AGENDA

CITY COUNCIL
CITY OF IMPERIAL
200 WEST 9TH STREET
IMPERIAL, CA 92251-1637
DECEMBER 19, 2018
CLOSED SESSION 6:30 PM
REGULAR SESSION 7:00 PM

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

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

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

This is a **CLOSED SESSION** in which the **COUNCIL** discusses matters in closed session 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 (54956.9 (d) (4))

Significant exposure to litigation – (1 potential case)

ADJOURN CLOSED SESSION

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

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

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. 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.**

D-1. Approval of claims/warrants report.

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

E-1 SUBJECT: PUBLIC HEARING – CITY OF IMPERIAL GENERAL PLAN HOUSING ELEMENT UPDATE

1. APPROVE RESOLUTION NO. 2018-66, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA ADOPTING THE 2014-2021 GENERAL PLAN HOUSING ELEMENT UPDATE.

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

F-1. SUBJECT: DISCUSSION/ACTION: REPORT ON STATUS OF EMERGENCY FOR REPAIRS TO THE SKY RANCH BLOCK WALL.

1. CONTINUE OR SUSPEND EMERGENCY AS NECESSARY FOR REPAIRS TO THE SKY RANCH BLOCK WALL.

F-2. SUBJECT: DISCUSSION/ACTION: WATER TREATMENT PLANT – EQUIPMENT FOR GAC FILTERS

1. APPROVE PURCHASE OF ACTUATING VALVES FOR GAC FILTERS FROM CS-amsco IN THE AMOUNT OF $24,100.00

F-3. SUBJECT: DISCUSSION/ACTION: PERSONNEL – HUMAN RESOURCES DIRECTOR POSITION

1. RECLASSIFICATION OF HUMAN RESOURCES DIRECTOR TO HUMAN RESOURCES ANALYST.

F-4. SUBJECT: DISCUSSION/ACTION: RESULTS OF NOVEMBER 6, 2018 GENERAL MUNICIPAL ELECTION.

1. CITY CLERK'S STATEMENT OF VOTE FOR THE NOVEMBER 6, 2018 GENERAL MUNICIPAL ELECTION

2. APPROVAL OF RESOLUTION NO. 2018-67, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA RECITING THE FACTS OF THE GENERAL MUNICPAL ELECTION HELD ON NOVEMBER 6, 2018, DECLARING THE RESULTS THEREOF AND SUCH OTHER MATTERS AS REQUIRED BY LAW.

F-5. SUBJECT: RECOGNITION/PRESENTATION/COMMENTS IN TRIBUTE TO DEPARTING COUNCIL MEMBER BETTY SAMPSON

F-6. SUBJECT: OATH OF OFFICE TO RE-ELECTED AND NEWLY ELECTED CITY COUNCIL MEMBERS

1. ADMINISTER OATHS OF OFFICE AND PRESENTATION OF CERTIFICATES OF ELECTION BY CITY CLERK JACKSON.

F-7. SUBJECT; REORGANIZATION OF CITY COUNCIL

1. CITY CLERK TO OPEN NOMINATIONS FOR MAYOR
2. NEWLY SELECTED MAYOR ASSUMES CHAIR AND OPENS NOMINATIONS FOR MAYOR PRO-TEM

F-8. SUBJECT: RECOGNITION OF OUTGOING MAYOR GEOFF DALE.

G. REPORTS:

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

ADJOURN CITY COUNCIL MEETING UNTIL THE NEXT REGULARLY SCHEDULED MEETING, WEDNESDAY, JANUARY 2, 2019 AT 7:00 P.M.

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

Check Register Report

Date: 12/18/2018
Time: 4:41 pm
Page: 1

CITY OF IMPERIAL — BANK : UNION BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
UNION BANK Checks							
85010	12/05/2018	PrInted		6429	ADAM ESPINOZA		125.10
85011	12/05/2018	Printed		1119	ALBERT VALENZUELA		130.65
85012	12/05/2018	Printed		2081	**ARAMARK** UNIFORM SERVICE		2,417.41
85013	12/05/2018	Printed		2173	ATEN EXPRESS INC		246.00
85014	12/05/2018	Printed		6432	ATEN PLAZA LLC		1,030.00
85015	12/05/2018	Printed		5994	AUTOZONE INC.		40.91
85016	12/05/2018	Printed		732	BAKER & TAYLOR BOOKS		101.12
85017	12/05/2018	Printed		3341	BROADCAST MUSIC INC.		7.00
85018	12/05/2018	Printed		5118	CAPE ACCOUNTING		45.00
85019	12/05/2018	Printed		3029	CLAIREMONT EQUIPMENT		622.08
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85021	12/05/2018	Printed		2676	CONSTANCIO S. TORRES		220.50
85022	12/05/2018	Printed		132	COSTCO WHOLESALE		421.30
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85025	12/05/2018	Printed		1287	DEMCO, INC.		103.48
85026	12/05/2018	Printed		569	DESERT VETERINARY GROUP		38.00
85027	12/05/2018	Printed		4203	DUDLEYS		321.40
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85057	12/05/2018	Printed		6424	PETERSEAN DEAN, INC		50.00
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CITY OF IMPERIAL BANK: UNION BANK

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85068	12/05/2018	Printed		4569	SIERRA MATERIAL TESTING		4,500.00
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85070	12/05/2018	Printed		091	STAPLES CREDIT PLAN		114.55
85071	12/05/2018	Printed		6437	STEPHEN J UHRI		76.01
85072	12/05/2018	Printed		3570	SWANK MOTION PICTURES		395.00
85073	12/05/2018	Printed		6395	THE ENTERTAINMENT CONTRACTOR		4,625.00
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85075	12/05/2018	Printed		1425	THE RENAILT-THOMAS CORPORATION		163.96
85076	12/05/2018	Printed		2008	UNITED PARCEL SERVICE		13.51
85077	12/05/2018	Printed		611	VERIZON WIRELESS		3,899.45
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85083	12/07/2018	Printed		656	AQUA METRIC		22,253.34
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85106	12/07/2018	Printed		350	IMPERIAL VALLEY PAINT CENTER		826.49
85107	12/07/2018	Printed		1555	IMPERIAL VALLEY PRESS		189.96
85108	12/07/2018	Printed		320	INTERNAL REVENUE SERVICE		250.00
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85114	12/07/2018	Printed		035	KISCO SALES, **INC.**		140.22

CITY OF IMPERIAL BANK : UNION BANK

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85117	12/07/2018	Printed		401	LOWE'S		366.09
85118	12/07/2018	Printed		2028	MAD GRAPHIX INC.		230.46
85119	12/07/2018	Printed		6440	MARIA SANCHEZ		102.35
85120	12/07/2018	Printed		5655	MARIBEL GARCIA		141.59
85121	12/07/2018	Printed		3296	MUNIMETRIX SYSTEMS CORP.		499.00
85122	12/07/2018	Printed		3998	**NAPA**		289.30
85123	12/07/2018	Printed		6439	NORITES SITTIG		96.67
85124	12/07/2018	Printed		4481	O'REILLY		37.70
85125	12/07/2018	Printed		079	ONE SOURCE DISTRIBUTORS		2,821.80
85126	12/07/2018	Printed		4507	PACIFIC PIPELINE SUPPLY		4,535.71
85127	12/07/2018	Printed		3581	PARKHOUSE TIRE INC.		46.44
85128	12/07/2018	Printed		3179	PITNEY BOWES		602.64
85129	12/07/2018	Printed		172	**PYRAMID** CONSTRUCTION		134,861.29
85130	12/07/2018	Printed		133	RAIN FOR RENT		3,488.70
85131	12/07/2018	Printed		135	SOCALGAS		66.47
85132	12/07/2018	Printed		1245	SPILLMAN TECHNOLOGIES, INC		15,593.46
85133	12/07/2018	Printed		3570	**SWANK** MOTION PICTURES		650.00
85134	12/07/2018	Printed		4136	THE RENTAL SHOP		632.00
85135	12/07/2018	Printed		957	THE SOCO GROUP, INC		1,002.31
85136	12/07/2018	Printed		324	TOM MAZEROLL		142.16
85137	12/07/2018	Printed		256	TORRENCE'S FARM IMPLEMENT		507.41
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85139	12/07/2018	Printed		2545	TOWNSEND PUBLIC AFFAIRS, **INC**		5,000.00
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85141	12/07/2018	Printed		1715	WAXIE SANITARY SUPPLY		79.53
85142	12/07/2018	Printed		1827	WILKINSON REAL ESTATE		111.39
85143	12/07/2018	Printed		487	XPRESS LUBE		49.82
85144	12/11/2018	Printed		023	AIRWAVE COMMUNICATIONS		969.48
85145	12/11/2018	Printed		3078	ALBERT RUBIO		19.00
85146	12/11/2018	Printed		1406	ALVARO MADRID CONCRETE CONST.		975.00
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85157	12/11/2018	Printed		642	JORDAN IMPLEMENT CO		181.18
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85164	12/11/2018	Printed		2295	NEW BORDER TACTICAL, INC		187.96
85165	12/11/2018	Printed		694	REXEL OF AMERICA, LLC		235.53
85166	12/11/2018	Printed		1367	SHRED-IT		54.99
85167	12/11/2018	Printed		4569	SIERRA MATERIAL TESTING		2,440.00
85168	12/11/2018	Printed		2365	SPARKLETTS		403.34
85169	12/11/2018	Printed		2008	UNITED PARCEL SERVICE		12.19
85170	12/11/2018	Printed		5639	WAGEWORKS, INC		50.00

CITY OF IMPERIAL BANK: UNIONBANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
				Total Checks: 159		**Checks Total (excluding void checks):**	**653,558.37**
				Total Payments: 159		**Bank Total (excluding void checks):**	**653,558.37**
				Total Payments: 159		**Grand Total (excluding void checks):**	**653,558.37**

Agenda Item No. E-1

DATE SUBMITTED	12/12/2018	COUNCIL ACTION	(x)
SUBMITTED BY	COMMUNITY DEVELOPMENT DIRECTOR	PUBLIC HEARING REQUIRED	(x)
		RESOLUTION	(x)
		ORDINANCE 1ST READING	( )
DATE ACTION REQUIRED	12/19/2018	ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION:

APPROVE DRAFT HOUSING ELEMENT AND SUBMIT TO DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD)

DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT

BACKGROUND/SUMMARY:

Since 1969, California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community. California's local governments meet this requirement by adopting housing plans as part of their "general plan". The law mandates that housing be included as an element of each jurisdiction's general plan.

Housing Element reflects an eight year planning period. The City of Imperial is required perform "updates" to its Housing Element every four (4) years. The last comprehensive plan was adopted during October 2014 and reflects and eight year planning period (2014-2021). The proposed update to the 2014-2021 Housing Element document consist of bringing all data tables and policy statuses "up-to-date".
Public Outreach initiated at the following venues during 2017-2018:

- City Events-Imperial Market Days
- Neighborhood watch
- Planning Commission

If approved, the draft update will be submitted to the California Department of Housing and Community Development (HCD). Once the draft is approved by HCD, it will be brought back to the City Council for final adoption.

FISCAL IMPACT:	ADMIN SERVICES SIGN INITIALS
STAFF RECOMMENDATION: Staff recommends that the Council review and comment on the initial Draft 2014-2021 Housing Element and direct staff to proceed with transmittal to the State Department of Housing and Community Development (HCD) for its initial review	DEPT. INITIALS
MANAGER'S RECOMMENDATION:	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

DRAFT HOUSING ELEMENT CITY OF IMPERIAL

2014-2021

Housing Element

City Council

Geoff Dale	Mayor
Betty Sampson	Mayor Pro Tem
Robert Amparano	Councilmember
Darrel Pechtl	Councilmember
James Tucker	Council Member

Planning Commission

Charles Lucas	Chairperson
Geoffry Holbrook	Vice Chair
Andie Guillen	Commissioner
Kris Haugh	Commissioner
Robert McDade	Commissioner

City Administration

Stefan T. Chatwin	City Manager
Dennis Morita	City Attorney
Debra Jackson	City Clerk
Othon Mora	Community Development Director
Lisa Tylenda	Planner

December 2018

Draft Housing Element Updated by:

CITY OF IMPERIAL
COMMUNITY DEVELOPMENT DEPARTMENT

Project Research/Contributors

Othon Mora, Community Development Director
Lisa Tylenda, Planner
Development Review Committee

City of Imperial
420 S. Imperial Avenue
Imperial, California 92251

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Preface

"The availability of housing is of vital statewide importance, and the early attainment of decent housing and a suitable living environment for every Californian, including farmworkers, is a priority of highest order."
-California Government Code Section 65580

City of Imperial Mission Statement

To promote and provide for the safety, health and welfare of our citizens and business community, it is the Mission of the City of Imperial through Its elected officials, appointed officials, employees and volunteers to:

- *Provide customer service in a professional, cost-effective and innovative manner, consistent with the values of integrity, teamwork, stewardship, competence, politeness and respect.*
- *Provide land use planning direction that preserves City heritage and quality of life while promoting community improvement and economic development.*
- *Commit appropriate revenues to fund innovative, high quality, cost-efficient City programs and services while maintaining adequate reserves for unforeseen event or opportunities.*
- *Regularly evaluate City programs and services and revise them when appropriate.*
- *Seek the involvement of citizens in City government and planning, and foster civic leadership.*

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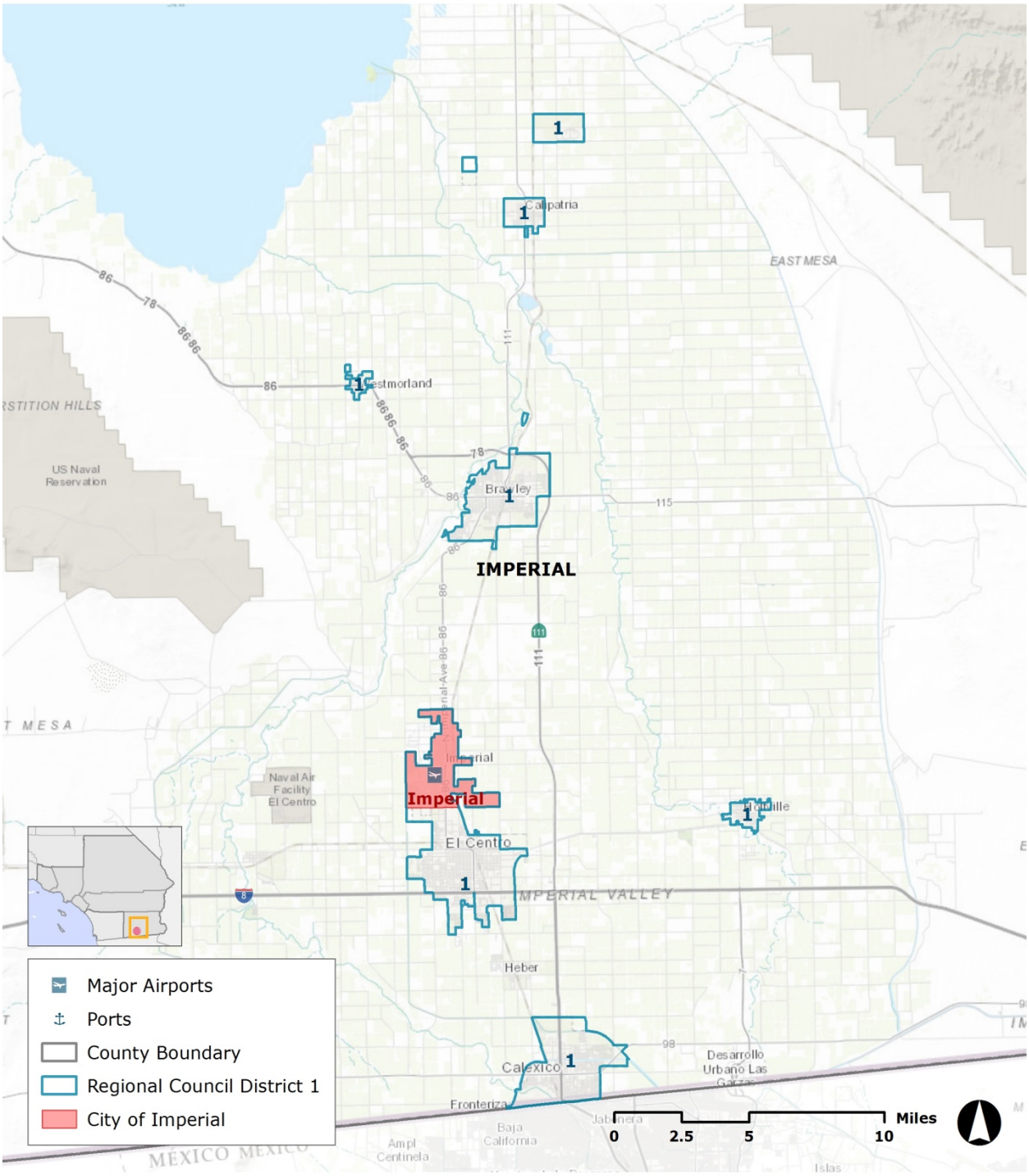
SCAG REGIONAL COUNCIL DISTRICT 1



Source: 2016 SCAG city boundary data, provided by the county Local Agency Formation Commissions.

Service Layer Credits: Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Introduction

This Housing Element of the General Plan is a comprehensive statement by the City of Imperial of its current and future housing needs and proposed actions to facilitate the provision of housing and to meet the housing needs for all economic segments of the community. The policies contained in this Element are not only an expression of the statewide housing priority to allow for the "attainment of decent housing and a suitable living environment for every Californian", but are also a reflection of the unique concerns of the leadership and residents of the City of Imperial. This Housing Element establishes specific goals, policies, and objectives relative to the provision of housing, and adopts an action plan toward this end. In addition, the Element Identifies and analyzes housing resources and constraints specific to our community that may impact how we meet the identified housing needs.

Legislative Requirements

The Housing Element is one of eight elements required to be included in the City's General Plan. State law identifies the subjects that must be addressed in a Housing Element. The guidelines are identified in Article 10.6 of the State of California Government Code (Sections 65580 et seq.). State law specifies that the Housing Element must assess housing needs and evaluate the current housing market in the City and then identify programs that will meet housing needs. The housing market evaluation includes a review of housing stock characteristics as well as housing cost, household incomes, special need households, availability of land and infrastructure and various other factors.

Also included in this evaluation is the community's "Regional Housing Needs Allocation" (RHNA) which provides an estimate of the number of housing units that should be provided in the community to meet its share of new households in the region. In addition to this information, the Housing Element document must evaluate and review its past housing programs and consider this review in planning future housing strategies.

The City's previous Housing Element was adopted in 2014. The 2014-2021 Housing Element is subject to review by the California Department of Housing and Community Development (HCD) for compliance with applicable State laws. A critical component of HCD's review of the Housing Element is the local jurisdiction's ability in accommodating its RHNA through land use planning efforts.

Compliance with this requirement is measured by the jurisdiction's ability in providing adequate land with adequate density and appropriate development standards to accommodate the RHNA. The Southern California Association of Governments (SCAG), as the regional planning agency, is responsible for allocating the RHNA to individual jurisdictions within the region.

For the 2014-2021 Housing Element update for the City of Imperial, SCAG has assigned a RHNA of 1,309 units, in the following income distribution:

- Very Low Income: 349
- Low Income: 205
- Moderate Income: 202
- Above Moderate Income: 553

Relationship with other General Plan Elements

The Housing Element is only one of eight mandatory General Plan Elements required by state law. The Housing Element builds upon the other General Plan Elements and must be entirely consistent with the policies and proposals set forth by these comprehensive elements. The City of Imperial General Plan is comprised of the following ten (10) elements: Land Use, Circulation, Housing, Public Facilities (optional element), Open Space, Conservation, Parks and Recreation (optional element), Noise, Airport (optional element) and Safety.
As required by State law, internal consistency is required among the various elements of the General Plan, including the Housing Element. This 2014-2021 Housing Element is consistent with the General Plan and so is the 2018 Housing Element update.

State law also requires that the Conservation Element (AB 162, enacted 2009) and Safety Element (SB 1241, enacted 2012) include an analysis and policies regarding flood hazard and management information upon revisions to the Housing Element. Although these revisions are not related to Housing Element law, the City will ensure compliance with this requirement by reviewing its Conservation and Safety Elements.

Public Participation

Housing issues affect the entire community, it is critical that the entire community be encouraged to participate in the Housing Element process. The public participation requirement of the Housing Element Law provides for opportunities to engage citizens in a dialogue with one another and with local leaders. It enables constituents to identify problems and create solutions.

The inclusion of community stakeholders in the Housing Element public participation process ensures that housing strategies are effectively developed, evaluated, and implemented.

Public Participation in the development and review process of this housing element update included the following:

- City of Imperial staff conducted public outreach at the "Neighborhood Watch meetings" during the following dates and times:
  - Wednesday, October 11, 2017 (7PM-8PM)
  - Wednesday, November 8, 2017 (7PM-8PM)

  Staff conducted presentations to the citizens present at the "Neighborhood Watch" meeting regarding the Housing Element and General Plan. During both presentations, citizens at the meeting were encouraged to participate in the housing element/general plan update survey (Please see attached surveys). Staff also solicited public opinion and recommendations regarding local housing needs from citizens present.

- City of Imperial staff conducted public outreach during "Market Day" events (see attached flyer and surveys) on the following dates and times:
  - Saturday, November 8th, 2017 (5PM-9PM)
  - Saturday, December 2nd, 2017 (5PM-9PM)
  - Saturday, April 28, 2018 (5PM-9PM)

2014 Draft Housing Element Review

The City conducted a public meeting before the Planning Commission on May 14, 2013 and City Council on June 4, 2013 to review to the draft Housing Element. To solicit input from supportive service and housing providers, the City sent special notices of the public meeting to housing developers and professionals, as well as agencies that serve or represent the interest of lower and moderate income households and persons with special housing needs. The City also advertised the availability of the Housing Element for public review in English and Spanish in the Imperial Valley Press and in Spanish in the Adelante Valle, a Spanish language newspaper. The Housing Element outreach list is presented in Appendix A.

