
210 feet of block wall and foundation
 - \$9,450
- Driveway entrance gate 40'
 - \$2,800
- Install 210' of 6' high privacy plastic
chain link fence (beige)
- Price per foot \$79.00
 - \$16,590

▪ **TOTAL: \$28,840**

Estimate #2

- Remove 210' of block wall and replace
per specifications.
- Mobilization
 - \$6,000
- Demo of wall
 - \$15,000
- Construction of Wall (\$450 per LF)
 - \$94,000
- Material Testing
 - \$7,000
- Survey
 - \$4,000

▪ **TOTAL: \$126,500**



DATE SUBMITTED 03/09/2022
 SUBMITTED BY Police Department
 DATE ACTION REQUIRED 03/16/2022

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:	DISCUSSION/ACTION: RETIREMENT OF IMPERIAL POLICE DEPARTMENT K9 OFFICER JUDY 1. APPROVAL OF MEDICAL RETIREMENT FOR K9 OFFICER JUDY AND AUTHORIZATION OF ADOPTION BY HER HANDLER OFFICER STIFF.		
DEPARTMENT INVOLVED:	IMPERIAL POLICE DEPARTMENT		
BACKGROUND/SUMMARY:	The Imperial Police Department is asking for City Council to medically retire K9 Officer Judy. Judy has spent three years with the Imperial Police Department. During her service she was certified in detecting methamphetamines, heroin, cocaine, and ecstasy. In addition to working Patrol with IPD, she has worked with the Imperial County Narcotic Task Force. Judy is able to locate even the smallest finds of narcotic paraphernalia. Judy has found just under a thousand pounds of various narcotics throughout her career. Judy's finds have resulted in successful convictions. If approved for retirement, the Imperial Police Department requests authorization for the adoption of Judy by her handler Officer Stiff in the amount of \$1.00. Judy will spend her remaining days as a member of her handler's family.		
FISCAL IMPACT: N/A	FINANCE INITIALS		
STAFF RECOMMENDATION: It is staff's recommendation that the City Council declare K9 Judy as medically retired and authorize the adoption as requested.	DEPT. INITIALS		
MANAGER'S RECOMMENDATION: 	CITY MANAGER'S INITIALS		
MOTION:			
SECONDED: AYES: NAYES: ABSENT:	APPROVED () DISAPPROVED () REFERRED TO:	REJECTED () DEFERRED ()	

Agenda Item No. F9

DATE SUBMITTED 3/10/2022
 SUBMITTED BY ACM
 DATE ACTION REQUIRED 3/16/2022

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: DECLARATION OF SURPLUS LAND

1. ADOPTION OF RESOLUTION NO. 2022-15 DECLARING REAL PROPERTY OWNED BY THE CITY OF IMPERIAL LOCATED AT 401 E. BARIONI BLVD. AS SURPLUS LAND.

DEPARTMENT INVOLVED: CITY ATTORNEY/CITY MANAGER'S OFFICE/ COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

The City of Imperial has determined that the real property located at 401 E. Barioni Blvd, adjacent to the Imperial Transit Center, is not of use to the City and recommends that the City Council declare it surplus to begin the process with the State of California Department of Housing & Community Development. The property size is measured at .43 acres, with an estimated value of \$130,000.00. The current structure on the site has been red-tagged by the City's Building Official. The land is currently identified as Commercial Use. Please see the attached resolution and exhibits for further information.

FISCAL IMPACT: To be determined

ADMIN SERV
INITIALS

MB

STAFF RECOMMENDATION: It is staff's recommendation to declare the property surplus and begin the process with the State of CA as defined by Government Code Section 54222.

DEPT. INITIALS

MB

MANAGER'S RECOMMENDATION:

approve

CITY
MANAGER's
INITIALS

MB

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

RESOLUTION NO. 2022-20

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IMPERIAL DECLARING PURUSANT TO GOVERNMENT
CODE SECTION 54221 THAT REAL PROPERTY OWNED
BY THE CITY LOCATED AT THE NORTHWEST
CORNER OF HIGHWAY 86 AND BELFORD ROAD IS
SURPLUS LAND AND NOT NECESSARY FOR THE
CITY'S USE**

WHEREAS, the City of Imperial ("City") is the owner in fee simple of that certain real property located at 401 E Barioni Blvd. and described in Exhibit "A", attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, under the Surplus Land Act, Government Code sections 54220 through 54233 (the "Act"), surplus land is land owned in fee simple by the City for which the City Council takes formal action in a regular public meeting declaring the land is surplus and not necessary for the City's use. The land must be declared either surplus land or exempt surplus land; and

WHEREAS, under the Act, land is necessary for the City's use if the land is being used, or is planned to be used pursuant to a written plan adopted by the City Council, for City work or operations; and

WHEREAS, the Property is approximately 0.43 acres in size, with one vacant and dilapidated structure, is not currently being used by the City, and due to its size and location would require significant investment to develop; and

WHEREAS, City staff has evaluated the Property for its potential to be used for City work or operations and determined that the Property is not suitable for the City's use; and

WHEREAS, the City Council desires to declare that the Property is surplus land and not necessary for the City's use; and

WHEREAS, the Act requires that before the City Council disposes of the Property or engages in negotiations to dispose of the Property, the City shall send a written notice of availability of the Property to certain designated entities.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above-referenced recitals are true and correct and are incorporated herein.
2. The City Council hereby declares that the Property is surplus land and not necessary for the City's use. The basis for this declaration is that the property is of a relatively small size,

there is no planned city facility or building for the site, and due to its size and location would require significant investment to develop.

3. The City Clerk is hereby directed to send a notice of availability, substantially in the form attached hereto as Exhibit “B” and made a part of hereof, to the entities designated in Government Code Section 54222 (“Designated Entities”) by electronic mail or by certified mail.

APPROVED, PASSED AND ADOPTED, at the regular meeting of the City Council this 16th day of March, 2022.

Geoff Dale, Mayor

ATTEST:

City Clerk

EXHIBIT A

LEGAL DESCRIPTION

PAR 1 PER PMW ALSO BEING W POR BLK 70 & POR ABAND ST TSTE OF IMPERIAL

A.P.N.: 063-130-007

EXHIBIT B

March 16, 2022

To All Interested Parties:

RE: Notice of Availability/Offer to Sell Surplus Property

As required by Government Code Section 54220 of the State of California, the City of Imperial (City) is providing notification that the City intends to sell the following surplus property:

Surplus Land Property Description	
Jurisdiction Name	City of Imperial
Jurisdiction Type	City
Site Address/Intersection	401 E. Barioni Blvd
City	Imperial
ZIP Code	92251
County	Imperial
Assessor Parcel Number	063-130-007
Consolidated Sites	N/A
General Plan Designation	Commercial
Zoning Designation	C-2
Minimum Density Allowed	N/A
Maximum Density Allowed	N/A
Parcel Size	0.43 acres
Existing Use/Vacancy	One vacant and dilapidated structure
Last Appraised Value	\$130,000.00
Last Appraised Date	April 8, 2021

In accordance with Government Code Section 54222, you have sixty (60) days from the date this offer was sent via certified mail or electronic mail to notify the City of your interest in acquiring the property. However, this offer shall not obligate the City to sell the property to you. Instead, the City would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no agreement is reached on sales price and terms, or lease terms, the City may market the property to the general public.

As required by Government Code Section 54227, if the City receives more than one letter of interest during this 60 day period, it will give first priority to entities proposing to develop housing where at least 25 percent of the units will be affordable to lower income households. If more than one such proposal is received, priority will be given to the proposal with the greatest number of affordable units. If more than one proposal specifies the same number of affordable units, priority will be given to the proposal that has the lowest average affordability level.

In the event your agency or company is interested in purchasing the property, you must notify the City in writing within sixty (60) days of the date this notice was sent via certified mail or electronic mail. Notice of your interest in acquiring the property shall be delivered to Alexis Brown, Assistant City Manager, at 420 South Imperial Avenue, Imperial, CA 92251. You may also direct your questions to abrown@cityofimperial.org or by calling (760) 355-4371.

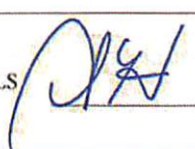
Entities proposing to submit a letter of interest are advised to review the requirements set forth in the Surplus Land Act (Government Code Section 54220-54234).

Agenda Item No. F-10

DATE SUBMITTED March 10, 2022
 SUBMITTED BY Ember Haller
 DATE ACTION REQUIRED March 16, 2022

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: IMPERIAL PUBLIC LIBRARY MOBILE DEVICE AGREEMENT	
1. APPROVAL AND ADOPTION OF MOBILE DEVICE LENDING GUIDELINES AND AGREEMENT 2. ESTABLISHMENT OF MOBILE DEVICE FINES AND FEES	
DEPARTMENT INVOLVED: DEPARTMENT OF INFORMATION TECHNOLOGY AND COMMUNITY SERVICES	
BACKGROUND/SUMMARY: Imperial Public Library acquired ten Home Connectivity Kits which includes a Chromebook, Hotspot, USB wired mouse, headset, and notebook case with instructions in addition to nine Chromebook and seven hotspots to be made available for patrons to confront the digital divide. The equipment was provided through the Southern California Library Cooperative (SCLC) and the State Library from the American Rescue Plan Act. The library has also acquired 11 Chromebooks, six iPads and 15 hotspots purchased through the Literacy program for its learners use. An agreement is necessary to provide patrons the opportunity to check out the equipment. The IT Department and Community Service worked together utilizing the recommended policy provided by the State Library. The fines are based on actual cost of equipment during the time of procurement. The City Attorney has reviewed the agreement and finds it acceptable. The Library Board of Trustees approved the agreement on March 8, 2022 to submit to City Council for approval and adoption of the Mobile Device Lending Guide and Agreement and Mobile Device Fines and Fees Agreement.	
FISCAL IMPACT: NOT TO EXCEED No fiscal impact	FINANCE INITIALS _____
STAFF RECOMMENDATION: Staff requests City Council to approve and adopt the Mobile Device Lending Guidelines and Establish the Mobile Device Fines and Fees.	DEPT. INITIALS <u></u>
MANAGER'S RECOMMENDATION:	CITY MANAGER'S INITIALS _____
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	



Mobile Device Lending Guidelines and Agreement

Department of Information Technology

MOBILE DEVICE LENDING GUIDELINES AND AGREEMENT

Guidelines for Borrowing and Use

- Mobile Devices (Hotspots, Chrome books, iPads or other) lent out by the Library, may only be checked out from the Service Desk.
- Only one Home connectivity kit/Mobile Device per person can be checked out at a time.
- A valid Imperial Public Library card with current address and no outstanding fines above \$5.00 is required to borrow a Mobile Device.
- A valid government issued ID with picture and current address must be presented. Library personnel will make a photocopy and retain with this agreement for one year, prior to a Mobile Device checkout. If the address on ID and account do not match, you will be asked to validate your account by bringing proof of address.
- Borrowers must be 18 years old or older. Borrower's ages 13 to 17 must have a Mobile Device Lending Agreement signed by the parent/guardian on file prior to their first checkout.

Time Limits and Availability

- Chromebooks and iPads-In branch use only.
 - May be borrowed for up to four-hour intervals, and may be renewed up to two times in a single day, unless another borrower is waiting. Devices must be renewed and returned in person at the service desk. Devices must be returned to the service desk at least thirty (30) minutes prior to library closing, even if this does not allow for the entire four-hour loan period. The laptop must be returned with the power on.
- Home connectivity kit/Hotspots/Chromebooks-Check-out
 - May be borrowed for 4 weeks intervals, and may be renewed up to 2 times at the Service Desk if not requested by another patron.

