



City Council

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

AGENDA

Regular Meeting of the Imperial City Council

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

May 6, 2026

Closed Session at 06:00 pm

Open Session at 07:00 pm

The City Council meetings are live-streamed on the City's Facebook page at www.facebook.com/cityofimperial. By remaining in the room, you are giving permission to be recorded.

Public Comments: Members of the public who wish to speak are encouraged to fill out a Speaker Slip and submit it to the City Clerk before the start of the meeting. Public comments are limited to 3 minutes. Comments may also be submitted by email to CityClerk@imperial.ca.gov no later than 5:00 p.m., the day of the meeting.

Americans with Disabilities Act: Requests for special assistance to participate in the meeting, please contact the City Clerk's Office by calling (760) 355-5303 or emailing CityClerk@imperial.ca.gov. Notification of 48 hours before the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA title II].

All documents with executive summaries and staff recommendations for open session action items are available on the City's website 72 hours before the meeting [www.https://cityofimperial.org](https://cityofimperial.org). Supplemental writings distributed to the City Council within 72 hours of the meeting will also be posted online. Written materials shared during the meeting will be available there if prepared by the city or afterward if prepared by others. These materials can be obtained from the City Clerk's Office.

6:00 P.M. CLOSED SESSION

ROLL CALL

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

CITY COUNCIL ADJOURNS INTO CLOSED SESSION

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

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation (Gov. Code 54956.9(d)(2)) 1 Potential Case

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION City of Imperial vs. Imperial Valley Computer Manufacturing LLC, et al, Imperial County Superior Court Case No ECU004457, Imperial Valley Manufacturing, LLC vs. City of Imperial, United States District Court for the Southern District of California Case No 26CV128 JLS BJW, and City of Imperial v. Gazette Ranch, Inc., Imperial County Superior Court, ECU00569

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – GC 54956.7 (b) (1) Title of Position: City Manager

CONFERENCE WITH LABOR NEGOTIATORS G.C. §54957.6 Agency Representatives: City Manager Employee Organization: Imperial Police Officers Association, Teamsters Local 542 & Employee Organization Management Supervisory, Professional, Confidential, and Police Captain/Unrepresented

7:00 P.M. REGULAR MEETING

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO THE AGENDA: The City Council may amend the order, add urgency items, note abstentions or “no” votes on consent calendar items, and request consent calendar items be removed from the consent calendar for discussion. The City Council may also remove items from the consent calendar before that portion of the agenda. The City Council may address these issues by entertaining a formal motion.

CITY ATTORNEY REPORT ON CLOSED SESSION

PUBLIC COMMENT: If you wish to address the City Council concerning any item within the City Council’s jurisdiction, please raise your hand and be acknowledged by the mayor. At that time, state your name and address for the record. The mayor reserves the right to place a time limit of three (3) minutes on each person’s presentation.

A. PRESENTATIONS:

A.1. Presentation update by Climatec Energy Services on the Infrastructure Modernization & Utility Savings Program.

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

B.1. Approval of Warrants Report.

B.2. Approve City Council Minutes for the meetings of February 18, 2026, and March 18, 2026.

B.3. Approve and adopt the revised job description for Reserve Police Officer and replace the current job description.

B.4. Approve and adopt the revised job descriptions for the Wastewater Operator in Training and the Water Operator in Training classifications, and replace the current job descriptions.

B.5. Authorization to reject claim Athens File Number CJP-3056467 ASV as recommended by Athens.

B.6. Authorization to reject claim Athens File Number CJP-3055620 as recommended by Athens.

B.7. Authorization to Declare Surplus and Approve Sale and Disposal of Wastewater Treatment Plant Equipment

C. PUBLIC HEARING (DISCUSSION/ACTION):

C.1. Annual Public Hearing Regarding City of Imperial Vacancies, Recruitment, and Retention Efforts (AB 2561).

Presenter: Kristen Smith, Human Resources Director

Recommended Action: Staff recommends that the City Council:

1. Conduct a public hearing to present information regarding the status of City vacancies and the City's recruitment and retention efforts in accordance with Government Code section 3502.3 (AB 2561).
2. Receive presentations from City staff and recognized employee organizations.
3. Accept public comment regarding the City's vacancy status and hiring practices.
4. Receive and file this report for Public Hearing to comply with AB 2561.

D. ACTION ITEMS (DISCUSSION/ACTION):

D.1. Authorize staff to seek proposals (RFP) for the Imperial Regional Park Development Project.

Presenter: Anthony Lopez, Parks & Recreation Director

Recommended Action: It is the department's recommendation for the City Council to authorize staff to seek proposals for the Imperial Regional Park Development Project RFP 2026-02.

D.2. Authorize the purchase of Inclusive Playground Equipment and Seek Construction Bids for Eager Park All Inclusive Playground Project

Presenter: Anthony Lopez, Parks & Recreation Director

Recommended Action: Approve the purchase of all inclusive playground equipment from GameTime in the amount of \$362,522.422 and authorize staff to solicit bids for construction and installation of the playground improvements associated with the California Parks and Recreation Society (CPRS) Statewide Training and Funding Initiative.

D.3. Award Construction Contract for Wastewater Treatment Plant Demolition Project (Bid No. 2025-19, CIP 849)

Presenter: Jenell Guerrero, Interim Public Services Director

Recommended Action: Award Construction Contract for Wastewater Treatment Plant Demolition Project (Bid No. 2025-19, CIP 849) to Whillock Contracting, Inc., in the amount of \$602,977.00 and approve a 15% contingency.

D.4. Authorize the surplus of the Imperial Police Departments' 2014 Chevrolet Silverado and approve its donation to the Imperial Valley College Public Safety Academy.

Presenter: Aaron Reel, Police Chief

Recommended Action: Declare the Imperial Police Department's 2014 Chevrolet Silverado as surplus and authorize the donation to the Imperial Valley College Public Safety Academy.

E. REPORTS:

- Department Reports
- City Manager Report
- Mayor and Councilmember Reports

ADJOURNMENT: The next regular meeting of the Imperial City Council will be held on May 20, 2026.



City Council STAFF REPORT

Document ID: 2026-157
Category: Administrative Report

Department: City Manager's Office
Department Head: Dennis H. Morita, City Manager
Meeting Date: May 6, 2026

SUBJECT:

UPDATE ON CLIMATEC INFRASTRUCTURE MODERNIZATION & UTILITY SAVINGS PROGRAM

BACKGROUND:

In alignment with City priorities to reduce rising operating costs, modernize aging infrastructure, and enhance public safety and city services, the City identified the need for comprehensive infrastructure modernization and utility saving measures. The City issued an RFP in July 2025 for the design and implementation of energy, gas and water infrastructure modernizations across General Fund and Enterprise facilities and awarded Climatec on November 5, 2025.

Since the RFP award, Climatec has completed a preliminary assessment for citywide energy, gas and water infrastructure. Over the past several months, Climatec has worked closely with Staff to identify key priorities, develop a utility baseline through Citywide meter data, and conduct engineering site assessments. These efforts led to the development of a preliminary scope of work and funding plan across City facilities, parks, and critical infrastructure systems, including water and wastewater operations.

Climatec and Staff have worked together over the past six months to conduct a preliminary assessment. Based on these findings, a preliminary scope and funding plan will be shared with Council tonight.

SCOPE OF WORK (Preliminary):

The preliminary scope of work includes:

- Solar PV Systems at 4 sites
- HVAC modernizations at 5 sites
- New Building Automation Systems at 5 sites
- Interior LED lighting modernizations at 4 sites
- Exterior LED lighting modernizations at 3 sites
- New Sports Field LED lighting at 2 sites
- Occupancy Sensors / Dimming Control at 3 sites
- Low E-Dual Pane Windows at 1 site

- Door replacements at 1 site
- EV chargers at 2 sites

The program fully pays for itself with grants and guaranteed savings, with savings realized over the life of the equipment. City contributions through Enterprise capital funds can be used to pay for the program during the construction period and will be recouped through operating budget savings over time.

FISCAL IMPACT:

None at this time.

FUNDING PLAN

The preliminary funding plan is as follows:

Total infrastructure modernizations.....	\$11M±
Federal Incentives.....	(\$3.5M)
Net Investment for the City.....	\$7.5M
Life cycle Savings.....	
	\$17.5M

REQUESTED ACTION:

No request for action to be taken at this time.

This item is to receive information and provide input on the preliminary scope and funding options for a Citywide Energy Infrastructure Modernization Program.

CITY MANAGER RECOMMENDATION:

NEXT STEPS:

If Council desires to proceed with program implementation, Climatec and Staff will work together to complete a detailed assessment to finalize the scope of work and funding plan. A subsequent action will be brought forward for Council consideration in late June.

Attachments:

Check Register Report

Date: 04/30/2026

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131752	04/09/26	Reconciled		04/14/26	221	IMPERIAL PRINTERS	26-636 87064	965.40
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131947	04/16/26	Reconciled		04/17/26	8592	CHRISTIAN FELIX	4/18/26 - 4/22/26 MBR USERS GROUP 2026	243.00
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131962	04/16/26	Reconciled		04/20/26	3039	HOLTVILLE TRIBUNE	0102128 87229	972.00
131963	04/16/26	Reconciled		04/29/26	2226	I.V. REAL ESTATE	9978-0940/2300 MYRTLE #77	69.53
131964	04/16/26	Reconciled		04/22/26	2041	ICMA	1239273 LOPEZ 2026 RENEWAL 87334	200.00
131965	04/16/26	Reconciled		04/21/26	4264	IMPERIAL IRRIGATION DISTRICT	3139598 4/13/26	6,326.00
131966	04/16/26	Reconciled		04/23/26	102	IMPERIAL POLICE OFFICERS ASSN.	4/17/26	1,317.50
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131970	04/16/26	Printed			123	IMPERIAL UNIFIED SCHOOL DIST.	AR26-00098 87326	515.00
131971	04/16/26	Reconciled		04/21/26	7147	IMPERIAL VALLEY CHRYSLER DODGE	87241 87423	96.24
131972	04/16/26	Reconciled		04/27/26	1555	IMPERIAL VALLEY PRESS	533069 87228	2,785.61
131974	04/16/26	Reconciled		04/21/26	6472	INGRAM LIBRARY SERVICES	95581889 86477	422.04
131975	04/16/26	Reconciled		04/22/26	8841	INSIGHT TRAFFIC CONTROL	SS9 87362	5,010.38
131976	04/16/26	Printed			9034	IRIS AGUIRRE	9723-0425/2610 GEM	90.19
131977	04/16/26	Reconciled		04/27/26	8644	JESSICA HURTADO	4/17/26	394.62
131978	04/16/26	Reconciled		04/23/26	868	K-C WELDING & RENTALS, INC.	226550 87343	2,373.06
131979	04/16/26	Reconciled		04/20/26	9035	KARISSA VIANAY GOMEZ	8221-0187/1430 CABAZON	115.43
131980	04/16/26	Reconciled		04/20/26	1647	LA BRUCHERIE IRRIGATION SUPPLY	325331 87330	712.08
131981	04/16/26	Reconciled		04/21/26	1996	LEE TIRE CO.	411713 87268	385.88
131982	04/16/26	Reconciled		04/21/26	101	LINCOLN LIFE	4/17/26	510.00
131983	04/16/26	Reconciled		04/29/26	3852	LUIS LIZARRAGA	5/3/26 - 5/8/26 FTO	473.00
131984	04/16/26	Reconciled		04/27/26	8669	NAPA AUTO PARTS	573848 87270	288.42
131985	04/16/26	Reconciled		04/21/26	8633	NC CHILD SUPPORT CENTRALIZED	4/17/26	264.00
131986	04/16/26	Reconciled		04/22/26	9031	NICOLAS SENATRE & ANGELA	9425-0366/633 LAS LOMAS	72.62
131987	04/16/26	Reconciled		04/27/26	079	ONE SOURCE DISTRIBUTORS	S008221484.001 87339	147.11
131988	04/16/26	Reconciled		04/20/26	9027	ORIGINAL WATERMEN INC	505086 87332	636.67
131989	04/16/26	Reconciled		04/17/26	7343	ROVE ENGINEERING INC	7507 86691	1,055,285.15
131990	04/16/26	Reconciled		04/17/26	7343	ROVE ENGINEERING INC	24-086RR1 86695	14,021.57
131991	04/16/26	Printed			9032	SACHIN NARVEKAR	9510-1168/620 SILVERADO	7.44
131992	04/16/26	Reconciled		04/21/26	979	SELLERS PETROLEUM	0000412-IN	21,411.07
131993	04/16/26	Reconciled		04/22/26	3716	STRIKE VISUALS	INV38097 87341	1,778.95
131994	04/16/26	Reconciled		04/27/26	1239	THE SHERWIN-WILLIAMS CO.	4427-7 87355	69.04
131996	04/16/26	Reconciled		04/17/26	5837	U.S. BANK	HOME DEPOT 3/13/26 87227	4,536.69
131997	04/16/26	Reconciled		04/27/26	611	VERIZON WIRELESS	6140382187	953.91
131998	04/16/26	Reconciled		04/16/26	8217	VICTOR FIERRO	4/18/26 - 4/22/26 MBR USERS GROUP 2026	243.00
131999	04/16/26	Reconciled		04/20/26	5639	WAGeworks, INC	OR39530 MAR 2026 87136	100.00
132000	04/16/26	Reconciled		04/27/26	1715	WAXIE SANITARY SUPPLY	83872239 87431	895.06
132001	04/16/26	Reconciled		04/21/26	1568	WEBB AND ASSOCIATES	ARIV0012180 87231	13,515.49

Check Register Report

Date: 04/30/2026

Time: 12:06 pm

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CITY OF IMPERIAL

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132003	04/16/26	Reconciled		04/21/26	7695	WINNCOM TECHNOLOGIES CORP	90014308 87263	5,364.58
132004	04/16/26	Reconciled		04/23/26	9033	YVONNE OBESO	9991-0980/405 S E	60.90
132005	04/21/26	Printed			5201	AIR MED CARE NETWORK	5882-04172026 87149	75.00
132006	04/21/26	Reconciled		04/29/26	9037	ALBERTO AGUILAR-TAVARES	9968-3054/498 TRESHILL #245	276.22
132007	04/21/26	Printed			2357	ALL VALLEY FENCE AND MATERIALS	26-3050 87408	19.93
132008	04/21/26	Reconciled		04/27/26	5956	AMAZON CAPITAL SERVICES	1WTR-NLLR-DWFX 87702	1,808.10
132009	04/21/26	Reconciled		04/29/26	6306	AMERICAN FIDELITY ASSURANCE	D961793 APRIL 2026 86693	6,000.74
132010	04/21/26	Reconciled		04/27/26	1338	AMERICAN RED CROSS	23183740 87700	192.00
132011	04/21/26	Reconciled		04/29/26	5994	AUTOZONE INC.	04187094980 87370	43.63
132012	04/21/26	Reconciled		04/29/26	250	BLUE SHIELD OF CALIFORNIA	261030217560 MAY 2026 86691	67,248.81
132013	04/21/26	Reconciled		04/29/26	7158	BLUETARP FINANCIAL, INC.	J82894 87406	40.64
132014	04/21/26	Reconciled		04/27/26	8991	CANON FINANCIAL SERVICES INC	43026864 86992	3,327.65
132015	04/21/26	Printed			7520	COMPADRES CONCRETE PUMPING	4/16/26 W 10TH & H ST 87348	820.00
132016	04/21/26	Reconciled		04/27/26	1069	CPS HR CONSULTING	TR-INV007428 87142	340.00
132017	04/21/26	Printed			9036	DANIEL V LLAMAS	9414-1351/275 NUEVO VALLARTA	65.25
132018	04/21/26	Reconciled		04/29/26	207	EL CENTRO MOTORS	5249936 87413	153.39
132019	04/21/26	Reconciled		04/29/26	7720	GREEN RUBBER-KENNEDY AG	I-109810 87371	124.46
132020	04/21/26	Reconciled		04/29/26	3187	IMPERIAL TRUSS & LUMBER CO.	B84047 87367	117.31
132021	04/21/26	Reconciled		04/29/26	7751	JUNIOR'S CAFE INC.	13-19926 87147	506.80
132022	04/21/26	Printed			7751	JUNIOR'S CAFE INC.	13-19932 87148	487.35
132023	04/21/26	Reconciled		04/29/26	868	K-C WELDING & RENTALS, INC.	226333 87409	804.69
132024	04/21/26	Reconciled		04/27/26	1996	LEE TIRE CO.	411697 87349	99.43
132025	04/21/26	Reconciled		04/27/26	1190	MISSIONSQUARE - 304257	4/17/26	451.40
132026	04/21/26	Reconciled		04/29/26	8669	NAPA AUTO PARTS	573819 87412	173.21
132027	04/21/26	Reconciled		04/29/26	4481	O'REILLY	2687-209224 87274	424.51
132028	04/21/26	Reconciled		04/27/26	3262	SIMNSA HEALTH PLAN	149749 86990	10,991.05
132029	04/21/26	Printed			104	TEAMSTERS, LOCAL 542	4/17/26	2,094.00
132030	04/21/26	Reconciled		04/29/26	7443	TEXAS LIFE INSURANCE COMPANY	4/17/26	1,213.12
132031	04/21/26	Reconciled		04/27/26	1239	THE SHERWIN-WILLIAMS CO.	4612-4 87368	13.78
132032	04/21/26	Reconciled		04/27/26	1934	TYLER TECHNOLOGIES, INC.	045-559335 87277	1,400.00
132033	04/21/26	Reconciled		04/29/26	355	WYMORE, INC.	1244663 87701	45.03
132034	04/23/26	Reconciled		04/29/26	8553	DEFENSE TECHNOLOGY LLC	I016-000038722 REISSUED 85821	3,332.47
132035	04/23/26	Printed			7751	JUNIOR'S CAFE INC.	13-19963 87751	300.88
132036	04/23/26	Printed			7751	JUNIOR'S CAFE INC.	13-19986 87753	356.05
132163	04/30/26	Printed			735	ACADEMI AWARDS & TROPHIES	8881 86897	59.54
132164	04/30/26	Printed			8806	ADVANCED WATER TREATMENT	0000307 FEB 2026 87248	5,000.00
132165	04/30/26	Printed			638	ALL AMERICAN CLEANING	CI 2601 87382	737.37
132169	04/30/26	Printed			5956	AMAZON CAPITAL SERVICES	1MVM-WMHD-YFJH 86697	4,968.87
132170	04/30/26	Printed			2825	AMERICA'S FINEST FIRE	26M 943562 86898	580.37
132171	04/30/26	Printed			656	AQUA METRIC	INV0113783 87238	22,410.20
132172	04/30/26	Printed			7704	ARC PERFORMANCE WELDING &	2526 87472	1,160.00
132177	04/30/26	Printed			4400	BABCOCK LABORATORIES, INC.	LD60028-8203 87517	8,962.13
132179	04/30/26	Printed			7158	BLUETARP FINANCIAL, INC.	J68129 87233	956.03
132180	04/30/26	Printed			8296	BRAWLEY ANALYTICAL, INC.	001965 87476	328.50
132181	04/30/26	Printed			674	BRENNTAG	BPI597434 86840	6,092.82
132182	04/30/26	Printed			8592	CHRISTIAN FELIX	MBR TRAVEL- REIMB. 87245	188.71
132183	04/30/26	Printed			8943	CINCO BOOKS CORP	51341 87033	289.30