2018 Draft Housing Element Update Review

The City conducted a public meeting before the Planning Commission on October 24, 2018 and City Council on XXX X, 2018 to review the draft Housing Element Update. To solicit input from supportive services and housing providers, the City sent special notices of the public meeting to housing developments and professionals, as well as agencies that serve or represent the interest of lower and moderate income households and persons with special housing needs. The City also advertised the availability of the Housing Element update for public review in

English and Spanish in the Imperial Valley Press and Desert Review. The Housing Element outreach list is presented in Appendix A.

2014 Adoption Hearings

For the adoption of the 2013-2021 Housing Element, the City conducted public hearings before the Planning Commission (August 13, 2013) and City Council (September 3, 2013). Notices for these hearings were published in the Imperial Valley Press and posted on City website.

2018 Adoption Hearings

Prior to adoption of the Housing Element, the City will conduct public hearings before the Planning Commission and City Council. The City Council has the ultimate authority over the adoption of the Housing Element. Notices for these hearings will be published in the Imperial Valley Press and posted on City website.

2018 Draft Review Dates

- Planning Commission Public Hearing was held on November 28, 2018.
- City Council Public Hearing was held on December 12, 2018.

Community Profile

The purpose of this section is to summarize and analyze the existing housing conditions in the City of Imperial. This section contains an analysis of population trends, employment trends, household trends and special needs groups within the City. The following information is presented as part of this Housing Needs Assessment:

- **Population and Demographics** (including a discussion on population growth, population projections, age of population, and race and ethnicity of population)

- **Household Characteristics** (including a discussion on household type and composition, household tenure characteristics, household size and incidence of overcrowding, household income and employment trends, housing affordability by tenure, and special needs groups).

- **Housing Stock Characteristics** (including a discussion on existing housing stock, the age and condition of housing stock, housing tenure and availability, the housing market, and an assessment of subsidized housing at risk of conversion to market rate).

- **Regional Housing Needs Assessment (RHNA)** as assigned by the Southern California Association of Governments.

Demographic Profile

The existing and future housing needs of a community are largely determined by examining forecasted growth of the number of households within a community. This growth potential is primarily established through population projections for the community. The projected population growth is then considered alongside other community demographics, such as age and ethnicity in order to determine the adequacy of available housing and the ideal level of vacancy needed to promote housing choice and affordability amongst the different types of households in the community.

Population Trends

Historical growth trends one of the Factors used to project the population growth in a community include. Based on population data available from the US Census Bureau and the State Department of Finance, the City of Imperial has experienced an aggressive population growth over the last couple of decades when taking into account growth trends since 1990. From 1990 to 2010, the City had the highest growth in Imperial County, growing at an average annual growth rate of 12.94 % percent compared to Imperial County as a whole which experienced an average growth rate of 2.99 % percent for the same time period.

Table 1-Population Trends- Imperial and Neighboring Cities (1990-2010) and 2010-2016 Estimates:

City	1990	2000	2010	Change (1990-2010) # of Persons	% of Total
Imperial	4,113	7,560	14,758	10,645	258.8%
Brawley	18,923	22,052	24,953	6,030	31.9%
El Centro	31,384	37,835	42,598	11,214	35.7%
Calexico	18,633	27,109	38,572	19,939	107.0%
Holtville	4,820	5,612	5,939	1,119	23.2%
Westmorland	1,380	2,131	2,225	845	61.2%
Imperial County	109,303	142,361	174,528	65,225	59.7%

Source: U.S. Bureau of the Census 2000 and 2010 data.

Table 2-(2010-2016 Estimates)- Populations Trends:

City	2010	2016	Change (2010-2016)	
			# of Persons	% of Total
Imperial	14,785	22,496	7,711	52.2%
Brawley	24,953	25,776	823	3.3%
El Centro	42,598	49,425	6,827	16.0%
Calexico	38,572	40,070	1,498	3.9%
Holtville	5,939	6,230	291	4.9%
Westmorland	2,225	2,014	-211	-9.5%
Imperial County	174,528	178,807	4,279	2.5%

Source: U.S. Bureau of the Census, American Community Survey (ACS) 2016.

In terms of population growth, the City of Imperial has seen the greatest level of growth of any community in Imperial County over the last ten years. In fact, since 2018, the City has grown by 17.53%. This has outpaced the County (as a whole) by more than three times. The growth seen in the City of Imperial since 2010 is expected to continue into the foreseeable future with the five-year growth rate expected to be twice that of the County as a whole at 7.36%. Growth rates are typically a factor of past growth, overall birth-rate cycles and entitled, yet to be built homes.

Table 4- Population Growth in Surrounding jurisdictions from 2010-2018

Population Projections

Category	City	0-5 miles	0-10 miles
Population			
2018 Estimated Population	19,801	49,549	107,247
2023 Estimated Population	21,333	51,513	111,546
2018-23 Increase Population (Est.)	1,532	1,964	4,299

The City of Imperial has a current population estimated at 17,345. Of the comparative communities (Calipatria and Westmorland are excluded from the analysis), Imperial is among the smallest, with only Holtville being smaller. El Centro and Calexico are currently the largest cities in Imperial County by population. The County as a whole has a population of approximately 185,000 residents.

Available sources for population projection include the Southern California Association of Governments (SCAG) and the State Department of Finance. As part of the development of the 2012-2035 Regional Transportation Plan, SCAG developed growth projection for every county and jurisdiction within the SCAG Region. Projections were developed based expected natural Increase (births minus deaths) and net migration based on the availability of jobs in the Region. According the population projects prepared by

SCAG, the City of Imperial is anticipated to experience modest growth over the next two decades. SCAG projects City of Imperial population of 22,900 residents by 2035, resulting in an average annual growth rate of 2.3% per year from 2010 to 2035, slightly below the county rate of 2.6 % for the same time period. These figures are in line with Department of Finance projections for Imperial County of 2.3% growth rate for the same period.

The City's growth projections take into account two elements: the population growth from natural growth and net migration into City Limits and the development of the annexation areas that took place during the prior planning period for the purpose of residential development. The maximum residential development for the annexation areas are shown on Table

Table 6- City of Imperial Annexation Areas

Project Name	Maximum Dwelling Units	Projected Development by 2021	Projected Population by 2021	Actual Project Development 2018
Encanto Estates	691	138	462	0
Mayfield Ranch	331	66	221	60
Morning Star	598	120	339	0
Total	1,620	324	1,022	

*Population Calculation based on 3.34 pphh and a maximum of 20% development of planned units.

Table 7 below, depicts the City of Imperial's Adjusted Population Projection, the City could have a population of 21,245 by the end of the Planning Period in June 2021, which is close to the projected 22,900 by 2035.

Table 7- City of Imperial Adjusted Population Projection

Period May:	Population	2.23% SCAG Annual Projected Growth	Growth Based on Development of Annexation Areas	Adjusted Year End Population	Actual Year End Population
2014	17,066	--		17,400	16,790
2015	17,400	400	77	17,955	17,051
2016	17,955	413	155	18,523	17,203
2017	18,523	426	155	19,103	17,550
2018	19,103	439	155	19,697	--
2019	19,697	453	155	20,305	--
2020	20,305	467	155	20,927	--
2021	20,927	241	77	21,245	--

Age Trends

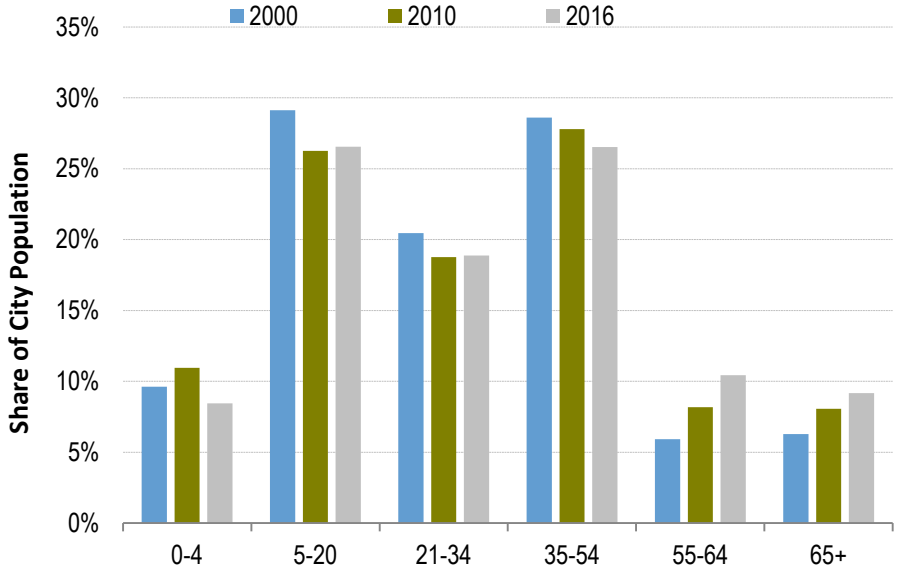
Age Distribution& Family

Ages 17 & Under	30.01%	29.40%	29.87%
Ages 18-34	23.02%	24.15%	23.93%
Ages 35-54	26.44%	23.73%	23.32%
Ages 55 and better	20.53%	22.74%	22.91%
Median Age	32.5	32.3	32.0
Number of Family Households	4,949	12,190	26,014

As shown in Table 8 below, the age structure of the population is an important factor in evaluating housing needs and projecting the direction of future housing development. Different age groups have distinct housing preferences, family types, household sizes, incomes, and lifestyle choices. For example, younger individuals living alone (between 20 and 34) and senior citizens over 65 typically need and/or desire apartments, condominiums, and smaller, more affordable housing units.
The population between 35 and 65 makes up the majority of the market for more exclusive single-family homes and condominiums that accommodate an array of household sizes. Understanding and evaluating the age characteristics of a community enables the City to address these distinct needs for the current population and for its citizens as they move through each stage of life. The City of Imperial's median age is 32.

Population by Age

Population Share by Age: 2000, 2010, and 2016



Sources: 2000 and 2010 U.S. Decennial Census; Nielsen Co., 2016

Between 2000 and 2016, the age group 55-64 experienced the largest increase in share, growing from 5.9 to 10.4 percent.
The age group that experienced the greatest decline, by share, was age group 5-20, decreasing from 29.1 to 26.6 percent.

Category	Imperial	Imperial County	Imperial Relative to Imperial County*	SCAG Region
2016 Total Population	18,165	185,831	[9.8%]	18,954,083
2016 Population Density (Persons per Square Mile)	3,114	40	3,074	489
2016 Median Age (Years)	32.0	32.2	-0.2	36.0
2016 Hispanic	77.1%	83.0%	-5.9%	46.8%
2016 Non-Hispanic White	18.5%	11.9%	6.6%	31.2%
2016 Non-Hispanic Asian	1.8%	1.3%	0.5%	12.7%
2016 Non-Hispanic Black	1.4%	2.2%	-0.8%	6.3%
2016 Non-Hispanic American Indian	0.2%	0.8%	-0.6%	0.3%
2016 All Other Non-Hispanic	1.0%	0.8%	0.2%	2.7%
2016 Number of Households	5,083	49,811	[10.2%]	6,132,938
2016 **Average Household Size**	3.6	3.6	0.0	3.1
2016 Median Household Income	$75,131	$45,650	$29,481	$61,792
2016 Number of Housing Units	5,532	57,174	[9.7%]	6,629,879
2016 Homeownership Rate	70.3%	54.3%	16.0%	54.3%
2016 Median Existing Home Sales Price	$240,000	$203,500	$36,500	$466,000
2015 - 2016 Median Home Sales Price Change	7.6%	7.9%	-0.3%	6.6%
2016 Drive Alone to Work	90.5%	82.6%	7.9%	78.8%
2016 Mean Travel Time to Work (minutes)	20.0	22.0	-2.0	31.0
2015 Number of Jobs	4,547	73,453	[6.2%]	7,920,602
2014 - 2015 Total Jobs Change	491	5,649	[9%]	117,499
2015 Average Salary per Job	$51,811	$34,808	$17,003	$53,962
2016 K-12 Public School Student Enrollment	4,159	38,747	11%	2,961,726

Sources: U.S. Census Bureau American Community Survey, 2015; Nielsen Co.; California Department of Finance E-5, May 2016; CoreLogic/DataQuick; California Department of Education; and SCAG

* Numbers with [ ] represent Imperial's share of Imperial County. The other numbers represent the difference between Imperial and Imperial County.

Mapped jurisdictional boundaries are as of July 1, 2016 and are for visual purposes only. Report data, however, are updated according to their respective sources

Race and Ethnicity

Ethnicity			
White Only Ethnicity*	63.11%	61.26%	58.06%
Black or African American	1.93%	2.26%	1.92%
Hispanic or Latino	78.02%	82.61%	83.59%
Asian	2.81%	2.09%	2.06%

Race and ethnicity can potentially reflect cultural preferences regarding housing needs. For example, certain cultures may be accustomed to living with extended family members and need larger units. Therefore, planning for communities with high concentrations of certain racial/ethnic groups should consider the unique housing needs of these groups. Table 7 represents the ethnic groups that can be found within the City of Imperial.

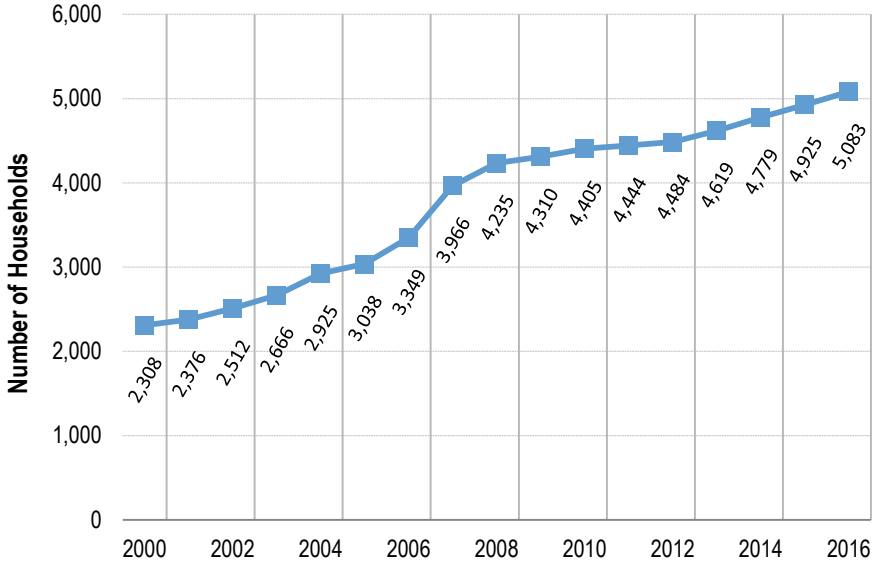
Household Characteristics

The Census defines a household as all persons who occupy a housing unit, which may include families related through marriage or blood, unrelated individuals living together, or individuals living alone. Persons living in retirement or convalescent homes, dormitories, or other group living situations are not considered households. Planning for the housing needs of the City can be accomplished by analyzing statistics that indicate household type, household size, household income, and incidence of overcrowding. Typically, a community with more families, larger households, and households with children need and/or desire larger units and ownership opportunities. Communities that have a higher percentage of senior citizens typically need and/or desire smaller, accessible and affordable units.

Existing Households & Composition

In 2010, there were 4,405 households In the City of Imperial according to the US Census Bureau. City of Imperial building permit records indicate that this number has increased to 5,250 From 2010 to August of 2018, it is estimated that the number of households increased by 845 (number of residential units obtaining building permits), suggesting an annual household increase of about 106 homes a year between 2010-2018.

Number of Households: 2000 - 2016



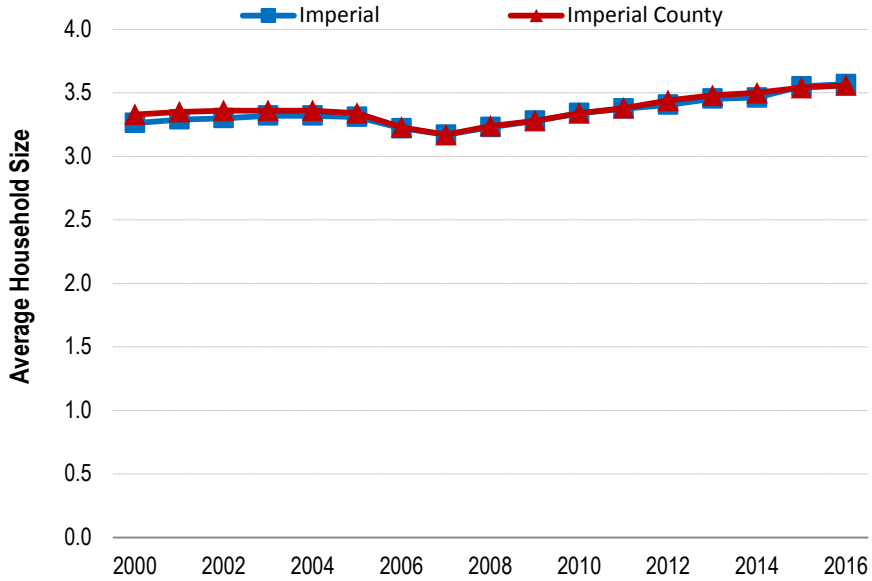
Sources: 2000 and 2010 U.S. Decennial Census; California Department of Finance, E-5, 2016

Between 2000 and 2016, the total number of households in the City of Imperial increased by 2,775 units, or 120.2 percent.

During this 16-year period, the city's household growth rate of 120.2 percent was higher than the county growth rate of 26.5 percent. 10.2 percent of Imperial County's total number of households are in the City of Imperial.

In 2016, the city's average household size was 3.6, the same as the county average of 3.6.

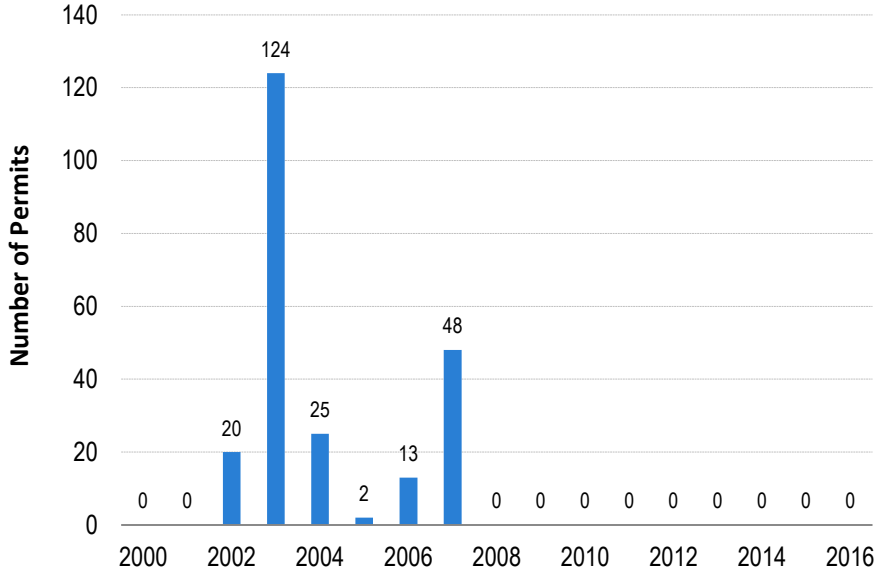
Average Household Size: 2000 - 2016



Source: California Department of Finance, E-5, 2016

Multi-Family Housing Production
Permits Issued for Multi-Family Units: 2000 - 2016

Between 2000 and 2016, there were permits issued for 232 multi-family residential units.



Source: Construction Industry Research Board, 2000-2016

Although household growth suggests the number of housing units that might be needed by a community to accommodate growth, the type of housing that will be needed can be determined by household composition. Housing needs generally vary by household type. The composition of households determines what type of housing unit will be needed by the population. Families, for example, typically prefer and occupy single-family detached homes. The City of Imperial Household Composition of 2010 from the US Census shows that eighty-six percent of households in Imperial have two or more people. Of these households, 82.2 percent are considered "family" households. Family households, tend to have a higher number of household members than non-family households. Toe high level of family households in Imperial indicates that a higher number of larger units with several bedrooms will be required to accommodate the housing needs of Imperial residents

Household Tenure Characteristics

Tenure, for the purpose of this analysis refers to whether a housing unit is owned or rented. Housing tenure is an important indicator of the supply and cost of housing. Low ownership rates suggest an inadequate supply, or high cost, of housing while high ownership rates suggest affordability. Between 2000 and 2010, approximately 71 percent of households in Imperial owned their home during the two decades. This is an increase from 64.8 percent in 1990, suggesting a positive increase in home ownership opportunities in the City of Imperial.

According to US Census, in 2010 Imperial County and the State of California both registered a 55.9 % percent household ownership significantly lower than the City of Imperial.