Fines and Liability

- There are no fines for hourly borrowing of devices. However, the borrower is solely responsible for the Mobile Device and will be billed for reasonable repair or replacement costs associated with damage or loss of Mobile Devices and/or peripherals due to neglect or abuse and for the full cost of the device if lost or stolen.
- Home connectivity Kits/Mobile Devices must be returned to library staff during open hours. Book drop returns are NOT allowed and will result in a \$25 penalty fee.
- A list of the replacement costs of Mobile Devices is maintained by the Library and is available upon request.
- The responsibility to protect against loss is the borrowers.
- Imperial Public Library is not responsible for the loss of any data while using this equipment.
- WARNING: Penal Code 490.5(a) provides that upon conviction for petty theft involving a book or other library materials taken from a library facility, a person shall be punished by a mandatory fine of not less than \$50 and not more than one \$1,000 for each such violation; and may also be punished by imprisonment in the county jail, not exceeding six months, or both such fine and imprisonment. Initial here: _____



Mobile Device Lending Guidelines and Agreement

Department of Information Technology

Proper Care and Use

- As with any Mobile Device, use care when handling.
- Return the Mobile Device with all parts and components.

MOBILE DEVICE LENDING AGREEMENT

I agree:

- To abide by the Imperial Public Library's Mobile Devices Lending guidelines as stated above.
- To pay an overdue fine as stated above if the Mobile Device is returned late.
- To pay full repair and/or replacement costs should the Mobile Device or components of the Mobile Device be stolen, lost, not returned or damaged.
- To hold harmless the Imperial Public Library Authority, and/or its employees, agents or representatives, for any damage to any disk, computer, device, or for any loss of data, damage or liability that may occur from use of these devices, or malfunctioning library hardware or software.
- To take appropriate caution with personal information while using library mobile devices. The library disclaims all liability for loss of confidential information or damages resulting from that loss, and accepts no responsibility for breach of privacy.

Device Checked Out

- ☐ Hotspot
- ☐ Chromebook
- ☐ iPad
- ☐ Home Connectivity Kit

Disclaimer

The Library reserves the right to modify the Mobile Device Guidelines and Agreement at any time. Blocking software is not available on Mobile Devices and the library cannot be held responsible for any content viewed. By checking out a Mobile Device, the patron agrees they will not engage in illegal activities, and they are solely responsible for the Mobile Device.



Mobile Device Lending Guidelines and Agreement

Department of Information Technology

Borrower Acknowledgment

I have read the entire document and my signature below indicates my agreement with the above statements.

Date: _____

Borrower's Printed Name: _____

Library Card #: _____

Parent/Guardian's Printed Name (if borrower is a minor): _____

Parent/Guardian's Signature (if borrower is a minor): _____

Borrower's Signature: _____

I understand as a parent or guardian that I am responsible for my child if the mobile device is damaged, lost or stolen, and enter into this agreement on their behalf.



Mobile Device Fines and Fees Agreement

Department of Information Technology

The Following fines and fees apply

Devices Description	Fine /Fee
Lost, damaged, stolen T9 Franklin Mobile Hotspot.	\$205 replacement cost
Lost, damaged, stolen Borderlink hotspot.	\$150 replacement cost
Lost, damaged, stolen Lenovo Chromebook.	\$271 replacement cost
Lost, damaged, stolen iPad Air.	\$489 replacement cost

Accessories Description	Fine /Fee
Lost, damaged, stolen Acer Chromebook power charger/cord	\$20 replacement cost
Lost, damaged, stolen iPad Smart keyboard	\$150 replacement cost
Lost, damaged, stolen iPad USB power adapter	\$20 replacement cost
Lost, damaged, stolen iPad USB cable	\$20 replacement cost

Home Connectivity Kit Description	Fine /Fee
Lost, damaged, stolen Acer 513 Spin Chromebook.	\$744 replacement cost
Lost, damaged, stolen Hot Spot	\$205 replacement cost
Lost, damaged, stolen USB wired mouse	\$10 replacement cost
Lost, damaged, stolen Over the ear Headset	\$30 replacement cost
Lost, damaged, stolen Notebook case	\$40 replacement cost
If stolen, borrower must submit a police report to the library.	
If hotspot is not returned on time, service to the hotspot is suspended that day.	

Borrower Name (Printed)

Borrower Signature

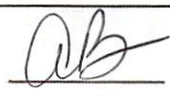
Date

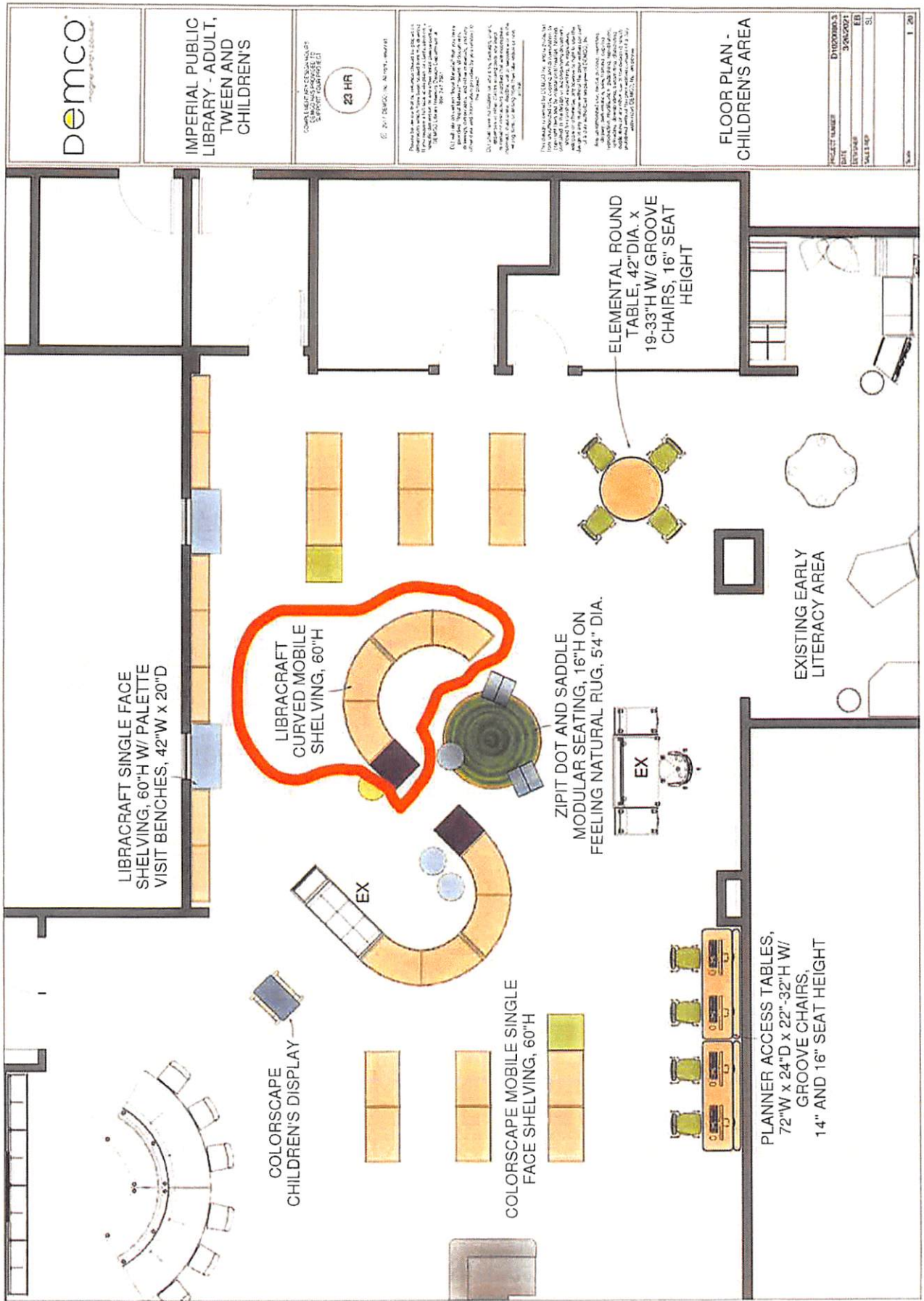
Agenda Item No. F-11

DATE SUBMITTED March 10, 2022
 SUBMITTED BY Ember Haller
 DATE ACTION REQUIRED March 16, 2022

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: IMPERIAL PUBLIC LIBRARY CHILDREN'S AREA FURNISHINGS I. APPROVAL OF THE PURCHASE OF FURNISHINGS FOR THE CHILDREN'S AREA				
DEPARTMENT INVOLVED: COMMUNITY SERVICES				
BACKGROUND/SUMMARY: A design for the children's area was created in 2021 to provide a more welcoming and interactive space for patrons. Purchases of the furnishings were completed by phase due to available funding through the Cannabis CUP. The third and last phase to complete the project comprises of the Libracraft Curved Mobile Shelving Section and square bench. The library budget for fiscal year 2021-22 includes a current available balance of \$4,567 from the Cannabis CUP. Currently the library has \$7,740 in funding available in various line items due to cost savings. Together the balance available is \$12,306 which could enable the purchase of the final phase of children's furnishings at the total of \$12,012. The Library Board of Trustees approved the recommendation to purchase the furnishings for the children's area during its regular meeting on March 8, 2022.				
FISCAL IMPACT: NOT TO EXCEED Not to exceed \$12,012.00	FINANCE INITIALS _____			
STAFF RECOMMENDATION: Staff requests City Council to approve the purchase of the Libracraft Curved Mobile Shelving Section and square bench in the amount not to exceed \$12,012.00.	DEPT. INITIALS <u></u>			
MANAGER'S RECOMMENDATION: <u>Approve</u>	CITY MANAGER'S INITIALS <u></u>			
MOTION:				
<table style="width: 100%;"> <tr> <td style="width: 33%;"> SECONDED: AYES: NAYES: ABSENT: </td> <td style="width: 33%;"> APPROVED () DISAPPROVED () REFERRED TO: </td> <td style="width: 33%;"> REJECTED () DEFERRED () </td> </tr> </table>		SECONDED: AYES: NAYES: ABSENT:	APPROVED () DISAPPROVED () REFERRED TO:	REJECTED () DEFERRED ()
SECONDED: AYES: NAYES: ABSENT:	APPROVED () DISAPPROVED () REFERRED TO:	REJECTED () DEFERRED ()		



Imperial Public Library Children's area phase 4

Project ID: D2020039



4810 Forest Run Road
Madison WI 53708-8548
fax 800.730.8094

FOR:	SALES REP:	PROJECT COORDINATOR:	QUOTE ID:
Ember Haller	Shawna Ley	Amanda Immell	T2039042
Email: ehaller@cityofimperial.org	Email: shawna@demco.com	Email: amandai@demco.com	Version 01
Phone: 7603553312	Phone: 888-542-6975	Phone:	QUOTE ISSUE DATE: 03/09/2022
	Fax: 800-730-8094	Fax: 800.730.8094	QUOTE EXPIRATION DATE: 03/25/2022

ROOM: 001 ROOM

Sub Total:				\$9,752.31	
Line #	Tag	Product #	Quantity	Unit Price	Extended Price
1.00	S7	13702910	2	\$2,365.49	\$4,730.98

Description: LibraCraft DF Curved Mobile Starter 60"Hx45"Wx24"D

Options:

Wood finish?

- ☐ Fusion Oak
- ☐ Light Cherry
- ☐ Natural Oak
- ☐ Walnut
- ☐ Matching Woodgrain
- ☐ Burnished Chestnut
- ☐ Green Soapstone
- ☐ Oiled Soapstone
- ☐ Pearl Soapstone
- ☐ Carbon EV
- ☐ Ginseng Tea
- ☐ Woolamai Brush

Laminate top color?