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Date: 04/30/2026

Time: 12:06 pm

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CITY OF IMPERIAL

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Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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132184	04/30/26	Printed			514	CORE & MAIN LP	Y688872 87250	435.00
132185	04/30/26	Printed			9048	DANICA & PEGGY RODRIGUEZ	9973-0235/316 S H	10.84
132186	04/30/26	Printed			9045	DENZEL MARMOLEJO	9719-0313/611 KITTY HAWK	64.54
132187	04/30/26	Printed			569	DESERT VETERINARY GROUP	331825 87602	50.00
132188	04/30/26	Printed			9042	DOWNSTREAM SERVICES INC	185639 86837	92,749.91
132189	04/30/26	Printed			517	DYNAMIC CONSULTING ENGINEERS	392322.18A 86682	800.00
132190	04/30/26	Printed			207	EL CENTRO MOTORS	5249165 87506	312.40
132191	04/30/26	Printed			6250	ENVIRONMENTAL WATER SOLUTIONS,	4521 83973	185,385.66
132192	04/30/26	Printed			818	ERS INDUSTRIAL SERVICES, INC.	101448 87249	21,120.00
132193	04/30/26	Printed			9038	ETHOS FIRE LLC	1762 87511	1,632.42
132194	04/30/26	Printed			9049	FERNANDO GUTIERREZ	9910-0468/678 MESQUITE	41.94
132195	04/30/26	Printed			710	GRAINGER	9789449023 87500	493.73
132196	04/30/26	Printed			4894	GRANITE DATA SOLUTIONS	IN105760-1 87278	427.60
132197	04/30/26	Printed			7720	GREEN RUBBER-KENNEDY AG	I-109663 87234	664.54
132198	04/30/26	Printed			117	HAAKER EQUIPMENT COMPANY	INV24370 87375	4,379.79
132199	04/30/26	Printed			2096	HOME DEPOT CREDIT SERVICES	1901477 87426	435.13
132200	04/30/26	Printed			4271	HUMANE SOCIETY OF IMPERIAL	MARCH 2026 86895	280.00
132201	04/30/26	Printed			8040	IDA OBESO-MARTINEZ	5/6/26 -5/7/26 SCAG REG CONF	208.94
132202	04/30/26	Printed			028	IMPERIAL IRRIGATION DISTRICT	APRIL 22, 2026	15,685.56
132203	04/30/26	Printed			3075	IMPERIAL STEEL	13100 87418	5.88
132205	04/30/26	Printed			3187	IMPERIAL TRUSS & LUMBER CO.	B84298 87378	524.09
132206	04/30/26	Printed			7147	IMPERIAL VALLEY CHRYSLER DODGE	87266 87502	457.08
132207	04/30/26	Printed			9044	IYANNA CHALUPNIK	5/10/26 - 5/15/26 HUMANE LAW ENF ACADEMY	473.00
132208	04/30/26	Printed			9044	IYANNA CHALUPNIK	5/17/26 - 5/22/26 HUMANE LAW ENF ACADEMY	473.00
132209	04/30/26	Printed			9050	JESSE & EVELIA SANCHEZ	9225-0099/642 W BREWER #103	85.32
132210	04/30/26	Printed			008	JIM REITER'S LOCKSMITH & SAFE	280055 87436	400.10
132211	04/30/26	Printed			7751	JUNIOR'S CAFE INC.	13-19944 87150	679.72
132212	04/30/26	Printed			868	K-C WELDING & RENTALS, INC.	226827 86985	232.73
132213	04/30/26	Printed			2901	KIMBALL MIDWEST	104355299 87411	109.62
132214	04/30/26	Printed			1647	LA BRUCHERIE IRRIGATION SUPPLY	325549 87516	189.59
132216	04/30/26	Printed			5230	LABOR COMPLIANCE CONSULTANTS	4219 87242	12,000.00
132217	04/30/26	Printed			1996	LEE TIRE CO.	411860 87383	99.43
132218	04/30/26	Printed			260	MALLORY SAFETY AND SUPPLY LLC	6376185 87379	420.76
132219	04/30/26	Printed			9043	MANHOLEMETRICS LTD	2507603 85605	13,069.04
132220	04/30/26	Printed			9047	MARIA A M ACOSTA	8210-0761/669 SAGEBRUSH	2.96
132221	04/30/26	Printed			8669	NAPA AUTO PARTS	573977 87475	500.05
132222	04/30/26	Printed			8777	NICKLAUS ENGINEERING INC	0041607 87246	3,250.00
132223	04/30/26	Printed			4481	O'REILLY	2687-207982 87601	282.37
132224	04/30/26	Printed			9046	PAOLA MONTEJANO	9826-0123/505 CINDY	35.33
132225	04/30/26	Printed			8591	PREMIER INDUSTRIES	75492 87471	700.73
132226	04/30/26	Printed			8840	PRESTIGE CHEMICAL PRODUCTS LLC	01-01085 87374	702.79
132227	04/30/26	Printed			2782	PRINCIPAL LIFE INSURANCE COMP	1044724-10001 MAY 2026 86994	6,836.11
132228	04/30/26	Printed			3786	RINGCENTRAL INC	CD_001418705 87282	1,435.22

Check Register Report

Date: 04/30/2026

Time: 12:06 pm

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CITY OF IMPERIAL

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
US BANK Checks								
132229	04/30/26	Printed			5637	ROBERT AMPARANO	5/6/26 -5/8/26 SCAG REG CONF	264.17
132230	04/30/26	Printed			3526	RSD	3352851-00 87442	155.03
132231	04/30/26	Printed			6233	RYAN HERCO PRODUCTS CORP	B535956 87473	1,955.44
132232	04/30/26	Printed			957	SC FUELS	IN-0000329858 86833	4,930.54
132233	04/30/26	Printed			3975	SEAL MASTER OF SOUTHERN	90239 87373	19,965.39
132234	04/30/26	Printed			8949	SEWERAI CORP	2026-3341 87240	3,292.89
132235	04/30/26	Printed			135	SOCALGAS	420 S IMPERIAL 2/10-4/10/26 87239	47,003.64
132236	04/30/26	Printed			2365	SPARKLETTS	24671719 032826	786.78
132237	04/30/26	Printed			7708	TUCKER MINI STORAGE	MAY 2026- UNIT 358 87567	125.00
132238	04/30/26	Printed			9040	TYPSA INC	24110101 87651	52,724.15
132241	04/30/26	Printed			615	VALLEY PEST SERVICES, INC	14361055	1,690.00
132242	04/30/26	Printed			8626	VISION TRAFFIC CONTROL INC.	1034 87376	974.25
132243	04/30/26	Printed			1715	WAXIE SANITARY SUPPLY	83862755 87407	574.63
132244	04/30/26	Printed			7543	WEST & ASSOCIATES ENGINEERING,	1026.4.15 87235	1,450.00
132245	04/30/26	Printed			355	WYMORE, INC.	3405 87510	4,275.00

Total Checks: 247 **Checks Total (excluding void checks): 3,064,025.19**

Total Payments: 247 **Bank Total (excluding void checks): 3,064,025.19**

Total Payments: 247 **Grand Total (excluding void checks): 3,064,025.19**



Imperial City Council

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

MINUTES

Regular Meeting of the Imperial City Council

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

February 18, 2026

Closed Session at 06:00 pm

Open Session at 07:00 pm

6:00 P.M. CLOSED SESSION

The closed session meeting was called to order at 6:00 p.m.

ROLL CALLL: Council Members Amparano, Tucker, Mayor Pro Tem Mendoza, Mayor Obeso-Martinez, City Manager Morita, Assistant to the City Manager Garcia, City Attorney Turner.

ABSENT: Council Member Burnworth.

PUBLIC COMMENT FOR CLOSED SESSION ITEMS ONLY:

CONFERENCE WITH LEGAL COUNSEL:

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code §54956.9(d)(1).)

- i. City of Imperial vs. Imperial Valley Computer Manufacturing LLC, et al, Imperial County Superior Court Case No ECU004457
- ii. Imperial Valley Manufacturing, LLC vs. City of Imperial, United States District Court for the Southern District of California Case No 26CV128 JLS BJW.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation (Gov. Code §54956.9(d)(2)) – 1 Potential Case

CONFERENCE WITH LABOR NEGOTIATORS G.C. §54957.6

Agency Representatives: City Manager

Employee Organization: Imperial Police Officers Association, Teamsters Local 542 & Employee

Organization Management Supervisory, Professional, Confidential, and Police Captain/Unrepresented

7:00 P.M. REGULAR MEETING

CALL TO ORDER: Mayor Obeso-Martinez called the meeting to order at 7:21 p.m.

ROLL CALL: Council Members Amparano, Tucker, Mayor Pro Tem Mendoza, and Mayor Obeso-Martinez.

ABSENT: Council Member Burnworth.

PLEDGE OF ALLEGIANCE: Stacy Mendoza led the Pledge of Allegiance.

ADJUSTMENTS TO THE AGENDA: City Attorney Turner stated that council will be going back into closed session after the regular meeting.

CITY ATTORNEY REPORT ON CLOSED SESSION: City Attorney Katie Turner stated that council meet and discussed Existing Litigation and Anticipated Litigation direction given to council no reportable action. Also, Labor Negotiators and directions were given to negotiators.

PUBLIC COMMENT: Andrew Rauch was present regarding a settlement proposal and special election.

A. PRESENTATIONS:

- A-1. Presentation and discussion of the draft Environmental Justice Element outline, including a determination of whether specific areas of the city should be designated as disadvantaged.

B. CONSENT AGENDA:

- B-1. Approval of Warrants Report.
- B-2. Approve the City Council regular meeting minutes for January 7, 2026, January 21, 2026, and February 4, 2026.
- B-3. Authorization to reject claim CJP 3055909 submitted by M. Gomez.
- B-4. Approve a one-year extension with Moss, Levy, Hartzheim, LLP for auditing services.
- B-5. Approve letters of support for SB 887, Good Neighbor Data Centers Leadership Project, and SB 886 Ratepayer and Technological Innovation Protection Act.

Moved by Amparano, seconded by Mendoza, to approve the Consent Agenda B-1 through B-4.

AYES: Amparano, Tucker, Mendoza

NOES: None

ABSTAIN: Obeso-Martinez

ABSENT: Burnworth

MOTION CARRIES: 3-0-1

Moved by Mendoza, seconded by Amparano, to approve Consent Agenda B-5.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth
MOTION CARRIES: 4-0

C. PUBLIC HEARING (DISCUSSION/ACTION):

C-1. Public hearing to discuss the vacation of the public right-of-way portion of O Street between 2nd Street and 3rd Street, as recommended by the Planning Commission.

Mayor Obeso-Martinez opened the public hearing at 7:46 p.m. Othon Mora, Community Development Director presented the staff report. Andrew Rauch spoke regarding the staff report that was presented to council. Obeso-Martinez stated that the public hearing will be counted to the next meeting held on March 4, 2026.

Presenter: Othon Mora, Community Development Director
Recommendation: Adopt Resolution No. 2026-04, RESOLUTION APPROVING THE VACATION OF THE PUBLIC RIGHT-OF-WAY PORTION OF O STREET BETWEEN 2ND STREET AND 3RD STREET WITHIN THE CITY OF IMPERIAL.

D. ACTION ITEMS (DISCUSSION/ACTION):

D-1. Approve Change Order 2 for the Aten Sewer Line Replacement Project.

Presenter: Jenell Guerrero, Interim Public Services Director
Recommendation: Approve Change Order No. 2 for the Aten Sewer Line Replacement Project in the amount of \$150,000 (CIP 848, Bid 2025-06)

Moved by Tucker, seconded by Mendoza, to approve change order No. 2 for the Aten Sewer Line Replacement Project in the amount of \$150,000 (CIP 848, Bid 2025-06).

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez
NOES: None
ABSTAIN: None
ABSENT: Burnworth
MOTION CARRIES: 4-0

D-2. Approve the surplus and disposal of Public Services equipment that is inoperative.

Presenter: Jenell Guerrero, Interim Public Services Director
Recommendation: Approve the surplus and disposal

Moved by Amparano, seconded by Tucker, to approve the surplus and disposal.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez
NOES: None
ABSTAIN: None
ABSENT: Burnworth
MOTION CARRIES: 4-0

D-3. Approve Haaker Equipment to provide repair services for the 2013 Kenworth Vactor.

Presenter: Jenell Guerrero, Interim Public Services Director

Recommendation: Approve Haaker Equipment to provide repair services for the 2013 Kenworth Vactor.

Moved by Mendoza, seconded by Tucker, to approve Haaker Equipment to provide repair services for the 2013 Kenworth. Council also asked that prior maintenance records be submitted next meeting.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

D-4. Approval to establish a Police Recruit job description.

Presenter: Kristen Smith, Human Resources Director

Recommendation: Approve the creation of the Police Recruit job description.

Moved by Amparano, seconded by Tucker, to approve the creation of the Police Recruit job description.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

D-5. Approve the revised job description for the Organic Waste Specialist and replace the current job description.

Presenter: Kristen Smith, Human Resources Director

Recommendation: Approve the revised job description for the Organic Waste Specialist and replace the current job description.

Moved by Tucker, seconded by Mendoza, to approve the revised job description for the Organic Waste Specialist and replace the current job description.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

D-6. Discussion and review of a letter of demand regarding alleged Brown Act Violations.

Presenter: Katherine Turner, City Attorney

Recommendation: Approve and adopt the following actions for added transparency:

- i. The city did not hold a data center workshop.

Moved by Mendoza, seconded by Obeso-Martinez, to approve the city did not hold a data center workshop.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

- ii. Ratify all actions associated with the filing of the City of Imperial vs. Imperial Valley Computer Manufacturing LLC, et al, Imperial County, Superior Court Case ECU004457.

Moved by Mendoza, seconded by Tucker, to ratify and approve all actions associated with the filing of the City of Imperial vs. Imperial Valley Computer Manufacturing LLC, et al, Imperial County, Superior Court Case ECU004457.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

- iii. Ratify and approve the City Manager in hiring Alene Taber and executing the contract.

Moved by Mendoza, seconded by Tucker, to ratify and approve the City Manager in hiring Alene Taber and executing the contract.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

- iv. The city did not approve a reclaimed water agreement.

Moved by Tucker, seconded by Mendoza, to approve the city did not approve a reclaimed water agreement.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: Burnworth

MOTION CARRIES: 4-0

E. REPORTS:

- Department heads reported on their activities since the last city council meeting.
- City Manager Report: None
- The Mayor and Council member reported on their activities since the last city council meeting and upcoming events.

ADJOURNMENT: Seeing no further business before the Council, Mayor Obeso-Martinez ended this meeting and adjourned into closed session from 8:38 p.m. to 9:10 p.m., with the next council meeting on March 4, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this 6th day of May 2026.

KRISTINA SHIELDS, City Clerk



Imperial City Council

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

MINUTES

Regular Meeting of the Imperial City Council

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

March 18, 2026

Closed Session at 06:00 pm

Open Session at 07:00 pm

6:00 P.M. CLOSED SESSION

The closed session meeting was called to order at 6:10 p.m.

ROLL CALL: Council Members Amparano, Burnworth, Tucker, Mayor Pro Tem Mendoza, Mayor Obeso-Martinez, City Manager Morita, Assistant to the City Manager Garcia, City Attorney Turner.

PUBLIC COMMENT FOR CLOSED SESSION ITEMS ONLY: There were none.

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code §54956.9(d)(1).)