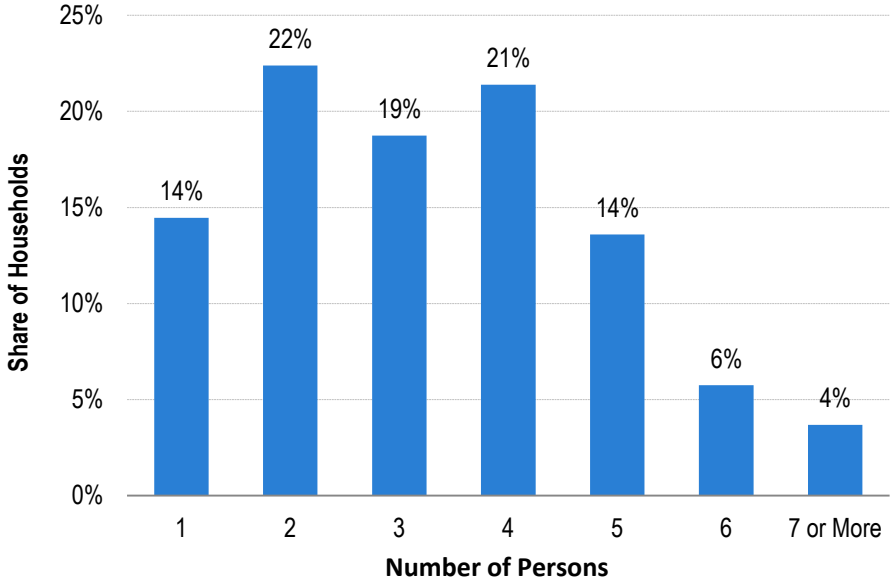
Household Size and Incidence of Overcrowding

It is important to understand that the size of a household will change over time due to unpredictable circumstances such as marriage, divorce, growth of family, job movement, etc. Household size, nevertheless, is an important indicator of housing need. According to the US Census, the average household size in 2000 was 3.26 persons per household for the City of Imperial. By 2010, the US Census estimated that the persons per household statistics had increased to 3.34 persons per household, the same as the County but higher than the State's 2.9 persons per household figure.

Larger households have special housing needs, as they tend to have higher incidences of overcrowding and may identify a need for larger units. "Overcrowded" is defined as over 1 persons occupying a room, excluding bathrooms, kitchens, hallways, and porches. "Severely overcrowded" is defined as more than 1.5 persons occupying a room. Overcrowding usually results from a lack of availability or affordability of appropriate housing units. According to the 2010 Census, the City of Imperial's "Overcrowded Households 2012", suggest that less than 5 percent of occupied housing units within the City of Imperial are overcrowded. Of these households, only an approximate 1.1 percent are considered severely overcrowded.

Households by Size

Percent of Households by Household Size: 2016



In 2016, 55.6 percent of all city households had 3 people or fewer.
About 14 percent of the households were single-person households.
Approximately 24 percent of all households in the city had 5 people or more.

Source: Nielsen Co., 2016

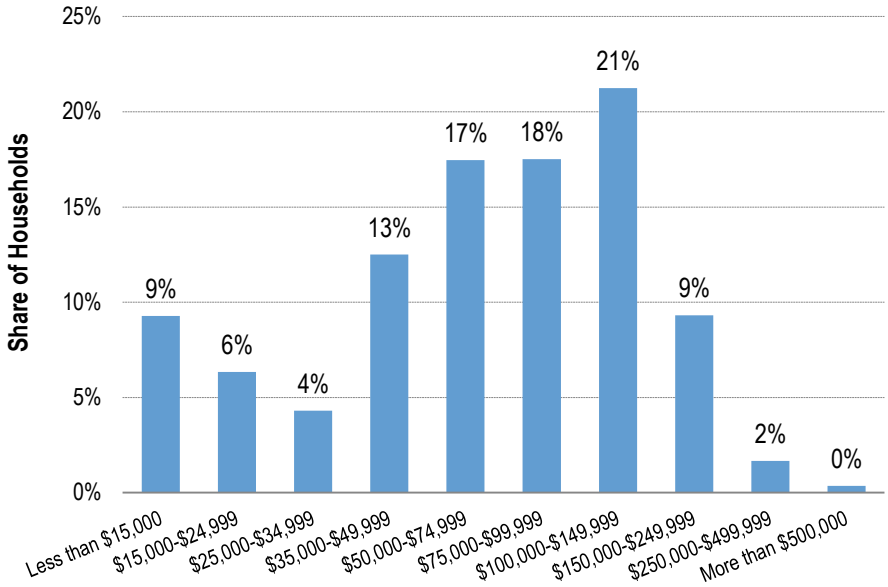
Employment & Household Income

Households in the City of Imperial have a Household Median Income almost twice the regional average (Imperial County) at $84,164. In further analyzing the significant difference between the City of Imperial and the balance of the region, note that the recent construction activity of new homes has resulted in hundreds of new families coming to the area with substantial household income to support the new home purchase. Since 2010, there have been 12,135 homes purchased in the Imperial County. Of these, 2,798 (or 23%) of the total homes purchased were in the City of Imperial, while only 9% of the region's population lives within the City.

Between the years 2010-2018, a total of 769 new homes have been built/sold within the entire County of Imperial. Of these, 527 (or 69%) of all new homes in the entire County were built and sold in the City of Imperial. Since 2010, the average new home in the City of Imperial has sold for $234,438 while in the most recent three (3) years (2015-2017), the average new home in the City of Imperial has sold for $277,167.
The table below provides a breakdown of household incomes in the City of Imperial by household. Note that over 50% of households have an income of between $50,000 and $125,000 per year while only about 17% of families have a household income of under $35,000 annually. Statewide (California), median household income is $63,783 while nationally (United States) it is $55,322.

Households by Income

Percent of Households by Household Income: 2016



Source: Nielsen Co., 2016

In 2016, about 32 percent of households earned less than $50,000 annually. **A**pproximately 33 percent of households earned $100,000 or more.

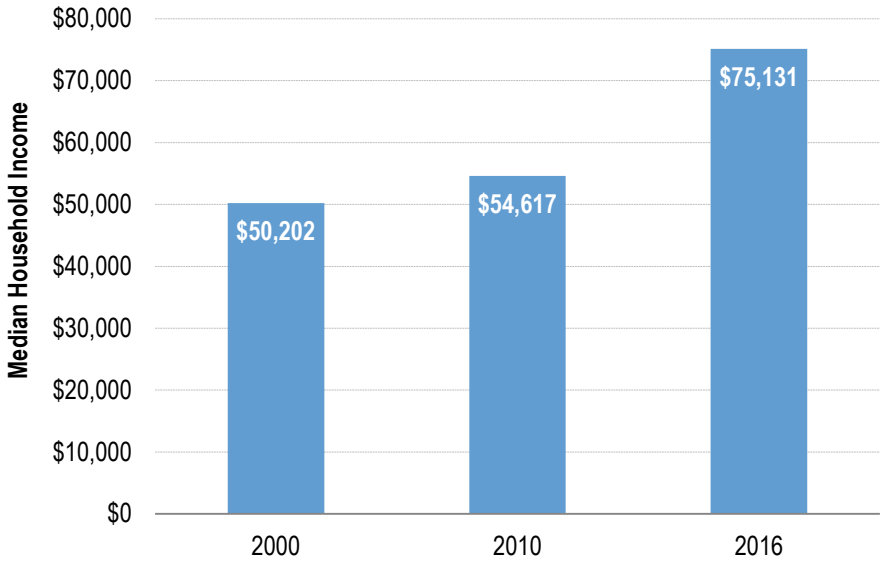
Housing Type

Housing Type by Units: 2016

Housing Type	Number of Units	Percent of Total Units
Single Family Detached	4,152	75.1 %
Single Family Attached	389	7.0 %
Multi-family: 2 to 4 units	401	7.2 %
Multi-family: 5 units plus	520	9.4 %
Mobile Home	70	1.3 %
Total	**5,532**	**100 %**

Household Income

Median Household Income: 2000, 2010, and 2016

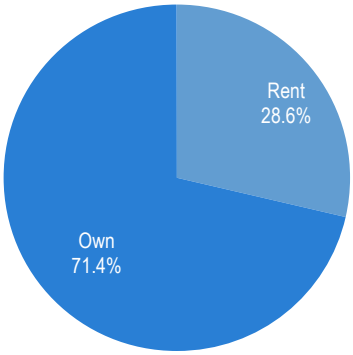


- From 2000 to 2016, median household income increased by $24,929.
- Note: Dollars are not adjusted for annual inflation.

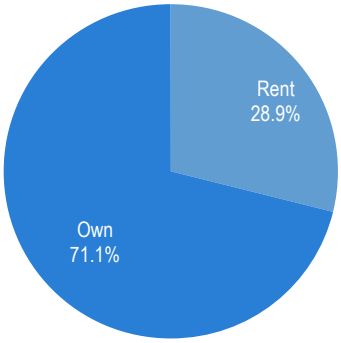
Source: Nielsen Co., 2016
Source: California Department of Finance, E-5, 2016

Renters and Homeowners

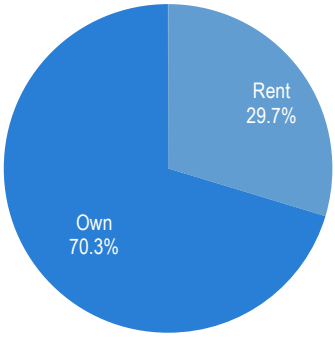
Percentage of Renters and Homeowners: 2000, 2010, and 2016



2000



2010

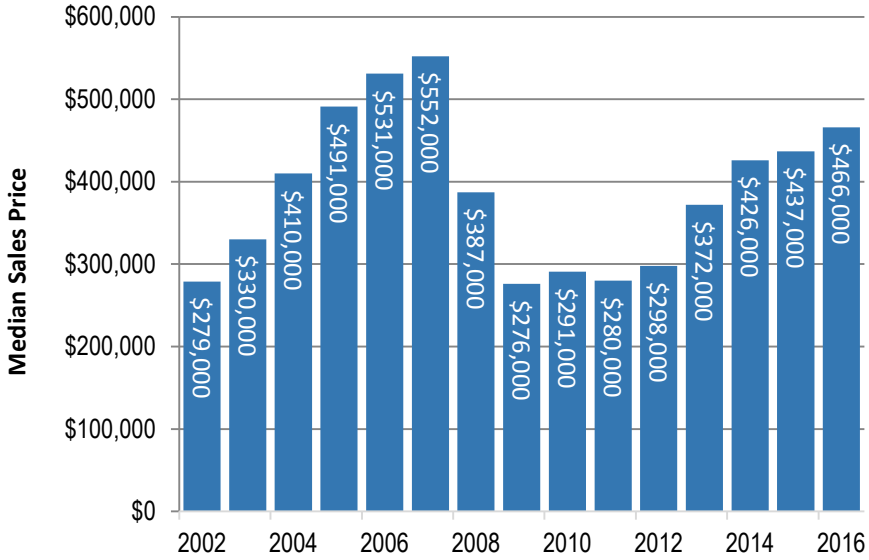


2016

Sources: 2000 and 2010 U.S. Decennial Census; Nielsen Co., 2016

Between 2000 and 2016, homeownership rates decreased and the share of renters increased.

Regional Median Sales Price for Existing Homes: 2002 - 2016



Source: CoreLogic/DataQuick, 2002-2016

City of Imperial Labor Force

The City of Imperial has 8,200 persons within the labor force which is relatively proportional to its overall population. The City of Imperial has the lowest unemployment of any community in Imperial County with a published unemployment rate of 15%. Residents in the City of Imperial have the highest labor force participation rate in the region at 67.10%.

Employment Centers

Top Places Where Imperial Residents Commute to Work: 2014

Local Jurisdiction		Number of Commuters	Percent of Total Commuters
1.	El Centro	1,768	30.7 %
2.	Imperial	635	11.0 %
3.	Brawley	413	7.2 %
4.	Calexico	192	3.3 %
5.	Calipatria	181	3.1 %
6.	Unincorporated Imperial County	161	2.8 %
7.	San Diego County	144	2.5 %
8.	Los Angeles	68	1.2 %
9.	Holtville	31	0.5 %
All Other Destinations		2,165	37.6 %

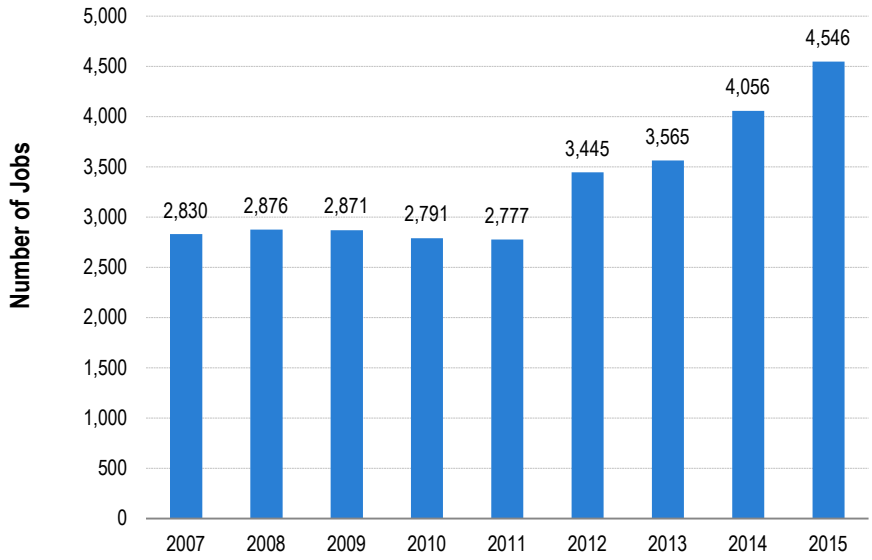
Source: U.S. Census Bureau, 2017, LODES Data; Longitudinal-Employer Household Dynamics Program,https://lehd.ces.census.gov/data/lodes/

- This table identifies the top locations where residents from the City of Imperial commute to work.
- 11.0% work and live in Imperial, while 89.0% commute to other places.

Residents in the City of Imperial generally work for private "for-profit" companies with over 3,850 persons working for private companies. The region has a substantial number of state and federal government facilities (state prisons, federal detention facility and international border). About 1,400 City of Imperial residents work in these types of occupations while a similar number (1,300+) work in local government (which includes public education).

Total Jobs

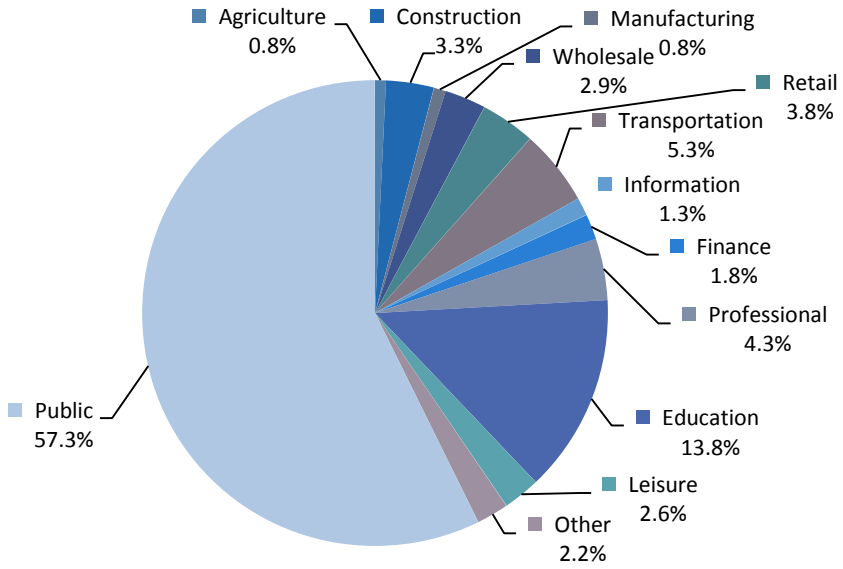
Total Jobs: 2007 - 2015



Sources: California Employment Development Department, 2007 - 2015; InfoGroup; and SCAG

- Total jobs include wage and salary jobs and jobs held by business owners and self-employed persons. The total job count does not include unpaid volunteers or family workers, and private household workers.
- In 2015, total jobs in the City of Imperial numbered 4,547, an increase of 60.7 percent from 2007.

Jobs by Sector: 2007



Sources: California Employment Development Department, 2007; InfoGroup; and SCAG.

From 2007 to 2015, the share of Leisure jobs increased from 2.6 percent to 6.9 percent.
See Methodology Section for industry sector definitions.

Housing Affordability & Household Overpayment

The City of Imperial has the highest value homes in Imperial County with a median home value of $217,568. The percentage of owner-occupied homes across a region indicates the level of "roots" and can be indicative of pride in a specific community which further encapsulates the economic stability of a city .The City of Imperial has had a stable amount of home sales since 2010. Over the past eight (8) years, the community has seen over 300 homes sold each year (new and existing). This shows health in the housing market and general availability of product. Increase in home prices (all homes) can be seen over the past eight (8) years from $141,000 in 2010 to $230,500 in 2017 .

Special Needs Households

The State Housing Element law requires that the needs of these groups be addressed in the Housing Element. The law defines "special needs" groups to include persons with disabilities, the elderly, large households, female-headed households with children, homeless persons, and farmworkers. This section provides a detailed discussion of the housing needs facing each particular group as well as programs and services that may be available to address their special housing needs.

Farmworkers

Farmworkers are traditionally defined as persons whose primary incomes are earned through permanent or season agricultural labor. Permanent farm laborers work in the fields, processing plants, or agricultural related support activities. When workload increases during harvest periods, the labor force is supplemented by seasonal labor, often supplied by a labor contractor. For some crops, farms may employ migrant workers, defined as those who travel long distances to work which prevents them from returning to their primary residence every evening and might necessitate temporary housing at their place of employment. Determining the true size of the agricultural labor force is problematic.

Farmworkers are typically categorized into three groups: 1) permanent, 2) seasonal, and 3) migrant. Permanent farmworkers are usually employed year round by the same employer while a seasonal farmworker works on average less than 150 days per year. Migrant farmworkers are seasonal farmworkers who have to travel to do the farm work and are unable to return to their permanent residence within the same day necessitating temporary housing services. Occupational data is difficult to obtain for small jurisdictions such as the City of Imperial and thus determining the number of farmworkers residing in the City is problematic. The US Census's American Community Survey is the single source of estimates of occupations for small Jurisdictions. According to the 2008-2012 American Community Survey a total of 168 residents.

Farmworkers and laborers in Imperial County have an average annual wage of $24,632 during 2018, according to the California Employment Development Department. Due to their identified low-income, most farmworkers would need housing subsidies or other forms of assistance to obtain adequately sized and affordable housing. The City of Imperial is actively involved in the provision of permanent housing suitable for farmworkers.

The City has been successful in developing partnerships with subsidized housing Developers; The Las Palmeras Apartment Project has been completed, which offers Farmworkers Housing. Las Palmeras is a 56 unit, Multi-Family project located at 470 Wall Road within the incorporated City of Imperial. Although temporary housing has not been identified as a high need in the Imperial community, the City's Zoning Ordinance does not preclude the development of temporary housing.

Large Families

Large households are defined as those consisting of five or more members. An estimated 783 large households were identified in Imperial during the 2008-2012 Community Survey, comprising approximately 18 percent of all households in the City. Of these large households, 579 were In owner-occupied units, while 204 were in renter-occupied units. These households comprise a special need group because of the often limited supply of adequately sized and affordable housing units In a community. In order to save for other basic necessities such as food, clothing and medical care, It Is common for lower-income families to reside in smaller units, this results in overcrowding.

To address overcrowding, communities can provide incentives to facilitate the development of affordable housing with three or more bedrooms to meet the needs of large households. Oftentimes, the shortage of large rental units can be alleviated through the provision of rental housing subsidies or subsidized home ownership opportunities.

Female-Headed Households

Because of the relatively lower-incomes and typical living expenses of a traditional household, these female-headed households are more likely to have difficulty finding affordable and safe-housing. These households often require special consideration and assistance, as a result of their greater need for affordability, accessibility to day care/childcare, health care, and other supportive services as well as a safety comfort. Female-headed families with children are a particularly vulnerable group because they must balance the needs of their children with work responsibilities, and often while earning limited Incomes. An estimated 728 female-headed households with children lived In Imperial during the 2008-2012 American Community Survey (ACS), representing 16.4 percent of all households. According to ACS, the median household income in Imperial was $62,500, while the median household income for female-headed households was only $42,262.

Homelessness

According to the 2010 US Census, there were no homeless individuals within the City of Imperial. This may be due to the concentration of organizations serving the homeless in the neighboring City of El Centro. Figures for the number of homeless individual are collected by the U.S. Department of Housing and Urban Development through a "Point in Time" count organized by the Regional Task Force on Homelessness of Imperial County. According to the January 2017 count, a total of 1154 persons were counted as being "chronically homeless", with 52 of these individuals being housed in shelters for the Imperial County. Data for individual cities is not provided by the U.S. Department of Housing.

Homelessness is a continuing national problem that persists within local cities and communities in Imperial County. The City of El Centro is the largest community in the County of Imperial and serves as the service center for the homeless and others requiring support services. Three of the five emergency shelters are located in El Centro. Womanhaven (d.b.a. Center for Family Solutions) operates two emergency shelters for woman and children in El Centro with a total of 31 beds and Catholic Charities operates the House of Hope woman's shelters with 27 beds. Catholic Charities also operates the Our Lady of Guadalupe Shelter for men in Calexico with 50

Beds. The Neighborhood House Shelter, also in Calexico, has a capacity of 46 beds for women and children. It is estimated that the emergency shelters within the County of Imperial have a total number of 154 beds available at any given time for the homeless.

Many of these shelters provide adult counseling, housing, Independent living skills training, and advocacy services for its clients. Additional homeless support services include housing referral, clothing, and assistance with filling out social service forms, self-service laundry, meal distribution, and independent living skills training. More agencies and nonprofit groups provide additional support to the homeless such as the Salvation Army, Imperial County Social Services Department, the Imperial Valley Food Bank, Clinicas de Salud de Pueblo, Inc. and Campesinos Unidos.