2.00	S8	13702920	2	\$2,191.73	\$2,191.73	\$4,383.46
Description: LibraCraft DF Curved Mobile Adder 60"Hx44"Wx24"D						
Options:						
Wood finish?						
☐ Fusion Oak						
☐ Light Cherry						
☐ Natural Oak						
☐ Walnut						
Laminate top color?						
☐ Matching Woodgrain						
☐ Burnished Chestnut						
☐ Green Soapstone						
☐ Oiled Soapstone						
☐ Pearl Soapstone						
☐ Carbon EV						
☐ Ginseng Tea						
☐ Woolamai Brush						

3.00	L5	12247210	1	\$637.87	\$637.87	\$637.87
------	----	----------	---	----------	----------	----------

Description: ColorScape Connector Bench Square adult ht 18"Hx24"Wx24"D
Notes: Catalog number 5095300

Options:

Vinyl Color

- ☐ Avant Lapis
- ☐ Avant Sangria
- ☐ Avant Space Blue
- ☐ Avant Tomato
- ☐ Avant Water
- ☐ Core Blue Nile
- ☐ Core Emerald
- ☐ Core Leap Frog
- ☐ Core Magenta
- ☐ Core Nasturtium
- ☐ Core Grass
- ☐ Avant Sun Yellow
- ☐ Core Neptune
- ☐ Avant Alpine
- ☐ Avant Emerald
- ☐ Avant Artichoke
- ☐ Avant Beach
- ☐ Avant Calm
- ☐ Avant Dove
- ☐ Avant Sage
- ☐ Core Aqua
- ☐ Core Pumice
- ☐ Maple
- ☐ Natural Oak

Wood species

Like many businesses, we are experiencing unexpected price increases from our vendor partners for raw materials and transportation. We are trying to absorb these costs as much as possible, but in some cases, we have been forced to raise prices on our products." As such, the prices on this quote expire on the date listed and must be re-quoted after that date.

SUB TOTAL	\$9,752.31
SHIPPING	\$1,395.79
SERVICES	N/A
TAX	\$863.98
GRAND TOTAL	\$12,012.08

Quote ID: T2039042

Shipping & Delivery Options *If this quote includes options, they are based on the following list, (note: shipping options may only apply to certain shipments):*

- ☒ [OCA] Call Ahead - Delivery Appt.
☒ [6PG] Power Lift Gate

Billing Information	Shipping	Customer Contact	Designer
Imperial Public Library 200 W 9th St Imperial, CA, 92251-1213 Bill Contact: 760-355-1332	Ember Haller Imperial Public Library 200 W 9th St Imperial CA 92251	Ember Haller 760.355.3312 ehaller@cityofimperial.org	Steve Gower Drawing ID:

Signature that authorizes Demco to place this order:

Signature

Date

DATE SUBMITTED March 9, 2022

SUBMITTED BY Laura Gutierrez

DATE ACTION REQUIRED March 16, 2022

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 – APPROVAL OF INVOICECLOUD ELECTRONIC PAYMENT PORTAL.**

APPROVE/DISAPPROVE OF INVOICECLOUD ELECTRONIC PAYMENT PORTAL FOR UTILITY BILLING AND OTHER ONLINE TRANSACTIONS.

DEPARTMENT INVOLVED: **INFORMATION TECHNOLOGY AND ADMINISTRATIVE SERVICES**

BACKGROUND/SUMMARY:

In 2007 the City of Imperial first implemented the I-WEB Portal to receive electronically utility billing payments. At the time, Imperial was the first City was an online payment platform. After 15 years of maintaining the I-WEB Portal inhouse, as the City's customer base continues to grow, and as technology continues evolving our system is close to reaching its End-of-Life.

Currently, the I-WEB Portal only allows for Visa, Mastercard and Discover card payments only. InvoiceCloud allows for the addition of American Express, Apple Pay, Google Pay, Venmo, PayPal and E-checks. The addition of these payment methods allows a friendlier customer service experience. Our current system only allows for paperless billing that is sent on the 1st of each month. With InvoiceCloud, we can continue to send paperless billing, but in addition customers with balances due on accounts can be emailed and/or texted notification reminders when their bill is due, the day prior to turn-off day, and on the last day of that month. All payments made through InvoiceCloud will reflect on customer accounts in real-time. The new portal will allow customer to become more proactive with avoiding late fees.

FISCAL IMPACT:

F.O. INITIALS *JS*

No additional fiscal impact.

STAFF RECOMMENDATION:

After much research, review and consideration by the Information Technology and Administrative Services Departments, it is recommended that the City Council approve the InvoiceCloud payment portal.

MANAGER'S RECOMMENDATION:

MANAGER'S INITIALS *CHM*

After the review and consideration by the City Manager, it is recommended that the City Council approve

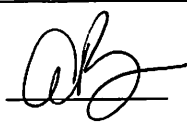
MOTION:

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

DATE SUBMITTED 3/10/2022
 SUBMITTED BY ACM
 DATE ACTION REQUIRED 3/16/2022

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: MUNICODE RECODIFICATION SERVICES AND ANNUAL SUBSCRIPTION 1. APPROVAL OF AGREEMENT BETWEEN CITY OF IMPERIAL AND MUNICODE FOR PROFESSIONAL RECODIFICATION, SUPPLEMENTATION AND ONLINE CODE HOSTING SERVICES IN THE AMOUNT OF \$15,550.00.	
DEPARTMENT INVOLVED: City Manager's Office/City Attorney	
BACKGROUND/SUMMARY: Whereas the City of Imperial has completed our outreach and review efforts for codification services related to the City's Municipal and Zoning Code. The goal of recodification is to create a well-organized and professionally edited Code of Ordinances that is free of internal conflicts and inconsistencies; free of errors in spelling and grammar; formatted in a manner that allows for continued growth and expansion; in conformity with the laws of the State of California and readily accessible to staff and citizens alike. Municode services provides eleven (11) in-house professional codification attorneys who have completed hundreds of codification and recodification projects nationwide.	
FISCAL IMPACT: \$15,550.00 <i>\$6,500.00 – Per Council Action 12/02/2020</i> <i>\$3,620 – City Clerk's Budget 110-5210</i> <i>\$5,430 – General Fund Not Budgeted</i>	ADMIN SERV INITIALS _____
STAFF RECOMMENDATION: It is staff's recommendation to approve agreement for recodification services with Municode to improve record keeping and increase transparency and access to our municipal and zoning codes for the City of Imperial.	DEPT. INITIALS 
MANAGER'S RECOMMENDATION:	CITY MANAGER'S INITIALS _____
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	



RECODIFICATION, SUPPLEMENTATION AND ONLINE CODE HOSTING SERVICES

Imperial, California

February 17, 2022 – Quote valid for 90 days



Joshua "J.R." Riley

Legal Account Executive

Office: 800-262-2633

Direct: 850-696-7012

Email: jriley@municode.com

PO Box 2235 Tallahassee, FL 32316

EXECUTIVE SUMMARY

Recodification, Supplementation and Online Hosting

*Logic: Give your municipality a fresh start. Engage our full-time attorneys to examine the legal sufficiency of your code from top to bottom. Clean up the pagination, reprint all pages and replace binders and tabs, if needed. Quickly and efficiently transition your code to the most advanced suite of web/mobile services available in the nation: **MunicodeNEXT***

- ★ **Recodification** **\$12,950¹**
Timeline **10-12 months**

The recodification base cost of \$12,950 is based on a 600-page, single column 10-point code. Additional format and font options are provided on the following page.

A full-time, Municode attorney will legally review the ordinances, not just a code editor. We will research all legislation against the State Constitution, State Law, and the Charter, and ordinances will be compared to Code content to determine if there are inconsistencies or conflicts within the legislation itself. We will suggest a structure and organization for the code and provide a table of contents indicating the recommended structure. We will also provide State Law references within the code and hyperlinks to internal references within the code. We will provide a legal memorandum containing recommended options and conduct a conference to review the memorandum and recommendations. Our team will edit the text of your code to reflect proper grammar and stylistic consistency; create a subject matter index; create all tables (contents, State Law reference, prior code comparison, and ordinance disposition); and insert graphics into the printed and electronic versions of the code. A draft code will be provided to you for final review prior to printing and shipment.

- ★ **Full Service Supplement Schedule (annually)** **\$2,600**

Municode provides quarterly to annual supplementation services for a fixed annual fee. Upgrade to supplement more frequently for only \$2,000 more per year. See page 4 for more details.

- ★ **Online hosting = MunicodeNEXT!** **\$450²**

The online code is only \$450 for our standard service. If you want to further enhance the transparency of your online code, you can upgrade to the MyMunicode bundle for only \$1,195 annually!

¹ Please see page 3 for additional pricing details.

² Please see page 5 for additional features and pricing available on our MunicodeNEXT platform.

RECODIFICATION QUOTATION SHEET

Recodification base cost, includes Zoning **\$12,950³**

- ★ 600 single column 10-point font pages
- ★ Receipt, review and organization of materials
- ★ Legal analysis & research by a full-time, Municode attorney
 - ★ Preparation of legal memorandum by a Municode attorney
- ★ Teleconference with attorney⁴
- ★ Implementation of approved legal findings
 - ★ Updating State Law references
 - ★ Editorial preparation, proofreading and page formatting
 - ★ Indexing
- ★ Tables⁵, Graphics⁶ & tabular matter⁷
- ★ Final proofreading and corrections
- ★ Quality control review and printing
 - ★ 3 printed copies, to include 3-post stamped binders and tabs
- ★ Sample adopting ordinance prepared by a Municode attorney

Project is based on the font size & pages below – please only select one:

Font Size Single Column: ☐ 10-point (600) ☐ 11-point (678) ☐ 12-Point (750)

Binder Color: ☐ Semi-Bright Black ☐ Dark Blue ☐ Green ☐ Burgundy

Ink Stamping Color:

- ☐ Gold
- ☐ Silver

Optional Services

- ☐ Gender Neutralization of Code **\$600**
- ☐ Archival OrdBank, per ordinance **\$10⁸**

Items not included in base cost

- ★ Pages over 600 10-point, single column pages per page (or equivalent) **\$22**
- ★ Freight **Actual**
- ★ State sales tax **If applicable**
- ★ Post your code on MunicodeNEXT **See selections on page 5**

Payments for recodification project - Your project can be budgeted over two fiscal years

- ★ Execution of Agreement **\$4,530**
- ★ Submission of the Legal Memorandum **\$3,240**
- ★ Submission of Draft Code **\$3,240**
- ★ Delivery **Balance**

³ Legislation added to the project must be approved and received prior to the established cutoff date. Following the delivery of the final code draft for client proofing, any extensive changes requested in the Code content, and/or any material added to the Code that was not previously contemplated, will be subject to an additional Proof Update fee. Proofs not returned within 45 days may be subject to a proof update fee, if applicable.

⁴ For the initial 3-hour session, then \$150 per hour thereafter. On-site conference available upon request. Will include attorney time, travel, lodging, and per diem.

⁵ The following tables will be created and are included in the base cost: supplement history table, code comparative table, State Law reference table and ordinance history table. An additional hourly charge applies for creation, modification, addition or updating of any table or schedule other than those enumerated in this footnote. This includes Traffic and Fee tables or schedules.

⁶ Includes printing all copies.

⁷ Tabular matter is defined as algebraic formula, or other materials that require special programs or extra editorial time to modify and prepare for inclusion in an update.

⁸ Post historical ordinances to your online OrdBank repository, filed in annual folders and linked in the Code's history notes. Applicable ordinances to be provided by the municipality.

SUPPLEMENTATION QUOTATION SHEET

Supplement Service⁹ (select the desired schedule).