- i. City of Imperial vs. Imperial Valley Computer Manufacturing LLC, et al, Imperial County Superior Court Case No ECU004457
- ii. Imperial Valley Manufacturing, LLC vs. City of Imperial, United States District Court for the Southern District of California Case No 26CV128 JLS BJW.
- iii. Novalk, LLC v. City of Imperial et. al, United States District Court for the Southern District of California, 25CV2307 BAS DDL

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation (Gov. Code §54956.9(d)(2)) – 1 Potential Case

CONFERENCE WITH LABOR NEGOTIATORS G.C. §54957.6

Agency Representatives: City Manager

Employee Organization: Imperial Police Officers Association, Teamsters Local 542 & Employee

Organization Management Supervisory, Professional, Confidential, and Police Captain/Unrepresented

PUBLIC EMPLOYEE EMPLOYMENT G.C.§54957

Title: City Attorney

7:00 P.M. REGULAR MEETING

CALL TO ORDER: Mayor Obeso-Martinez called the meeting to order at 7:10 p.m.

ROLL CALL: Council Members Amparano, Burnworth, Tucker, Mayor Pro Tem Mendoza, and Mayor Obeso-Martinez.

PLEDGE OF ALLEGIANCE: Mr. Salazar led the Pledge of Allegiance.

ADJUSTMENTS TO THE AGENDA: City Manager Dennis H. Morita asked to move Consent Item B-5 to an Action Item and Action Item C-4 to be tabled for a future meeting.

CITY ATTORNEY REPORT ON CLOSED SESSION: City Attorney Katie Turner stated that the council met and discussed Labor Negotiators, and directions were given to negotiators.

PUBLIC COMMENT:

Jennifer Couchman was present regarding the unanswered CFD inquiry.

I.P.O.A was present regarding Consent Item B-2.

A. PRESENTATIONS

A-1. San Diego State University Update presentation by Dr. Guillermina Gina Nunez-Mchiri.

B. CONSENT AGENDA: All items appearing under the “Consent Agenda” will be acted upon by the City Council with one motion without discussion. Should any council member or other person request that any item be considered separately that item will then be taken up at the time as determined by the mayor.

B-1. Approval of Warrants Report.

B-2. Receive and acknowledge the 2026 total compensation study conducted by Gallagher as the final report for City review.

B-3. Approve and adopt the revised job description for Police Recruit and replace the current job description.

B-4. Approve a Service-Learning Agreement between San Diego State University and the City of Imperial.

B-5. *Moved to Action Item.

B-6. Approve and accept the off-site street improvements for Monterrey Park Subdivision No. 2 Unit 4C, Phases 58-61, and authorize partial reconveyance to Jupiter Ventures I, LP.

Moved by Mendoza, seconded by Burnworth, to approve the Consent Agenda withholding B-5.

AYES: Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: Amparano

ABSENT: None

MOTION CARRIES: 4-0-1

C. ACTION ITEMS (DISCUSSION/ACTION):

C-1. Appointments to the Library Board of Trustees.

Presenter: Dennis H. Morita, City Manager

Recommendation: Reappoint Board Member Estes and Board Member Hernandez, and appoint one new member to fill the unexpired vacancy term ending June 30, 2027.

Moved by Mendoza, seconded by Burnworth, to approve Board Member Mia Hernandez and appoint Two new Board Members, Madeline George and Susan Zarate-Sandoval.

AYES: Amparano, Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIES: 5-0

C-2. Adopt Plans and Specifications and Authorize Public Re-Bidding for the City of Imperial Wastewater Treatment Plant Demolition Project: (Bid-2025-19, CIP #849).

Presenter: Jenell Guerrero, Interim Public Services Director

Recommendation: Adopt Plans and Specifications and Authorize Public Re-Bidding for the City of Imperial Wastewater Treatment Plant Demolition Project: (Bid-2025-19, CIP #849).

Moved by Burnworth, seconded by Mendoza, to approve and adopt the Plans and Specifications and Authorize Public Re-Bidding for the City of Imperial Wastewater Treatment Plant Demolition Project: (Bid-2025-19, CIP #849).

AYES: Amparano, Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIES: 5-0

C-3. Approve payment to SoCal Gas for gas line services associated with the Aten sewer line-Claypool Pump Station project (Bid 2025-06, CIP #848).

Presenter: Jenell Guerrero, Interim Public Services Director

Recommendation: Approve payment in the amount of \$46,834.40 to SoCal Gas for gas line services associated with the Aten sewer line- Claypool Pump Station project (Bid 2025-06, CIP #848).

Moved by Burnworth, seconded by Tucker, to approve payment in the amount of \$46,834.40 to SoCal Gas for gas line services associated with the Aten sewer line- Claypool Pump Station project (Bid 2025-06, CIP #848).

AYES: Amparano, Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIES: 5-0

C-4. * Item was tabled for a future meeting. Authorize staff to seek proposals for the Imperial Regional Park Development Project (RFP 2026-02)

Presenter: Anthony Lopez, Parks & Recreation Director

Recommendation: Approve the RFP and authorize staff to seek proposals for the Imperial Regional Park Development Project (RFP 2026-02)

C-5. Approve the Fiscal Year 2025 to 2030 Improvement Plan LTA Measure D.

Presenter: Othon Mora, Community Development Director

Recommendation: Approve the Fiscal Year 2025 to 2030 Improvement Plan LTA Measure D as presented.

Moved by Tucker, seconded by Burnworth, to approve the Fiscal Year 2025 to 2030 Improvement Plan LTA Measure D as presented.

AYES: Amparano, Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIES: 5-0

C-6. Approve Resolution No. 2026-09, authorizing the sale of APN 063-112-009.

Presenter: Dennis H. Morita, City Manager

Recommendation: Approve Resolution No. 2026-09, A RESOLUTION APPROVING THE SALE OF ASSESSOR'S PARCEL NUMBER 063-112-009 AND AUTHORIZE THE CITY MANAGER AND/OR HIS DESIGNEE TO ENTER INTO A PURCHASE AND SALE AGREEMENT

Moved by Tucker, seconded by Mendoza, to approve Resolution No. 2026-09.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: Burnworth

ABSENT: None

MOTION CARRIES: 4-0-1

C-7. Approve Resolution No. 2026-10, authorizing the sale of APN 063-121-004.

Presenter: Dennis H. Morita, City Manager

Recommendation: Approve Resolution No. 2026-10, A RESOLUTION APPROVING THE SALE OF ASSESSOR'S PARCEL NUMBER 063-121-004 AND AUTHORIZE THE CITY MANAGER AND/OR HIS DESIGNEE TO ENTER INTO A PURCHASE AND SALE AGREEMENT

Moved by Mendoza, seconded by Tucker, to approve Resolution No. 2026-10.

AYES: Amparano, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: Burnworth

ABSENT: None

MOTION CARRIES: 4-0-1

C-8. *Previous B-5 now C-8. Moved from Consent to Action.

Approve Resolution No. 2026-06, approving a water and sewer agreement for 2680 Nance Road APN 064-020-046.

Moved by Tucker, seconded by Burnworth, to approve Resolution No. 2026-06.

AYES: Amparano, Burnworth, Tucker, Mendoza, Obeso-Martinez

NOES: None

ABSTAIN: None

ABSENT: None

MOTION CARRIES: 5-0

D. REPORTS:

- Department heads reported on their activities since the last city council meeting.
- City Manager Report: None
- The Mayor and Council members reported on their activities since the last city council meeting and upcoming events.

ADJOURNMENT: Seeing no further business before the Council, Mayor Obeso-Martinez adjourned this meeting at 8:08 p.m. with the next council meeting being on April 1, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, This 6th day of May 2026.

KRISTINA SHIELDS, City Clerk



City Council STAFF REPORT

Document ID: 2026-147
Category: Consent Item

Department: Human Resources
Department Head: Kristen Smith, Human Resources Director
Meeting Date: May 6, 2026

SUBJECT:

APPROVE AND ADOPT THE REVISED JOB DESCRIPTION FOR RESERVE POLICE OFFICER AND REPLACE THE CURRENT JOB DESCRIPTION.

BACKGROUND:

It is recommended that the City Council adopt a resolution approving the revised job description for the position of Reserve Police Officer. This update aligns the classification with current Commission on Peace Officer Standards and Training (POST) requirements and removes restrictive language to enhance recruitment efforts.

The Police Department has identified a critical need to modernize the Reserve Police Officer job description. The current requirements require applicants to possess a valid POST Basic Certification and to have completed a full law enforcement academy at the time of application.

While these standards are appropriate for full-time sworn personnel, they are unnecessarily restrictive for reserve positions and inconsistent with POST's modular training guidelines. The proposed revisions restructure the qualifications to recognize Level I and Level II Reserve Officer classifications, allowing the Department to recruit a broader range of qualified candidates while remaining in full compliance with state law.

The proposed modifications address several key areas of the recruitment and operational process:

- **Alignment with POST Standards:** POST allows entry at multiple levels (III, II, and I) upon completion of specific training modules. By adopting this structure, the Department can accept candidates who have completed the necessary modules for Level I or II status without requiring the full "Basic Academy" certificate upfront.
- **Expansion of the Applicant Pool:** Restructuring qualifications allows the Department to engage candidates at different stages of their training. This creates a scalable pipeline, enabling the Department to develop reserve officers internally as they progress through their modular certifications.

- **Maintaining High Standards:** These revisions do not reduce the rigor of our professional requirements. All candidates will still be required to pass the full pre-employment vetting process.

The proposed changes ensure that our recruitment language is competitive and up to date, mirroring recent successful updates to the Police Recruit classification. By removing administrative barriers that exceed state requirements, the Department can more effectively build a robust, high-quality Reserve Officer program to serve the community.

FISCAL IMPACT:

There is no direct fiscal impact associated with this job description revision.

REQUESTED ACTION:

Staff recommends approval and adoption of the revised job description for Reserve Police Officer to replace the current job description.

CITY MANAGER RECOMMENDATION:

Attachments:

1. Reserve Police Officer - FINAL 04-20-2026
2. Reserve Police Officer - FINAL 04-20-2026 with tracking



CITY OF IMPERIAL

JOB DESCRIPTION

RESERVE POLICE OFFICER

SALARY: \$0.00 Annually

Volunteer Position

Department: Police Department

DEFINITION

Under general supervision, performs a variety of law enforcement activities during an assigned shift including patrol functions, traffic regulation and the enforcement of City, State and Federal laws, codes, ordinances and regulations; responds to and conducts preliminary investigations of crimes, burglaries, thefts, accidents, emergency situations and other disturbances; responds to calls for service and assistance in the protection of lives and property; identifies, apprehends and arrests criminals.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff. May provide functional and technical supervision and training if serving as a Field Training Officer.

CLASS CHARACTERISTICS

Level II reserve officers may perform general law enforcement assignments while under the immediate supervision of a peace officer who possesses a Basic Post Certificate. Duties include patrolling assigned areas, responding to calls or observed violations, enforcing public safety and traffic laws and city ordinances, performing crime prevention and investigative work to protect life and property, testifying in court hearings, assisting other officers, and performing special detail work as needed. Additionally, Level II reserve officers may transport prisoners without immediate supervision.

Level I reserve officers may work alone and perform the same duties as full-time regular officers upon completion of a POST-certified FTO program.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the typical functions of the job.

- Perform a variety of law enforcement activities, including patrol functions, traffic regulation, and the enforcement of City, State, and Federal laws, codes, ordinances, and regulations; provide a variety of services to safeguard the lives, property, and constitutional rights of City citizens and visitors; respond to citizen complaints.
- Drive patrol vehicle in an assigned area; observe conditions and activities for potential or actual harm to persons or property, disruption of public order, or other violations of the law.
- Identify traffic violations and suspicious or criminal activities, including misdemeanors and felonies; respond to emergency situations and observed or reported harmful or illegal conditions and activities by conducting investigations or taking appropriate action; conduct follow-up investigations as needed.

- Detect, apprehend, arrest and transport suspected or convicted criminals; enforce traffic laws; prepare and issue tickets for violations; investigate traffic accidents and determine causes; administer drug and alcohol testing as appropriate; arrange for additional emergency and patrol vehicles as necessary.
- Conduct preliminary investigations of crimes, burglaries, thefts, accidents, emergency situations and other disturbances; inspect crime scenes to identify and collect potential and actual evidence.
- Conduct subpoena and warrant services; perform vehicular and pedestrian traffic control at the scene of emergencies or public functions.
- Observe, interview and interrogate victims, witnesses and suspects; search suspects for drugs, weapons and other illegal articles; administer Miranda admonishments; conduct surveillance as required; present evidence and testify in court as requested; provide care for juveniles and adults in custody.
- Respond to a variety of calls from citizens in need of first aid, information and general assistance; provide direction or information to individuals or groups for the purpose of preventing, subduing or alleviating harmful, dangerous or illegal situations; perform traffic and crowd control duties as needed.
- Prepare a variety of detailed and concise police reports related to crimes, investigations, incidents, traffic accidents and assigned activities; maintain records and logs related to daily activities; prepare search warrants and other required documents related to criminal activity as assigned by the position.
- Serve as an informational resource to the public concerning law enforcement activities; respond to inquiries and provide detailed and technical information concerning related services, crimes, laws, ordinances, codes, regulations, policies and procedures.
- Conduct periodic security checks of public and business dwellings, and private residences.
- Communicate with other law enforcement agencies, City personnel, the public and various outside organizations to exchange information, coordinate activities and resolve issues or concerns; collaborate with other law enforcement agencies in the investigation of various crimes as appropriate.
- Operate and maintain a variety of specialized equipment such as law enforcement vehicles, firearms, handcuffs, restraints, batons, flashlights, radars, two-way radios, pepper spray, tasers and sirens.
- Provide first aid, CPR and rescue services at crime scenes, accidents and other emergency situations as needed.
- Attend and participate in various meetings and trainings as assigned; plan and conduct oral presentations at public or special events as directed
- Operate standard office equipment including a computer and assigned software.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, procedures, and techniques used in law enforcement.
- Applicable Municipal, State and Federal criminal, traffic and related laws, ordinances and codes.
- Self-defense techniques.
- Interviewing and interrogation techniques.
- Crime scene identification, investigation, evidence collection and preservation practices, procedures and techniques.

- Operation of a variety of specialized law enforcement vehicles, firearms, two-way radio and related department issued equipment.
- Record-keeping and report preparation techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience and courtesy.
- Health and safety regulations.
- Legal and defensive driving practices.
- First aid and CPR procedures.

Ability to:

- Perform a variety of law enforcement activities including patrol functions and traffic regulation.
- Interpret, apply and enforce Municipal, State and Federal laws, codes, ordinances and regulations.
- Respond to crime and emergency scenes and take immediate and appropriate action.
- Detect, properly subdue, apprehend, search and arrest suspects and prisoners.
- Investigate crimes and inspect crime scenes to identify and collect potential and actual evidence.
- Maintain current knowledge of applicable laws and modern law enforcement techniques.
- Make careful observations, remember and record important details such as color, time of day, mode of dress, and physical descriptions of individuals.
- Properly use firearms, police communications equipment, radar, two-way radios and other department issued equipment.
- Operate a variety of specialized law enforcement vehicles and equipment.
- Operate standard office equipment including a computer and assigned software.
- Analyze situations accurately and adopt an effective course of action.
- Observe health and safety regulations.
- Maintain records and prepare clear and concise reports.
- Utilize and maintain a variety of specialized equipment including firearms.
- Administer first aid and CPR as necessary.
- Work independently with little direction.
- Observe legal and defensive driving practices.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.

Education and Experience:

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

Education and Experience:

- Prior to appointment to the Police Reserve Program:
 1. Level II applicants must have completed Modules III and II, of the Regular Basic Course or higher.
 2. Level I applicants must complete the Regular Basic Course or have completed Modules III, II, and I and successfully graduate from a POST Level I-III academy.

Licenses and other Requirements:

- Valid California Class C driver's license and evidence of a safe driving record must be maintained.
- Valid First Aid and CPR certification.
- All applicants shall be required to meet and pass the same pre-employment procedures as regular police officers before appointment:
 1. Successfully pass a POST background security investigation, meet hiring standards, including successfully passing a pre-employment physical examination, polygraph examination, and medical examination, as a condition of employment.

PHYSICAL DEMANDS

Must possess mobility to work primarily in a patrol and field environment and to maintain POST physical standards, including mobility, physical strength, and stamina to respond to emergency situations and apprehend suspects; vision to operate vehicles in all conditions, frequently at a high rate of speed, to maintain firearms qualification, and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio.

The position involves fieldwork requiring frequent walking, running, or standing on uneven terrain, and climbing and descending structures to access crime scenes and identify problems or hazards; vision and manual dexterity to operate an emergency response vehicle at high speeds in emergency situations. Finger and manual dexterity are needed to operate police services equipment and firearms, and to access, enter, and retrieve data using a computer keyboard. Positions frequently require bending, stooping, kneeling, reaching, and climbing. Reserve Police Officers must possess the ability to apprehend, lift, carry, push, and pull victims, suspects, and equipment as determined within POST physical standards, which may include the use of proper equipment.

Positions also work in a secondary office or station environment and use standard office equipment, including a computer.

ENVIRONMENTAL CONDITIONS

Reserve Police Officers work in a field environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases; and outdoor conditions with exposure to loud noise levels, cold and hot temperatures, inclement weather conditions, moving vehicles, and hazardous physical substances and fumes. Duties are also performed in an office or station environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Reserve Police Officers may interact with upset staff and/or public and private representatives to interpret and enforce departmental policies and procedures.