Although there are currently no emergency shelters located in the City of Imperial, nor Is it anticipated that development of a shelter is warranted at this time, the City wants to ensure that any future demand for emergency housing be facilitated in compliance with State law.

Disability Living

The US Census defines six types of disabilities: sensory, physical, mental, self-care, go-outside-home, and employment. Sensory and physical disabilities are determined to be "long-lasting conditions." Mental, self-care, go-outside-home and employment disabilities are defined as conditions lasting six months or more that make it difficult to perform certain activities. Some residents suffer from disabilities that require living in a supportive or institutional setting. The living arrangement of disabled persons, however, depends on the severity of the disability. Many live at home independently or with other family members.

To maintain independent living, disabled persons may need assistance. This can include special housing design features for the disabled, Income support for those who are unable to work, and In-home supportive services for persons with medical conditions among others. Services are typically provided by both public and private agencies

Seniors

Elderly households have special needs typically associated with smaller units, units located within close proximity to services, and many times units with special accommodations. Approximately 50% of the population 65 years or older (558 persons) had a disability. Disability is defined as a having difficulty with the following: hearing, vision, cognition, ambulating (ability to move), self-care, or living independently. The housing needs of this group can be partially addressed through single room occupancies, second units on lots with existing homes, shared living arrangements, congregate housing and housing assistance programs.

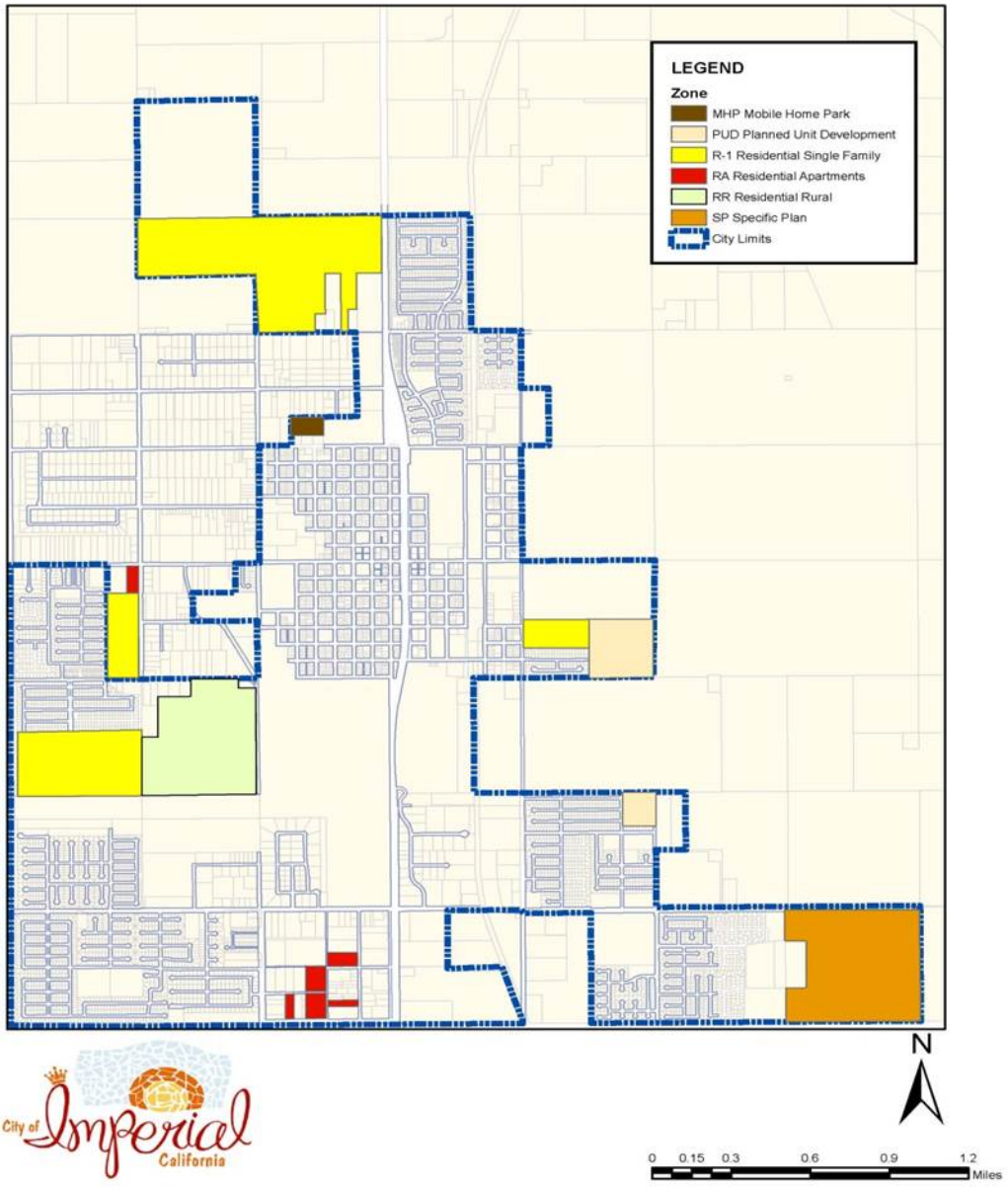
Imperial has two subsidized housing complexes targeting seniors: the Imperial Gardens with 80 units and the Imperial Villa Apartments with 42 units. Imperial Gardens has 64 one- bedroom units and 16 two-bedroom units. To assist Imperial's aging population, Catholic Charities offers a Senior Nutrition Program for home delivered meals. From Monday to Friday, one meal is

delivered per day at no charge ($1.50 suggested donation). Free transportation is also provided to a site in El Centro where seniors can enjoy congregate meals.

Site Inventory and Analysis

Vacant Residential Land

Figure 5
Vacant Residential Property Map



Environmental Constraints

In addition to development impact fees, residential projects within the City of Imperial are also usually subject to Planning Department administration/processing ("planning") and environmental fees. These fees vary widely with each residential project as they are a result of numerous variables, such as the type of entitlements requested by the developer, the level of environmental evaluation (i.e. Exemption, Negative Declaration, Mitigated Negative Declaration **[MND],** or Environmental Impact Report [EIR]), and the number of acres and units proposed for development.

For example, new residential projects on a single lot and not subject to a zone change or general plan amendment may incur no planning or environmental fees aside from a site plan review fee of $300. Alternatively, a residential project on 50 acres with 300 lots and requiring the processing of a subdivision map, zone change/pre-zoning, general plan amendment, annexation and an EIR may be substantial as environmental studies such as an Air Quality Assessment, Traffic Study, Biological Study, Noise Study etc, could become a constraint on affordability considering specialized environmental studies range from $10,000 to $75,000 each and can result in Mitigated Actions or result in Environmental Impact reports that can cost well over $100,000 to summarize findings that could trigger additional and costly mitigation measures.

All projects requiring environmental work require a minimum initial deposit payment that can be as low as$ 1,000 for an MND or as high as $15,000 for an EIR. Fees are charged at cost at a time and material basis and may necessitate additional deposits. Costs per lot are based on "economies of scale": the addition of more lots (an increase in overall density) would result In a lower fee per unit. The planning and environmental fees for the City of Imperial are comparable to the surrounding jurisdictions.

Water and Sewer Capacities for Residential Developments

The City of Imperial lies in California's Imperial Valley, twelve miles North of the Mexican border. The City was incorporated in 1904. Water and sewer service is provided to over 5,400 accounts, serving a population of approximately 17,000 people who live both in and adjacent to the City.

The revenues from the City's water and sewer utilities are entirely derived from charges for services. The City must establish rates and charges adequate to fund the cost of providing water and wastewater services, including costs for operations and capital improvements needed to keep City's utility infrastructure in safe and reliable operating condition. Rates were last increased in

2013. The City owns a potable water distribution system that serves 5,428 accounts, 2.5% of which are outside of the City limits. It is assumed 100 new connections per year.

Water System

The City has a single water supply. It receives raw water deliveries from the Imperial Irrigation District. The City's treatment plant can produce seven million gallons per day. The City stores two million gallons of treated water at the treatment plant, has two, two-million-gallon storage tanks and two remote booster stations.

Monthly Fixed Rate

Meter

Size	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
1"	$13.06	$14.12	$15.16	$15.77	$16.41
1 ½"	16.86	21.72	26.57	27.64	28.75
2"	21.42	30.84	40.24	41.85	43.53
3"	33.59	55.18	76.75	79.82	83.02
4"	47.27	82.54	117.81	122.53	127.44
6"	$85.29	$158.58	$231.87	$241.15	$250.80

Quantity Rate per Hundred Cubic Feet (HCF):

Cubic Feet	FY 2017-18	FY 2018-19 FY 2019-20	FY 2020-21	FY 2021-22
All Usage	$3.36	$3.57 $3.75	$3.90	$4.06

Wastewater System

The City also owns and operates a wastewater system which includes the wastewater treatment plant and the collection system. The City's wastewater system has large infrastructure repair and replacement projects planned in the next five years. The largest project is replacing the wastewater treatment plant. The plant was built in the sixties and has served long past its useful life.

Sewer Rates, FY 2017-18 through FY 2021-22:

Annual Rate Per Equivalent Domestic Unit, Single-Family Residential Users

User Class	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Single-Family	$56.45	$60.41	$64.64	$67.23	$69.92

Annual Rate Per Equivalent Domestic Unit, Multi-Family Residential Users

User Class	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22

Multi-Family	$48.39	$51.78	$55.41	$57.63	

City of Imperial
Water Growth Calculations:

Metered Water Demand	**FY 17-18**	**FY18-19**	**FY19-20**	**FY20-21**	**FY21-22**
Demand (HCF)	1,017,620	1,036,028	1,054,437	1,072,845	1,091,253
Demand (AF)	2,336	2,378	2,421	2,463	2,505
Customers	5,428	5,528	5,628	5,728	5,828
Additional Customers	100	100	100	100	100
Total Customers	5,528	5,628	5,728	5,828	5,928
Consumption per Customer	184	184	184	184	184
Growth	**1.84%**	**1.81%**	**1.78%**	**1.75%**	**1.72%**

Constraints on Housing Production

The provision of an adequate and range of housing opportunities to address the identified needs in the community is an important goal for the City of Imperial. However, many factors can constrain the development, maintenance, and Improvement of housing. These include governmental constraints such as codes and development standards and non-governmental constraints including market, physical and environmental constraints. The local jurisdiction, or the City of Imperial, may have control over some of the governmental constraints as these are typically applied by the City itself. Non-governmental constraints on the other hand are market driven and are therefore much more difficult for the City to control, if at all. The City can, however, make available housing programs to its local residents that can assist overcoming these non-governmental types of constraints. This section addresses the potential constraints that may affect the supply and cost of housing In the City of Imperial.

Non-Governmental Constraints

Land costs, construction costs, and market financing contribute to the cost of housing reinvestment, and can potentially hinder the production of new housing development and

adversely affect housing affordability. Those factors are considered "Non-Governmental" constraints.

Land Costs

The cost of raw land typically accounts for a large share of total housing production costs. Increased land costs appear to be one of the major contributing factors to the rapid rise in housing prices and rents. Land costs vary depending on whether the site is vacant or has an existing use that must be removed or whether the site has physical or environmental Issues that must be mitigated (I.e. steep slopes, soil stability, seismic hazards or flooding). The proximity and availability to infrastructure is also an important driver of land values and costs. According to 2013 statistics from the National Association of Home Builders, Single Family Price & Cost Breakdowns, land costs typically account for 18.6 percent of the total sales price for new single-family units. Supply and demand is an important factor on land cost and the shortage of developable land can drive up the demand and cost of housing construction. There is plenty of residential land within the City of Imperial that is vacant or not fully built-out. Listings for vacant acreage surrounding the City ranged from $25,000 to $65,000 acre. In essence, land cost In Imperial is low and not considered to be a significant constraint In providing for affordable housing. Nonetheless, the City of Imperial does extend density bonuses to developers constructing affordable housing. The City intends to adopt this practice as a formal policy and no additional Program is warranted at this time to mitigate land costs.

Construction Cost

Construction costs vary widely according to the type of development. Construction of Multi-family housing is generally less expensive than single-family homes on a per-unit basis. However, wide variation within each construction type exists depending on the size of the unit and the number of quality amenities provided. Amenities such as fireplaces, swimming pools, tiling and other Interior features can significantly Increase construction costs. Another factor related to construction costs is the number of units built at one time. As the number Increases, overall costs generally decrease as builders are able to take advantage of economies of scale. This type of cost reduction is of particular benefit when density bonuses are used for the provision of affordable housing as previously noted. Currently the City of Imperial does not have any ordinances or programs in effect that assist with "construction costs" for developers.

Market Financing

The City of Imperial currently does not have any financing programs available for housing.

Governmental Constraints

Local policies and regulations can Impact the price and availability of housing and, in particular, the provision of affordable housing. Unlike, the previous non-governmental constraints, land use controls, site improvement requirements, fees and exactions, permit processing procedures, and other factors may constrain the maintenance, development and Improvement of housing. This section discusses potential constraints as well as policies that encourage housing development in Imperial. Topics discussed In this section include the following:

- Land Use Controls
- Residential Development Standards
- Infrastructure Improvements and Public Service Constraints
- Development Fees and Exactions
- Development Permit Procedures
- Building Permit Procedures and Code Enforcement
- Public Policy Constraints

Land Use Control and Residential Development Standards

The Land Use Element of the Imperial General Plan sets forth the policies that guide residential development in the City. The City last revised the General Plan Land Use Plan in 1992. The residential designations and their corresponding densities include the following:

- Residential Rural - 0.5-1.0 U/A
- Residential Low Density - 1.0-2.0 U/A
- Residential Single Family - 2.0-5.0 U/A
- Residential Condominium - 5.0-30.0U/A
- Residential Apartments - 20.0-30.0 U/A
- Planned Unit Development- 20.00-30.00 U/A
- Mobile Home Park- 7.0 U/A

The City's residential land use designations provide for the development of a wide range of housing types including single-family dwellings, mobile homes, manufactured housing, condominiums, multi-family units at various densities, and includes mixed use development

(commercial/residential) for areas in the downtown Village Commercial Zone. Therefore, the land use regulations are not considered a constraint to residential development. The Residential Commercial Mixed-Use designation allows for multi-family residential units within areas of Imperial Downtown also designated for commercial uses.

Zoning regulations are designed to protect and promote the health, safety, and general welfare of Imperial residents and to preserve the character and integrity of existing neighborhoods. The Imperial Zoning Ordinance provides for the following residential districts:

Residential Rural- (RR): This zone is intended as an area for very low density residential uses with minimum lot sizes of one (1) acre and maximum densities of 1.0 unit per net acre. It is intended to permit the continuation of agricultural and farm uses while allowing the development of single family residential. Additional uses are permitted that are complementary to, and can exist in harmony with, a rural residential neighborhood.

Residential Low Density-(RL): This zone is intended as an area for low density residential use with a minimum lot size of 20,000 square feet and maximum density of 2.0 units per net acre. This zone is a transitional area outside of the critical area of the Imperial County Airport but still within the rural portions of the City.

Residential Single Family -(R-1): This zone is intended as an area for single family residential development on minimum lot sizes of 6,500 square feet and maximum densities of 6.0 units per net acre. Additional uses are permitted that are complementary to, and can exist In harmony with, a single family residential neighborhood.

Residential Condominium-(RC): This zone is intended as an area for the development of Residential Condominiums with provisions for adequate light, air, open space and landscaped areas at a maximum density of 20 units per net acre. Additional uses are permitted that are complementary to, and can exist In harmony with, a residential condominium development.

Residential Apartment-(RA): This zone is intended as an area for the development of Residential Apartments with provisions for adequate light, air, open space and landscaped areas at a maximum density of 30 units per net acre. Additional uses are permitted that are complementary to, and can exist in harmony with, a residential apartment development.

Mobile Home Park-(MHP): The Mobile Home Park Zone is intended for the exclusive development of mobile home parks with a maximum density of 7 units per net acre. Additional uses are permitted that are complementary to, and can exist in harmony with, a mobile home park development.

Village Commercial-(VC): This zone is intended for village commercial uses in the downtown area, a centralized area unified by architectural, landscaping design and development standards. Mixed use developments combining residential uses and permitted non-residential uses are allowed without a CUP.

The City of Imperial's adopted policies and zoning regulations control the amount and distribution of land allocated for different land uses in the City. The City of Imperial Zoning and Residential Development Standards depicted in **Table #** are not overly restrictive and do not pose a constraint on housing development and affordability.

City of Imperial Residential Development Standards

General Requirements	RR	RL	R-1	RC	RA
1. Density-maximum units per net acre.	0.5-1.0	2.0	6.0	12-20*	20-30*
2. Net lot area (in sq.ft.)	1 acre	20,000	6,000	7,500	7,500
3. a) Lot width (in feet)	110	100	65	150 int. 70 corner	150 int. 165 corner
b) Cul-de-sac or odd shaped lot width (in feet)	30	30	30	----------	----------
c) Flag Lots	20	20	20	----------	----------
4. Lot Depth (in feet)	150	150	100	100 int. 150 corner	165 int. 135 corner
5. Front Yard Setback	40	30	20	20	20
6. Side Yard Setback	20	15	5	15	10
7. Side Yard Setback- street side	20	15	10	20	20
8. Rear Yard Setback (in feet)	50	40	10	20	10
9. Lot Coverage, maximum	35%	35%	50%	50%	60%
10.Building and structure height (in feet)	35 feet or 2 stories, whichever is less				

- In the RC and RA zones, approval of projects at the maximum density shall only be given on the basis that the project exceeds the standards of the zone and the General Plan. Any density beyond the minimum permitted by the zone will require Planning Commission and City Council approval.

Special Housing Needs Constraints

State law (SB 2) enacted in 2007 allowed for regulatory flexibility for special housing developments such as emergency shelters, transitional and supporting housing. Some housing types are allowed by right and others are allowed with a conditional use permit. Conditions of approval for developments may include special requirements for yards, fences, walls, landscaping, dedications, hours of operation and control of potential nuisances as may be

deemed appropriate by the Planning Commission. Although the Zoning Code may not be update to reflect the most current State policies with respect to special housing groups the City of Imperial applies the allowances per State code.

Housing for Persons with Disabilities/ Group Care Facilities

The Lanterman Development Disabilities Service Act of the California Welfare and Institutions Code declares that mentally and physically disabled persons are entitled to live in normal residential surroundings. The use of property for the care of six or fewer persons with disabilities is a residential use for the purpose of zoning. A State-authorized or certified family care home, foster home, or group home serving six or fewer persons with disabilities or depended or neglected children on a 24-hour-a-day basis is considered a residential use that is permitted in all residential zones. Under the State Lanterman Act, small residential facilities for six or fewer persons must be treated as regular residential uses and permitted by right in all residential districts. The City will need to amend Its Zoning Ordinance to comply with this state law. The City's land use policies and zoning provisions do not constrain the development of such housing but they are not currently listed as a use allowed by right in the RC, RA, VC and C-2 Zones and not listed as an allowed use in the RR, RL and R-1 Zones. Group homes serving up to six persons are currently permitted and allowed in all residential zones, even without the language in the zoning code.

Public Infrastructure Improvements and Service Constraints

Another factor adding to the cost of new construction is the availability of adequate infrastructure - major and local streets; curb, gutters, and sidewalks; water and sewer lines; and street lighting - which if lacking or substandard are required to be built or installed along in new residential development and the developers are responsible for all on-site improvements and half width Improvements on adjacent roadways under most situations. These public improvements are typically dedicated to the City, which is then responsible
for their continued operation and maintenance. The cost of these facilities is borne by the developer, added to the cost of new housing units, and eventually passed onto the homebuyer or property owner.

These issues are periodically analyzed as part of the City's Service Area Plan, the City's capital Improvement Program, or as project specific demands arise with new development. The City's Service Area Plan was last updated on June 26, 2008. Records reviewed in 2014 suggest there is sufficient water and sewer capacity to accommodate the 2008-2021 population projections. While any identified infrastructure Improvement needs may add to the cost of housing

development, they are typical improvements needed for most developments throughout the region and should not constrain housing development in Imperial.

Development Impact Fees and Exactions

Impact fees, which are typically assessed on a per-unit basis, are often required to fund the cost of services, infrastructure and other public facilities that serve new housing developments. These fees may be on top of the off-site improvement/development requirements. In the City of Imperial, these impact fees are largely tied to major capital Improvement projects such as the Water Treatment Plant & Distribution System or the Wastewater Treatment Plant and Collection System. Like other jurisdictions, the City of Imperial charges a variety of fees and exactions during the permitting process to cover the costs of providing these necessary services and facilities. In general, these fees can be a constraint on housing development if they are excessive.

Excessive fees can limit market rate affordability because the additional cost borne by developers is simply passed on to potential borrowers and contributes to the overall increased housing unit cost. It is notable to report, that the City of Imperial has some of the lowest Development Impact Fees within the Imperial County. That is why, even during the years affected by the housing crash, the City of Imperial continued to experience housing growth.