- ☐ **Full Service:** \$2,60 annually
Schedule limited to Annual, Semi-Annual, Tri-Annual or Quarterly supplements.
- Electronic supplements not available under the standard model
 - If the client elects to upgrade to the Plus model during the annual term, the annual rate will be pro-rated
- ☐ **UPGRADE to Full Service Schedule Plus:** \$4,60 annually
Schedule can be increased to Monthly, on demand or monthly electronic supplementation.

Annual rate above includes:

- ★ Annual fee includes the supplementation of legislation permanent and general in nature. Omitted legislation is not included in annual fee.
- ★ Acknowledgement of material
- ★ Editorial work
- ★ Proofreading
- ★ Updating the index
- ★ Updating online code upon completion of each supplement
- ★ Printing¹⁰ up to 3 copies per "print" schedule elected
- ★ Freight for supplements
- ★ Images, Graphics & tabular matter.

Annual rate above excludes:

- ★ Additional copies, reprints, binders and tab orders
- ★ Legal work, creation of fee schedules, gender neutral review/implementation, external linking
- ★ Codifying complete replacement of complex subject matter such as, but not limited to, Zoning (or equivalent). This work is subject to a one-time editorial conversion fee and an increase in the annual supplement rate and online hosting fee(s). Quote provided upon receipt of material.
- ★ Codifying a newly adopted full Chapter/Title/Appendix. This may be subject to a one-time additional editorial fee and an increase in the annual supplement rate and online hosting fee(s). Material to be reviewed upon receipt.
- ★ Codifying a newly adopted term change legislation. This may be subject to a one-time additional editorial fee. Material to be reviewed upon receipt.
- ★ The addition of Manuals, Policies, Procedures, Comprehensive Plans, Land Use, Unified Codes, Zoning (or equivalent). Quotation upon request.
- ★ Online Code hosting and online features, see the following page.

Additional elections will be added to the annual Supplement Service fee:

- | | |
|---|----------------|
| ☐ Code in WORD (DOCX) (sent via email download) | \$200 annually |
| ☐ Adobe PDF of the complete code (sent via email download) | \$200 annually |
| ☐ Adobe PDF of each supplement (sent via email download) | \$200 annually |
| ☐ State Law Linking | \$350 annually |
| ○ Initial one-time set up fee at \$75/hour | |

Invoices for Supplements will be submitted annually.

Additional services added throughout the term will be pro-rated then added to the annual fee.

The annual billing month will be established 90 days after shipment of the recodification project.

⁹ All services under this contract can be increased annually by 5% starting year 3 of service. Sales tax will be applied where applicable.

¹⁰ Color printing and an increase in the desired number of supplement hard copies will result in an increase in the annual fee.

ONLINE CODE HOSTING QUOTATION SHEET (MunicodeNEXT)

Online features can be purchased on an a la carte basis, or through our budget-friendly, feature-rich MyMunicode bundle for the best value. Please visit our online library of nearly 3,800 codes on MunicodeNEXT [here](#). Please check the appropriate box (es) to indicate your selection:

STANDARD ONLINE CODE HOSTING

- ☐ **Online Code = MunicodeNEXT**, annually **\$450**
- Mobile friendly site. Full functionality and optimal screen resolution on all devices. In-line images & scrolling tables & charts. Narrow, Pinpoint & Advanced (including Boolean) Searching. Previous and Hit buttons, Persistent breadcrumb trail. Print or Save as formatted WORD (DOCX). Google Translate supports over 90 languages. Social Media/Email. Share links to sections via email, Facebook, Twitter, etc. Post public notes, external links or documents within the contents of your online Code to keep your citizens informed of current issues pertinent to specific sections of your Code.

OPTIONAL SERVICES

- ☐ **CodeBank** annually **\$150**
Permanent online collection of previous versions of the code.
- ☐ **CodeBank Compare + eNotify**¹¹ annually **\$250**
Compare any two versions of your online code (starting with the first Municode supplement). Notify provides readers email updates each time the code is updated.
- ☐ **OrdBank** annually **\$385**
Permanent online collection of ordinances with hyperlinks from history notes, supplement history table, and code comparative table to ordinances. This service applies to amendatory (included) ordinances only.
- ☐ **OrdBank + OrdLink** annually **\$535**
Provides hyperlinks from newly adopted amendatory legislation to sections of the code to be amended.
- ☐ **MuniPRO** Service annually (*sample Ordinance Service*) **\$295**
Search nearly 4,000 codes/ordinances in our online library. Attach notes to codes and drafts of new legislation.
- ☐ **Custom Banner** one-time fee **\$250**
Customize MunicodeNEXT to match the look of your website.
- ☐ **MuniDocs**¹² annually, upgraded self-loading capabilities **\$350**¹³
Host any other municipal documents in a fully searchable format, including Minutes, Agendas, Resolutions, Budgets and more for self-loading to the MuniDocs platform!

My Municode - Value Pricing!

- ☐ **MyMunicode** annually. *First 3 months of service at no charge!* **\$1,195**¹⁴
Includes **MunicodeNEXT** (Online Code), **OrdBank**, **CodeBank**, **CodeBank Compare + eNotify**, **MuniPRO**, and **Custom Banner**
- ☐ Add **OrdLink** to the MyMunicode bundle for only **\$150** annually!

¹¹ Enrollment in CodeBank is required in order to receive the CodeBank Compare/eNotify technology.

¹² Your MuniDocs files can also serve as storage for archived ordinances within the MuniDocs platform. Unlike our online OrdBank feature, these self-loaded archived ordinances will not be linked to the legislation within the online Code. All ordinances for codification and all ordinances for linking via our OrdBank feature can be emailed to us at municodeords@civicplus.com.

¹³ Includes up to 25GB data storage. Quote for additional document storage is available upon request.

¹⁴ Total value if each item were to be purchased a la carte would be approximately \$1,530 per year with participation in our OrdBank service.

SCOPE OF SERVICES

Recodification & Republication Summary

During the recodification process, the attorney assigned to your project will organize and examine every Chapter, Title and Section of your Code in order to ensure that it is free from internal conflicts and inconsistencies and conforms to the laws of the State of California. Your Municode attorney will be available to consult with you and your staff at any time during the recodification process. This personal dialogue ensures that your code will accurately reflect the intent of your ordinances and the unique needs of your community. The complete process is outlined below.

Ordinances. All legislation of a general and permanent nature, passed in final form by you, as set forth in this proposal, will be included in the analysis. All material that we receive will be acknowledged via e-mail, in order to establish a record of included ordinances. Legislation not of a general and permanent nature will be omitted from the code unless otherwise instructed by you. Notations can be added in the code to reference legislation adopted by reference, if elected.

Attorney Analysis and Review of Material. Your Municode attorney, along with his/her team of legal editors, proofreaders and indexers will be assigned to this project. Our legal team will research the Code and all legislation submitted by you to ensure conformity with state statutes. The ordinances will also be compared to Code content in order to determine if there are any inconsistencies or conflicts within the legislation itself. We will suggest a structure and organization for the code and provide a Table of Contents indicating the recommended structure.

Page Format Options. We will work with you to determine the desired formatting and style of the new code, and will review page composition format options, such as font type, font size, page layout, and graphics appearance and placement with you. We will help you choose a format that produces a professional document that is easily researched.

References. We will provide State Law References within the code. Editorial notes will be provided as appropriate. Internal cross references within the code will be hyperlinked in the online version.

Legal Memorandum. We will provide you with a user-friendly Legal Memorandum containing all of our analyses and recommendations. This memorandum will reflect our attorney's Legal Review and will provide you with recommendations to remove conflicts and inconsistencies; conform to State Law, when appropriate; and ensure compliance with your charter (if applicable). This approach facilitates collaboration and dissemination among departments, thus making the process as easy for you as possible. Our goal is to make the recodification process simple and smooth for you.

Conference. Within 30 days of your receipt of the Legal Memorandum, we will conduct a conference, either in person or via telephone or webinar, to review the Legal Memorandum and our recommendations. All interested personnel may be included, but your attorney and clerk are essential. Issues discovered during the legal research will be discussed at the conference, with the goal of the conference being to come to agreement on any required changes. Your attorney has the final decision-making authority for resolution of issues brought up at the conference or noted in the Legal Memorandum.

Editing and Proofreading. Our team will edit the text of your code to reflect proper grammar and stylistic consistency. We will not reword any provision that changes the substantive intent of the code, unless you approve the revision. However, non-substantive revisions to improve readability are a part of the process. We will proofread your code. The text will be reviewed for sense and structure and to ensure the implementation of the decisions by your attorney and our attorney.

Index, Graphics and Tables. Our team will create a hierarchical, subject matter Index and all tables (contents, State Law Reference, prior code comparison and ordinance disposition) for your code as necessitated by the materials provided. We will insert the graphics you have provided into the printed and electronic versions of the code.

Post Conference Code Draft. After editing and proofreading, a post-conference Code Draft incorporating solutions captured in the Legal Memorandum and agreed upon at the legal conference will be delivered to you

for final review prior to printing and shipping. We guarantee typographical correctness. Any errors attributable to our team will be corrected at no charge during the term of this agreement. After the code draft is provided additional material can be added to the project for an additional charge.

Adopting Ordinance. Our attorney will provide a sample adopting ordinance upon completion of the recodification.

Printing and Binding. We will print your new code on high quality acid-free paper, with an SFI (Sustainable Forest Initiative) certification. These copies will be housed in heavy duty, 3-post leatherette binders (with 4 color choices), name-stamped on the front and spine of each binder. Divider tabs for each major section of the code and index (if elected) will also be provided.

The time frame for completion of the recodification project is within **10 to 12 months**, excepting any delays occasioned in our receipt of material or your return of the draft Code. Adhering to an established schedule of deadlines is critical to the success of this project and will ensure the contents of the Legal Memorandum remain current and complete at the time the Code is adopted and republished. To ensure a successful project completion, it's important that a conference is held to discuss the findings of the Legal Memorandum within 30 days of its receipt, and that the subsequent Code Draft we provide be returned within 45 days with any revisions noted. If the Code draft is not returned within 45 days, additional update fees may apply.

Supplementation Services¹⁵

Municode's supplementation process has been designed for timeliness, efficiency, simplicity and most of all, for our customers' convenience. Supplements will be provided on the schedule based on the annual supplement fee elected. If more frequent supplementation is desired, an increase in the annual fee will be applied.

We pride ourselves on a turnaround time of **40 to 45 days for printed supplements** and can provide "always up to date" **electronic update services within 15 days**. With printed supplementation, the online Code is updated within **3 days** after shipping the supplement, and there is no additional fee for this service. A recent analysis of our printed supplement services indicated an editorial error rate of less than .1%, which is made possible by our attention to detail, ongoing communication with our clients, and strict quality control checks to ensure we continue to produce the best printed and electronic supplements available in our industry. Any errors attributable to Municode during the preparation, printing and maintenance of the Code will be corrected at no cost. The printed supplement process is outlined as follows:

Supplementation Process:

1. Receipt of new legislation will be acknowledged within 24 hours. Our production support team will record the adoption date, effective date and ordinance number(s) and ensure that all necessary exhibits, tables and graphics are included. You will be advised promptly if any pertinent information is missing from your submission. Your material will then be immediately forwarded to our Supplement team for codification. If our OrdBank service is elected (advance legislation service), the legislation will be posted online within 48 hours as a PDF under "Adopted Legislation not yet codified" at this time.
2. Editorial Review – Our editorial team will review all ordinances received to determine whether the ordinance should be included in your Code; where the ordinance should be placed; whether the ordinance conflicts with your existing Code format; what material should be removed from your existing Code; whether history notes will be added; what tables will be updated and whether the Table of Contents in the front of the Code and at the Chapter/Title level should be amended. If any significant errors or numbering issues are noted, your editor will contact you for clarification. No substantive changes to your legislation will be made by our editorial team, however minor typographical errors will be corrected as part of the supplement process. Should the editorial, legal and/or proofreading team find discrepancies in your ordinances, we will communicate with you to ensure that the ordinances are correct and consistent with the existing Code.