WORKING CONDITIONS

City employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the City's needs, in addition to responding as a Disaster Services Emergency Worker (California Government Code Section 3100-3109).



CITY OF IMPERIAL

JOB DESCRIPTION

RESERVE POLICE OFFICER

SALARY: \$0.00 Annually

Volunteer Position

Department: Police Department

DEFINITION

Under general supervision, the direction of the Police Sergeant, or higher-ranking position depending upon assignment; may provide functional and technical supervision and training if serving as a Field Training Officer; performs a variety of law enforcement activities during and assigned shift including patrol functions, traffic regulation and the enforcement of City, State and Federal laws, codes, ordinances and regulations; responds to and conducts preliminary investigations of crimes, burglaries, thefts, accidents, emergency situations and other disturbances; responds to calls for service and assistance in the protection of lives and property; identifies, apprehends and arrests criminals.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff. May provide functional and technical supervision and training if serving as a Field Training Officer.

CLASS CHARACTERISTICS

Level II reserve officers may perform general law enforcement assignments while under the immediate supervision of a peace officer who possesses a Basic Post Certificate. Duties include patrolling assigned areas, responding to calls or observed violations, enforcing public safety and traffic laws, and city ordinances, performing crime prevention and investigative work to protect life and property, testifying in court hearings, assisting other officers, performing special detail work as needed, and performing special detail work as needed. Additionally, Level II reserve officers may transport prisoners without immediate supervision.

Level I reserve officers may work alone and perform the same duties as full-time regular officers upon completion of a POST-certified FTO program.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the typical functions of the job.

- Perform a variety of law enforcement activities, including patrol functions, traffic regulation, and the enforcement of City, State, and Federal laws, codes, ordinances, and regulations; provide a variety of services to safeguard the lives, property, and constitutional rights of City citizens and visitors; respond to citizen complaints.
- Drive patrol vehicle in an assigned area; observe conditions and activities for potential or actual harm to persons or property, disruption of public order, or other violations of the law.

- Identify traffic violations and suspicious or criminal activities, including misdemeanors and felonies; respond to emergency situations and observed or reported harmful or illegal conditions and activities by conducting investigations or taking appropriate action; conduct follow-up investigations as needed.
- Detect, apprehend, arrest, and transport suspected or convicted criminals; enforce traffic laws; prepare and issue tickets for violations; investigate traffic accidents and determine causes; administer drug and alcohol testing as appropriate; arrange for additional emergency and patrol vehicles as necessary.
- Conduct preliminary investigations of crimes, burglaries, thefts, accidents, emergency situations, and other disturbances; inspect crime scenes to identify and collect potential and actual evidence.
- Conduct subpoena and warrant services; perform vehicular and pedestrian traffic control at the scene of emergencies or public functions.
- Observe, interview, and interrogate victims, witnesses, and suspects; search suspects for drugs, weapons, and other illegal articles; administer Miranda admonishments; conduct surveillance as required; present evidence and testify in court as requested; provide care for juveniles and adults in custody.
- Respond to a variety of calls from citizens in need of first aid, information, and general assistance; provide direction or information to individuals or groups for the purpose of preventing, subduing, or alleviating harmful, dangerous, or illegal situations; perform traffic and crowd control duties as needed.
- Prepare a variety of detailed and concise police reports related to crimes, investigations, incidents, traffic accidents, and assigned activities; maintain records and logs related to daily activities; prepare search warrants and other required documents related to criminal activity as assigned by the position.
- Serve as an informational resource to the public concerning law enforcement activities; respond to inquiries and provide detailed and technical information concerning related services, crimes, laws, ordinances, codes, regulations, policies, and procedures.
- Conduct periodic security checks of public and business dwellings, and private residences.
- Communicate with other law enforcement agencies, City personnel, the public, and various outside organizations to exchange information, coordinate activities, and resolve issues or concerns; collaborate with other law enforcement agencies in the investigation of various crimes as appropriate.
- Operate and maintain a variety of specialized equipment such as law enforcement vehicles, firearms, handcuffs, restraints, batons, flashlights, radars, two-way radios, pepper spray, tasers, and sirens.
- Provide first aid, CPR, and rescue services at crime scenes, accidents, and other emergency situations as needed.
- Attend and participate in various meetings and trainings as assigned; plan and conduct oral presentations at public or special events as directed
- Operate standard office equipment, including a computer and assigned software.
- Performs other duties as assigned.

OTHER DUTIES:

- ~~Perform related duties as assigned.~~
- ~~May provide assistance to the Watch Commander in the absence of a higher-ranking officer.~~

QUALIFICATIONS

Knowledge of:

- Principles, practices, procedures and techniques used in law enforcement.
- Applicable Municipal, State and Federal criminal, traffic and related laws, ordinances and codes.
- Self-defense techniques.
- Interviewing and interrogation techniques.
- Crime scene identification, investigation, evidence collection and preservation practices, procedures and techniques.
- Operation of a variety of specialized law enforcement vehicles, firearms, two-way radio and related department issued equipment.
- Record-keeping and report preparation techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience and courtesy.
- Health and safety regulations.
- Legal and defensive driving practices.
- First aid and CPR procedures.

Ability to:

- Perform a variety of law enforcement activities including patrol functions and traffic regulation.
- Interpret, apply and enforce Municipal, State and Federal laws, codes, ordinances and regulations.
- Respond to crime and emergency scenes and take immediate and appropriate action.
- Detect, properly subdue, apprehend, search and arrest suspects and prisoners.
- Investigate crimes and inspect crime scenes to identify and collect potential and actual evidence.
- Maintain current knowledge of applicable laws and modern law enforcement techniques.
- Make careful observations, remember and record important details such as color, time of day, mode of dress, and physical descriptions of individuals.
- Properly use firearms, police communications equipment, radar, two-way radios and other department issued equipment.
- Operate a variety of specialized law enforcement vehicles and equipment.
- Operate standard office equipment including a computer and assigned software.
- Analyze situations accurately and adopt an effective course of action.
- Observe health and safety regulations.
- Maintain records and prepare clear and concise reports.
- Utilize and maintain a variety of specialized equipment including firearms.
- Administer first aid and CPR as necessary.
- Work independently with little direction.
- Observe legal and defensive driving practices.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.

Education and Experience:

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

Education and Experience:

- ~~Any combination equivalent to: Graduation from high school or equivalent GED, one (1) year experience involving public contact. College-level coursework in criminal justice, public administration or related field is desired.~~
- Prior to appointment to the Police Reserve Program:
 1. Level II applicants must have completed Modules III and II, of the Regular Basic Course or higher.
 2. Level I applicants must complete the Regular Basic Course or have completed Modules III, II, and I and successfully graduate from a POST Level I-III academy.

Licenses and other Requirements:

- Valid California Class C driver's license and evidence of a safe driving record must be maintained.
- ~~Valid and appropriate law enforcement certification including basic P.O.S.T. certification.~~
- ~~Successful completion of designated law enforcement academy.~~
- Valid First Aid and CPR certification.
- All applicants shall be required to meet and pass the same pre-employment procedures as regular police officers before appointment:
 - 1. Successfully pass a POST background security investigation, meet hiring standards including successfully passing a pre-employment physical examination, polygraph examination, and medical examination, as a condition of employment.

PHYSICAL DEMANDS

Must possess mobility to work primarily in a patrol and field environment and to maintain POST physical standards, including mobility, physical strength, and stamina to respond to emergency situations and apprehend suspects; vision to operate vehicles in all conditions, frequently at a high rate of speed, to maintain firearms qualification, and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio.

The position involves fieldwork requiring frequent walking or running or standing on uneven terrain and climbing and descending structures to access crime scenes and to identify problems or hazards; vision and manual dexterity to operate an emergency response vehicle at high rates of speed in emergency situations. Finger and manual dexterity are needed to operate police services equipment and firearms, and to access, enter, and retrieve data using a computer keyboard. Positions frequently require bending, stooping, kneeling, reaching, and climbing. Reserve Police Officers must possess the ability to apprehend, lift, carry, push, and pull victims, suspects and equipment as determined within POST physical standards, which may include the use of proper equipment.

Positions also work in a secondary office or station environment, and use standard office equipment, including a computer.

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

- ~~Dexterity of hands and fingers to operate various law enforcement equipment.~~

- ~~Hearing and speaking to exchange information.~~
- ~~Climbing stairs, ladders and over obstacles.~~
- ~~Reaching overhead, above the shoulders and horizontally.~~
- ~~Walking and running over rough or uneven surfaces.~~
- ~~Seeing to patrol and read a variety of materials.~~
- ~~Sitting or standing or standing for extended periods of time.~~
- ~~Bending at the waist, stooping, kneeling or crouching.~~
- ~~Lifting, carrying, pushing or pulling heavy objects or individuals as assigned by the position.~~
- ~~Physical agility and stamina.~~

ENVIRONMENTAL CONDITIONS

Reserve Police Officers work in a field environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases; and outdoor conditions with exposure to loud noise levels, cold and hot temperatures, inclement weather conditions, moving vehicles, and hazardous physical substances and fumes. Duties are also performed in an office or station environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Reserve Police Officers may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Hazards:

- ~~Exposure to possible fights and confrontations.~~
- ~~Contact with dissatisfied or hostile individuals.~~
- ~~Driving a vehicle during adverse weather conditions.~~
- ~~Hazardous chemicals.~~
- ~~Communicable diseases.~~
- ~~Traffic hazards.~~
- ~~Explosives and firearms.~~

WORKING CONDITIONS

- ~~Indoor/Outdoor environment.~~
- ~~Seasonal heat and cold or adverse weather conditions.~~
- ~~Evening, weekend or variable hours including emergency call-out.~~
- ~~Driving a vehicle to conduct work.~~

City employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the City's needs, in addition to responding as a Disaster Services Emergency Worker (California Government Code Section 3100-3109).



City Council STAFF REPORT

Document ID: 2026-148
Category: Consent Item

Department: Human Resources
Department Head: Kristen Smith, Human Resources Director
Meeting Date: May 6, 2026

SUBJECT:

APPROVE AND ADOPT THE REVISED JOB DESCRIPTIONS FOR THE WASTEWATER OPERATOR IN TRAINING AND THE WATER OPERATOR IN TRAINING CLASSIFICATIONS, AND REPLACE THE CURRENT JOB DESCRIPTIONS.

BACKGROUND:

The Public Services Department and Human Resources have conducted a review of the Operator in Training (OIT) series for the Wastewater and Water Treatment Plants to address structural inefficiencies. The current job descriptions automatically place OITs into an under-hire promotional series, leading to automatic promotion to certified Operator positions once an incumbent has obtained Operator Grade Certifications. This structure is neither feasible nor sustainable for the City, making the positions undesirable to utilize or fill under the current framework. The proposed revisions establish OIT roles as stand-alone positions to better align with departmental needs and long-term operational sustainability.

The OIT job descriptions were last adopted by the City Council in October 2025 as recommended by the City's classification and compensation consultants, and as part of the classification study implementation. Under this structure, the position is automatically tied to the Operator series through an under-hire promotion process. This automatic progression has proven problematic for the following reasons:

- **Lack of Sustainability:** The automatic promotion to a certified Operator position does not account for the City's fluctuating budgetary or operational capacity to support additional high-level positions.
- **Management Constraints:** The current process limits the department's ability to hire trainees based on specific needs, as it creates an obligation for future advancement that may not align with available allocation funding.
- **Underutilization:** Because the current structure is not feasible for the City's long-term planning, the department has found the OIT classification undesirable to utilize, leaving these entry-level training pathways effectively stagnant.

The primary update to both job descriptions is the removal of the automatic under-hire promotion process. The updated language states:

"While achieving certification milestones is a critical requirement of the OIT Program, the OIT is a stand-alone position not subject to the under-hire promotion process to the certified Operator position."

By decoupling the OIT from the Operator series, the City can establish a clear, structured progression pathway that allows for advancement when positions are available and funded, rather than as an automatic administrative function.

FISCAL IMPACT:

There is no immediate fiscal impact associated with this item. Approving these revisions does not include a request for new allocations. At this time, the City does not have any funded OIT positions or vacancies. Any request to add allocations would result in a separate request and budgetary considerations.

REQUESTED ACTION:

Staff recommends approval and adoption of the revised job descriptions for the Water Operator-in-Training (OIT) and Wastewater Operator-in-Training (OIT) classifications, and the replacement of the current job descriptions.

CITY MANAGER RECOMMENDATION:

Attachments:

1. City of Imperial Wastewater Operator In Training - FINAL 04-20-2026
2. City of Imperial Water Operator In Training - FINAL 04-20-2026



CITY OF IMPERIAL

JOB DESCRIPTION

WASTEWATER OPERATOR IN TRAINING

SALARY: RANGE 60

Draft Revision

FLSA Non-Exempt – Teamsters

Department: Public Services

DEFINITION

Under immediate supervision, operates, controls, and performs preventive maintenance on the City's wastewater treatment plant and related facilities and equipment; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

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

CLASS CHARACTERISTICS

This is the trainee-level classification in the Wastewater Treatment Plant Operator series. Initially under close supervision, incumbents receive on-the-job training and learn to perform routine duties related to the operation, monitoring/control, and preventive maintenance of the City's wastewater treatment plant, and learn City policies and procedures. As experience is gained, assignments become more varied and are performed with greater independence. Positions at this level perform duties in a training capacity while gaining the experience necessary to become a certified operator. Work is closely supervised while in progress and fits an established structure or pattern. **While achieving certification milestones is a critical requirement of the OIT Program, the OIT is a stand-alone position not subject to the under-hire promotion process to the certified Operator position.**

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the typical functions of the job.

- Learns and assists in the operation, maintenance, and installation of wastewater facilities and related equipment; performs and documents routine operation and maintenance tasks.
- Learns to monitor, test, calibrate, repair, and adjust wastewater treatment equipment.
- Learns to inspect, troubleshoot, and diagnose wastewater plant equipment problems and malfunctions.
- Cleans, maintains, and repairs as directed City sewer lines and lift, sewage, and pump stations.
- Assists in the overhaul of wastewater treatment plant equipment, including pumps.
- Performs routine process control laboratory tests; records data and calibrations of testing equipment.
- Operates a variety of equipment, including vacuum trucks, tractors, forklifts, water trucks, skip loaders, and various hand and power tools, including welding equipment.
- Prepares and maintains accurate records, logs, and reports of plant operations.

- Performs a variety of custodial and grounds maintenance duties, including sweeping and cleaning in the plant facilities, groundskeeping, and weed control.
- Responds to wastewater treatment plant and lift station emergencies.
- Observes and complies with all City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, equipment, materials, and tools used in the operation, cleaning, preventive maintenance, and basic repair of wastewater treatment facilities, lift stations, and related equipment.
- Operational principles of pumps, valves, motors, and related equipment, and electronic, computerized, and manual control systems.
- California State Water Resources Control Board regulations and standards applicable to wastewater treatment systems.
- National Pollutant Discharge Elimination System (NPDES) permit requirements for the City's wastewater treatment plant.
- Sampling and wastewater testing techniques.
- Use of equipment, tools, chemicals, and meters used to test wastewater quality.
- Operational characteristics and minor maintenance of a variety of hand and power tools and light to heavy equipment, and their application to wastewater treatment operations.
- Occupational hazards, safety equipment, and practices related to the work, including the handling of hazardous chemicals.
- Applicable federal, state, and local laws, codes, and regulations, as well as industry standards and best practices pertinent to the assigned area of responsibility.
- City and mandated safety rules, regulations, and protocols
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Operate and maintain all aspects of the City's wastewater treatment plant, lift stations, and equipment.
- Read and interpret gauges and other recording devices reflecting wastewater treatment plant operations and make operating adjustments based upon recorded data.
- Recognize and correct or report unusual, inefficient, or dangerous operating conditions.
- Perform inspections, monitor processes, diagnose operational problems, and perform preventive maintenance of treatment plant facilities and equipment.
- Safely and effectively use, operate, and maintain tools and test equipment.
- Maintain a variety of filing, record-keeping, and tracking systems of work performed.
- Perform mathematical computations with accuracy.
- Prepare clear and concise reports, correspondence, documentation, and other written materials.
- Organize work, set priorities, meet critical deadlines, and follow up on assignments.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.

- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.

Education and Experience:

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

Education:

- Equivalent to completion of the twelfth (12th) grade.

Experience:

- Six (6) months of experience performing maintenance and repair of mechanical equipment used in the distribution, collection, and treatment of water and/or wastewater or other similar industrial setting.

Licenses and Certifications:

- Possession of a valid California Driver’s License, to be maintained throughout employment.
- Possession of, or successful acquisition within 12 months of employment, a valid Grade 1 Operator-in-Training Certification from the California State Water Resources Control Board, to be maintained throughout employment.
- Possession of, or successful acquisition within 24 months of employment, a valid Wastewater Grade 1 Certification from the California State Water Resources Control Board, to be maintained throughout employment.
- OIT’s must complete one (1) full year of qualifying experience or a minimum of 1,800 hours in wastewater operations to become certified.

PHYSICAL DEMANDS

Must possess mobility to work in the field, standard wastewater treatment plant, and related facilities; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces and the use of confined entry equipment, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; and vision to inspect and operate equipment. The job involves fieldwork, including frequent walking through operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must be able to lift, carry, push, and pull materials and objects weighing an average of 50 lbs. on a regular basis, up to 100 lbs. with proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work in the field, standard wastewater treatment plant, lift stations, and related facilities, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust, and air contaminants. Employees may interact with upset staff and/or public and private representatives to interpret and enforce divisional policies and procedures.