2018 Development Impact Fee Schedule

	Single Family Residential (per dwelling unit)	**Multi-Family Residential (per dwelling unit)**	**Commercial and Industrial**
Administrative Facilities	**$253.91**	**$253.91**	**$235.54 (per 1,000sf)**
Fire Facilities	**$116.32**	**$116.32**	**$107.90 (per 1,000sf)**
Law Enforcement Facilities	**$242.17**	**$242.17**	**$224.65 (per 1,000sf)**
Library Facilities	**$263.52**	**$245.14**	**No Fee**
Park Facilities	**$1,504.92**	**$1,399.92**	**No Fee**
Circulation Facilities	**$514.76**	**$357.69**	**$22.43 per ADT**
Total	**$2,895.59**	**$2,615.16**	**varies (land use dependent)**
Water Capacity Fees = 2,213.78 per equivalent dwelling unit (EDU) **Sewer Capacity Fees = 1,844.82 per equivalent dwelling unit (EDU)**			

Planning Fees and Environmental Constraints

In addition to development impact fees, residential projects within the City of Imperial are also usually subject to Planning Department administration/processing ("planning") and environmental fees. These fees vary widely with each residential project as they are a result of numerous variables, such as the type of entitlements requested by the developer, the level of environmental evaluation dictated by the California Environmental Quality Act (i.e. Exemption, Negative Declaration, Mitigated Negative Declaration [MND], or Environmental Impact Report [EIR]), and the number of acres and units proposed for development For example, new residential projects on a single lot and not subject to a zone change or general plan amendment may incur no planning or environmental fees aside from a site plan review fee.

Alternatively, a residential project on 50 acres with 300 lots and requiring the processing of a subdivision map, zone change/pre-zoning, general plan amendment, annexation and an EIR may be substantial as environmental studies such as an Air Quality Assessment, Traffic Study, Biological Study, Noise Study etc, could become a constraint on affordability considering specialized environmental studies range from $10,000 to $75,000 each and can result in Mitigated Actions or result in Environmental Impact reports that can cost well over $100,000 to summarize findings that could trigger additional and costly mitigation measures.

Fees are charged at cost at a time and material basis and may necessitate additional deposits. Costs per lot are based on "economies of scale": the addition of more lots (an increase In overall density) would result In a lower fee per unit. The planning and environmental fees for the City of Imperial are comparable to the surrounding jurisdictions.

The City of Imperial, In general, has not identified any significant environmental concerns for housing development because the City is not located within close proximity to any potentially hazardous zones associated with the natural environment such earthquake faults, flood zones, wetlands, etc. Typical to all jurisdictions in Imperial County, local environmental concerns can be tied to hydrology. Our local soils do not percolate at the rates that control run-off as required by the State. All new development is required to retain storm-water on-site before discharging into an approved conveyance system. These conditions typically demand the construction of an on-site retention basin that may take up land that could have been used for the development of housing units, thus decreasing the overall affordability of a site. These concerns are not typical to the City of Imperial and experienced by all other jurisdictions in Imperial County.

Development Permit Procedures

Development review and permit procedures are necessary steps to ensure that residential construction proceeds in an orderly manner. However, the time and cost of permit processing and review can be a constraint to housing development If they place an undue burden on the developer. The following discussion outlines the level of review required for various permits and timelines associated with those reviews.

The City of Imperial has a pre-application early consultation process for development projects to ensure that the developer understands all the City requirements. From the date a pre-application meeting is requested, the City can schedule a meeting within two weeks' time. Applicants/developers are responsible for submitting preliminary design concepts and copies of any tentative subdivision map or site plan to the City prior to the pre-application meeting. The Community Development Director, City Engineer, Fire Chief, Public Services Director, Police Chief and City Manager are typically available for these meetings. At the meeting, City Staff discusses any of their concerns with the applicant and provides the applicant with necessary materials to avoid any misunderstandings or unnecessary delays. The City encourages developers to apply for concurrent land use entitlements.

The applicant is responsible for submitting the pertinent applications, fees and deposits, along with all the required supplementary materials. If special studies are needed, such as Traffic Impact Studies, Biological Studies, Hydrology Studies etc., they must be submitted at this time In order to deem an application complete. Once the City deems the Application complete, the City begins its environmental review
process. The City follows the strict California Environmental Quality Act (CEQA) Guidelines for review and certification. The City places the project on the Planning Commission's Agenda and then on the City Council's agenda. If certain discretionary permits such as a Variance from the adopted development standards is being requested because the project applicant is unable to meet all of the development standards or the use requires a Conditional Use Permit, a meeting may be scheduled with the Planning Director for clarification.

From the time an application Is deemed complete, the entire process for discretionary projects takes approximately three to four months for projects within the incorporated City Limits and approximately nine months minimum for projects with a concurrent annexation and LAFCO action. Imperial's development review process is therefore essentially streamlined and would not normally impede new residential construction. Permit processing that conforms to the adopted zoning and development standards are reviewed and processed at the staff level. The permit

procedures are not onerous given the City's size and do not constrain the development or Improvement or housing.

Building Permit Procedures and Code Enforcement

Building Permits are processed in-house. The City implements Title 24 provisions of the most current California Building Code for the City, which includes the Uniform Plumbing Code, Uniform Mechanical Code, National Electric Code, California Fire Code, and the California Energy Code. The City does not have any locally adopted building codes. While adding to the cost of Residential development, enforcement of the California Building Code Is necessary to ensure the safety of current and future residents of Imperial and therefore is not considered an unreasonable constraint on housing production.

Due to the increasing number of aging units many of the units no longer conform to the new building code standards. There may be instances when severe neglect and deficiencies pose a serious safety concern. When a complaint is filed with the City, it is forwarded to the Building Inspector/Code Enforcement Officer to follow up on the complaint and determine if the California Building Code has been violated, or in need of enforcement, and the necessary steps to remedy the condition. Income-qualified homeowners are referred to the appropriate housing rehabilitation programs for assistance.

2014-2021 Housing Plan

Sections II through IV of this Housing Element establish the housing needs, constraints, and opportunities in Imperial. Section V reviewed the prior planning period's performance and evaluated the effectiveness of the implemented housing policies during that period. These findings help identify new or continuing challenges in meeting the housing needs of the community. The Housing Plan presented in this section sets forth the City's goals, policies, and programs to mitigate some of the challenges the City faces and effectively address the identified housing needs for the 2014-2021 planning period.

Potential Housing Issues

Housing construction has traditionally kept pace with household growth in Imperial during the last two decades. The City boasts the highest level of housing opportunities in comparison to other jurisdictions and continues to annex attractive developable sites which have contributed to the overall housing success in the community today: large and diverse housing stock, adequate

sized dwelling units, but limited affordability to lower income households. The 2014-2021 Housing Element Plan will establish and adopt goals, policies, and objectives to maintain a well-balanced community by proactively addressing potential issues in the following area:

> **Housing Affordability -** A substantial portion of the owner occupied households in Imperial are overpaying for housing. According to available statistics, 45 percent of the total owner households in Imperial were overpaying for housing, while 32 percent of the total renter households were overpaying for housing. For lower-income renters and owners, severe cost burden can require families to double up that could result in future overcrowding and related problems. The City is taking a proactive approach to ensure subsidy programs are available to low income households wishing to own their own home. This issue is addressed in actions under Goal #5.

Housing Goals

The following are the goals established by the City Imperial to address the identified issues along with a brief statement of total policies and action items that have been established to meet that goal. These goals along with the respective policies and actions will establish the implementation framework to meet the desired objectives.

Goal 1: Seek a balance of housing opportunities appropriate for the range of jobs available and planned in the city.

1 Policy and 1 Action Items have been established to meet this goal.

Goal 2: Ensure that the City will provide a range of housing that varies sufficiently in terms of cost, design, size, location and tenure to meet the housing needs of all economic segments of the community at a level no greater than that which can be supported by the infrastructure.

5 Policies and 12 Action Items have been established to meet this goal.

Goal 3: Continue to promote housing for special needs groups.

1 Policy and 8 Action Items have been established to meet this goal.

Goal 4: Accommodate housing that is affordable to very low-, low- and moderate-income households.

2 Policies and 5 Action Items have been established to meet this goal.

Goal 5: Pursue public and private resources available to promote diverse housing opportunities, and particularly to assist in the creation of affordable housing.

4 Policies and 7 Action Items have been established to meet this goal.

Goal 6: Initiate all reasonable efforts to preserve, conserve and enhance the quality of existing dwelling units and residential neighborhoods to ensure full utilization of the City's existing housing resources for as long as physically and economically feasible.

2 Policies and 4 Action Items have been established to meet this goal.

Goal 7: Pursue sustainable development and energy efficiency for new residential development and existing housing stock.

Housing Goals Policies and Actions

The goals and policies contained in the Housing Element address the identified housing needs and issues determined under the overall assessment. The objectives may be obtained through the implementation of a series of Policies targeting these issues. Housing policies define the specific actions the City will undertake to implement the specific goals. Each action is then assigned qualitative and quantitative objectives. In order to make adequate provision to the housing needs of all economic segments of the community, the Policies shall do all of the following:

- Identify adequate sites that are available, through zoning and development standards, for a range of housing types to meet the community's housing goals;
- Assist in the development of housing affordable to low and moderate income households;
- Address and, where appropriate and legally possible, remove governmental constraints on the maintenance, improvement and development of housing;
- Conserve and improve the condition of existing affordable housing stock;
- Promote equal housing opportunity; and
- Preserve the assisted housing developments identified for lower income households.

Housing actions include both current City efforts that were successful during the prior planning period, and new actions that might replace unavailable resources or that can better address the City's unmet housing needs. This section provides a description of each housing goal, policy objective, proposed action(s), implementation agency and schedule along with potential financial sources for implementation. 2014-2021 Housing Program Summary and Objectives, found at the end of this section. It provides an overview of all the actions incorporated into this Housing Plan.

GOAL 1: Job/Housing Balance Goals

"Seek a balance of housing opportunities appropriate for the range of jobs available and planned in the City"

Policy 1.1 Consider the effects of new employment, particularly in relation to housing demands, when new commercial or industrial development is proposed.

Action 1.1.1. The City will perform a jobs/housing balance analysis and plan that will allow the City to better plan for the appropriate mix of housing based on the types of new employment opportunities as well as to consider when reviewing proposed commercial and industrial developments. The jobs/housing analysis will also include a survey of wages and salaries in the City to determine which housing types should be encouraged.

Responsible Agency: Planning and Building Department;

Funding Sources: General Fund;

Implementation Schedule: December 2015; currently ongoing.

GOAL 2: Provide a Range of Adequate Housing

"Ensure that the City will provide a range of housing that varies sufficiently in terms of cost, design, size, location and tenure to meet the housing needs of all economic segments of the community at a level no greater than that which can be supported by the infrastructure"

Policy 2.1. Intergovernmental, public and private cooperation shall be encouraged to achieve an adequate supply of affordable housing.

Action 2.1.1. Continue to establish and adopt objectives indicating the amount of housing needed to correct existing shortages and meet projected growth needs within the City. The goal shall be to meet the City of Imperial's RHNA goals.

Responsible Agency: Planning and Building Department, Housing Department, Community Development

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 2.1.2. Allow and encourage developers to "piggyback" or file concurrent application (i.e., rezones, tentative tract maps, conditional use permits, variance requests, etc.) if multiple approvals are required, and if consistent with applicable processing requirements. The City will encourage this method of application filing by developing an informative brochure about the development process that will be available at the City Planning and Building Department.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 2.1.3. Continue to pursue the annexation of adjacent properties to the north and east of the City.

Responsible Agency: Planning and Building Department; Community Development Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 2.1.4. Continue to work with LAFCO on future land the City plans to annex. When determining what land will be annexed into the City, staff will ensure that the land includes or has the potential to include a variety of housing types and uses.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Policy 2.2. Continue to promote the coordination of all jurisdictional levels responsible for health and safety to reduce crime, and promote fire and health safety.

Action 2.2.1. Continue to coordinate residential development plan reviews through the environmental review process that includes representatives from the Planning Department, Public Works, Police Departments, and Fire Departments.

Responsible Agency: City Manager, Planning and Building Department, Public Works, Police Department, Fire Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Policy 2.3. Ensure code amendments to development standards and/or processing requirements do not adversely impact housing costs.

Action 2.3.1. Monitor governmental constraints. Include in the evaluation of proposed amendments to Municipal Zoning Code provisions affecting residential construction and develop an assessment of the impacts of the proposed regulations and/or development standards on housing costs.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 2.3.2. In an effort to promote the development of higher density housing types, the City will amend the Zoning Ordinance to allow up to three stories in the Residential Condominium (RC), Residential Apartment (RA) and for multi-family development in the PUD zone.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Action 2.3.3. The City will amend the Zoning Ordinance to allow up to 20 dwelling units per acre in the Residential Condominium (RC) and up to 30 dwelling units per acre in the Residential Apartment (RA) zone by removing the requirement for Planning Commission and City Council approval for developments to reach these maximum densities in these zones.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Policy 2.4. The City will encourage housing suitable to a variety of income levels and household sizes and types in specific plan zones, subdivision review and individual multi-family development review.

Action 2.4.1. Continue to provide opportunities for mixed use development in the Village Commercial (VC) zone, which allows residential/office and/or commercial uses. The City will

promote the development of mixed use projects by providing information to developers about the VC zone at the City's Planning and Building counter. The City will work with the developer of mixed use projects to expedite permit approvals and provide technical assistance in applying for funding sources if necessary. The City anticipates the promotion of this zone will create approximately 10 units over the planning period.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 2.4.2. To facilitate the development of second units as an affordable housing opportunity, the City will amend the Zoning Ordinance to be compliant with Chapter 1062 of the Government Code, which requires development applications for second units to be considered ministerial without discretionary review or a public hearing. The amendment will ensure that second units are allowed uses in all residential zones and require only ministerial review by the Planning Manager without any excessive burdensome conditions of approval.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Policy 2.5. Increase ownership opportunities for prospective first-time homebuyers through mitigation of land costs and/or financial assistance.

Action 2.5.1. Maintain residential zoning districts and development standards that encourage the development of single-family housing products (i.e., small lot or zero-lot line subdivisions) that are affordable to first-time homebuyers. Continue to participate in the HOME Program as Notices for Funding Available (NOFAs) are released and other California Small Cities Programs.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing; Apply for HOME and CDBG funds as NOFA's are released.

Action 2.5.2. Continue to support development in the PUD and Specific Plan Overlay Districts to ensure flexibility for affordable housing developments.

Responsible Agency: City Manager, Planning and Building Department Funding Sources: General Fund

Implementation Schedule: Ongoing

GOAL 3: Promote Housing of Special Needs

"Continue to promote housing for special needs groups"

Policy 3.1. Encourage programs that will address the needs for housing and programs for senior citizens, large families, farmworkers, disabled persons, single parent families, extremely low-income and the homeless.

Action 3.1.1. Work closely with qualified developers of new multi-family housing that includes affordable four and five bedroom units. The City will offer an expedited review process and technical assistance for projects that include 4 and 5 bedroom units.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: As projects are proposed; currently ongoing.

Action 3.1.2. The City currently allows farmworker housing units for less than 6 persons with only ministerial review and the City requires a conditional use permit for large scale farmworker housing developments in the RC and RA zones. The City will review and amend the Zoning Ordinance to be compliant with Health and Safety Code Sections 17021.5 and 17021.6, which require group quarters for farmworkers of up to 36 beds and developments of up to 12 units for a single family or household to be allowed without any discretionary review. The City will continue to allow larger-scale developments for farmworkers in the Residential Apartment (RA) and Residential Condominium (RC) zones with a Conditional Use Permit. Farmworker housing developments tend to be unique enough to require review on a case-by-case basis to ensure development criteria is appropriate.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Review and amend Zoning Ordinance by December 2015; currently ongoing.

Action 3.1.3. The City currently evaluates the need for reasonable accommodations for persons with disabilities on a case-by-case basis. The City will develop a more formalized reasonable accommodation procedure that will provide an administrative exception process in zoning and land use matters for housing for persons with disabilities. The process may include minimal review by the Planning Director and establishment of accommodation measures.

Responsible Agency: Planning and Building Department; Community Development Department, City Manager

Funding Sources: General Fund

Implementation Schedule: By December 2015; currently ongoing.

Action 3.1.4. The City will amend its Zoning Ordinance to clarify the definition of single-room occupancy units, which are similar to the current use categories of residential retirement hotels, boarding or rooming houses and guest dwellings. The amendment will also describe specific development standards for these units.

Responsible Agency: Planning and Building Department, City Manager, Community Development Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Action 3.1.5. Pursuant to SB 2, the City will amend the Zoning Ordinance to include separate definitions of supportive housing and transitional housing in accordance with Sections 50675.14 and 50675.2 of the California Health and Safety Code. Supportive and transitional housing types will constitute a residential use and will be subject only to those restrictions that apply to other residential uses of the same types in the same zone. To ensure clarity in the zoning code, the separate definitions of "supportive" and "transitional" housing as stated in Health and Safety Code Sections 50675.14 and 50675.2, respectively, will be added to the definitions section of the zoning code.

Responsible Agency: Planning and Building Department, City Manager, Community Development Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Action 3.1.6. Amend the Zoning Ordinance to permit Group Care Facilities for six or fewer persons in all residential zones including single family zones in compliance with Health and

Safety Code Sections 1267.8, 1566.3, and1568.08. Continue to allow group care facilities for more than 6 persons by conditional use permit in the Residential Single Family (R-1), Residential Condominium (RC), Residential Apartment (RA), Commercial General (C-2) and Village Commercial (V-C). This will allow for the development of a range of assisted care housing for adults who have limited self-care abilities by ensuring appropriate zoning for all ranges of housing from group housing to independent living with services on-site for institutional care facilities less than six people must not be treated differently than other by-right single-family housing uses and may not be required to obtain conditional use permits or variances that are not required of other family dwellings.

Responsible Agency: Planning and Building Department, Planning Commission, Community Development Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Action 3.1.7. The City will amend the Zoning Ordinance to explicitly define Emergency Shelters and to allow Emergency Shelters by right in the Commercial General (C-2) zone. Approximately 42 acres of currently zoned C-2 sites are available to meet this potential need.

Responsible Agency: Planning and Building Department, Planning Commission, Community Development Department

Funding Sources: General Fund

Implementation Schedule: December 2015; currently ongoing.

Action 3.1.8. The City will market the community for housing development that targets the senior population with smaller units for sale and rent and possible development of Single Room Occupancy units which are recognized by the State as a valuable form of affordable private housing for lower income individuals and seniors.

Responsible Agency: Planning and Building Department, Planning Commission, City Manager

Funding Sources: General Fund

Implementation Schedule: December 2015; ongoing.

GOAL 4: Accommodate for Low-Moderate Incomes

"Accommodate housing that is affordable to very low-, low- and moderate-income households"

Policy 4.1. The City will facilitate and assist developers of low-and moderate-income housing.

Action 4.1.1. The City will develop a density bonus ordinance in compliance with Government Code Section 65915 and to ensure its successful implementation. The program will allow developers to build at a density higher than the maximum density of a zone when they produce units affordable to very low-, low- or moderate-income persons.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: June 2016; ongoing.

Action 4.1.2. The City will evaluate the feasibility and potential effectiveness of an affordable housing fee program that will fund an affordable housing trust fund. The trust fund money would be used to support a variety of housing needs in the City.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: June 2016; ongoing.

Action 4.1.3. Encourage developers to employ innovative or alternative construction methods to reduce housing costs and increase housing supply by providing incentives such as density bonus units, fast tracking, etc.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 4.1.4. The City will continue to assist developers and sponsors of low- and moderate income housing through the following incentives as feasible: 1) Land write-downs using Program Income or Redevelopment Agency funds; 2) Giving consideration to low- and moderate-income housing development in the processing of applications; and 3) Exploring all the available funding sources for assistance such as CDBG, HCD, CHFA, HUD and USDA.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund, CDBG, HOME funds Implementation

Schedule: At a standstill.

Policy 4.2. Preserve housing units at-risk of losing affordability status for units that are subsidized with federal, state, or local funds.

Action 4.2.1. Develop an Affordable Housing Conversion Ordinance that requires, at least one year prior to the conversion date, for the owner to provide written notification to residents of the expected date of loan pre-payment or pay-off, at which time the owner will no longer be restricted in the level of rent that can be charged. The notice will also contain an estimate of rent increases at the time that rental restrictions no longer apply. Residents moving into a housing development during this one-year period must also be notified in writing of the pending conversion prior to signing a rental agreement. Property owners shall further provide relocation assistance to those low-income households who are unable to afford rent increases.

Responsible Agency: Community Development Department Funding Sources: General Fund

Implementation Schedule: By December 2020

GOAL 5: Pursue Public and Private Resources

"Pursue public and private resources available to promote diverse housing opportunities, and particularly to assist in the creation of affordable housing"

Policy 5.1. Support the continuation and expansion of federal housing assistance programs for extremely low-, very low-, low- and moderate-income households. Provide information regarding housing assistance to qualified extremely low-, very low-, low- and moderate-income households. Information on all housing assistance programs will be readily available at the front counter of the City Planning and Building Department, Library and Senior Center. The City will also post this information on its website.

Action 5.1.1. Continue to allocate HOME and CDBG funds to direct housing-related programs.

Responsible Agency: Planning and Building Department, City Manager, Community Development Department

Funding Sources: HOME, CDBG, General Fund

Implementation Schedule: Ongoing

Action 5.1.2. Encourage local builders to provide sufficient housing stock for participants in first-time homebuyer and other "below market rate" home purchase programs.

Responsible Agency: Planning and Building Department, Redevelopment Agency, City Manager Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 5.1.3. (1) Continue to conduct an annual housing needs workshop for the City Council to determine the best use of grant money (HOME/CDBG). (2) Continue to update the grant calendar of limits and deadlines for applying for grant funds from the State of California and other sources.

Responsible Agency: Community Development Department, City Manager

Funding Sources: General Fund, HOME, CDBG

Implementation Schedule: Annually. Grant calendar will be updated as NOFA's are released to begin tracking deadlines for submittal. Currently ongoing.

Action 5.1.4. Examine creative ways to subsidize public infrastructure or reduce overall costs of public facilities in an effort to eliminate Community Facility Districts and discourage developers from the establishment of Community Facility Districts in an effort to encourage affordable home ownership opportunities to all income levels.