¹⁵ Rush Supplement requests will be assessed an additional one-time fee.

3. Indexing – If an Index is elected, your supplement will now be sent to our indexing team, where all new legislation is indexed and cross-referenced in all appropriate locations.
4. Proofreading – The proofreader assigned to your editorial team will then examine your supplement line by line to ensure editorial accuracy, Code hierarchy and layout and to confirm that your supplement is grammatically correct and free of errors in spelling and capitalization. Your supplement is examined again line by line to ensure that the improvements made by the editorial team were thorough and accurate. During this process, the original ordinance is compared again with the newly added text to further ensure editorial accuracy.
5. Posting the supplement online (MunicodeNEXT) – After your supplement has been completed, your online Code will be updated within 1 to 3 days and any electronic products requested will be provided. You will receive notification that the website has been updated via email. If CodeBank Compare + eNotify service is elected, citizens will be notified each time the online Code is updated. When your Code is updated on MunicodeNEXT, all internal cross-reference links are updated. With our OrdBank feature, each history note will be linked to the ordinance that amended the respective section.
6. Printing and Shipping – We will print, cut, 3 hole-punch, insert divider tabs (if elected) and ship your supplement to you quarterly unless otherwise instructed. You can change your supplement schedule at any time, and there is no additional charge for more frequent supplementation. *Instruction Sheet:* With each printed supplement, we will furnish a page of instructions for removal of the obsolete pages and insertion of the new pages; as well as a *Checklist* of up-to-date pages with each supplement.



Online Code Hosting (MunicodeNEXT)

Our code hosting platform, MunicodeNEXT (<https://library.municode.com>) was created and is continuously enhanced and improved by our in-house team of Internet Technology professionals. MunicodeNEXT includes Standard and Premium features (see **Attachment A**), all of which are designed to provide a wide variety of additional capabilities for the research and navigation of your code, as well as for preserving its history. Our newest free online feature, *Public Notes*, will enable you to add external links within the contents of your online Code (such as links to Zoning maps, Fee Schedules, Council Meetings, the Clerk's office, etc.) or to post public notes or documents in the online Code to inform your citizens about current issues pertinent to specific sections of your Code.

MunicodeNEXT is extremely user-friendly and requires no special training or login information. A variety of video tutorials are offered, and we can host a personalized training webinar for you and your staff to demonstrate our online features and capabilities before your new Code goes "live" online. Our MuniDocs feature enables you to upload related documents online alongside the Code in fully searchable format. Electronic viewing statistics are available upon request on the schedule of your choice. Our MuniPro feature provides the ability to search over 3,800 online Codes in our library, save frequently used or complex searches, create notes to attach to any publication and draft new ordinances.

Our powerful search engine allows users to enter simple or advanced searches and supports Boolean operators, stemming, wildcards, proximity searches, and a global synonym list. Users can easily search the code using keywords or phrases, and can print, download and/or email any portion of your code. Search terms can be applied to the entire code or narrowed to search only within specific chapters or sections. Our recent website upgrade allows users to sort results by relevance or book order! Our collapsible Table of Contents, continuous next-hit feature and internal and external hyperlinking and cross-referencing features

simplify and enhance the navigation of your online code, allowing your staff and citizens the capability of simultaneously searching your code, ordinances, minutes, resolutions, budgets and more.

With MunicodeNEXT advanced features, your staff and citizens need only click the link provided on your municipality's website to access your full Code of Ordinances. They not only have access to your complete and current Code of Ordinances, but to all archived versions of your code, every official copy of your ordinances, the power to compare versions of your code over time, the ability to be notified every time your code is updated, and the ability to translate your code into over 100 languages via **Google Translate**, which is included at no additional charge.

MunicodeNEXT is designed with accessibility in mind. Our application is fully responsive, ensuring all features are available on appropriately sized desktop, tablet, and smartphone viewports. Designed to provide easy access and an intuitive interface, it is extremely well-suited for use on tablets and mobile devices running iOS or Android. With delivery available in Word, PDF or Folio format, the Code can be viewed and researched offline.

The User Interface and all HTML content viewed via our MunicodeNEXT web application is WCAG 2.1 Level AA compliant. While we take several steps to improve the accessibility of PDF documents uploaded to the MunicodeNEXT platform, we cannot guarantee full ADA compliance of PDF documents. If a fully ADA compliant PDF document is uploaded to our MunicodeNEXT platform, it will remain compliant while stored in our system. For each PDF document that is uploaded to our platform, we OCR scanned PDFs; set document title, primary language, and other PDF metadata fields; and automatically create a base level of tags to be used by screen readers.

Our tech stack includes HTML5 & CSS3, Javascript (AngularJS), and a RESTful API written in C# running on .Net Core. All content is rendered in standard HTML and is viewable in all modern browsers including PC: Microsoft Internet Explorer 10 or later, Firefox 3.6 or later, macOS®: Safari™ 5.0 or later, and Chrome 18 or later. We host MunicodeNEXT in Microsoft's Azure Government secure cloud environment and guarantee an SLA of 99.95% uptime. SSL encryption is used by default to secure access to the site and the entire platform is backed up to multiple geographic locations within the Azure Government cloud ecosystem.

MunicodeNEXT Premium Feature Summary (See Attachment A for screenshots and full details)

We recommend our bundled feature option, MyMunicode for the most transparent and feature rich code possible. MyMunicode includes annual online hosting and maintenance service with CodeBank, CodeBank Compare + eNotify, OrdBank, MuniPro and a custom online code banner to match the City's logo or website. Our MuniPRO feature allows you to search nearly 3,800 codes in the Municode library for sample ordinances, save frequently used or complex searches, create notes to attach to any publication and draft and edit new ordinances internally. Constituents and staff can search the Code by keywords or phrases, and print or email at the section, article and chapter level of the online Code. Our newest free online feature, *Public Notes*, will enable you to add external links within the contents of your online Code (such as links to Zoning maps, Fee Schedules, Council Meetings, the Clerk's office, etc.) or to post public notes or documents in the online Code to inform your citizens about current issues pertinent to specific sections of your Code. A summary of our Premium features is provided below.

- ★ **CodeBank** will enable you to have instant access to past versions of your code after each supplementation.
- ★ **CodeBank Compare + eNotify** provides you with the ability to select a past version of your online code and compare it to any other version of the code each time the code is updated. The differences will be shown via Highlights (added materials) or Strikethrough (deleted material).
- ★ **eNotify** allows users to enroll to receive an email notification each time your online code is updated. A "modified," "removed" or "added" badge is shown within the online table of contents to alert users of recently amended sections of your code.
- ★ **OrdBank** will create one click access to every ordinance via linked history notes. Ordinances are permanently stored online in the OrdBank repository and filed in annual folders. Applies to included (amendatory) ordinances.

- ★ **OrdLink** will create highlights within your online code to help users identify what amendatory ordinances have been recently adopted and what code sections have been amended.
- ★ **MuniPRO** allows you to search nearly 4,000 codes in the Municode library, save frequently used or complex searches, create notes to attach to any publication and draft new ordinances.
- ★ **MuniDocs** has recently been upgraded to allow clients to upload a wide variety of .rtf, .doc, .docx, and .pdf documents to browse and search alongside the code. Uploading is as simple as dragging and dropping the document from your computer into the upload dialog box on the improved administrator dashboard, where previously uploaded documents can also be managed. When uploaded, users can choose from a wide list of predefined document types, including minutes, agendas, resolutions and more. These documents are immediately converted to PDF and indexed for search, organized in nested folders – allowing the public to browse and search them immediately.

SIGNATURE PAGE

This proposal shall be valid for a period of ninety (90) days from the date appearing below unless signed and authorized by Municode and the City of Imperial, California. Municode shall not be responsible for the legal sufficiency or copyright infringement of any material initially or subsequently published.

The City of Imperial, California understands that Municode is a wholly owned subsidiary of CivicPlus, LLC ("Parent Entity"). At any time during the Term of this Agreement, Municode may assign its rights and obligations under this Agreement to the Parent Entity, upon giving written notice to the City. In the event of such assignment by Municode, the Parent Entity shall be the sole performing party under this Agreement to the same extent as Municode prior to making such assignment.

Term of Agreement. This Agreement shall begin upon execution of this Agreement and continue for a period of three (3) years. Thereafter, the supplement service shall be automatically renewed from year to year provided that either party may cancel or change this agreement with sixty (60) days written notice.

Submitted by:

MUNICODE, LLC

Municode Officer: _____

Title: W. Eric Grant, President

Date: February 17, 2022

Accepted by:

CITY OF IMPERIAL, CALIFORNIA

Signature: _____

Printed Name: _____

Title: _____

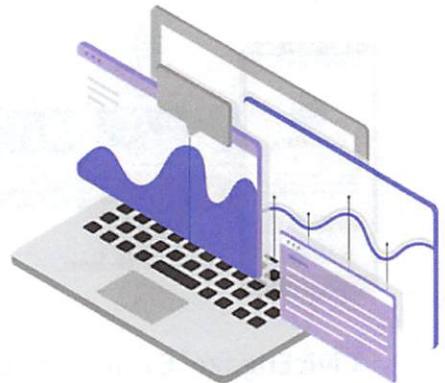
Date: _____

ADDITIONAL SERVICES AVAILABLE FOR PURCHASE

Municode and our parent company, CivicPlus, offer a wide variety of services, all of which have been designed to serve local governments. Please contact us for information and pricing on any of the services listed below, all of which may be purchased under this contract and all of which are competitively priced.

CivicClerk: Meeting and Agenda Management (Ideally suited for municipalities over 15,000 population)

CivicClerk® is a fast, intuitive way to streamline the entire agenda management process—from creating agenda items to managing live meetings and creating post-meeting follow-up tasks. It provides time-saving automation while allowing clerks to balance such convenience with manual controls and overrides. In addition, internal collaboration with CivicClerk is easy with customized workflows, version tracking, and built-in communication tools. CivicClerk was designed to offer configuration flexibility so the system can be scaled from the simplest agenda process to the most complex. In addition, built-in integrations and a full suite of APIs make integrating with other internal applications easy.

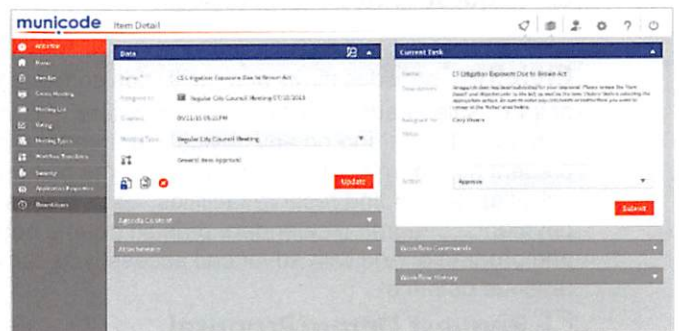


☐ [Request CivicClerk Demo/Proposal](#)

MunicodeMeetings: Meeting and Agenda Management (Ideally suited for municipalities under 15,000 population)

Municode provides a cloud-based agenda meeting management system that enables our clients to save time and money by streamlining and automating the agenda process. With zero set-up requirements, minimal budget impact, built in automatic upgrades and internal and external IT support issues managed directly by Municode's expert team of web analysts and system developers, your staff will spend significantly less time on agenda management, while still maintaining total administrative control of your agenda packets.