WORKING CONDITIONS

City employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the City's needs, in addition to responding as a Disaster Services Emergency Worker (California Government Code Section 3100-3109).



CITY OF IMPERIAL

JOB DESCRIPTION

WATER OPERATOR IN TRAINING

SALARY: RANGE 60

Draft Revision

FLSA Non-Exempt – Teamsters

Department: Public Services

DEFINITION

Under immediate supervision, operates, controls, and performs preventive maintenance on the City's water treatment plant and related facilities and equipment; assists with basic laboratory testing and sample collection; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

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

CLASS CHARACTERISTICS

This is the trainee-level classification in the Water Treatment Plant Operator series. Initially under close supervision, incumbents receive on-the-job training and learn to perform routine duties related to the operation, monitoring/control, and preventive maintenance of the City's water treatment plant, and learn City policies and procedures. As experience is gained, assignments become more varied and are performed with greater independence. Positions at this level perform duties in a training capacity while gaining the experience necessary to become a certified operator. Work is closely supervised while in progress and fits an established structure or pattern. **While achieving certification milestones is a critical requirement of the OIT Program, the OIT is a stand-alone position not subject to the under-hire promotion process to the certified Operator position.**

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the typical functions of the job.

- Monitors and sets electronic and computer control systems (SCADA) to ensure water quality standards, compliant water system levels, and plant performance.
- Monitors, tests, calibrates, repairs, and adjusts water treatment equipment.
- Collects water samples at the water treatment plant, booster stations, and distribution sampling sites and delivers them for water quality analysis.
- Adjusts and maintains chlorination and coagulation equipment; checks and adjusts chemical dosages.
- Operates and maintains specialized equipment, including transfer pumps, distribution pumps, electrical motors, laboratory equipment, chemical feeders, hand tools, and lawn mowers.

- Learn to inspect, troubleshoot, and diagnose water plant equipment problems and malfunctions; assists in the maintenance, repair, and replacement of gauges, pumps, filters, and various other controls, parts, motors, distribution and metering system components, and other related mechanical equipment.
- Prepares and maintains accurate records, logs, and reports of plant operations.
- Performs a variety of custodial and grounds maintenance duties, including sweeping and cleaning in the plant facilities.
- Responds to emergencies at water treatment plants and booster stations, and to water quality concerns.
- Observes and complies with all City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, equipment, materials, and tools used in the operation, cleaning, preventive maintenance, and basic repair of water treatment facilities, distribution systems, and related equipment.
- Operational principles of pumps, valves, motors, and related equipment, and electronic, computerized, and manual control systems.
- California State Water Resources Control Board regulations and standards applicable to water distribution and water treatment systems.
- Sampling and water testing techniques.
- Chemical analysis of water quality, including chlorine use and the use of a variety of test kits and equipment.
- Use of equipment, tools, chemicals, and meters used to test water quality.
- Operational characteristics and minor maintenance of a variety of hand and power tools and light to heavy equipment, and their application to wastewater treatment operations.
- Occupational hazards, safety equipment, and practices related to the work, including the handling of hazardous chemicals.
- Applicable federal, state, and local laws, codes, and regulations, as well as industry standards and best practices pertinent to the assigned area of responsibility.
- City and mandated safety rules, regulations, and protocols
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Operate and maintain all aspects of the City's water treatment plant, systems, and equipment.
- Read and interpret gauges and other recording devices reflecting water treatment plant operations and make operating adjustments based upon recorded data.
- Recognize and correct or report unusual, inefficient, or dangerous operating conditions.
- Perform inspections, monitor processes, diagnose operational problems, and perform preventive maintenance of treatment plant facilities and equipment.
- Safely and effectively use, operate, and maintain tools and test equipment.

- Maintain a variety of filing, record-keeping, and tracking systems of work performed.
- Perform mathematical computations with accuracy.
- Prepare clear and concise reports, correspondence, documentation, and other written materials.
- Organize work, set priorities, meet critical deadlines, and follow up on assignments.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.

Education and Experience:

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

Education:

- Equivalent to completion of the twelfth (12th) grade.

Experience:

- Six (6) months of experience performing maintenance and repair of mechanical equipment used in the distribution, collection, and treatment of water and/or wastewater or other similar industrial setting.
- OIT's must complete one (1) full year of qualifying experience or a minimum of 1,800 hours in water operations to become certified.

Licenses and Certifications:

- Possession of a valid California Driver's License, to be maintained throughout employment.
- Possession of a valid Water Treatment Plant Certification Grade I (T-1) from the California State Water Resources Control Board, to be maintained throughout employment.
- Possession of a valid Water Distribution Certification Grade I (D-1) from the California State Water Resources Control Board, to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in the field, standard water treatment plant, and related facilities; strength, stamina, and mobility to perform medium to heavy physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; possible entry into confined spaces and the use of confined entry equipment, to climb and descend ladders, to operate varied hand and power tools and construction equipment, and to operate a motor vehicle and visit various City sites; and vision to inspect and operate equipment. The job involves fieldwork, including frequent walking through operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must be able to lift, carry, push, and pull materials and objects weighing an average of 50 lbs. on a regular basis, up to 125 lbs. with proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work in the field, standard water treatment plant, and related facilities, and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confined workspaces, chemicals, mechanical and/or electrical hazardous physical substances and fumes, dust, and

air contaminants. Employees may interact with upset staff and/or public and private representatives to interpret and enforce divisional policies and procedures.

WORKING CONDITIONS

City employees are expected to work overtime, weekends, evenings, and holidays as required to accommodate the City's needs, in addition to responding as a Disaster Services Emergency Worker (California Government Code Section 3100-3109).



City Council **STAFF REPORT**

Document ID: 2026-149
Category: Consent Item

Department: Human Resources
Department Head: Kristen Smith, Human Resources Director
Meeting Date: May 6, 2026

SUBJECT:

AUTHORIZATION TO REJECT CLAIM ATHENS FILE NUMBER CJP-3056467 ASV AS RECOMMENDED BY ATHENS.

BACKGROUND:

Recommendation from Athens to reject claim Athens File Number CJP-3056467 ASV submitted by Justin Thompson on April 13, 2026.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

REQUESTED ACTION:

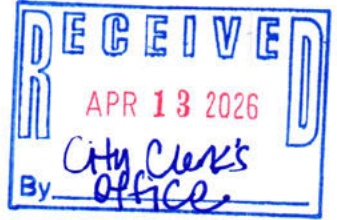
Staff recommends approval to reject claim.

CITY MANAGER RECOMMENDATION:

Attachments:

1. B-5 2026 Claim - CJP-3056467 ASV_Redacted

CLAIM FOR DAMAGE OR INJURY AGAINST THE CITY OF IMPERIAL, CALIFORNIA



Claims for death, injury to person, or to personal property must be filed not later than six months after the occurrence. (Gov. Code, Sec. 911.2)

Claims for damages to real property must be filed not later than 1 year after the occurrence. (Gov. Code, Sec. 911.2)

TO: City of Imperial
420 So. Imperial Ave.
Imperial, CA 92251

Thompson, Justin
Name of Claimant Address Zip Phone Age

Address to which Claimant wishes notices sent _____

WHEN did damage or injury occur? "MARCH 10 2026" - PRESENT [AS OF JANUARY 10 5786]

WHERE did damage or injury occur? 390 West Aten Road

HOW and under what circumstances did damage or injury occur? POLICE MISCONDUCT, SEXUAL HARASSMENT BY UNIFORMED OFFICER AGENT # 414, LOPEZ, LUIS, FALSE IMPRISONMENT MALICIOUS PROSECUTION; DEPRIVATION OF PROTECTED LIBERTIES POLICE RETALIATION AND TORT BY DEPARTMENT OF POLICE

WHAT particular action by the City, or its employees, caused the alleged damage or injury? (Include Names of Employees, if known)

The City's Law Enforcement in connection to incidents logged and reported have had a system of Police Abuse, Unlawfully. Many are involved. Five years now or so.

WHAT sum do you claim? Include the estimated amount of any prospective loss, insofar as it may be known at the time of the presentation of this claim, together with the basis of computation of the amount claimed: (Attach estimates or bills, if possible)

According to California's Civil Code 51.7, 52
\$ _____

\$ _____
Total Amount Claimed

\$ To Be Determined
By Court Order

NAMES and addresses of witnesses, Doctors and Hospitals:

Etc Imperial Police Department Staff
Imperial County Sheriff Department
Private Business/Commercial Owners

Justin Thompson
Signature of Claimant

JANUARY 10 5786
Date



City Council
STAFF REPORT

Document ID: 2026-151
Category: Consent Item

Department: Human Resources
Department Head: Kristen Smith, Human Resources Director
Meeting Date: May 6, 2026

SUBJECT:

AUTHORIZATION TO REJECT CLAIM ATHENS FILE NUMBER CJP-3055620 AS RECOMMENDED BY ATHENS.

BACKGROUND:

Recommendation from Athens to reject claim Athens File Number CJP-3055620 submitted by Jeremy Schaffer on April 21, 2026.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

REQUESTED ACTION:

Staff recommends approval to reject claim.

CITY MANAGER RECOMMENDATION:

Attachments:

1. B-6 Claim CJP 3055620_Redacted



CLAIM FOR DAMAGE OR INJURY AGAINST THE CITY OF IMPERIAL, CALIFORNIA

Claims for death, injury to person, or to personal property must be filed not later than six months after the occurrence. (Gov. Code, Sec. 911.2)

Claims for damages to real property must be filed not later than 1 year after the occurrence. (Gov. Code, Sec. 911.2)

TO: City of Imperial
420 So. Imperial Ave.
Imperial, CA 92251

Jeremy Schaffer

Name of Claimant Address Zip Phone Age

Charles Alan Holloway - 131 Law. 78206 Varner Road Suite D #1082 Palm Desert, CA
Address to which Claimant wishes notices sent

WHEN did damage or injury occur? 12/23/2025 - Forced termination date

WHERE did damage or injury occur? _____

HOW and under what circumstances did damage or injury occur? _____

WHAT particular action by the City, or its employees, caused the alleged damage or injury? (Include Names of Employees, if known)

WHAT sum do you claim? Include the estimated amount of any prospective loss, insofar as it may be known at the time of the presentation of this claim, together with the basis of computation of the amount claimed: (Attach estimates or bills, if possible)

\$ _____
\$ _____
\$ _____
Total Amount Claimed \$650,000

NAMES and addresses of witnesses, Doctors and Hospitals:

CHAKO

Signature of Claimant

03/30/2026

Date



City Council STAFF REPORT

Document ID: 2026-155
Category: Consent Item

Department: Public Services

Department Head: Jenell Guerrero, Interim Public Services Director

Meeting Date: May 6, 2026

SUBJECT:

AUTHORIZATION TO DECLARE SURPLUS AND APPROVE SALE AND DISPOSAL OF WASTEWATER TREATMENT PLANT EQUIPMENT

BACKGROUND:

A review and condition assessment of equipment at the Wastewater Treatment Plant identified several assets that are no longer required for ongoing operations and maintenance activities. These items have either reached the end of their useful service life, have been replaced by upgraded systems, or are no longer compatible with current treatment processes. Staff is requesting authorization to declare the identified equipment as surplus property. Usable items will be sold, and those found to be inoperable and not cost-effective to repair will be disposed of in accordance with applicable regulations and policies.

FISCAL IMPACT:

None

REQUESTED ACTION:

Authorize the declaration of identified equipment as surplus property and approve the sale and/or disposal of such items.

CITY MANAGER RECOMMENDATION:

Attachments:

1. WWTP Surplus List 2026

City of Imperial Vendor Auction List WWTP

3/25/26

Item # 1



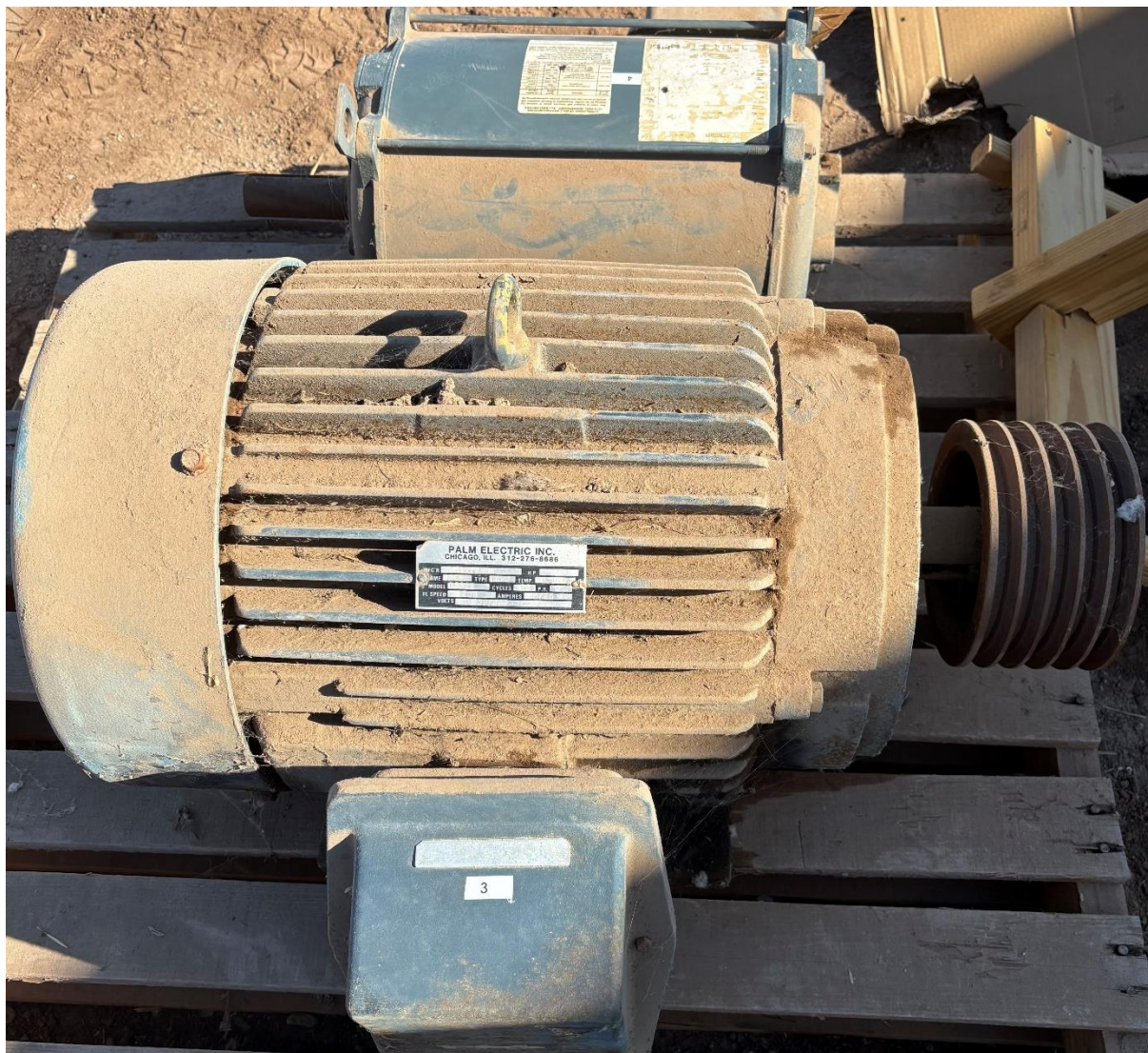
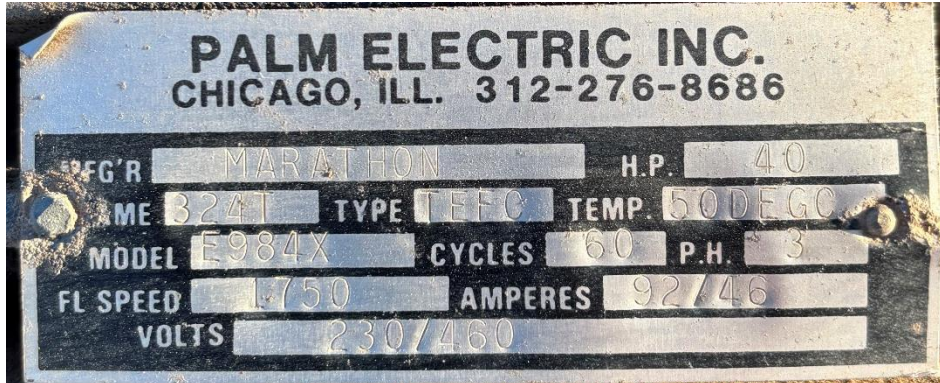
Item # 2