Responsible Agency: Community Development Department, City Manager Funding Sources: General Fund, HOME, CDBG

Implementation Schedule: Ongoing.

Policy 5.2. Implement rehabilitation loan and grant programs for low- and moderate-income homeowners and rental property landlords through the CDBG and/or HOME programs to encourage full utilization of the City's existing housing stock as long as funds are available.

Action 5.2.1. Continue to annually determine which grant applications should be submitted to the State and other granting agencies.

Responsible Agency: Community Development Department, City Manager

Funding Sources: General Fund

Implementation Schedule: Apply Annually.

Policy 5.3. Encourage the private sector to take a role in the assistance to low-income households to rehabilitate substandard or deteriorated units.

Action 5.3.1. Work with developers interested in the improvement of substandard rental units to provide incentives for building lower- income units. The housing staff will also work with the Redevelopment Agency to develop a plan to identify and assist projects through programs available through the City.

Responsible Agency: Community Development Department, Redevelopment Agency

Funding Sources: General Fund, RDA funds

Implementation Schedule: Ongoing

Policy 5.4. Explore ways to finance, staff and support local community revitalization and housing rehabilitation programs, senior citizens home repair, energy conservation, weatherization and self-help preventive maintenance programs.

Action 5.4.1. Continue to support Commissioner and staff efforts to expand upon their housing knowledge base financially and otherwise. Set aside funds for staff to be involved in classes, conferences and training opportunities that will ensure that they are up-to-date on the latest housing and community development trends, strategies and funding sources. Also maintaining membership and remain on mailing lists for all relevant housing related state departments and organizations.

Responsible Agency: Community Development Department, City Manager

Funding Sources: General Fund

Implementation Schedule: Annually and ongoing

GOAL 6: Preserve/Conserve & Enhancement Existing Units

"Initiate all reasonable efforts to preserve, conserve and enhance the quality of existing dwelling units and residential neighborhoods to ensure full utilization of the City's existing housing resources for as long as physically and economically feasible"

Policy 6.1. Maintain and conserve the existing structurally sound housing supply in a safe and serviceable condition while eliminating housing deficiencies and preventing further deterioration.

Action 6.1.1. Continue to provide loans from the CDBG-funded Revolving Loan Account (RLA) to homeowners in existing owner-occupied residences within the City to

use for the rehabilitation of their property. The City expects to be able to assist approximately ten (10) households through the end of the planning period.

Responsible Agency: Community Development Department, City Manager Funding Sources: CDBG

Implementation Schedule: Ongoing

Action 6.1.2. Continue to enforce existing regulations regarding derelict or abandoned vehicles, outdoor storage, and substandard or illegal buildings.

Responsible Agency: Code Enforcement, Planning and Building Department, City Manager

Funding Sources: General Fund

Implementation Schedule: Ongoing

Action 6.1.3. Give code enforcement a high priority and provide adequate funding and staffing to support code enforcement programs.

Responsible Agency: City Manager, Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

Policy 6.2. In the development of public projects, require an analysis of potential displacement of existing residences with an emphasis on minimizing displacement.

Action 6.2.1. Continue to periodically review the City's Relocation Plan

Responsible Agency: City Manager, Community Development Department

Funding Sources: General Fund

Implementation Schedule: Ongoing

GOAL 7: Sustainable Energy Efficient Development

"Pursue sustainable development and energy efficiency for new residential development and existing housing stock"

Policy 7.1. Require energy efficiency in the design and construction of housing developments through implementation of the State Energy Conservation Standards (Title 24).

The long-term economic and environmental benefits of energy efficiency shall be weighed against any increased initial costs of energy saving measures. Encourage sustainable development by reducing energy use.

Action 7.1.1. Incorporate Title 24 and LEED requirements into Zoning Ordinance, specific plans, and develop agreements as appropriate.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Amend Zoning Code and update Specific Plan and development agreements as they are processed through Planning Department; currently ongoing.

Action 7.1.2. Continue to consider fee reductions, expedited permit processing, or other incentives for new construction that exceeds Title 24 energy efficiency standards by ten percent or more and/or incorporate the use of renewable (non-fossil-fuel) energy.

Responsible Agency: Planning and Building Department

Funding Sources: General Fund

Implementation Schedule: Ongoing, as projects are processed through the Planning Department.

Glossary of Terms

The following definitions are commonly used terms in a Housing Element while others derive from US Census Bureau:

Above Moderate-Income: Above moderate-income households are defined as households with incomes over 120 percent of the county median.

Accessible Units: Indicates certain units or all units in the property are wheelchair accessible or can be made wheelchair accessible. Accessible units also may include those that are accessible to people with sensory impairments or can be made accessible for people with sensory impairments.

Affordability: Annual cost of housing includes mortgage, principle and interest payments as amortized over 25 years with a 25 percent down payment or gross rent that does not exceed 30 percent of gross annual household income or 30 percent of gross annual income devoted to rental housing, including utilities are defined as "affordable".

Affordability Covenant: A property title agreement that places resale or rental restrictions on a housing unit; also known as a deed restriction.

Affordable Housing: "Affordable Housing" refers to the relationship between the price of housing in a region (either sale price or rent) and household income. Affordable housing is that which is affordable to households of very low, low and moderate incomes. For housing to be affordable, shelter costs must not exceed 30 percent of the gross annual income of the household.

Assisted Housing: Assisted housing refers to a unit that rents or sells for less than the prevailing market rate due to governmental monetary intervention or contribution. The terms “assisted” and “subsidized” are often used interchangeably.

At-Risk Housing: Applies to existing subsidized affordable rental housing units, especially federally subsidized developments, that are threatened with conversion to market rents because of termination of use restrictions, due to expiration or non-renewal of subsidy arrangements.

Below Market Rate (BMR) Unit: A BMR unit is a housing unit that sells or rents for less than the going market rate. It is typically used in reference to housing units that are directly or indirectly subsidized or have other restrictions in order to make them affordable to very low, low or moderate income households.

Children: The term “children,” as used by the US Census and in tables on living arrangements of children under 18, are all persons under 18 years, excluding people who maintain households, families, or subfamilies as a reference person or spouse.

Community Development Block Grant (CDBG): The State CDBG program was established by the federal Housing and Community Development Act of 1974, as amended (42 USC 5301, et seq.). The primary federal objective of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment and by expanding

economic opportunities, principally for persons of low and moderate income. "Persons of low and moderate income" or the "targeted income group" (TIG) are defined as families, households, and individuals whose incomes do not exceed 80 percent of the county median income, with adjustments for family or household size.

Condominium: A building or group of buildings in which units are owned individually, but the structure, common areas and facilities are owned by all owners on a proportional, undivided basis.

Continuum of Care: An approach that helps communities plan for and provide a full range of emergency, transitional, and permanent housing and service resources to address the various needs of homeless persons at the point in time that they need them. The approach is based on the understanding that homelessness is not caused merely by a lack of shelter, but involves a variety of underlying, unmet needs – physical, economic, and social. Designed to encourage localities to develop a coordinated and comprehensive long-term approach to homelessness, the Continuum of Care consolidates the planning, application, and reporting documents for the U.S. Department of Housing and Urban Development's Shelter Plus Care, Section 8 Moderate Rehabilitation Single-Room Occupancy Dwellings (SRO) Program, and Supportive Housing Program. (U.S. House Bill 2163).

Cost Burden: A household has a "housing cost burden" if it spends 30 percent or more of its income on housing costs. A household has a "severe housing cost burden" if it spends 50 percent or more of its income on housing. Owner housing costs consist of payments for mortgages, deeds of trust, contracts to purchase, or similar debts on the property; real estate taxes; fire, hazard, and flood insurance on the property; utilities; and fuels. Where applicable, owner costs also include monthly condominium fees. Renter calculations use gross rent, which is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, water and sewer) and fuels (oil, coal, kerosene, wood, etc.) if these are paid by the renter (or paid for the renter by someone else). Household income is the total pre-tax income of the householder and all other individuals at least 15 years old in the household. In all estimates of housing cost burdens, owners and renters for whom housing cost-to-income was not computed are excluded from the calculations.

Decennial Census: Every ten years, the Census Bureau conducts a national household survey, producing the richest source of nationally-available small-area data. Article I of the Constitution requires that a census be taken every ten years for the purpose of reapportioning the U.S. House of Representatives. The federal government uses decennial census data for apportioning congressional seats, for identifying distressed areas, and for many other activities. Census data are collected using two survey forms: the short form and the long form. Short form information is collected on every person and includes basic characteristics, such as age, sex, and race. The

long form is sent to one out of every six households and collects more detailed information, such as income, housing characteristics, and employment. Most of the indicators in DataPlace are from the long form, and are thus estimates based on the sample of households. These values may differ considerably from the same indicators based on the short form data, particularly for small areas.

Density: This refers to the number of housing units on a unit of land (e.g. ten units per acre). Density Bonus Programs: Allows minimum density increase over the zoned maximum density of a proposed residential development, if the developer makes a specified amount of units affordable to lower income households.

Disability: A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.

Down payment Assistance: The most popular loans for these programs are with the Federal Housing Administration (FHA). FHA allows 100 percent gift funds for your down payment and some allowable closing costs. The gift can be from any relative or can be collected through charitable organizations like Neighborhood Gold / The Buyer Fund. Another popular tactic, which can be used in a broader range of loan programs, is to borrow from a 401K. A withdrawal can be made without a penalty and pay it back over a specified period.

Development Impact Fees: A fee or charge imposed on developers to pay for a jurisdiction's costs of providing services to new development.

Development Right: The right granted to a land owner or other authorized party to improve a property. Such right is usually expressed in terms of a use and intensity allowed under existing zoning regulation.

Dwelling Unit: Any residential structure, whether or not attached to real property, including condominium and cooperative units and mobile or manufactured homes. It includes both one-to-four family and multifamily structures. Vacation or second homes and rental properties are also included.

Elderly Units: Specific units in a development are restricted to residents over a certain age (as young as 55 years and over). Persons with disabilities may share certain developments with the elderly.

Element: A division or chapter of the General Plan, Master Plan or Comprehensive Plan. Emergency Shelter: A facility designed to provide free temporary housing on a night-by-night basis to homeless families and individuals.

Emergency Shelter Grants (ESG): A grant program administered by the U.S. Department of Housing and Urban Development (HUD) provided on a formula basis to large entitlement jurisdictions.

Extremely Low-Income Limit: The upper limit for the extremely low-income category, set at 30 percent of the HUD area median family income. This is not an official program eligibility income limit, except when associated with a specific family size (e.g., "single person", "family of two", "family of three", etc.).

Fair Market Rent (FMR): Fair Market Rents (FMRs) are freely set rental rates defined by HUD as the median gross rents charged for available standard units in a county or Standard Metropolitan Statistical Area (SMSA). Fair Market Rents are used for the Section 8 Housing Choice Voucher Program and other HUD programs and are published annually by HUD.

Farm Labor Housing (Farm Worker): Units for migrant farm workers that can be available for transitional housing for the homeless when not occupied by migrant farm workers.

Family: A group of two or more people who reside together and who are related by birth, marriage, or adoption.

Family household (Family): A family includes a householder and one or more people living in the same household who are related to the householder by birth, marriage, or adoption. All people in a household who are related to the householder are regarded as members of his or her family. A family household may contain people not related to the householder, but those people are not included as part of the householder's family in census tabulations. Thus, the number of family households is equal to the number of families, but family households may include more members than do families. A household can contain only one family for purposes of census tabulations. Not all households contain families since a household may comprise a group of unrelated people or one person living alone.

Family Income: In decennial census data, family income includes the incomes of all household members 15 years old and over related to the householder. Although the family income statistics from each census cover the preceding calendar year, the characteristics of individuals and the composition of families refer to the time of enumeration (April 1 of the respective census years). Thus, the income of the family does not include amounts received by individuals who were

members of the family during all or part of the calendar year prior to the census if these individuals no longer resided with the family at the time of census enumeration. Similarly, income amounts reported by individuals who did not reside with the family during the calendar year prior to the census but who were members of the family at the time of enumeration are included. However, the composition of most families was the same during the preceding calendar year as at the time of enumeration.

Family size: Refers to the number of people in a family.

Family type: The US Census Bureau refers to family type as how the members of a family are related to one another and the householder. Families may be a "Married Couple Family," "Single Parent Family," "Stepfamily," or "Subfamily."

FHA-Insured: The Federal Housing Administration insured mortgages so that lower- and moderate income people can obtain financing for homeownership.

First-time homebuyer: A first-time homebuyer program provides low-income first time homebuyers down-payment assistance in the form of a second mortgage loan to serve as "gap financing". These loans can be up to $40,000 depending on the amount of assistance required by the individual homebuyer.

General Plan: The General Plan is a legal document, adopted by the legislative body of a City or County, setting forth policies regarding long-term development.

Groups Quarters: A facility which houses groups of unrelated persons not living in households such as dormitories, institutions and prisons.

Habitable (room): A habitable room is a space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet compartments, closets, storage or utility space, and similar areas, are not considered habitable space.

Habitat for Humanity: Habitat for Humanity is a nonprofit, ecumenical Christian housing ministry that seeks to eliminate poverty housing and homelessness from the world, and to make decent shelter a matter of conscience and action. Through volunteer labor and donations of money and materials, Habitat builds and rehabilitates simple, decent houses with the help of the homeowner (partner) families. Habitat houses are sold to partner families at no profit, financed with affordable, no-interest loans. The homeowners' monthly mortgage payments are used to build still more Habitat houses.

Hispanic or Latino: In decennial census data, Hispanics or Latinos are those who classify themselves in one of the specific Hispanic or Latino categories listed on the census questionnaire — ‘‘Mexican,’’ ‘‘Puerto Rican,’’ or ‘‘Cuban’’ — as well as those who indicate that they are ‘‘other Spanish, Hispanic, or Latino.’’ People who do not identify with one of the specific origins listed on the questionnaire but indicate that they are ‘‘other Spanish, Hispanic, or Latino’’ are those whose origins are from Spain, the Spanish-speaking countries of Central or South America, the Dominican Republic, or people identifying themselves generally as Spanish, Spanish-American, Hispanic, Hispano, Latino, and so on. People who are Hispanic or Latino may be of any race. There are two important changes to the Hispanic origin question for Census 2000. First, the sequence of the race and Hispanic origin questions for Census 2000 differs from that in 1990; in 1990, the race question preceded the Hispanic origin question. Second, there was an instruction preceding the Hispanic origin question in 2000 indicating that respondents should answer both the Hispanic origin and the race questions. This instruction was added to give emphasis to the distinct concepts of the Hispanic origin and race questions and to emphasize the need for both pieces of information.

Home Investment Partnership Program (HOME): HOME provides formula grants to States and localities that communities use—often in partnership with local nonprofit groups—to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or homeownership or provide direct rental assistance to low-income people.

Homeless Person: An individual living outside or in a building not meant for human habitation, or which they have no legal right to occupy, in an emergency shelter, or in a temporary housing program which may include a transitional and supportive housing program if habitation time limits exist. This definition includes substance abusers, mentally ill people, and sex offenders who are homeless. (U.S. House Bill 2163).

Household: A household is made up of all persons living in a dwelling unit whether or not they are related by blood, birth or marriage, according to the US Census Bureau.

Household Income: The total income of all the persons living in a household. A household is usually described as very low income, low income, moderate income, and above moderate income based on household size and income, relative to regional median income in US Census statistics.

Household Size: The total number of people living in a housing unit.
Household type and relationship: Households are classified by the US Census by type according to the sex of the householder and the presence of relatives. Examples include: married-couple

family; male householder, no wife present; female householder, no husband present; spouse (husband/wife); child; and other relatives.

Householder: The person, or one of the people, in whose name the home is owned, being bought, or rented. If there is no such person present, any household member 15 years old and over can serve as the householder for the purposes of the census. Two types of householders are distinguished: a family householder and a non-family householder. A family householder is a householder living with one or more people related to him or her by birth, marriage, or adoption. The householder and all people in the household related to him are family members. A non-family householder is a householder living alone or with non-relatives only.

Housing Authority: An organization established under state law to provide housing for low- and moderate-income persons. Commissioners are appointed by the local governing body of the jurisdiction in which they operate. Many housing authorities own their own housing or operate public housing funded by HUD.

Housing Choice Voucher Program: Housing Choice Voucher Program (formerly known as Section 8) is a subsidy program funded by the federal government and overseen by the Reno Housing Authority to provide low rents and/or housing payment contributions for very low and low-income households.

Housing Unit: A house, an apartment, a mobile home or trailer, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building and which have direct access from outside the building or through a common hall. For vacant units, the criteria of separateness and direct access are applied to the intended occupants whenever possible.

HUD: The United States Department of Housing and Urban Development is cabinet level department of the federal government that oversees program and funding for affordable housing laws, development, and federally funded financial assistance.

HUD Area Median Family Income: HUD is required by law to set income limits that determine the eligibility of applicants for HUD's assisted housing programs. Income limits are calculated annually for metropolitan areas and non-metropolitan counties in the United States. They are based on HUD estimates of median family income, with adjustments for family size. Adjustments are also made for areas that have unusually high or low income to housing cost relationships.

Income Categories: The federal and state governments require that local jurisdictions consider the housing needs of households in various "income categories." Income categories are determined by the median household income at the local level.

Large Family or Household: A household or family with 5 or more members.

Low-Income Limit: Low-income households are defined as households with incomes between 50 percent and 80 percent of the area median household income.

Low-Income Housing: Housing that is made available at prices lower than market rates. These lower prices are achieved through various financial mechanisms employed by state and local government authorities.

Low-Income Housing Tax Credit (LIHTC): The LIHTC Program is an indirect Federal subsidy used to finance the development of affordable rental housing for low-income households. The LIHTC Program may seem complicated, but many local housing and community development agencies are effectively using these tax credits to increase the supply of affordable housing in their communities. This topic is designed to provide a basic introduction to the LIHTC Program.

Market Rate Housing: Housing that is not built or maintained with the help of government subsidy. The prices of market rate homes are determined by the market and are subject to the laws of supply and demand.

Manufactured Home: Housing that is constructed of manufactured components, assembled partly at the site rather than totally at the site. Also referred to as modular housing. McKinney-Vento Act: The primary federal response targeted to assisting homeless individuals and families. The scope of the Act includes: outreach, emergency food and shelter, transitional and permanent housing, primary health care services, mental health, alcohol and drug abuse treatment, education, job training, and child care. There are nine titles under the McKinney-Vento Act that are administered by several different federal agencies, including the U.S. Department of Housing and Urban Development (HUD). McKinney-Vento Act Programs administered by HUD include: Emergency Shelter Grant Program Supportive Housing Program, Section 8 Moderate Rehabilitation for Single- Room Occupancy Dwellings, Supplemental Assistance to Facilities to Assist the Homeless, and Single Family Property Disposition Initiative. (U.S. House Bill 2163).

Median: This measure represents the middle value (if n is odd) or the average of the two middle values (if n is even) in an ordered list of data values. The median divides the total frequency

distribution into two equal parts: one-half of the cases fall below the median and one-half of the cases exceed the median.

Median age: This measure divides the age distribution in a stated area into two equal parts: one-half of the population falling below the median value and one-half above the median value.

Median income: The median income divides the income distribution into two equal groups; one has incomes above the median and the other having incomes below the median. Each year, the federal government calculates the median income for communities across the country to use as guidelines for federal housing programs. Area median incomes are set according family size.

Mental Illness: A serious and persistent mental or emotional impairment that significantly limits a person's ability to live independently.

Mixed Use: This refers to different types of development (e.g. residential, retail, office, etc.) occurring on the same lot or in close proximity to each other. City and County's sometimes allows mixed-use in commercial zones, with housing typically located above primary commercial uses on the premises.

Mobile Home: A type of manufactured housing. A structure movable in one or more sections, which is at least 8 feet in width and 32 feet in length, is built on a permanent chassis and designed to be used as a dwelling unit when connected to the required utilities, either with or without a permanent foundation.

Mobile Home Park: A parcel or tract of land having as its principal use the rental, leasing or occupancy of space by two or more mobile homes on a permanent or semi-permanent basis, including accessory buildings, or uses customarily incidental thereto.

Mobile Home Subdivision: A subdivision of land, platted in conformance to NRS Chapter 278 and applicable city ordinances for the purpose of providing mobile home lots.

Moderate-Income: Moderate-income households are defined as households with incomes between 80 percent and 120 percent of the county median.

Mortgage Credit Certificate Program (MCCs): The MCC is a Federal Income Tax Credit Program. An MCC increases the loan amount you qualify for and it increases an applicant's take-home pay. The MCC entitles applicants to take a federal income tax credit of twenty percent (20 percent) of the annual interest they pay on their home mortgage. Because the MCC reduces an applicant's federal income taxes and increases their net earnings, it helps homebuyers qualify for

a first home mortgage. The MCC is registered with the IRS, and it continues to decrease federal income taxes each year for as long as an applicant lives in the home.

Mortgage Revenue Bond: A state, county or city program providing financing for the development of housing through the sale of tax-exempt bonds.

Multi-family Dwelling: A structure containing two or more dwelling units for the use of individual households; an apartment or condominium building is an example of this dwelling unit type.

Non-Hispanic: In decennial census data and in Home Mortgage Disclosure Act data after 2003, non- Hispanics are those who indicate that they are not Spanish/Hispanic/Latino.

Occupied housing unit: A housing unit is classified as occupied if it is the usual place of residence of the person or group of people living in it at the time of enumeration, or if the occupants are only temporarily absent; that is, away on vacation or a business trip. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated people who share living quarters.

Overcrowded units: Overcrowded units are occupied housing units that have more than 1 person per room.
Per capita income: Average obtained by dividing aggregate income by total population of an area.