Municode provides the highest level of government transparency to your citizens. We will show you how to live stream your meeting videos at no cost and can provide archived video and audio linking capabilities that will allow your constituents to access the exact point in the meeting video where a specific piece of business is discussed. You can take roll call and record votes live in the meeting – and legislators can also vote directly from their Mac, PC, iPad, or Android device!



Other benefits include agenda process visibility, easy agenda updates, approval workflow, live Council voting & roll call, Email notifications, a Unified Document Search and automated approval routing. When you are ready to publish your Agenda, our "single click publishing" will provide you with automatic agenda and packet creations.

☐ [Request MunicodeMEETINGS Demo/Proposal](#)

CivicEngage® Central is an easy-to-use suite of citizen engagement tools. Modules including Agenda Center, Alert Center, Calendar, News Flash, Forms Center, and others enable local governments to communicate with their citizens without the need of technical knowledge or programming skills through its drag-and-drop user interface. CivicEngage Central combines the best of responsive design, tools, accessibility, secure hosting, and reliable continuing services to provide you with a website environment to keep your citizens informed and engaged.



CivicEngage® Open uses the Drupal open source platform for easily configurable and manageable website design to provide an easy to maintain and responsive website. Ideal for Towns, Villages, Townships, Municipal Departments (Police/Fire/Library) and Special Districts, CivicEngage Open is both secure and easy for content editors to manage and update. In a matter of only a few months, you can present your citizens with an inviting and easy to navigate website that enables them to stay engaged and informed on whatever device they prefer.

CivicEngage® Evolve is a headless content management system developed specifically for local government with innovative functionality and extensive flexibility to streamline your processes. CivicEngage Evolve has a suite of built-in, robust, and customizable tools as well as permission-based access that will empower your staff to update and configure your website content easily and efficiently. It is easy for non-technical content creators to use, thanks to its live edit functionality, yet capable of limitless customizations and integrations for teams with technical resources. The flexible features, API integrations, and build-once display does not restrict content based on output structure or format.

☐ **Request WEB Demo/Proposal**

CivicRec® provides parks and recreation software to centralize all your activity, facility, staffing, and point-of-sale needs. The cloud-based nature of CivicRec means staff can manage their operations from anywhere—and on any device. Our interface is both clean and easy-to-use so that you can present a modern face to the public. Use the built-in tools to create and manage programs and activities, set up and reserve facilities, issue tickets, sell concessions or merchandise, and collect payments. Integrated calendars prohibit double bookings and allow for easy view of your facilities and programs. And with advanced access, you can control and customize reports, you can optimize revenue potential.

☐ **Request Demo/Proposal**

CivicReady® is a multi-channel communication solution that allows you to reach your citizens and visitors, no matter where they are in the community. CivicReady allows you to alert citizens within seconds with actionable information using a single interface, saving you time and amplifying your reach. Departments within your local government can also collaborate using CivicReady's real-time, two-way group messaging. CivicReady also integrates with the Federal Emergency Management Agency's (FEMA) Integrated Public Alert and Warning System (IPAWS), enabling you to reach as many people as possible, including citizens and visitors who have not opted-in to text, phone, or email communications.

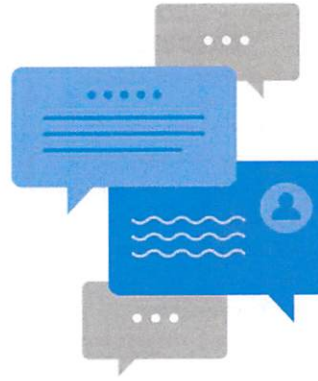
☐ **Request Demo/Proposal**

CivicHR® is our cloud-based software that automates job postings, improves talent selection, simplifies employee onboarding, and promotes employee engagement with continuous performance feedback. This easy-to-use, comprehensive, and integrated solution allows human resource managers to simplify and streamline the continuum of personnel needs as individuals move from job seeker to new hire to employee. CivicHR integrates and organizes data, automates job postings, collects applications, simplifies employee onboarding, and manages performance. Secure cloud-based storage with redundant backups and full encryption ensures security and proper access to your critical data.

[☐ Request Demo/Proposal](#)

SeeClickFix powered by CivicPlus is a cloud-based, GIS-enabled, 311 and citizen relationship management solution designed with built-in citizen engagement functionality. SeeClickFix has the tools to manage the tasks and communications needed to get the job done for field workers and administrative staff. With our request management features, you can seamlessly collect, manage, and route requests through custom workflows tailored to your processes with easy-to-use web forms and mobile apps. Integrations and APIs make it easy to connect SeeClickFix to the systems you already use. Further, our Conversations module is a multi-channel communication tool to improve and simplify citizen and local government engagement.

[☐ Request Demo/Proposal](#)

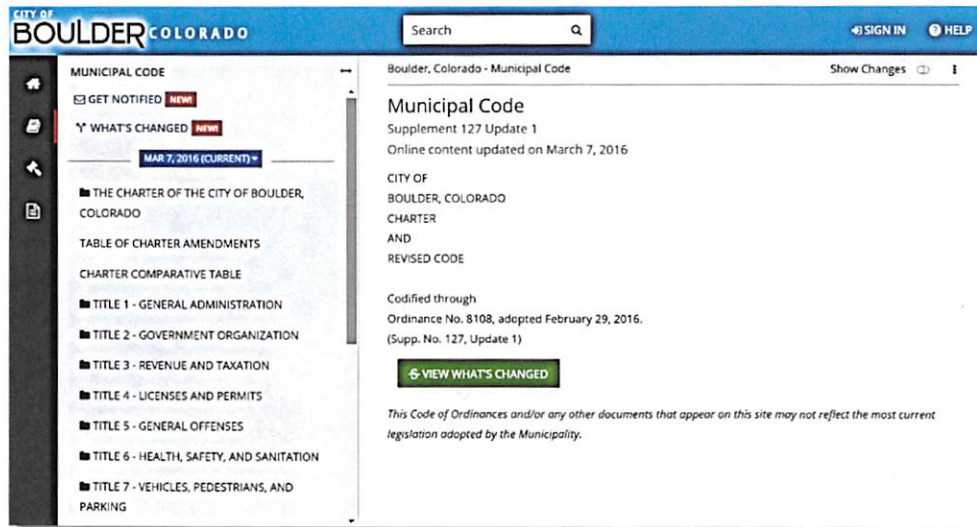


CivicOptimize® is a digital optimization platform that allows local governments to scale technology solutions and quickly digitize paper and in-person workflows. This scalable software is a suite of deployment-ready apps, forms, and integrated systems, the foundation of which is CivicOptimize Productivity, a low-code development solution. Productivity streamlines integrated municipal teams' ability to create custom digital solutions to meet their community's unique government service delivery needs. Low-code development environments allow for collaboration between nontechnical department leaders and programmers to develop solutions that meet business needs. With Productivity, teams can create efficiency-centric applications, including digital forms, hosted cloud infrastructure, IoT connectivity, and performance monitoring capabilities.

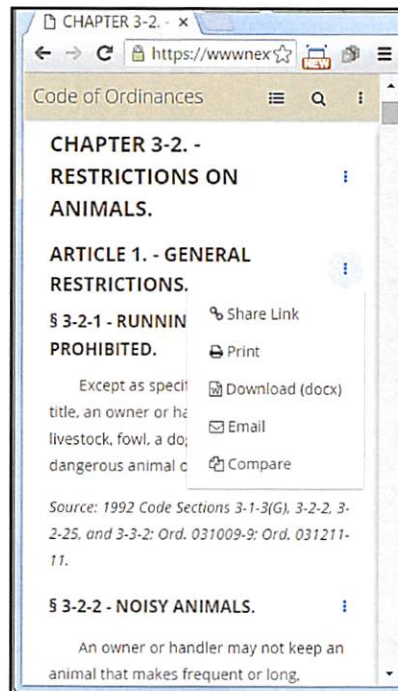
[☐ Request Demo/Proposal](#)

Attachment A: Standard Features of MunicodeNEXT

Responsive Design – Our team designed MunicodeNEXT to function on any device. Over 20% of our traffic is generated from a smartphone or tablet. Our user interface, based on Google's Material Design guidelines, ensures any device that accesses our application will have access to our full suite of features.



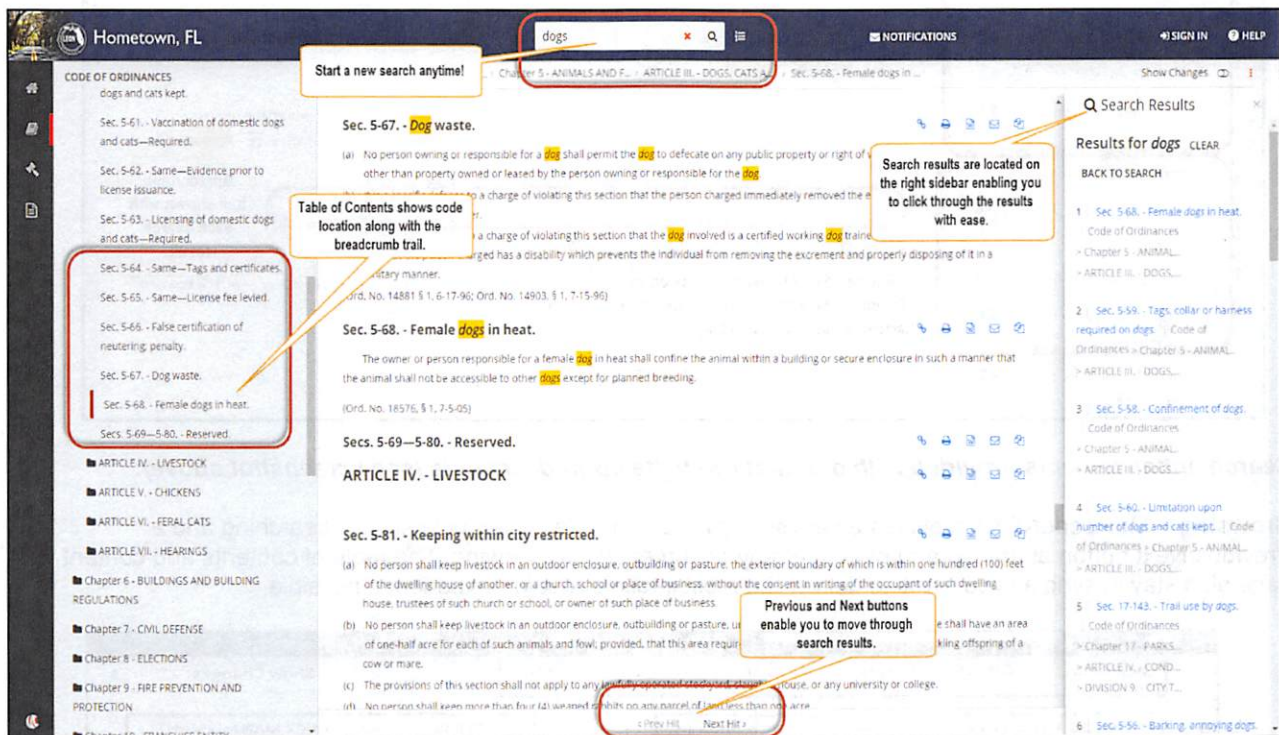
Mobile and Tablet friendly – Our application uses touch friendly icons, easy to access menus, and fly overs to expose all functionality while maintaining a clean, intuitive interface.



Standard Features of MunicodeNEXT

Print/Save/Email – Users can print, save (as WORD) or email files at the section level, as well as at the article or chapter level. You can print, save or email non-sequential sections from multiple portions of your Code(s). Not all codification companies enable you to download WORD documents directly from the website. Being able to do so greatly enhances your ability to draft new legislation.