City of Imperial Vendor Auction List WWTP

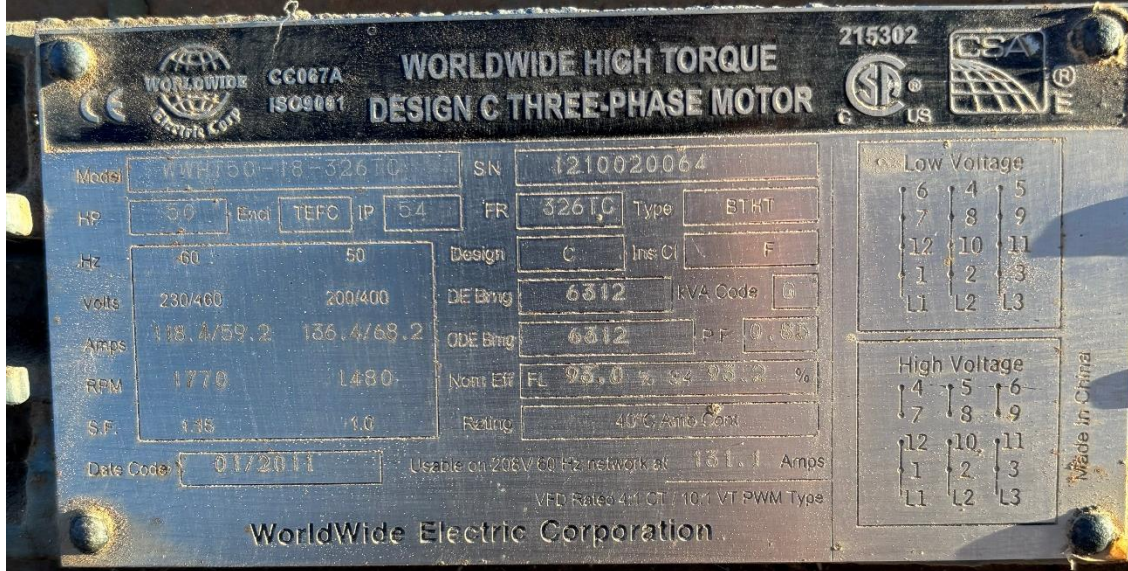
3/25/26

Item # 3 Model - E984X



City of Imperial Vendor Auction List WWTP 3/25/26

Item # 5 Model - WWHT50-18-326TC



City of Imperial Vendor Auction List WWTP

3/25/26

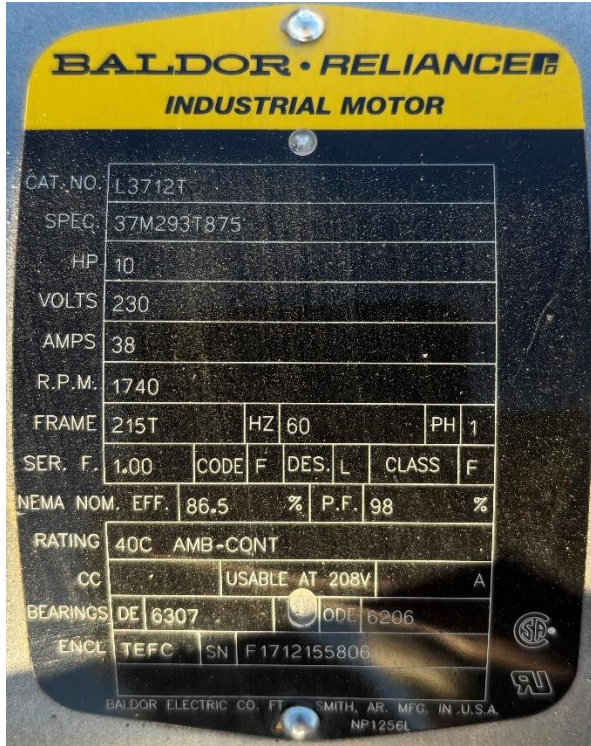
Item # 6 Model - Unknown



City of Imperial Vendor Auction List WWTP

3/25/26

Item # 7



City of Imperial Vendor Auction List WWTP

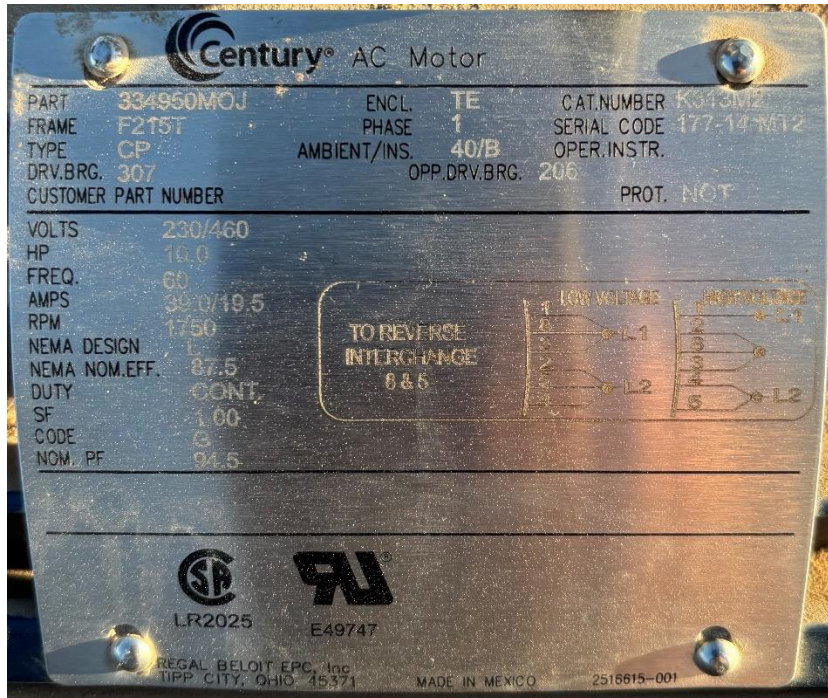
3/25/26

Item # 8



City of Imperial Vendor Auction List WWTP 3/25/26

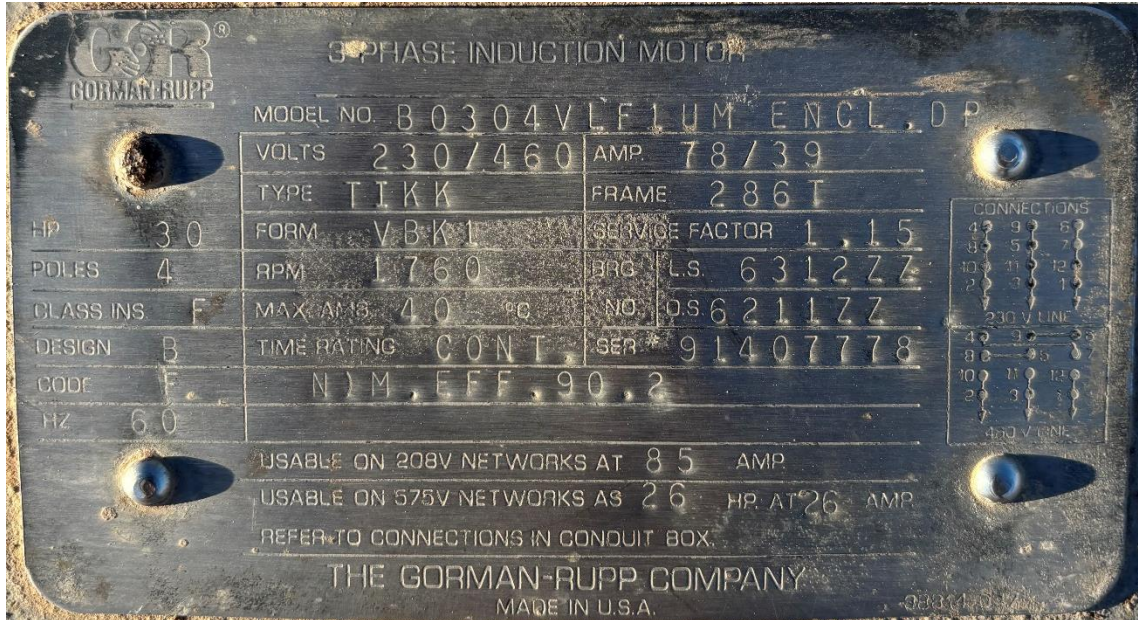
Item # 9



City of Imperial Vendor Auction List WWTP

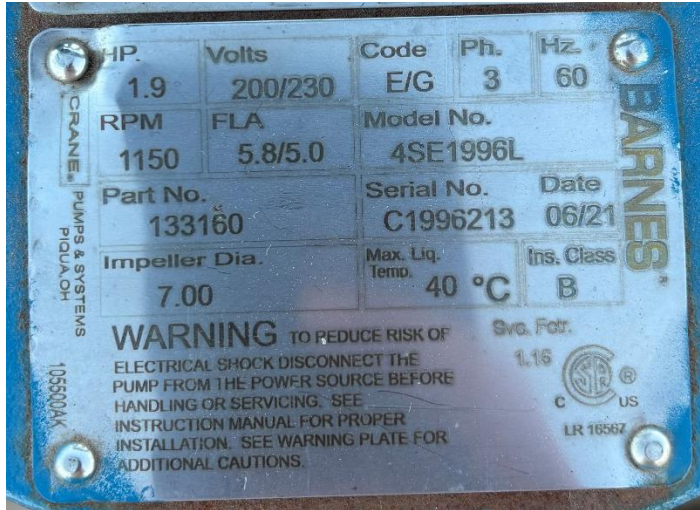
3/25/26

Item # 10



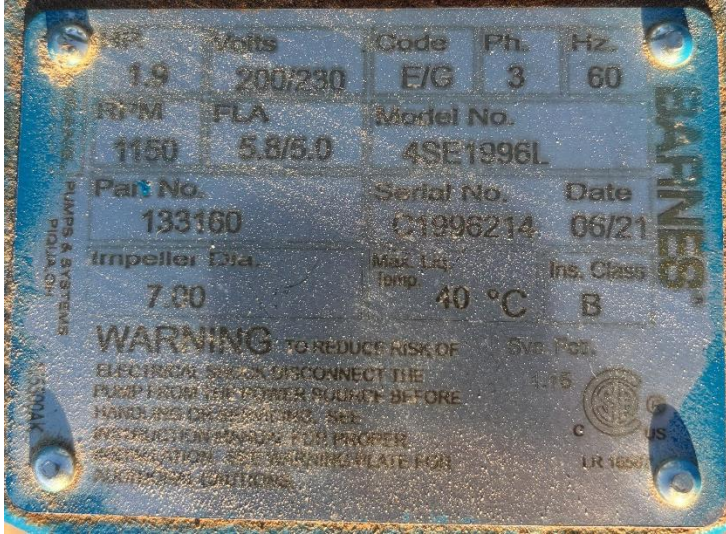
City of Imperial Vendor Auction List WWTP 3/25/26

Item # 11



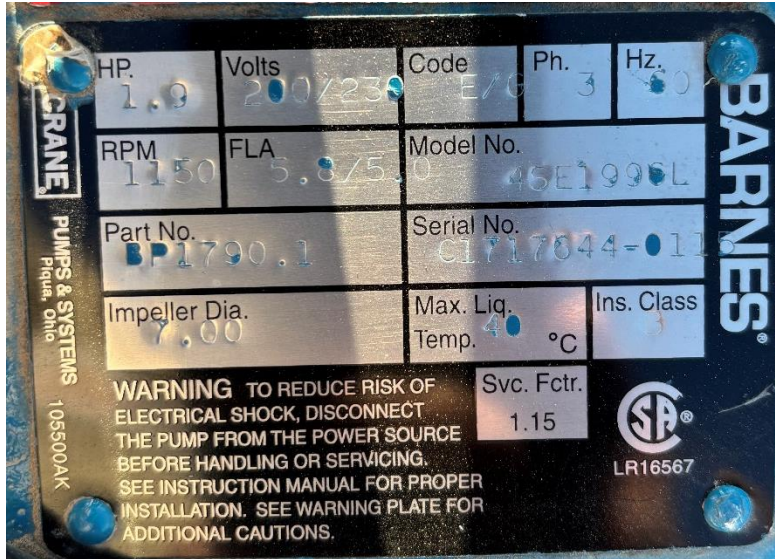
City of Imperial Vendor Auction List WWTP 3/25/26

Item # 12



City of Imperial Vendor Auction List WWTP 3/25/26

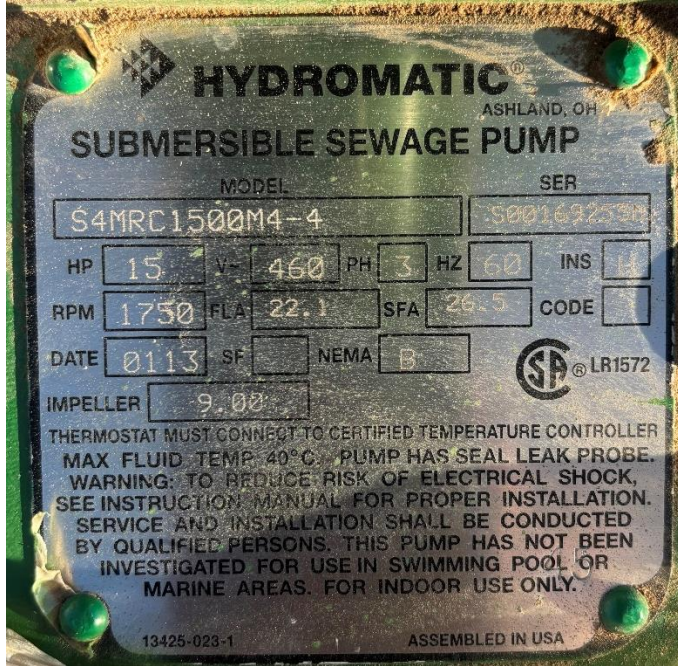
Item # 13



City of Imperial Vendor Auction List WWTP

3/25/26

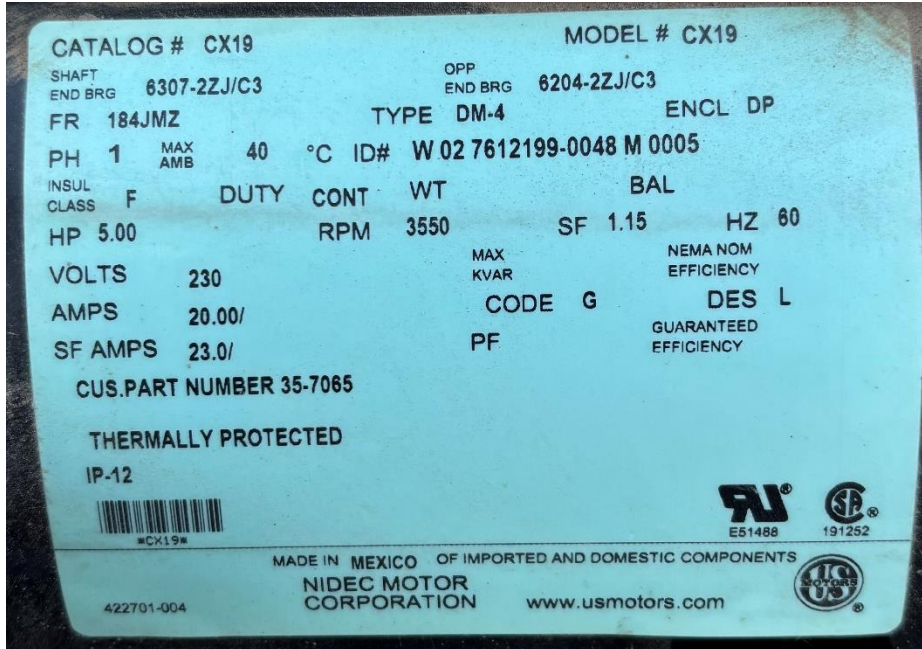
Item # 14



City of Imperial Vendor Auction List WWTP

3/25/26

Item # 15



City of Imperial Vendor Auction List WWTP

3/25/26

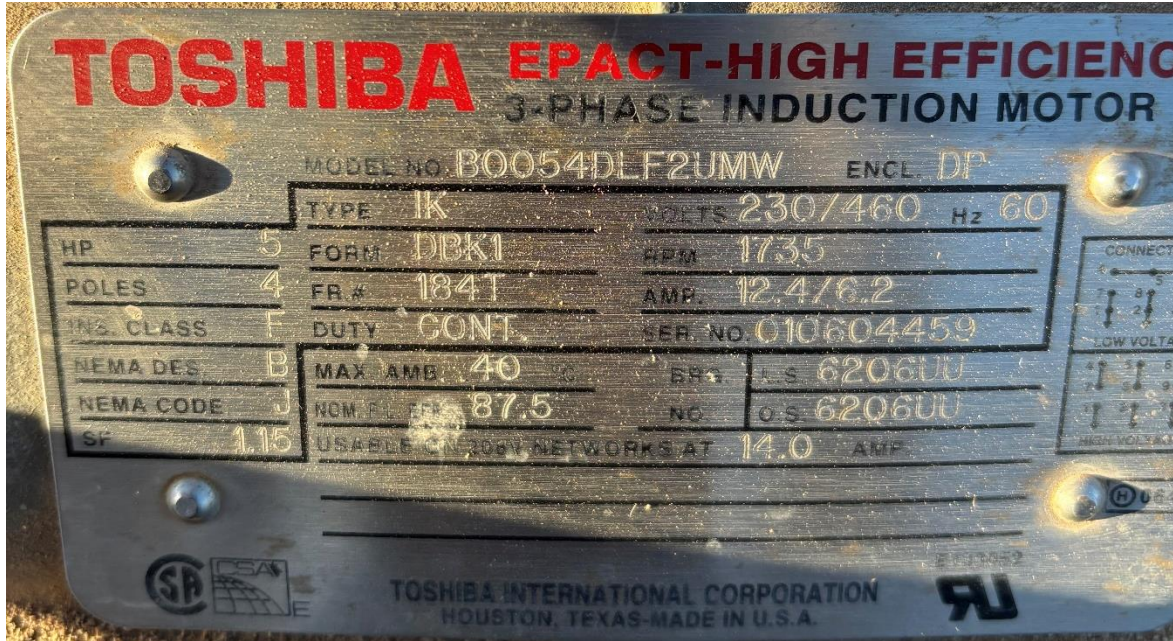
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City of Imperial Vendor Auction List WWTP