Permanent Housing: Housing which is intended to be the tenant's home for as long as they choose. In the supportive housing model, services are available to the tenant, but accepting services cannot be required of tenants or in any way impact their tenancy. Tenants of permanent housing sign legal lease documents. (U.S. House Bill 2163).

Permanent Supportive Housing: Long-term community-based housing and supportive services for homeless persons with disabilities. The intent of this type of supportive housing is to enable this special needs population to live as independently as possible in a permanent setting. The supportive services may be provided by the organization managing the housing or provided by other public or private service agencies. There is no definite length of stay. (U.S. House Bill 2163)

Persons with a Disability: HUD's Housing Choice Voucher (formerly Section 8) program defines a "person with a disability" as: a person who is determined to : 1) have a physical, mental, or emotional impairment that is expected to be of continued and indefinite duration,

substantially impedes his or her ability to live independently, and is of such a nature that the ability could be improved by more suitable housing conditions; or 2) have a developmental disability, as defined in the Developmental disabilities Assistance and Bill of Rights Act. (U.S. House Bill 2163)

Population estimate (Population Estimates Program): The Census Bureau's Population Estimates Program (PEP) produces July 1 estimates for years after the last published decennial census (2000), as well as for past decades. Existing data series such as births, deaths, Federal tax returns, Medicare enrollment, and immigration, are used to update the decennial census base counts. POP estimates are used in Federal funding allocations, in setting the levels of national surveys, and in monitoring recent demographic changes.

Population projections: Estimates of the population for future dates. They illustrate plausible courses of future population change based on assumptions about future births, deaths, international migration, and domestic migration. Projections are based on an estimated population consistent with the most recent decennial census as enumerated. While projections and estimates may appear similar, there are some distinct differences between the two measures. Estimates usually are for the past, while projections typically are for future dates. Estimates generally use existing data, while projections must assume what demographic trends will be in the future.

Poverty: Following the Office of Management and Budget's (OMB's) Directive 14, the Census Bureau uses a set of money income thresholds that vary by family size and composition to detect who is poor. If the total income for a family or unrelated individual falls below the relevant poverty threshold, then the family or unrelated individual is classified as being "below the poverty level."

Poverty rate: The percentage of people (or families) who are below poverty, per the US Census Bureau.

Project-Based Rental Assistance: Rental assistance provided for a project, not for a specific tenant. A tenant receiving project-based rental assistance gives up the right to that assistance upon moving from the project.

Public Housing: The U.S. Department of Housing and Urban Development (HUD) administers Federal aid to local housing agencies (HAs) that manage the housing for low-income residents at rents they can afford. HUD furnishes technical and professional assistance in planning, developing and managing these developments. It provides decent and safe rental housing for

eligible low-income families, the elderly, and persons with disabilities. Public housing can be in the form of high-rise apartments or scattered site single family homes.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition for human habitation.
Rental Assistance: A rental subsidy for eligible low and very low income tenants. This assistance provides the share of the monthly rent that exceeds 30% of the tenants' adjusted monthly income.

Rent-to-Own: A development is financed so that at a certain point in time, the rental units are available for purchase based on certain restrictions and qualifications.

Rural Housing Service (RHA): A part of the United States Department of Agriculture's Rural Development. The RHA offers financial aid to low-income residents of rural areas.

Second Units: Also referred to as "granny" or "in-law apartments." Second units provide a second housing unit on the same lot as a single-family dwelling unit.

Section 8: Section 8, now known as the Housing Choice Voucher Program is a subsidy program funded by the federal government and overseen by the Reno Housing Authority to provide low rents and/or housing payment contributions for very low and low-income households.

Service Needs: The particular services required by special populations, typically including needs such as transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services preventing premature institutionalization and assisting individuals to continue living independently.

Severely Overcrowded: Are occupied housing units with 1.51 or more persons per room. Single family detached homes: This is a one-unit residential structure detached from any other house (i.e., with open space on all four sides). A house is considered detached even if it has an adjoining shed or garage.

Single family attached housing: This is a one-unit residential structure that has one or more walls extending from ground to roof separating it from adjoining structures. This category includes row houses, townhouses, and houses attached to non-residential structures.

Single-Room Occupancy Dwelling (SRO): The SRO Program provides rental assistance for homeless persons in connection with the moderate rehabilitation of SRO dwellings. SRO

housing contains units for occupancy by one person. These units may contain food preparation or sanitary facilities, or both.

Special Needs Projects: Housing for a designated group of people who desire special accommodations, such as services, in addition to the housing. Services may or may not be provided as part of the rental project. Examples of special needs populations are people with physical disabilities, developmental disabilities, mental illness, or those who need assisted living. It also includes health care facilities.

Substandard Housing: This refers to housing where major repair or replacement may be needed to make it structurally sound, weatherproofed and habitable.

Subsidized Housing: Typically refers to housing that rents for less than the market rate due to a direct financial contribution from the government. There are two general types of housing subsidies. The first is most commonly referred to as "project-based" where the subsidy is linked with a particular unit or development and the other is known as "tenant-based" where the subsidy is linked to the low income individual or family. The terms "assisted" and "subsidized" are often used interchangeably.

Supportive Housing: Housing with a supporting environment, such as group homes or Single Room Occupancy (SRO) housing and other housing that includes a supportive service component such as those defined below.

Supportive Services: Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, child care, transportation, and job training.

Tenure: Refers to the distinction between owner-occupied and renter-occupied housing units. A housing unit is "owned" if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is "owned only if the owner or co-owner lives in it. All other occupied units are classified as "rented, " including units rented for cash rent and those occupied without payment of cash rent.

Transitional Housing: Housing for people recovering from substance abuse issues or transitioning form homelessness. Transitional housing provides longer term accommodations to homeless families and individuals than emergency shelter housing. Transitional Housing provides a stable living environment for the period of time necessary to learn new skills, find employment, and/or develop a financial base with which to re-enter the housing market.

Two-family buildings: These dwellings may also be referred to as single family attached because a duplex with a shared wall would qualify in both categories. Other two family buildings would include older single family homes that have been converted into two separate living spaces or "flats" that do not share walls, but a floor/ceiling.

Units in structure: A structure is a separate building that either has open spaces on all sides or is separated from other structures by dividing walls that extend from ground to roof and constitute a housing unit per the US Census Bureau. In determining the number of units in a structure, all housing units, both occupied and vacant, are counted.

Unemployed: Per the US Census Bureau, all civilians 16 years old and over are classified as unemployed if they (1) were neither "at work" nor "with a job but not at work" during the reference week, and (2) were actively looking for work during the last 4 weeks, and (3) were available to accept a job. Also included as unemployed are civilians who did not work at all during the reference week, were waiting to be called back to a job from which they had been laid off, and were available for work except for temporary illness.

Unemployment Rate: The proportion of the civilian labor force that is unemployed, expressed as a percent.

Vacant Housing Unit: A housing unit is vacant if no one is living in it at the time of enumeration, unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant. New units not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded from the housing inventory if they are open to the elements; that is, the roof, walls, windows, and/or doors no longer protect the interior from the elements. Also excluded are vacant units with a sign that they are condemned or they are to be demolished. Vacancy Rate: The housing vacancy rate is the proportion of the housing inventory that is available ''for sale'' or ''for rent.'' It is computed by dividing the number of available units by the sum of occupied units and available units, and then multiplying by 100.

VA-Guaranteed: VA guaranteed loans are made by private lenders to eligible veterans for the purchase of a home which must be for their own personal occupancy. To get a loan, a veteran must apply to a lender. If the loan is approved, VA will guarantee a portion of it to the lender. This guaranty protects the lender against loss up to the amount guaranteed and allows a veteran to obtain favorable financing terms.

Very Low-Income Limit: Very low-income households are defined as households with incomes less than 50 percent of the area median household income.

Veteran: Anyone who has been discharged from the military generally after at least two years of service whether they served on active duty in a conflict or not. (U.S. House Bill 2163).

Workforce Housing: Refers to housing that is meant for residents making low, moderate to above moderate area median income. Some programs focus on employers providing assistance to their employees; some are instituting inclusionary programs, while others give preference to this group in their homeownership programs. Some jurisdictions have programs for specific segments of the workforce that are vital for the everyday function of the community such as teachers, policeman and other public employees.

Year Structure (housing unit) Built: Year structure built refers to when the building was first constructed, not when it was remodeled, added to, or converted. For housing units under construction that met the housing unit definition—that is, all exterior windows, doors, and final usable floors were in place—the category ‘‘1999 or 2000’’ was used for tabulations. For mobile homes, houseboats, recreational vehicles, etc, the manufacturer’s model year was assumed to be the year built. The data relate to the number of units built during the specified periods that were still in existence at the time of enumeration.

Zoning: Zoning is an activity under taken by local jurisdictions to direct and shape land development activities. The intent of zoning is to protect the public health, safety, and welfare by ensuring that incompatible land uses (e.g. residential vs. heavy industrial) are not located next to each other. Zoning also impacts land values, creating and taking away "capitol" for and from property owners. For example, a lot that is zoned for commercial development is more valuable (in financial terms) than a lot that is zoned for open space. Typically, lots that are zoned for higher densities have greater value on the market than lots that are zoned for lower densities. Zoning is one of the most important regulatory functions performed by local jurisdictions.

Agenda Item No. F-1

DATE SUBMITTED	12/12/18	COUNCIL ACTION	(X)
SUBMITTED BY	COMMUNITY SERVICES DEPT	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
DATE ACTION REQUIRED	12/19/18	ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: REPORT ON EMERGENCY STRUCTURE AT SKY RANCH PARK

1. CONTINUATION OR SUSPENSION OF EMERGENCY REPAIRS/REPLACEMENT OF SKY RANCH CONCRETE MASONRY WALL AT SKY RANCH PARK

DEPARTMENT INVOLVED: COMMUNITY SERVICES DEPARTMENT

BACKGROUND/SUMMARY:

City Council approved Resolution NO. 2018-65 declaring City structure Sky Ranch Concrete Masonry Wall as an Emergency. The City received one quote and will award a Notice to Proceed to the contractor, Pyramid Construction and Aggregates, Inc. Staff is asking for a continuance of the emergency item and will provide updates to Council as the project progresses. The repairs/replacement of the wall is expected to be completed within 60 days of issuance of the Notice to Proceed.

FISCAL IMPACT:

Not to exceed $68,000.00 as approved by Council on November 7, 2018.

FINANCE INITIALS

STAFF RECOMMENDATION:

Staff recommends Council approve the continuance of the emergency repairs/replacement of Sky Ranch Block Wall.

DEPT. INITIALS

MANAGER'S RECOMMENDATION:

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

Agenda Item No. F.2

DATE SUBMITTED	December 13, 2018	COUNCIL ACTION	(X)
SUBMITTED BY	Public Services	PUBLIC HEARING REQUIRED	( )
DATE ACTION REQUIRED	December 19, 2018	RESOLUTION	( )
		ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	( )

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: Update Water & Waste Water Plan Maps

DISCUSSION/ACTION:

1. Discuss, Approve/Disapprove purchase actuating valves for GAC filters.

DEPARTMENT INVOLVED:
Public Services Water

BACKGROUND/SUMMARY:

Valves were removed from original bid due to lead time and could not be included in original project to meet State deadline. Now available to purchase valves and staff will install themselves without contractors. CS-amsco will assist in calibrating valves once installed.

FISCAL IMPACT: $24,100.00

100% Water – GL: 50-510-5210

FINANCE INITIALS

STAFF RECOMMENDATION: Approval

DEPT. INITIALS

MANAGER'S RECOMMENDATION: n/a

CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

CS-amsco / QUOTATION

To: Albert A. Webb Associates
Attn: Shane Bloomfield
Phone: (951) 248-4293
E-mail: shane.bloomfield@webbassociates.com

Date: 10/22/2018
Quote # Q7998-MB-AU

Ref: Your Request For Quote
FOB: Huntington Beach, CA Prepay and Add
Terms: Net 30

Make Order To: CS-AMSCO
15842 Chemical Lane
Huntington Beach, CA 92649
(714) 892-4200 Ph
Send PO To: matt@csamsco.com
By: *Matt Butler*

ANY PURCHASE ORDER ISSUED AS A RESULT OF THIS QUOTATION IS SUBJECT TO ALL OF THE MANUFACTURER'S CONDITIONS AND FINAL ACCEPTANCE BY CS-amsco

Item	Quan.	DeZURIK / APCO Description	Unit Price	Total
1	1	**Multi-turn AUMA Electric Actuator With Local Controls For Use With Existing 24" Butterfly Valve. 120 VAC Motor Voltage** /24 VDC Control. **Produces Up To 185 Ft. Lbs. of Torque. Includes Floorstand, Extension and Mounting Hardware.** **Part Number: 24GACIMPSAAM-CSAMSCO**	$7,500	$7,500
2	2	**Multi-turn AUMA Electric Actuator With Local Controls For Use With Existing 16" Butterfly Valves. 120 VAC Motor Voltage** /24 VDC Control. **Produces Up To 185 Ft. Lbs. of Torque. Includes Brackets and Mounting Hardware.** **Part Number: 16GACIMPSAAM-CSAMSCO**	$6,500	$13,000
	1	**1 Day (Port to Port)** **Site Visit To Take Field Measurements (If Required)**	$1,200	$1,200
	1	**2 Day (Port to Port) Estimated 2 Days** **Installation Assistance / Start-up (If Required)**	$1,200	$2,400

Notes:

1) Pricing does not include taxes. Terms are 100% Net 30 Days with no retainer allowance. Interest will be charged on amounts past due at 1-1/2 % per month.
2) This proposal does not include any flange bolts, nuts, gaskets, valve boxes, floor stands, extension stems, position indicators, chain wheel chain, or other accessories.
3) Manually operated valves requiring a combination of sensors, limit switches, or controls which may be specified in other sections are not part of this quotation.
4) Quotation is valid for 30 days from above date.
5) This quotation contains no provision for special tagging, field inspection, field adjustments, start-up, or training of personnel.
6) The above quotation was generated without benefit of plans or specifications and is not guaranteed to be complete or correct. All material is quoted "Subject to Approval of Architect and/or Engineer."

Agenda Item No. F-3

DATE SUBMITTED	12/12/18	COUNCIL ACTION	(x)
SUBMITTED BY	CITY MANAGER'S OFFICE	PUBLIC HEARING REQUIRED	( )
		RESOLUTION	( )
DATE ACTION REQUIRED	12/19/18	ORDINANCE 1ST READING	( )
		ORDINANCE 2ND READING	( )
		CITY CLERK'S INITIALS	( )

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: HUMAN RESOURCES POSITION

1. RECLASSIFICATION OF HUMAN RESOURCES DIRECTOR POSITION TO HUMAN RESOURCES ANALYST

DEPARTMENT INVOLVED: CITY MANAGER'S OFFICE

BACKGROUND/SUMMARY:

In an effort to better service City residents and consolidate resources the City is proposing to reclassify the current Human Resources Director position to a Human Resource Analyst. The HR Analyst will be a part of the City Manager's Office and report directly to the City Manager. The HR Analyst is an FLSA Exempt position that would continue to be a member of the MSPC Group, a recognized bargaining unit by the City of Imperial. The position would be placed on the MSPC Salary Schedule at Range 78.

FISCAL IMPACT: N/A Savings of $72,000.00 per FY	FINANCE INITIALS
STAFF RECOMMENDATION: n/a	DEPT. INITIALS
MANAGER'S RECOMMENDATION: It is the City Manager's recommendation to approve the reclassification of the HR position.	CITY MANAGER's INITIALS

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

CITY OF IMPERIAL

JOB DESCRIPTION

HUMAN RESOURCES ANALYST

DEFINITION:

Under the direction of the City Manager, perform a wide variety of complex, specialized and professional human resources functions involved in the coordination, analysis and administration of recruitment, testing, selection, compensation and related activities; provide human resources consultation and technical assistance to management, personnel and prospective employees; maintain confidentiality of sensitive and privileged information.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Perform a variety of complex, specialized and professional human resources functions involved in the coordination, analysis and administration of personnel programs including recruitment, examination, selection, classification and compensation; maintain confidentiality regarding issues related to negotiations and collective bargaining matters.
- Coordinate recruitment processes involving advertising vacant positions, testing, interviewing, and selecting new employees; prepare job announcements and place advertisements in various media; forward announcements and related correspondence to other departments, agencies and identified members of the public.
- Oversee and participate in the screening of employee applications to assure candidates meet minimum qualification guidelines; coordinate the assembly of application and interview packets; verify eligibility and analyze background information of applicants; prepare and distribute acceptance and rejection letters to applicants as appropriate.
- Assist employees in the activation of a variety of voluntary deductions; distribute required paperwork; process voluntary deductions, garnishments and various other transactions for payroll adjustments; assist employees with the proper completion of various forms and applications.
- Establish and maintain detailed automated permanent records regarding personnel; input and update a variety of data including pay rates, tax status, deductions, vacation and sick leave, deferred compensation, benefits and other employee information; generate computerized queries and spreadsheets as requested; assure accuracy of input and output data.
- Organize and coordinate operations and activities related to City employee benefits programs including enrollment, data collection, record-keeping, accounting, claims processing, renewals, open enrollment, benefit changes and fund disbursement activities; provide consultation to personnel concerning employee benefits information, insurance plans, options, guidelines and procedures; process and evaluate enrollment forms according to established procedures; establish and maintain permanent employee benefits records; update records with retirement, leave and various other information as appropriate.
- Troubleshoot and resolve employee issues and concerns regarding human resources activities, research information as necessary; prepare and distribute correspondence to employees, retirees and plan participants concerning employee payroll and benefit plans, policies, procedures and related information.
- Assist with a variety of technical duties in the area of Risk Management; monitor and coordinate Workers' Compensation and disability claims as directed by the City Manager.
- Assist in developing and preparing the annual preliminary budget for the Human Resources division including salary and benefit projections; review and evaluate budgetary and financial data; monitor expenditures in accordance with established limitations; calculate, monitor and assure accuracy and proper distribution of various fees and disbursements including insurance payments and retiree entitlements; perform accounts receivable duties and code invoices for payment; interface with the City's General Ledger and other accounting systems; audit financial records to assure accuracy and completeness.
- Provide technical information and assistance to various City management personnel regarding human resources operations, payroll, benefit administration.

- Prepare and maintain a variety of statistical and narrative records and reports related to employee recruitment, examinations, classification, compensation and assigned personnel functions.
- Prepare formal notices for employees regarding personnel transactions; compose a variety of correspondence including inter-office communications, forms, letters, memoranda, handbooks and other materials.
- Research, compile, verify data; provide a variety of information for reports, special projects, interviews, employee orientations and other personnel-related functions.
- Operate a variety of office equipment including a calculator, computer and assigned software.
- Communicate with City personnel, vendors, outside agencies and the public to exchange information, coordinate activities and resolve issues or concerns.
- Coordinate the City's Wellness program; lead Wellness teams and activities, promote wellness and positive employee morale and wellness challenges.
- Attend and participate in a variety of meetings and in-services as assigned; plan and conduct new employee orientations, workshops and meetings as required; assist with enrollment workshops for City staff.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience: Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities is:

- College-level coursework in human resources, business administration or related field.
- Four years increasingly responsible experience in human resources including work with recruitment, administration and staff relation functions.

Licenses and other Requirements:

- Valid California Class C driver's license.

Knowledge of:

- Principles, practices, methods and terminology used in Human Resources administration, including job analysis, selection, recruitment, classification, compensation, FMLA, CFRA and SDI.
- Current laws, codes, governmental guidelines, regulations and rules related to assigned personnel functions.
- Tax reporting, tax withholding, voluntary deductions, garnishments and supplemental insurance.
- Methods, practices, terminology, policies and procedures used in benefits administration including HIPPA, COBRA, ACA, PERS.
- Record-keeping and report preparation techniques.
- Principles and practices of training.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Operation of a variety of office equipment including a computer and assigned software.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Mathematical calculations.
- Research methods.

Ability to:

- Oversee and coordinate a variety of complex, specialized and professional human resources and payroll functions involved in the analysis and administration of personnel programs including recruitment, examination, selection, classification, compensation and specialty areas such as affirmative action and fringe benefit administration.
- Plan and conduct classification, job analysis, salary and other personnel studies as directed.
- Interpret, apply, explain and assure compliance with rules, regulations, policies and procedures.
- Provide consultation and technical expertise to personnel concerning employee benefits information, insurance plans, options, guidelines and procedures.

- Monitor, audit, process, adjust and reconcile payroll data.
- Identify, investigate and resolve financial errors and discrepancies.
- Coordinate and administer pre-employment examinations.
- Screen and process employment applications and other personnel-related documents.
- Coordinate and participate in the interviewing and selection of applicants.
- Maintain confidentiality of sensitive and privileged information.
- Train and provide work direction to City personnel as required.
- Operate a variety of office equipment including a computer and assigned software.
- Analyze situations accurately and adopt an effective course of action.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Work confidentially with discretion.
- Meet schedules and timelines.
- Work independently with little direction.
- Add, subtract, multiply and divide quickly and accurately

WORKING CONDITIONS:

Work Environment:

- Indoor/Office environment.
- Evening or variable work hours.

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

- Hearing and speaking to exchange information and make presentations.
- Dexterity of hands and fingers to operate a computer keyboard.
- Reaching overhead and above shoulders to access materials.
- Lifting, carrying, pushing or pulling light objects.
- Bending, kneeling or crouching to reach files and materials.
- Seeing to read a variety of materials.
- Sitting or standing for extended periods of time.

Hazards:

- Dissatisfied or abusive individuals.