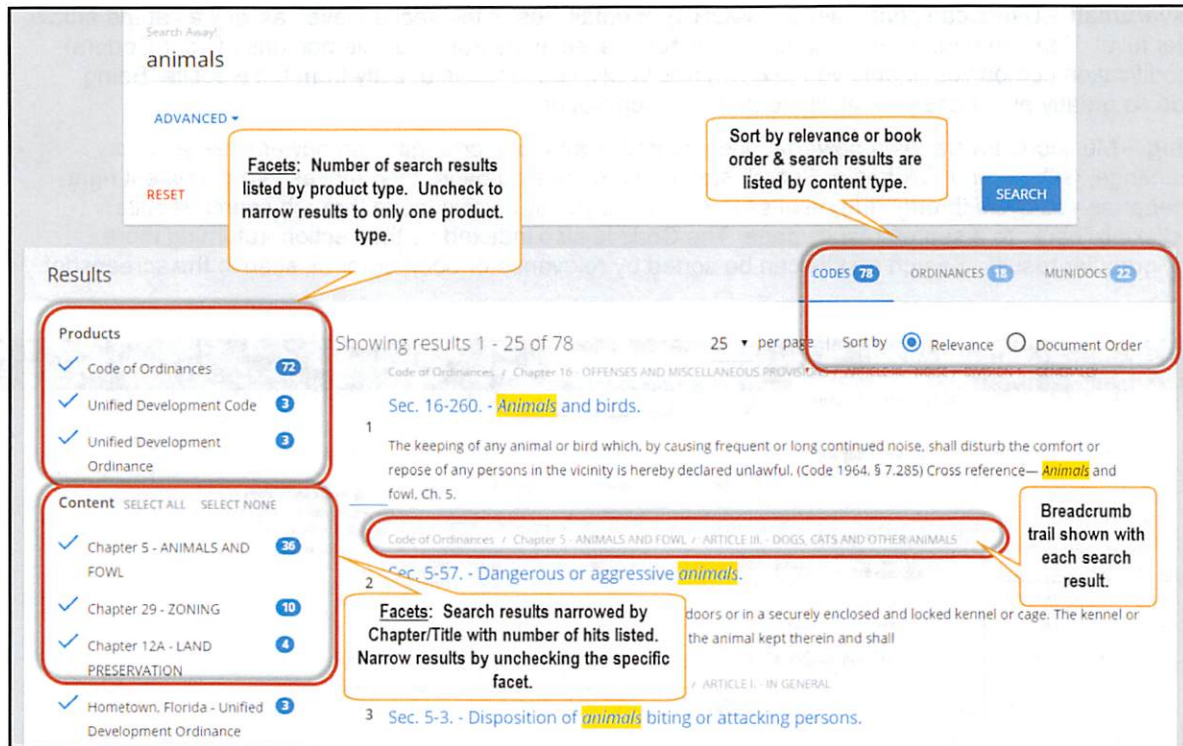
Searching – Municode leverages a powerful open source search platform that also powers sites such as Stackexchange, Github, and Wikipedia. Search starts on a dedicated page, then moves to a persistent right-hand sidebar as you cycle through the results. This enables you to quickly move through search results without clicking “back” to a search results page. The Code is also indexed by the section, returning more accurate, granular results. Search results can be sorted by relevance or book order as seen in the screenshot below.



Municode Search Components:

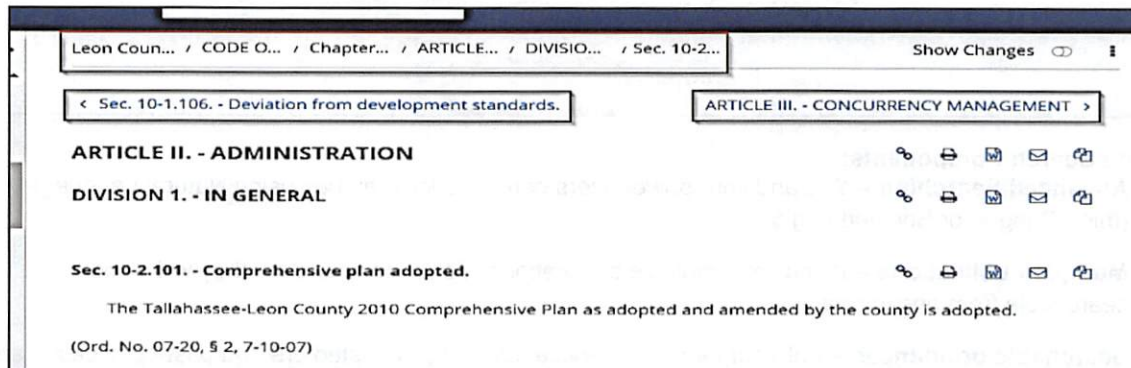
- ★ **Advanced Searching** – You and your power users can conduct searches using Natural Language (think Google) or Boolean Logic.
- ★ **Multiple Publications** – If you have multiple publications (Code, zoning, etc.), they will all be searchable from one interface.
- ★ **Searchable ordinances** – With our OrdBank service, ordinances posted pre and post-codification are full-text searchable.
- ★ **Searching all content types** – If you use our OrdBank or MuniDocs service, you can search any combination of the Code, ordinances, and MuniDocs simultaneously. Search results are labeled for easy identification.
- ★ **Narrow Searching** – Your users could search selected chapters or titles in order to pinpoint their searches and find what they are looking for as quickly as possible!
- ★ **Stored Searching** – MunicodeNEXT allows all search result listings to be bookmarked under your browser's bookmark tabs. Users need only conduct a search and press Ctrl+D to add the search result listing to your browser's tabs.

Standard Features of MunicodeNEXT



Search enhancements provided with our latest website upgrade include (see screenshot above):

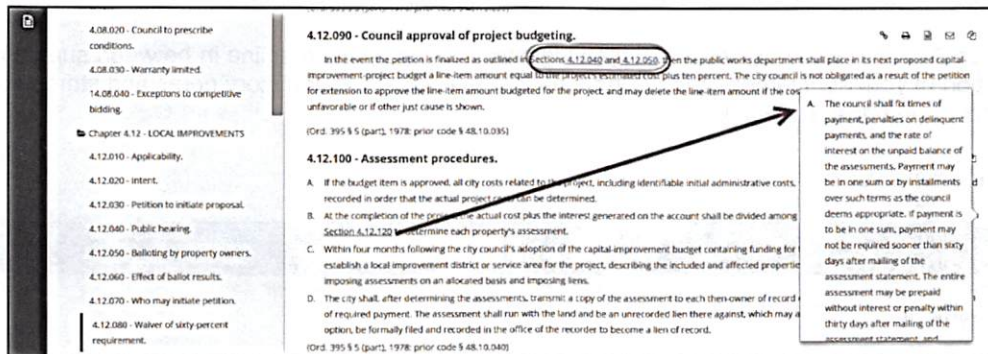
Browsing – MunicodeNEXT provides a persistent breadcrumb trail when browsing or searching and a Previous/Next button at the top and bottom of any document you're viewing. The table of contents and content pane also stay in sync as you scroll to deliver the most intuitive reading experience possible.



- ★ **Internal Cross-Reference Linking** – Cross-references within your Code are linked to their respective destination Article, Chapter or Section.
- ★ **Collapsible TOC** – The table of contents collapses, providing additional real estate with which you may view your Code. Easily view your maps, graphs and charts by simply enlarging the item.
- ★ **Mouseover (cluetips)** – Navigate to your Code and any linked cross-reference will quickly display in the pop-up preview window.
- ★ **Google Translate** – includes the Google Translate plugin, allowing users to view and navigate our hosted Codes in over 100+ languages.

Standard Features of MunicodeNEXT

(Cross-reference linking and mouseover shown below)



Translation – MunicodeNEXT includes the Google Translate plugin, allowing users to view and navigate our hosted Codes in over 100+ languages.

Social Media Sharing – You and your users are able to share Code sections via Facebook and Twitter. This will make it easier for you and your team to utilize social media in order to engage your citizenry and enhance your level of transparency.

Static Linking – Copy links of any section, chapter or title to share via email or social media.

Scrolling Tables and Charts – Headers stay fixed while you scroll through the table/chart.

GIS – We can provide a permalink to any Code section and assist staff to create a link from your GIS system to relevant Code sections.

In-line Images & PDFs – We take great care to ensure that your images match online and in print and are captured at the highest quality possible. Our online graphics can be enlarged by hiding the table of contents to maximize the image. Municode can also incorporate PDFs of certain portions of the Code that have very specific viewing and layout requirements.

Public Notes - One of our newest additions to MunicodeNEXT is the ability to post public notes or documents within the online Code to inform your citizens about current issues pertinent to any specific section of your Code.

Website Accessibility – Our current website complies with level A of the Web Content Accessibility Guidelines (WCAG) 2.1.

Support – Phone, email and web support for citizens and staff: 24-hour email response; phone support from 8:00 a.m. to 8:00 p.m. (Eastern). A variety of video tutorials are offered, and we are always available to host a personalized webinar for you and your staff to demonstrate our online features.

Premium Features of MunicodeNEXT

Custom Banner. We can customize the look and feel of your Code to more closely match your website. Please note the custom banners in each of the screenshots provided in this sample.

OrdBank. With our OrdBank solution, newly adopted legislation will be posted online in between supplements. Upon the completion of your supplement, the ordinances will be linked in your history notes and stored in your OrdBank Repository under the "OrdBank" tab.

Hyperlinked ordinance in text)

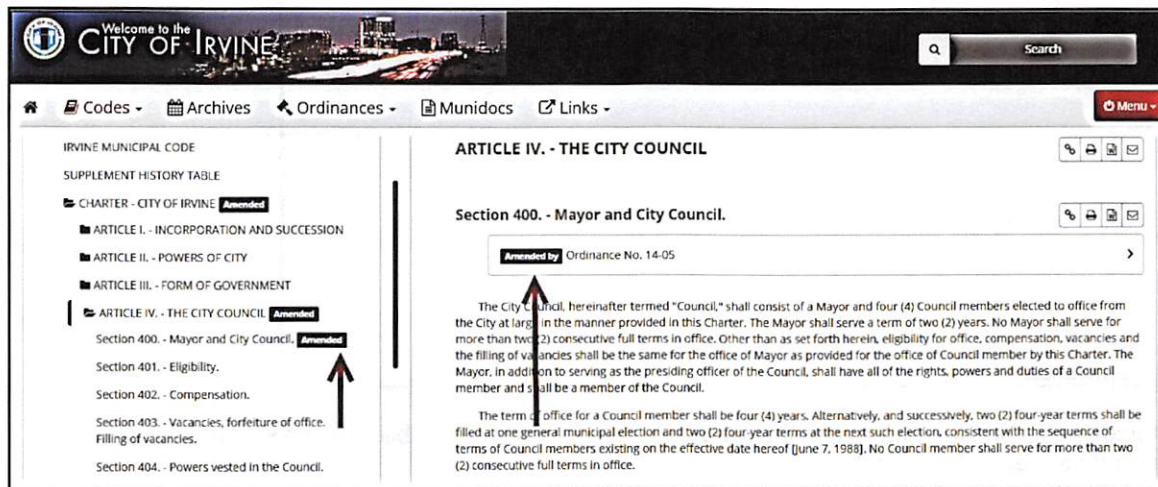
The screenshot shows the City of Arvada's Code of Ordinances website. On the left, a sidebar lists various ordinances, including "Sec. 102-161. - Residential water fees within city," "Sec. 102-161.5. - Residential water fees within the Jefferson Center Metropolitan District, the Leyden Rock Metropolitan District, the Leyden Ranch Metropolitan District, and Candelas Filings 2, 3, 4 and designated properties in Candelas Filing 1," "Sec. 102-161.6. - Residential water fees within the Mountain Shadows Subdivision," "Sec. 102-162. - Same—Waiver," and "Sec. 102-163. - Residential water fees." The main content area displays the details of Ordinance 4099, which amends various sections of Chapter 102, Utilities, of the Arvada City Code. The ordinance text includes a reference to "Ord. No. 4099, § 1, 11-19-2007, eff. 1-1-2008" and "Ord. No. 4139, § 1, 11-17-2008, eff. 1-1-2009".