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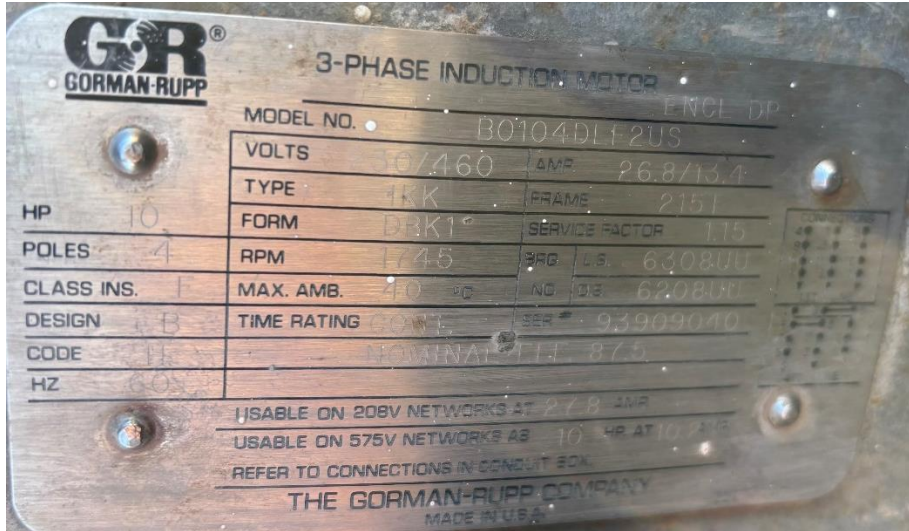
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City of Imperial Vendor Auction List WWTP

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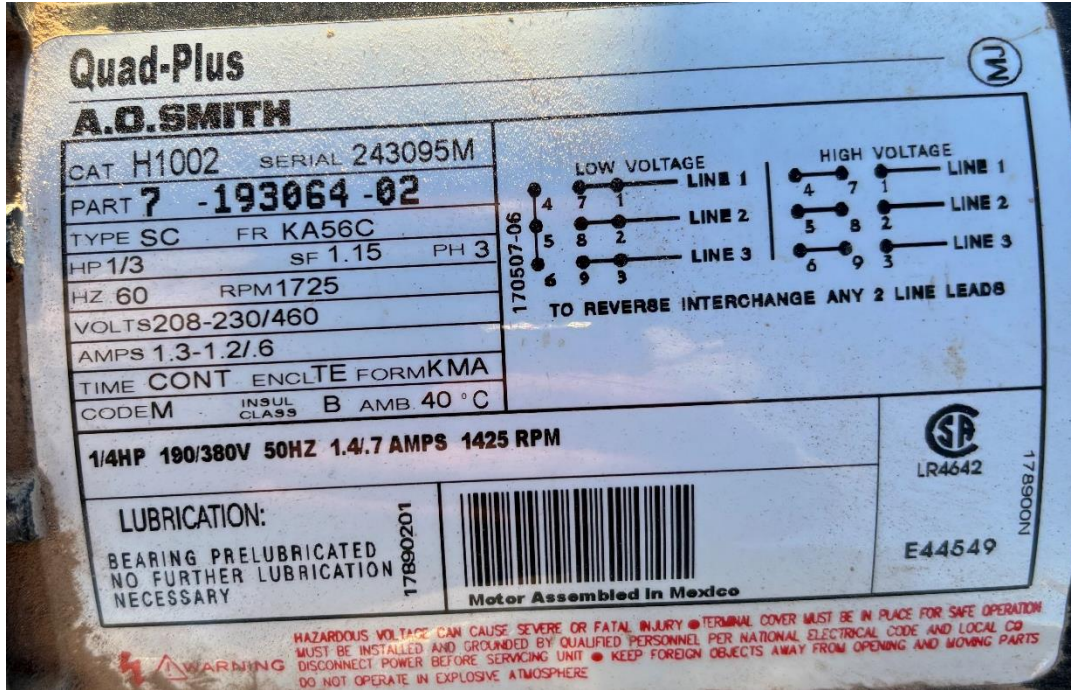
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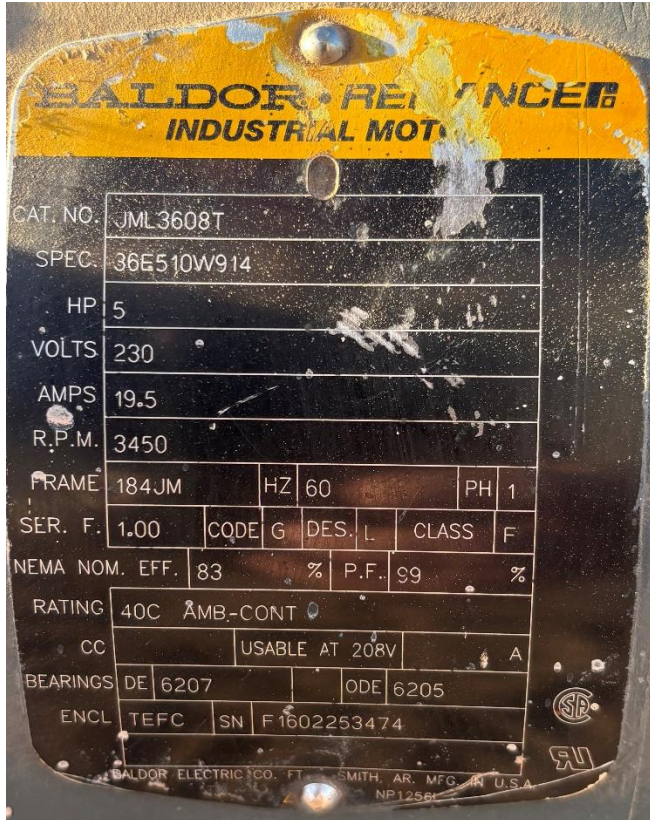
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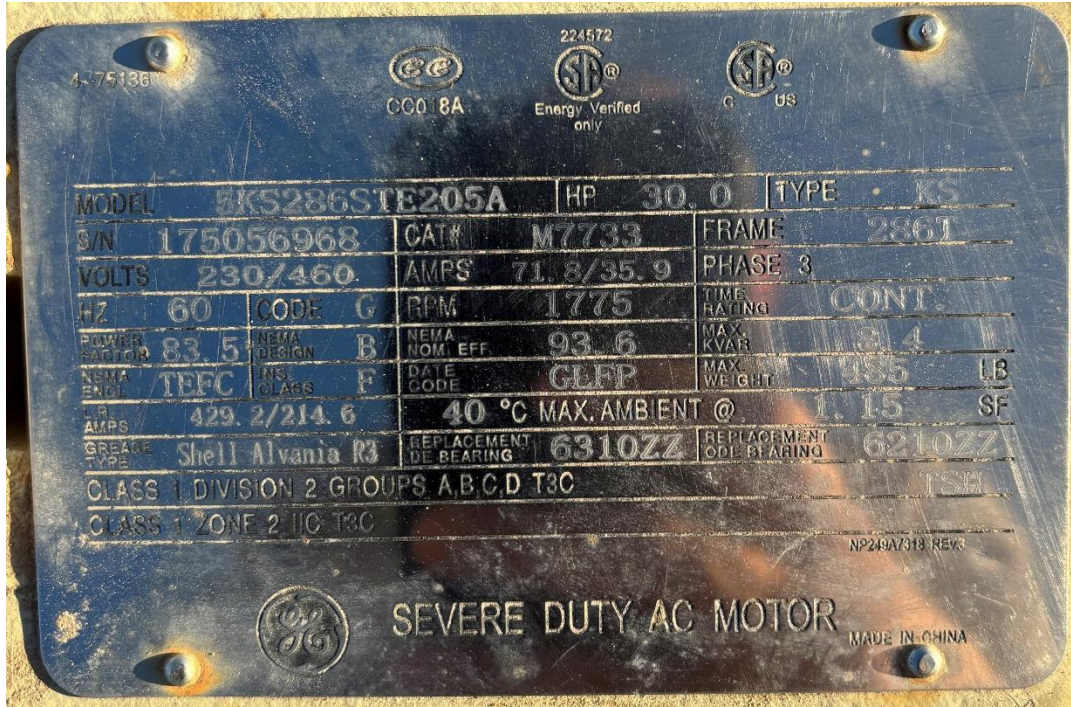
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Item # 20



City of Imperial Vendor Auction List WWTP 3/25/26

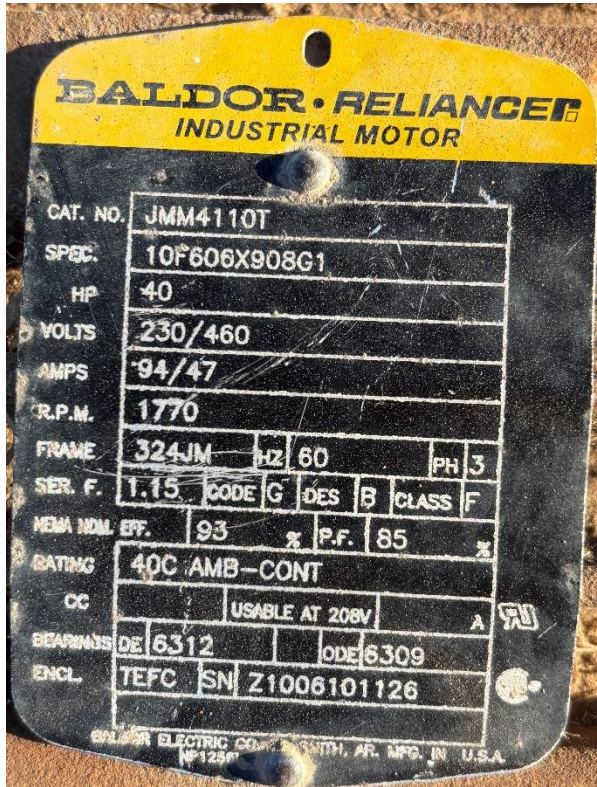
Item # 21



City of Imperial Vendor Auction List WWTP

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Item # 22



City of Imperial Vendor Auction List WWTP 3/25/26

Item # 23



City of Imperial Vendor Auction List WWTP

3/25/26

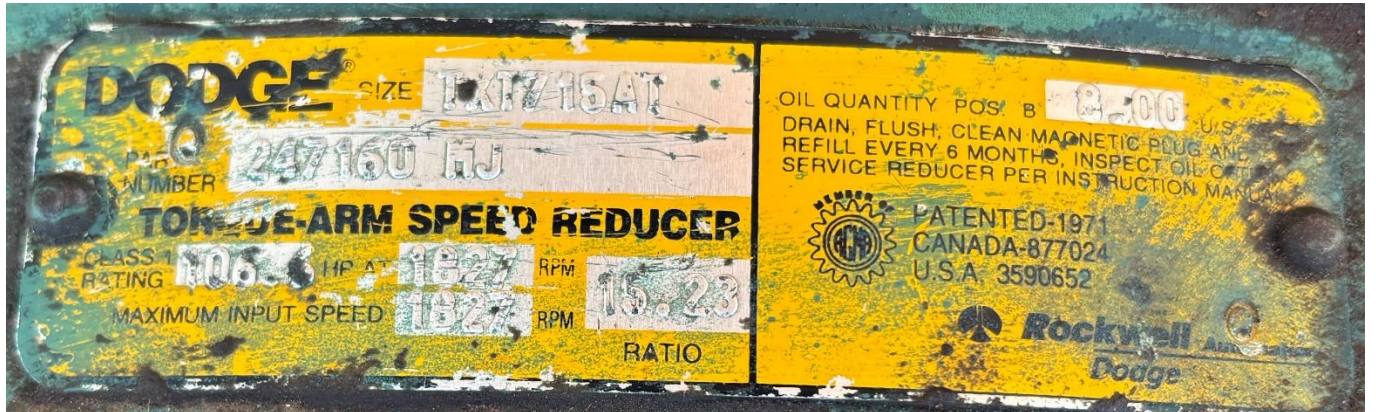
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City of Imperial Vendor Auction List WWTP

3/25/26

Item # 25



City of Imperial Vendor Auction List WWTP

3/25/26

Item # 26





City Council STAFF REPORT

Document ID: 2026-150
Category: Action Item

Department: Human Resources
Department Head: Kristen Smith, Human Resources Director
Meeting Date: May 6, 2026

SUBJECT:

ANNUAL PUBLIC HEARING AND PRESENTATION REGARDING THE CITY'S VACANCY LEVELS, RECRUITMENT, AND RETENTION EFFORTS FOR LOCAL PUBLIC EMPLOYEES, PURSUANT TO AB 2561.

BACKGROUND:

Effective January 1, 2025, Assembly Bill 2561 added Section 3502.3 to the Government Code, requiring public agencies to hold an annual public hearing before adopting the annual budget. The hearing must address:

- The status of current workforce vacancies.
- Ongoing recruitment and retention efforts.
- Identification of any City policies or procedures that may act as obstacles to the hiring process.

Reporting provided in the presentation includes information for the 2025 calendar year.

The primary goal of AB 2561 is to ensure public agencies are sufficiently staffed to maintain public services and protect employee well-being by reducing burnout associated with high vacancy rates. Per City policy approved on March 5, 2025, the City is committed to this transparency and accountability regarding its staffing practices.

Notice of this public hearing was posted at City Hall, advertised on the City's website, and sent to recognized employee organizations on April 22, 2026. Additionally, the City's two recognized bargaining units, the Teamsters Local Union #542 and the Imperial Police Officers' Association (IPOA), were formally notified of this hearing on April 22, 2026. Both organizations have been invited to provide a 10-minute presentation for each bargaining unit on the vacancy status and recruitment efforts for their members.

No bargaining unit currently meets or exceeds the 20% vacancy threshold that would trigger additional reporting requirements under AB 2561.

FISCAL IMPACT:

There is no direct fiscal impact associated with holding this hearing; however, the data presented informs the upcoming annual budget process.

REQUESTED ACTION:

Staff recommends that the City Council:

1. Conduct a public hearing to present information regarding the status of City vacancies and the City's recruitment and retention efforts in accordance with Government Code section 3502.3 (AB 2561).
2. Receive presentations from City staff and recognized employee organizations.
3. Accept public comment regarding the City's vacancy status and hiring practices.
4. Receive and file this report for Public Hearing to comply with AB 2561.

CITY MANAGER RECOMMENDATION:

Attachments:

1. Notice of Public Hearing RE AB 2561 04-22-2026
2. Notice of Public Hearing RE AB 2561 - IPOA 04-22-2026
3. Notice of Public Hearing RE AB 2561 - Teamsters 04-22-2026
4. City of Imperial Presentation re Vacancies and Recruitment and Retention Efforts - FINAL 05-06-2026

NOTICE OF PUBLIC HEARING
City of Imperial
Vacancies and Recruitment, and Retention Efforts
(Assembly Bill 2561/Government Code Section 3502.3)

NOTICE IS HEREBY GIVEN that the City Council of the City of Imperial will hold a public hearing to consider the following: In accordance with GC Section 3502.3 (Assembly Bill 2561), a public agency must once per fiscal year present the status of vacancies, recruitment, and retention efforts at a Public Hearing before the adoption of an annual budget.

HEARING BODY: Imperial City Council
TIME: 7:00 PM
DATE: Wednesday, May 6, 2026
PLACE: Imperial City Council Chambers
220 W. 9th St.
Imperial, CA 92251

All interested parties desiring to be heard in favor of, or opposition to, this item will be given an opportunity to do so during the public hearing. Any interested person may file a written protest with the City Clerk prior to the conclusion of the public hearing, or, having previously filed a protest, may file a written withdrawal of that protest. Written protests may be submitted by mail and addressed as follows: City of Imperial, Attn: City Clerk, 420 South Imperial Avenue, Imperial, California 92251. To be considered by the City Council, all protests must be received prior to the conclusion of the public hearing. A postmark prior to such date and time will not be sufficient.

For further information you may contact the City Clerk's Office via email at cityclerk@imperial.ca.gov.

KRISTINA SHIELDS
CITY CLERK

Date Published: April 22, 2026
Date Posted: April 22, 2026



CITY COUNCIL
Ida Obeso-Martinez- Mayor
Stacy Mendoza- Mayor Pro-Term
Robert Amparano- Councilmember
Katie Burnworth- Councilmember
James Tucker- Councilmember

CITY CLERK
Kristina Shields

CITY MANAGER
Dennis H. Morita

CITY ATTORNEY
Katherine Turner

To: Sergeant Alberto Hernandez, President, Imperial Police Officers Association
From: Dennis Morita, City Manager
Date: April 22, 2026
Re: Notice of Public Hearing Regarding Vacancies at the City of Imperial

This is notice of a public hearing that the **City of Imperial** is required to hold pursuant to Government Code section 3502.3.

City of Imperial Presentation:

In accordance with Government Code section 3502.3, at a public hearing before the **City of Imperial's City Council on May 6, 2026, at 7:00 p.m. at 220 W. 9th St., Imperial, CA 92251**, the City will present information on the status of vacancies at the City and the City's recruitment and retention efforts. If necessary, the City will also identify changes to City policies, procedures, or recruitment activities that may create obstacles in the hiring process.