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

DATE SUBMITTED 12/15/2018

SUBMITTED BY City Clerk

DATE ACTION REQUIRED 12/19/2018

Agenda Item No F-4

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

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: RESULTS OF NOVEMBER 6, 2018 GENERAL MUNICIPAL ELECTION.

1. CITY CLERK'S STATEMENT OF VOTE FOR THE NOVEMBER 6, 2018 GENERAL MUNICIPAL ELECTION
2. APPROVAL OF RESOLUTION NO. 2018-67, RESOLUTION OF THE CITY COUNCIL RECITING THE FACTS OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 6, 2018, DECLARING THE RESULTS THEREOF AND SUCH OTHER MATTERS AS REQUIRED BY LAW.

BACKGROUND/SUMMARY:

See separate Staff Report

FISCAL IMPACT: The actual cost of the election will not be known until the County of Imperial Elections Department submits its statement of cost to the City. The City has budgeted funds to cover the election costs

STAFF RECOMMENDATION Adopt a resolution reciting the fact of the General Municipal Election and declaring the results and other such matters as provided by law.

MANAGER'S RECOMMENDATION: MANAGER'S INITIAL_____

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

staff report

To: City of Imperial City Council

From: Debra Jackson, City Clerk

Date: December 19. 2018

Subject: **RESULTS OF GENERAL MUNICIPAL ELECTION OF NOVEMBER 6, 2018**

Background and Summary

The City of Imperial consolidates the General Municipal Election with the Statewide General Election and the County of Imperial Elections Department provides certain election services, including a canvass of the votes cast in the General Municipal Election.

At a regular meeting held June 6, 2018, the City Council adopted Resolution No. 2018-14 calling for a General Municipal Election to be held on Tuesday, November 6, 2018, for the purpose of election of three members of the City Council for the full term of four years.

At the same meeting, the City Council adopted Resolutions 2018-17 and 2018-20, ordering two measures be placed on the ballot.

The first measure, Measure H, placed before voters the questions. *"Shall the office of the city treasurer be appointive?"*

The second measure, Measure I, placed before voters the question, *"to fund general municipal expenses such as police, fire, roads and recreation, shall the City tax cannabis (marijuana) businesses at annual rates not to exceed $10.00 per canopy square foot for cultivation (adjustable for inflation), 6% of gross receipts for retail cannabis businesses, and 4% for all other cannabis businesses; which is expected to generate an estimated $40,000 to $60,000 thousand annually and will be levied until repealed by the voters or the City Council?"*

There were five qualified candidates for the office of Council Member; Geoff Dale, James Tucker, Karin Eugenio, and Betty Sampson. Upon certification by the Registrar of Voters, Karin Eugenio, James Tucker and Geoff Dale have been elected to serve as a member of the City Council. A majority of the voters voted in favor of Measures H and I.

It is requested that pursuant to California Election Code Section 15400, the City Council declares the results of the canvass of votes. The resolution included, reciting the fact of the City of Imperial General Municipal Election held on November 6, 2018 and

declaring the result thereof as stated in the Certificate of the Canvass of Votes is submitted for Council's adoption.

Respectfully Submitted,

Debra Jackson
City Clerk

RESOLUTION NO. 2018-67

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 6, 2018 DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

WHEREAS, a General Municipal Election was held and conducted in the City of Imperial, California, on Tuesday, November 6, 2018, as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received, and canvassed and the returns made and declared in time, form, and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the County Election Department canvassed the returns of the election and has certified the results to this City Council, the results are received, attached and made a part hereof as "Exhibit A".

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF IMPERIAL, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the whole number of votes (ballots) cast in the precincts except vote by mail voter ballots and provisional ballots was 1,638.

That the whole number of votes by mail voter ballots cast and provisional ballots cast in the City was 2,511, making a total of 4,149 votes (ballots) cast in the City.

SECTION 2. That the names of persons voted for at the election for Member of the City Council are as follows:

Geoff Dale
James Tucker
Nicole R. Olguin
Karin S. Eugenio
Betty Sampson

That the measures voted upon at the election are as follows:
Measure H, pertaining to the office of the City Treasurer.
Measure I, pertaining to imposition of Cannabis Tax

SECTION 3. That the number of votes given at each precinct and the number of votes given in the City to each of the persons above named for the respective offices for which the persons were candidates and for and against the measures were as listed in Exhibit "A" attached.

SECTION 4. The City Council does declare and determine that:

Karin S. Eugenio was elected as Member of the City Council for the full term of four years;

James Tucker was elected as Member of the City Council for the full term of four years;

Geoff Dale was elected as Member of the City Council for the full term of four years.

That as a result of the election, a majority of the voters voting on the measures relating to H and I did vote in favor of it, and that the measures were carried and shall be deemed adopted and ratified.

SECTION 5. The City Clerk shall enter on the records of the City Council of the City, a statement of the result of the election, showing:

(1) The whole number of votes cast in the City;

(2) The names of the persons voted for;

(3) The measures voted upon;

(4) For what office each person was voted for;

(5) The number of votes given at each precinct to each person; and for and against each measure; and

(6) The total number of votes given to each person, and for and against each measure.

SECTION 6. That the City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the City Clerk and authenticated that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Imperial, at its regular meeting held on the 19th day of December 2018.

_____

Geoff Dale, Mayor

ATTEST:

_____

Debra Jackson City Clerk

November 6, 2018 Statewide General Election

STATE OF CALIFORNIA,}

COUNTY OF IMPERIAL, }

I, DEBRA PORTER, Registrar of Voters, County of Imperial, State of California, do hereby certify that the attached is a statement of the votes cast in the County of Imperial at the General Election held on November 6, 2018 as determined by the official canvass of the results of said election and that the statement contains all of the requirement provide for by law.

County of Imperial Statement of Votes Cast for November 6, 2018

Governor
Lieutenant Governor
Secretary of State
Controller
Treasurer
Attorney General
Insurance Commissioner
Board of Equalization
United States Senator
Congress 51st District
State Senate 40th District
State Assembly 56th District
Associate Justice of the Supreme Court
Associate Justice, Court of Appeal Division 1, 2, 3
Judge of the Superior Court
Superintendent of Public Instruction
Desert Community College TA1
Calexico Unified School District
Coachella Valley Unified School District TA1
Holtville Unified School District
Imperial Unified School District
Brawley Union High School District
Brawley Elementary School District
El Centro Elementary School District
McCabe Union Elementary School District
Supervisor, 1st District
City of Calexico
City of Calipatria
City of El Centro
City of Imperial
Heffernan Memorial Healthcare District
Pioneers Memorial Healthcare District
Imperial Irrigation District Division 5
Proposition 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12
Local Measures A, B, C, D, E, G, H, I, J, K, L, M

I hereby set my hand and official seal this 4th day of December 2018 at the County of Imperial.

Debra Porter
Registrar of Voters

County of Imperial
State of California

City of Imperial - Council Member (Vote for 3)

Precincts Reported: 5 of 5 (100.00%)

	Total	
Times Cast	4,149 / 7,758	53.48%

Candidate	Total	
KARIN S. EUGENIO	2,130	24.46%
JAMES D. TUCKER	2,120	24.35%
GEOFF DALE	1,547	17.77%
BETTY SAMPSON	1,459	16.76%
NICOLE R. OLGUIN	1,451	16.66%
Total Votes	8,707	

Total

Heffernan Memorial Healthcare District Director (Vote for 2)

Precincts Reported: 32 of 32 (100.00%)

	Total	
Times Cast	7,419 / 18,327	40.48%

Candidate	Total	
GLORIA B. GRIJALVA	3,104	29.97%
NORMA M. APODACA	2,756	26.61%
JAIME J. GODINEZ	2,444	23.60%
SYLVIA BERNAL	2,053	19.82%
Total Votes	10,357	

Total

Pioneers Memorial Healthcare District Director (Vote for 3)

Precincts Reported: 70 of 70 (100.00%)

	Total	
Times Cast	7,749 / 14,655	52.88%

Candidate	Total	
LORENZO H. SUAREZ	4,499	31.62%
LINDA SANDERS RUBIN	3,538	24.86%
MARIA GARCIA-AGUILERA	3,158	22.19%
MARCUS S. TAPIA, SR.	3,035	21.33%
Total Votes	14,230	

Total

Measure E (Vote for 1)

Precincts Reported: 1 of 1 (100.00%)

	Total	
Times Cast	383 / 712	53.79%

Candidate	Total	
YES	227	62.36%
NO	137	37.64%
Total Votes	364	

		Total

Measure G (Vote for 1)

Precincts Reported: 13 of 13 (100.00%)

	Total	
Times Cast	2,068 / 3,550	58.25%

Candidate	Total	
BOND YES	1,437	72.10%
BOND NO	556	27.90%
Total Votes	1,993	

		Total

Measure H (Vote for 1)

Precincts Reported: 5 of 5 (100.00%)

	Total	
Times Cast	4,149 / 7,758	53.48%

Candidate	Total	
YES	1,966	51.86%
NO	1,825	48.14%
Total Votes	3,791	

		Total

Measure I (Vote for 1)

Precincts Reported: 5 of 5 (100.00%)

	Total	
Times Cast	4,149 / 7,758	53.48%

Candidate	Total	
YES	2,957	76.19%
NO	924	23.81%
Total Votes	3,881	

		Total

12/4/2018 9:00 AM

IMPERIAL COUNTY STATEMENT OF VOTE
NOVEMBER 06, 2018 GENERAL ELECTION
CITY OF IMPERIAL COUNCIL MEMBER (VOTE FOR 3)

PRECINCT	REGISTRATION	BALLOTS CAST	TURNOUT	JAMES TUCKER	KARIN S. EUGENIO	GEOFF DALE	BETTY SAMPSON	NICOLE R OLGUIN	WRITE-IN
365018	1,147	305	26.59%	151	146	116	108	90	0
365018 AV	1,147	303	26.42%	157	151	123	116	116	0
365020	1,790	427	23.85%	236	210	167	176	135	0
365020 AV	1,790	519	28.99%	258	273	209	205	193	0
365021	2,553	493	19.31%	220	262	167	152	151	0
365021 AV	2,553	831	32.55%	455	451	301	266	296	0
365027	1,739	413	23.75%	216	196	146	135	155	0
365027 AV	1,739	581	33.41%	324	302	231	217	204	0
365229 MB	529	277	52.36%	103	139	87	84	111	0
POLL	7,229	1,638	22.66%	823	814	596	571	531	0
AV	7,229	2,234	30.90%	1,194	1,177	864	804	809	0
MB	529	277	52.36%	103	139	87	84	111	0
TOTAL	**7,758**	**4,149**	**53.48%**	**2,120**	**2,130**	**1,547**	**1,459**	**1,451**	**0**

PRECINCT	REGISTRATION	BALLOTS CAST	TURNOUT	JAMES D. TUCKER	KARIN S. EUGENIO	GEOFF DALE	BETTY SAMPSON	NICOLE R OLGUIN	WRITE-IN
IMPERIAL COUNTY TOTAL	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
51ST CONGRESSIONAL DIST	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
40 SENATE DIST	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
56TH ASSEMBLY DIST	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
3RD DIST BOARD OF EQUAL	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
1ST SUPERVISOR DIST	0	0	0.00%	0	0	0	0	0	0
2ND SUPERVISOR DIST	0	0	0.00%	0	0	0	0	0	0
3RD SUPERVISOR DIST	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
4TH SUPERVISOR DIST	0	0	0.00%	0	0	0	0	0	0
5TH SUPERVISOR DIST	0	0	0.00%	0	0	0	0	0	0
CITY OF BRAWLEY	0	0	0.00%	0	0	0	0	0	0
CITY OF CALEXICO	0	0	0.00%	0	0	0	0	0	0
CITY OF CALIPATRIA	0	0	0.00%	0	0	0	0	0	0
CITY OF EL CENTRO	0	0	0.00%	0	0	0	0	0	0
CITY OF HOLTVILLE	0	0	0.00%	0	0	0	0	0	0
CITY OF IMPERIAL	7,758	4,149	53.48%	2,120	2,130	1,547	1,459	1,451	0
CITY OF WESTMORLAND	0	0	0.00%	0	0	0	0	0	0
UNICORPORATED	0	0	0.00%	0	0	0	0	0	0

12/4/2018 9:00 AM

IMPERIAL COUNTY STATEMENT OF VOTE
NOVEMBER 06, 2018 GENERAL ELECTION
MEASURE H (VOTE FOR 1)

PRECINCT	REGISTRATION	BALLOTS CAST	TURNOUT	YES	NO
365018	1,147	305	26.59%	149	131
365018 AV	1,147	303	26.42%	163	118
365020	1,790	427	23.85%	204	181
365020 AV	1,790	519	28.99%	261	224
365021	2,553	493	19.31%	254	190
365021 AV	2,553	831	32.55%	383	386
365027	1,739	413	23.75%	177	198
365027 AV	1,739	581	33.41%	249	283
365229 MB	529	277	52.36%	126	114
POLL	7,229	1,638	22.66%	784	700
AV	7,229	2,234	30.90%	1,056	1,011
MB	529	277	52.36%	126	114
TOTAL	**7,758**	**4,149**	**53.48%**	**1,966**	**1,825**

IMPERIAL COUNTY TOTAL	7,758	4,149	53.48%	1,966	1,825
51ST CONGRESSIONAL DIST	7,758	4,149	53.48%	1,966	1,825
40 SENATE DIST	7,758	4,149	53.48%	1,966	1,825
56TH ASSEMBLY DIST	7,758	4,149	53.48%	1,966	1,825
3RD DIST BOARD OF EQUAL	7,758	4,149	53.48%	1,966	1,825
1ST SUPERVISOR DIST	0	0	0.00%	0	0
2ND SUPERVISOR DIST	0	0	0.00%	0	0
3RD SUPERVISOR DIST	7,758	4,149	53.48%	1,966	1,825
4TH SUPERVISOR DIST	0	0	0.00%	0	0
5TH SUPERVISOR DIST	0	0	0.00%	0	0
CITY OF BRAWLEY	0	0	0.00%	0	0
CITY OF CALEXICO	0	0	0.00%	0	0
CITY OF CALIPATRIA	0	0	0.00%	0	0
CITY OF EL CENTRO	0	0	0.00%	0	0
CITY OF HOLTVILLE	0	0	0.00%	0	0
CITY OF IMPERIAL	7,758	4,149	53.48%	1,966	1,825
CITY OF WESTMORLAND	0	0	0.00%	0	0
UNICORPORATED	0	0	0.00%	0	0

12/4/2018 9:00 AM

IMPERIAL COUNTY STATEMENT OF VOTE
NOVEMBER 06, 2018 GENERAL ELECTION
MEASURE I (VOTE FOR 1)

PRECINCT	REGISTRATION	BALLOTS CAST	TURNOUT	YES	NO
365018	1,147	305	26.59%	199	85
365018 AV	1,147	303	26.42%	215	70
365020	1,790	427	23.85%	272	120
365020 AV	1,790	519	28.99%	363	129
365021	2,553	493	19.31%	356	101
365021 AV	2,553	831	32.55%	653	138
365027	1,739	413	23.75%	274	110
365027 AV	1,739	581	33.41%	419	131
365229 MB	529	277	52.36%	206	40
POLL	7,229	1,638	22.66%	1,101	416
AV	7,229	2,234	30.90%	1,650	468
MB	529	277	52.36%	206	40
TOTAL	**7,758**	**4,149**	**53.48%**	**2,957**	**924**

IMPERIAL COUNTY TOTAL	7,758	4,149	53.48%	2,957	924
51ST CONGRESSIONAL DIST	7,758	4,149	53.48%	2,957	924
40 SENATE DIST	7,758	4,149	53.48%	2,957	924
56TH ASSEMBLY DIST	7,758	4,149	53.48%	2,957	924
3RD DIST BOARD OF EQUAL	7,758	4,149	53.48%	2,957	924
1ST SUPERVISOR DIST	0	0	0.00%	0	0
2ND SUPERVISOR DIST	0	0	0.00%	0	0
3RD SUPERVISOR DIST	7,758	4,149	53.48%	2,957	924
4TH SUPERVISOR DIST	0	0	0.00%	0	0
5TH SUPERVISOR DIST	0	0	0.00%	0	0
CITY OF BRAWLEY	0	0	0.00%	0	0
CITY OF CALEXICO	0	0	0.00%	0	0
CITY OF CALIPATRIA	0	0	0.00%	0	0
CITY OF EL CENTRO	0	0	0.00%	0	0
CITY OF HOLTVILLE	0	0	0.00%	0	0
CITY OF IMPERIAL	7,758	4,149	53.48%	2,957	924
CITY OF WESTMORLAND	0	0	0.00%	0	0
UNICORPORATED	0	0	0.00%	0	0

DATE SUBMITTED 12/15/2018

SUBMITTED BY City Clerk

DATE ACTION REQUIRED 12/19/2018

Agenda Item No F-5

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

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: RECOGNITION/PRESENTATION/COMMENTS IN TRIBUTE TO DEPARTING COUNCIL MEMBER BETTY SAMPSON.

DEPARTMENT INVOLVED: CITY COUNCIL AND OTHERS

BACKGROUND/SUMMARY:

Council member Sampson was first elected to the Imperial City Council in April 1990. During her tenure she served as Mayor in 91-92 and as Mayor Pro-tem multiple times. Mrs. Sampson was active on various committees and commissions over the years serving on Personnel Committee, Children's Welfare, California Joint Powers Authority, Finance Committee, Police Committee, Local Transportation Authority, Imperial County Film Commission, Chamber of Commerce Liaison and President of the Imperial County Division of the League of California Cities. One activity she thoroughly enjoyed was being selected the City's Voting Delegate for the Annual League of California Cities Conference.

Council member Sampson has witnessed the transformation of the City in many aspects. The City hired its first City Manager in October 1990 when the population of the city was just over 4,000. Housing and population growth and rebuilding of the city after major destruction of businesses in our downtown business corridor.

In addition to her time as Council member, Betty has been very active in her church and various organizations and is affectionately called "mom" and "grandma" by many in the community.

FISCAL IMPACT: None

STAFF RECOMMENDATION Recognize Council member Betty Sampson for faithfully serving the community of Imperial for 28 years.

MANAGER'S RECOMMENDATION: MANAGER'S INITIAL_____

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

DATE SUBMITTED 12/15/2018

SUBMITTED BY City Clerk

DATE ACTION REQUIRED 12/19/2018

Agenda Item No F-6

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

IMPERIAL CITY COUNCIL
AGENDA ITEM

SUBJECT: OATH OF OFFICE TO RE-ELECTED AND NEWLY ELECTED CITY COUNCIL MEMBERS.

1. ADMINISTER OATH OF OFFICE AND PRESENTATION OF CERTIFICATES OF ELECTION BY CITY CLERK JACKSON.

DEPARTMENT INVOLVED: City Clerk

BACKGROUND/SUMMARY:

Upon certification and adoption of Resolution by the City Council reciting the facts of the November 6, 2018 General Municipal Election, the City Clerk will administer the Oath of Office to those elected to office.
Council members James Tucker and Geoff Dale have been re-elected to serve a four-year term and Karin Eugenio has been elected to serve a four-year term as Council member.

FISCAL IMPACT: None

STAFF RECOMMENDATION

MANAGER'S RECOMMENDATION: MANAGER'S INITIAL_____

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

DATE SUBMITTED 12/15/2018

SUBMITTED BY City Clerk

DATE ACTION REQUIRED 12/19/2018

Agenda Item No F-7

CITY 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: REORGANIZATION OF CITY COUNCIL.

1. CITY CLERK TO OPEN NOMINATIONS FOR MAYOR.
2. NEWLY SELECTED MAYOR ASSUMES CHAIR AND OPENS NOMINATIONS FOR MAYOR PRO TEMPORE.

DEPARTMENT INVOLVED: City Clerk and City Council

BACKGROUND/SUMMARY:

Please see separate staff report.

FISCAL IMPACT: None

STAFF RECOMMENDATION Council act accordingly to select a Mayor and Mayor Pro-tempore .

MANAGER'S RECOMMENDATION: MANAGER'S INITIAL_____

MOTION:

SECONDED:
AYES:
NAYES:
ABSENT:

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

REFERRED TO:

staff report

To: City of Imperial City Council

From: Debra Jackson, City Clerk

Date: December 19. 2018

Subject: **REORGANIZATION OF CITY COUNCIL**

Background and Summary

According to Government Code Section 36801, the City Council shall meet at the meeting at which the declaration of the election results for a General Municipal Election is made pursuant to Section 10262 and 10263 of the Elections Code and following the declaration of the election results and the installation of elected officials, choose one of its number as Mayor, and one of its number as Mayor Pro-tempore.

In addition Government Code Section 36802 states the Mayor shall preside at the meetings of the Council. If he is absent or unable to act, the Mayor Pro-tempore shall serve until the Mayor returns or is able to act. The Mayor Pro-tem has all of the powers and duties of the Mayor.

The Mayor represents the City at ceremonial and civic events. The Mayor executes documents and agreements on behalf of the City Council, makes recommendations for appointments to City boards and commissions and may represent the City on various county and regional boards, committees and commissions.

To assist in the procedure of nominating and selecting a Mayor and Mayor Pro-tem, the following protocol is recommended:

1. The City Clerk to open nomination for Mayor by asking for nomination by motion. (Nominations cannot be accepted from members of the public). And a second to confirm the nomination.

2. If there is a second the matter will be taken to a vote. If there is no second, the Clerk will ask for another nomination by motion and a second.

3. A vote will be taken to appoint the Mayor.

4. The newly selected Mayor assumes chair and opens nominations for Mayor Pro-tem.

The Mayor and Mayor Pro-tem will serve for a one (1) year term. The office of Mayor and Mayor Pro-tem receives the same monthly stipend as other members of the City Council.

Respectfully Submitted,
Debra Jackson, City Clerk