(One-Click access to the original ordinance in the OrdBank Repository)

This screenshot shows the City of Arvada's Code of Ordinances website with a different view. The left sidebar lists a series of ordinances, including "Ordinance No. 4099", "Ordinance No. 4026", "Ordinance No. 5000", "Ordinance No. 5001", "Ordinance No. 5002", "Ordinance No. 5005", "Resolution No. 807-038", "Resolution No. 807-041", "Resolution No. 807-061", "Resolution No. 807-001", "Resolution No. 807-002", "Resolution No. 807-003", "Resolution No. 807-004", "Resolution No. 807-005", "Resolution No. 807-006", "Resolution No. 807-007", "Resolution No. 807-008", "Resolution No. 807-009", "Resolution No. 807-010", "Resolution No. 807-011", "Resolution No. 807-012", "Resolution No. 807-013", "Resolution No. 807-014", and "Resolution No. 807-015". The main content area displays the details of Ordinance 4099, which amends various sections of Chapter 102, Utilities, of the Arvada City Code. The ordinance text includes a reference to "Ord. No. 4099, § 1, 11-19-2007, eff. 1-1-2008" and "Ord. No. 4139, § 1, 11-17-2008, eff. 1-1-2009".

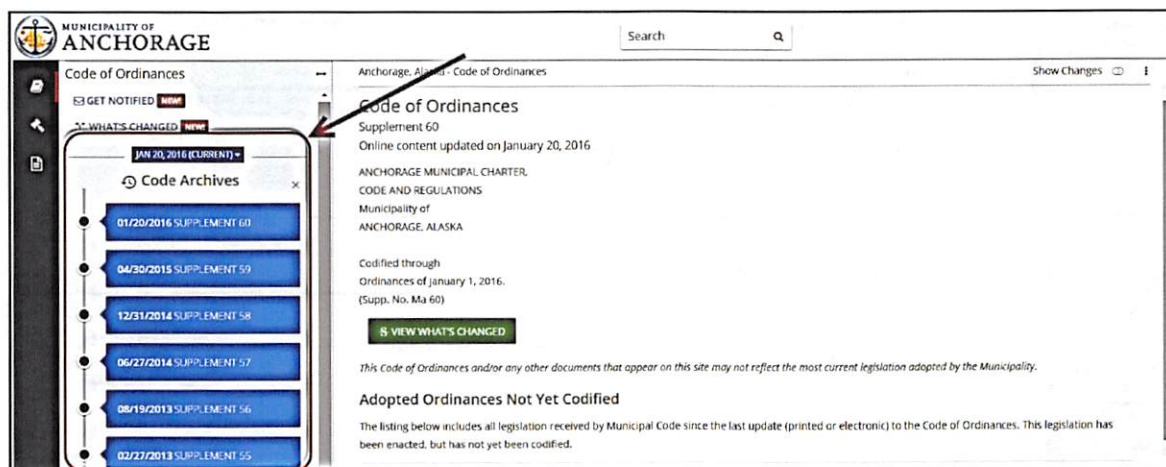
Premium Features of MunicodeNEXT

OrdLink + OrdBank. Prior to incorporating the ordinances into your Code via supplementation, the OrdLink feature can hyperlink newly adopted ordinances to the section being amended. Linked sections are highlighted in the table of contents and links are created from the amended sections to the new ordinances. Once the linked ordinances are incorporated into your Code, they are added to your OrdBank repository and hyperlinked to your history notes. This service lets everyone know that new ordinances have been adopted.



CodeBank. Our CodeBank feature provides an online archival platform for previous supplements of your Code. Empower your staff and citizens to access every previous version of your Code with one click.

(CodeBank Tab)



CodeBank Compare. Our CodeBank Compare service is a powerful feature that provides users the ability to select a past version of your online Code and compare it to any other version of your online Code. The differences will be shown via highlights (added material) or strikethrough (deleted material). The CodeBank feature is required in order to access CodeBank Compare. Users will be notified of the changes in the table of contents and within the text of the Code via "modified," "new" or "removed" badges. Users can also select an option to view all of the changes in a single view, complete with strikethrough and highlights showing the specific textual changes that were made. The CodeBank Compare service will show all amendments to your Code that were implemented during the most recent update. **eNotify.** Our eNotify service allows users to enroll online and receive email notifications each time your online Code is updated.

Premium Features of MunicodeNEXT

This will empower your staff and citizens to receive instant notifications every time your online Code is updated. The CodeBank Compare feature is required in order to utilize the eNotify service.

Get Notified

Filling out this form will allow you to receive an email notification every time select publications are updated.

Note If you no longer wish to receive these notifications once signed up, you can unsubscribe via a link in the notification email.

Email
Enter email

Profession
Select One

Codes

- ☐ Unified Development Code
- ☐ Unified Development Ordinance
- ☒ Code of Ordinances

Sign up to be notified for all publications or narrow notifications to only one product.

Compare enhancements provided with our latest website upgrade include the ability to show changes in every version of the Code stored in CodeBank.

(Changes are shown in your Text Changes Tab and in your Table of Contents)

MUNICIPALITY OF ANCHORAGE

Code of Ordinances

Chapter 2.30 - RULES OF PROCEDURE FOR ASSEMBLY

2.30.010 - Organization election of chair and vice-chair.

2.30.020 - Presiding officer.

2.30.030 - Meetings.

2.30.040 - Appearance requests and audience participation.

2.30.050 - Introduction of ordinances and action on resolutions.

2.30.060 - Conduct of public hearing.

2.30.070 - Public hearings and action on proposed resolutions.

2.30.080 - Voting.

ANCHORAGE, Alaska - Code of Ord... > TITLE 2 - LEGISLATIVE BRANCH > Chapter 2.30 - RULES OF PROCEDURE

1. The assembly may recess to meet in executive session to discuss the following subjects if the express nature of the subject is stated in the motion calling for the session:

- a. Pending specific legal matters, including pending litigation;
- b. Labor negotiations with municipal employees;
- c. Matters that the assembly determines to be of such a nature that they would adversely affect the financial condition of the municipality; or
- d. Matters which tend to damage or impair the reputation and character of any person, provided the person may request a public discussion.

Matters which by law, municipal charter, or ordinance are required to be confidential or

Matters involving consideration of government records that by law are not subject to public disclosure.

2. No official action may be taken in executive session except to give direction to an attorney or labor negotiator regarding a specific legal matter or pending labor negotiation. Although the public may be excluded, the session shall be electronically recorded. The tapes shall be available for public access according to the following schedule:

- a. If the session concerns pending litigation, the release date shall be when all causes of action have been resolved by final judgment or when further claims arising from the matter are otherwise barred.

CHANGED SECTIONS

- ANCHORAGE MUNICIPAL CHARTER, CODE AND REGULATIONS
- SUPPLEMENT HISTORY TABLE
- TITLE 2 - LEGISLATIVE BRANCH
- Chapter 2.30 - RULES OF PROCEDURE
- 2.30.030 - Meetings
- TITLE 2 - LEGISLATIVE BRANCH
- Chapter 2.50 - INITIATIVES, REFERENDUMS
- 2.50.090 - Effect of vote.
- TITLE 3 - ADMINISTRATION
- Chapter 3.20 - EXECUTIVE ORGANIZATION
- 3.20.010 - Executive and administrative order.

(Show changes button and a custom banner are shown below)

Bonita Springs, Florida

Code of Ordinances

GET NOTIFIED

WHAT'S CHANGED

JAN 29, 2016 (CURRENT)

BONITA SPRINGS CITY CODE

PREFACE

SUPPLEMENT HISTORY TABLE

CHARTER

ARTICLE I. - (IN GENERAL)

ARTICLE II. - (EFFECTIVE DATE)

Bonita Springs, Florida - Code of Ordinances

Code of Ordinances Supplement 2

Online content updated on January 29, 2016

BONITA SPRINGS CITY CODE

Codified through Ordinance No. 15-27, enacted December 2, 2015.

VIEW WHAT'S CHANGED

Show Changes

This Code of Ordinances and/or any other documents that appear on this site may not reflect the most current legislation adopted by the Municipality.

Premium Features of MunicodeNEXT

MuniDocs. MuniDocs Upload allows you to upload many types of documents to browse and search alongside your online code and is fully searchable and filterable. After users login, they are presented with a dashboard that allows them to upload new documents and manage previously uploaded documents. When uploaded, users are able to pick from a list of predefined document types

Name

Minutes

Agendas

Budgets

Resolutions

Applications

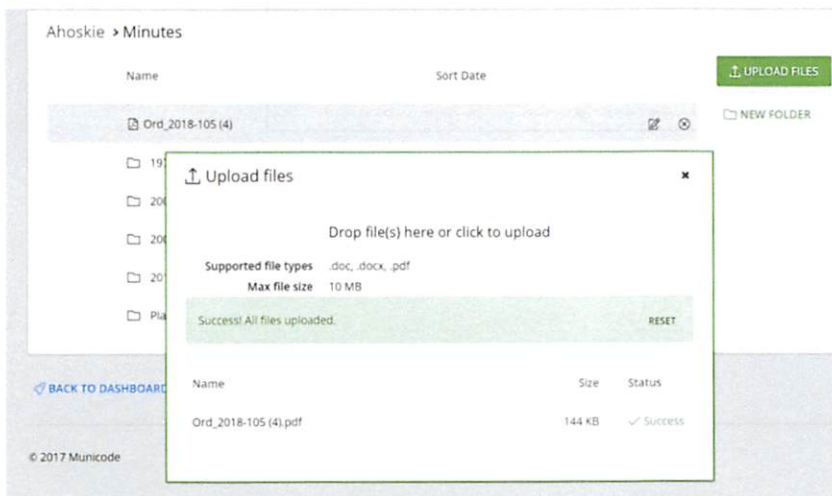
Forms

Policies

Manuals

Misc. Documents

Uploading a document is as simple as dragging and dropping the document from your computer into the upload dialog box on the admin dashboard. Uploaded documents are immediately converted to PDF and indexed for search. Users may upload .rtf, .doc, .docx, and .pdf documents and organize these documents by nested folders. The public can then browse and search these documents immediately.



Premium Features of MunicodeNEXT

MuniPRO. MuniPRO Searching allows you to search the over 3,800 Codes we host (the entire country, a single state or individually selected Codes of your choosing). MuniPRO searches are ideal for researching local regulations of special interest or to find out how other communities are dealing with similar issues. If the IP based model is selected, only Multiple Code Searching is available. MuniPRO provides subscribers with the following tools:

- ★ **Multiple Code Search.** Search all Codes within one state, multiple Codes within one state, or search all Codes in the entire US hosted by Municode. Search results are sorted by relevancy and indicate the source publication, showing excerpts and keyword highlighting.
- ★ **MuniPRO Saved Searches.** Save frequently used or complex searches for easy retrieval from the MuniPRO Dashboard.
- ★ **MuniPRO Notes.** Create a note and attach it to any section in any publication. Note icons are present when viewing the section, alerting the user to a previously written note. A global listing of notes can be accessed and managed from the MuniPRO Dashboard.
- ★ **MuniPRO Drafts.** Begin a new ordinance draft to keep track of pending legislation. Drafts icons are present when viewing the section, alerting the user to a previously created draft. A global listing of drafts can also be accessed and managed from the MuniPRO Dashboard.