Employee Organization Presentation:

At the public hearing on **May 6, 2026**, the **Imperial Police Officer's Association** will have the opportunity to make a presentation to the City of Imperial's City Council.

If the **Imperial Police Officer's Association** intends to make a presentation to the City of Imperial's City Council regarding the **Imperial Police Officer's Association** at the public hearing, please inform Kristen Smith, Human Resources and Risk Management Director, at least **five (5) working days** in advance of the public hearing, so that the City can plan accordingly.

If the **Imperial Police Officer's Association** elects to make a presentation, the **Imperial Police Officer's Association** will have **ten (10) minutes** for each bargaining unit that it represents. Each employee organization will receive a comparable amount of time for the purpose of making such presentations.

As the **Imperial Police Officer's Association** is engaged in bargaining for a successor memorandum of understanding at the time of this public hearing, the **Imperial Police Officer's Association** should refrain from making bargaining proposals that it has not presented in bargaining.

Audio Visual Requests:

Please inform Ms. Smith at least **five (5) working days** in advance of the public hearing if the **Imperial Police Officer's Association** requests any audiovisual technology for its presentation.

Written Materials:

Employee organizations may present additional written materials for review by the City of Imperial's City Council.

Please contact Ms. Smith in writing no later than **five (5) working days** from the notice date if you have any concerns regarding the contents of this notice.

Sincerely,



Dennis H. Morita
City Manager



CITY COUNCIL
Ida Obeso-Martinez- Mayor
Stacy Mendoza- Mayor Pro-Tem
Robert Amparano- Councilmember
Katie Burnworth- Councilmember
James Tucker- Councilmember

CITY CLERK
Kristina Shields

CITY MANAGER
Dennis H. Morita

CITY ATTORNEY
Katherine Turner

To: Flavio Grijalva, Business Representative, Teamsters Local Union #542
From: Dennis Morita, City Manager
Date: April 22, 2026
Re: Notice of Public Hearing Regarding Vacancies at the City of Imperial

This is notice of a public hearing that the **City of Imperial** is required to hold pursuant to Government Code section 3502.3.

City of Imperial Presentation:

In accordance with Government Code section 3502.3, at a public hearing before the **City of Imperial's City Council on May 6, 2026, at 7:00 p.m. at 220 W. 9th St., Imperial, CA 92251**, the City will present information on the status of vacancies at the City and the City's recruitment and retention efforts. If necessary, the City will also identify changes to City policies, procedures, or recruitment activities that may create obstacles in the hiring process.

Employee Organization Presentation:

At the public hearing on **May 6, 2026**, the **Teamsters Local Union #542** will have the opportunity to make a presentation to the City of Imperial's City Council.

If the **Teamsters Local Union #542** intends to make a presentation to the City of Imperial's City Council regarding the **Teamsters Local Union #542** at the public hearing, please inform Kristen Smith, Human Resources and Risk Management Director, at least **five (5) working days** in advance of the public hearing, so that the City can plan accordingly.

If the **Teamsters Local Union #542** elects to make a presentation, the **Teamsters Local Union #542** will have **ten (10) minutes** for each bargaining unit that it represents. Each employee organization will receive a comparable amount of time for the purpose of making such presentations.

As the **Teamsters Local Union #542** is engaged in bargaining for a successor memorandum of understanding at the time of this public hearing, the **Teamsters Local Union #542** should refrain from making bargaining proposals that it has not presented in bargaining.

Audio Visual Requests:

Please inform Ms. Smith at least **five (5) working days** in advance of the public hearing if the **Teamsters Local Union #542** requests any audiovisual technology for its presentation.

Written Materials:

Employee organizations may present additional written materials for review by the City of Imperial's City Council.

Please contact Ms. Smith in writing no later than **five (5) working days** from the notice date if you have any concerns regarding the contents of this notice.

Sincerely,



Dennis H. Morita
City Manager



CITY OF IMPERIAL AB 2561 2026 ANNUAL REPORTING

Presented by **Kristen Smith, Director of Human Resources & Risk Management**

Date: **May 6, 2026**

AGENDA

- AB 2561 Overview
- City-Wide Information
 - Workforce Overview
 - Vacancy Information
 - Recruitment Information
 - Hiring Issues
 - Retention Information
- Bargaining Unit Specific Information
 - Vacancy Information
- Current Vacancy Update
 - Current Vacancy Status
- Conclusion
- Labor Presentations
- City Council Questions & Discussion
- Final Comments
- Public Comment

WHAT IS AB 2561?

- Effective January 1, 2025
- Government Code Section 3502.3 was added to the Meyer-Milias-Brown Act (MMBA), requiring public agencies to track and report job vacancy data on an annual basis.
- What is the Goal?:
 - To ensure agencies are fully staffed to protect public services and employee well-being.
- Why it Matters: High employee vacancy rates contribute to:
 - Negative impacts on public service delivery to citizens
 - Increased workloads for public sector staff leading to burnout and increased turnover

PURPOSE OF AB 2561

- Requires annual public hearing before budget adoption
- Invites input from recognized bargaining units during the public hearing
 - The City has two recognized bargaining groups
 - Teamsters Local Union #542
 - Imperial Police Officer's Association (IPOA)
- Public Hearing Notice was provided to bargaining groups on April 22, 2026
- Public Hearing Notice was advertised on the City of Imperial website and posted at City Hall on April 22, 2026

CITY'S AB 2561 OBLIGATION

The City shall present information on the following during a public hearing before the governing board at least once per fiscal year.

- The status of vacancies
 - Recruitment and retention efforts
 - Any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.
-
- The presentation shall be made prior to the adoption of the final budget.
 - If the vacancy rate is at least 20% in any bargaining unit, additional obligations apply.
 - For the City of Imperial, no bargaining unit meets that threshold.

PURPOSE OF PUBLIC HEARING

- To increase transparency on staffing shortages in a public setting.
- To address recruitment and retention challenges
 - Provides an avenue to discuss challenges to maintaining a stable workforce.
- The obligations under the law apply to all public agencies (cities, counties and special districts) that are subject to the MMBA.
- This presentation satisfies the obligations of Assembly Bill (“AB”) 2561 that are codified in Government Code section 3502.3 of the Meyers-Milias-Brown Act (“MMBA”)

WORKFORCE OVERVIEW

Positions reviewed for calendar year 2025
(January 1, 2025 - December 31, 2025)

- Total Budgeted/Authorized Full-Time Positions: **127**
- **Overall Vacancy Rate: 6.3%**
- **IPOA Vacancy Rate: 3.6%**
- **Teamsters Vacancy Rate: 6.7%**
- **MSPC Unrepresented: 8.6%**

No groups meet or exceed the 20% vacancy threshold

**Represented Employees with
MOU Labor Contracts = 89
Teamsters = 60 IPOA = 28**



VACANCY INFORMATION CITYWIDE

Calendar Year 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
# of Vacancies Created	1	2	2	2	3	9	5	0	2	3	1	0
# of Vacancies Filled	4	3	8	0	2	3	1	2	3	6	2	2
# of Remaining Vacancies	11	10	4	6	7	13	17	15	14	11	10	8
# of Budgeted FTEs	122	122	122	122	123	127	127	127	127	127	127	128
% of Vacancies	9.0%	8.2%	3.3%	4.9%	5.7%	10.2%	13.4%	11.8%	11.0%	8.7%	7.9%	6.3%

- Average % of Vacancies at the End of Each Month: **8.4%**
- Highest % of Vacancies at the End of a Month: **13.4%**
- Lowest % of Vacancies at the End of a Month: **3.3%**

RECRUITMENT PROCESS

Recruitment/Hiring Process Step	Description
Vacancy Created	Voluntary Separation, Retirement, Involuntary Separation, Internal Movement, Newly Budgeted Position
Recruitment Review	Department Head submits a request to fill the vacancy to HR
Determine Recruitment Activity Type	Utilize existing eligibility list/ongoing recruitment, recruit external & internal, or recruit internal only. For Teamsters-classified positions, an internal recruitment is open for a minimum period of one week prior to opening a recruitment to the public, as stipulated under the current Teamsters Memorandum of Understanding.
Job Posting	Advertise job openings and recruitment on websites and the City's social media. The City uses NeoGov to track and store recruitments and applications, ensuring a systematic process.
Applicant Screening	HR conducts an initial screening of the applications and passes applicants who meet minimum qualifications. Department Heads have an opportunity to complete an SME review of the passed applicants.
Candidate Oral Exam	Determine the level of the oral exam for the position. The Department Head selects the panel and rating questions. HR reviews and approves the panel and questions.
Eligibility List	Applicants are placed on an eligibility list based on their oral exam scores. Department Heads can choose from an eligibility list for up to one (1) year.
Candidate Selection	HR recommends to the Department Head that the top candidate on the eligibility list be hired, but the Department Head has the discretion to select from the top three applicants.
Conditional Job Offer	A conditional offer is made to the applicant selected by the Department Head
Pre-Placement Process	Selected candidate accepts a conditional job offer, HR processes all applicable background checks and physical requirements for the position.
Job Placement	Selected candidate passes background check and physical, selected candidate is given an employment start date

2025 RECRUITMENT STATISTICS

Total # of Full-Time Vacancies Filled During 2025	36
# of Vacancies Filled by Existing Eligibility List/Ongoing Recruitment:	4
Average # of Calendar Days to Fill Vacancies:	102 Days
 	
# of Vacancies Filled by New External/Internal Recruitment:	27
Average # of Calendar Days to Fill Vacancies:	128 Days
 	
# of Vacancies Filled by New Internal Only Recruitment:	5
Average # of Calendar Days to Fill Vacancies:	134 Days

2025 Recruitment Activity from January 1 – December 31, 2025

- 27 Full-Time and 9 Part-Time/Seasonal recruitments were held
- 2472 Applications for Employment Received
 - 2,083 Applications for Full-Time Employment Opportunities
 - 389 Applications for Part-Time and Seasonal Employment Opportunities
 - Average number of applications received per job: 65

HIRING CHALLENGES

The City reviewed applicable policies, procedures, and recruitment activities to identify potential obstacles in the hiring process.

In 2024, the City identified the following potential obstacles:

- **Salary Expectations:** Misalignment between applicant salary demands and available compensation for some positions.

Strategic Solutions:

- The City hired a third-party consultant to complete a comprehensive Classification and Compensation Study, which concluded in December 2024.
- The City implemented the classification study recommendations for Teamsters and MSPC Unrepresented staff to align the City's positions with the market and addressed reclassification concerns. The City and IPOA continue to discuss the implementation of the classification study.
- Since the implementation of the classification study, there has been a shift in the City's ability to meet the salary expectations of incoming applicants.

HIRING CHALLENGES

Ongoing Strategic Solutions:

- The City is currently in negotiations for successor MOUs with bargaining groups, and discussion for implementation of the compensation study is ongoing.
- It is the goal of the City to provide fair and equitable compensation that is aligned with the market and allows the City to remain competitive and an employer of choice.

HIRING CHALLENGES

In 2025, the City identified the following potential obstacles:

- Difficulty in attracting and retaining qualified law enforcement professionals.

Strategic Solutions:

To combat difficulties in attracting and retaining top talent, the City has, through a multi-year process, focused on building a sustainable pipeline of law enforcement professionals:

- **Youth Engagement:** The **Police Cadet Program** was established in 2024 to introduce young individuals to public safety careers and cultivate long-term interest.
- **Volunteer Growth:** The **Reserve Police Officer Program** was reinstated in 2025, allowing individuals to gain hands-on experience and professional development in a volunteer capacity.
- **Early Recruitment:** The development of a **Police Recruit Position** was initiated at the end of 2025, specifically designed to recruit promising candidates while they are still enrolled in the POST Academy. More will be reported on this initiative in 2026!

RETENTION EFFORTS

THE CITY OFFERS:

- Competitive Benefit Package
 - (Medical, Dental, Vision, Life Insurance, EAP, Supplemental Benefits)
- Opportunity for Annual Merit Increase
- Competitive Pension Plan with Contributions to both CalPERS and Social Security
- Competitive Assignment Pay, Certificate Pay (Teamsters)
- Competitive Specialty Assignment Pay and Education Pay (IPOA)
- Bilingual Pay
- Voluntary 9/80 Work Schedule
- 14 Holidays Observed
- Generous Paid Time Off
- Vacation Cash-Out
- Tuition Reimbursement (Teamsters/MSPC)/Education Pay (IPOA)
- Gym Reimbursement
- Employee Training and Development Opportunities
- Promote a positive workplace culture with the Employee Engagement Committee Activities, Teambuilding Events, Employee Wellness Program, and Employee Recognition Programs

2025 RETENTION STATISTICS

Total # of Vacancies Created in 2025	30
Annual Staffing Turnover Rate:	9%
# of Vacancies Created by Newly Budgeted Positions:	5
% of Vacancies Resulting From Staffing Growth:	17%
# of Vacancies Created by Internal Promotion:	7
# of Vacancies Created by Internal Transfer:	3
% of Vacancies Resulting From Internal Opportunity:	33%
# of Vacancies Created by Retirement:	0
# of Vacancies Created by Involuntary Separation:	3
% of Vacancies Resulting From Attrition:	10%
# of Vacancies Created by Voluntary Separation:	12
% of Vacancies Resulting From Turnover:	40%

VACANCY INFORMATION BARGAINING UNITS

12/31/2025	# of Vacancies	# of Budgeted FTEs	% of Vacancies
IPOA	1	28	3.6%
Teamsters	4	61	6.6%
MSPC (FT and PT Unrepresented)	3	37	8.1%
Contracted Employees	0	2	0%

- Bargaining Units at or exceeding 20% vacancy rate:
 - **None**

CURRENT VACANCY DATA

MAY 6, 2026

Employee Group	FTE's Budgeted	Vacancies	Vacancy Rate
IPOA	28	2	7.1%
Teamsters	60	5	8.3%
Management, Supervisory, Professional, Confidential (Unrepresented)	37	2	5.4%
Contracted Employees	2	0	0%
City Overall	127	9	7.0%

CURRENT VACANCIES

MAY 6, 2026

IPOA

- Police Officer – 2 Vacancies

Teamsters

- Organic Waste Specialist – 1 Vacancy
- Parks Maintenance Worker I – 1 Vacancy
- Public Services Maintenance Worker – 2 Vacancies
- Water Meter/Distribution Operator I – 1 Vacancy

MSPC Unrepresented

- Parks Maintenance Coordinator – 1 Vacancy (**MSPC**)
- Public Services Director – 1 Vacancy (**MSPC**)

CONCLUSION

- This presentation satisfies the obligations of Assembly Bill (“AB”) 2561 that are codified in Government Code section 3502.3 of the Meyers-Milias-Brown Act (“MMBA”)
- All groups are under the 20% vacancy threshold, with the overall vacancy rate for 2025 at 6.3%.
- No Council action is needed at this time.
- We will now offer the opportunity for employee organization presentations.

The background features abstract, flowing waves in shades of red, orange, and yellow, creating a dynamic and energetic feel. The waves are layered and have a slight gradient, giving them a three-dimensional appearance.


IPOA PRESENTATION



TEAMSTERS PRESENTATION



GOVERNING BODY QUESTIONS & DISCUSSION



FINAL CITY COMMENTS



FINAL COMMENTS FROM EMPLOYEE ORGANIZATIONS



PUBLIC COMMENT

The background features several flowing, wavy bands of color. At the top, a thick band of red and orange flows from left to right. At the bottom, there are more complex, overlapping waves in shades of red, orange, and yellow, creating a sense of movement and depth. The central area is a plain white background where the text is located.

THANK YOU



City Council **STAFF REPORT**

Document ID: 2026-146
Category: Agreement/Contract

Department: Parks & Recreation
Department Head: Anthony Lopez, Parks & Recreation Director
Meeting Date: May 6, 2026

SUBJECT:

AUTHORIZE STAFF TO SEEK PROPOSALS (RFP) FOR THE IMPERIAL REGIONAL PARK DEVELOPMENT PROJECT.

BACKGROUND:

After council's comments and recommendations, staff has revised the Request for Proposal for the Imperial Regional Park Development Project.

The City of Imperial owns approximately 143 acres of agricultural land designated as a future site for the Regional Park Project. The project site is located on La Brucherie Rd. between Larsen and Ralph Rd. in the northern portion of the city limits. As City Council is already aware, the city has been awarded appropriation funding in the amount of 1.5 million dollars. With the support of Congressman Dr. Ruiz and Senator Schitls office. We will be utilizing the funding allocated to complete the design and technical work for this much needed project.

Please see the attached Request for Proposal

FISCAL IMPACT:

N/A

REQUESTED ACTION:

It is the department's recommendation for the City Council to authorize staff to seek proposals for the Imperial Regional Park Development Project RFP 2026-02.

CITY MANAGER RECOMMENDATION:

Attachments:

1. Request for Proposal Regional Park 2026-02



REQUEST FOR PROPOSAL
FEASIBILITY, DESIGN, AND ENGINEERING
SERVICES FOR IMPERIAL REGIONAL PARK
DEVELOPMENT PROJECT

Request for Proposal 2026-02
Project Funded By: Federal Appropriation Funds

City of Imperial
Parks and Recreation Department
420 South Imperial Avenue
Imperial, CA 92251

Director of Parks and Recreation, Anthony “Tony” Lopez
Email: alopez@imperial.ca.gov

NOTICE TO CONSULTANTS

The City of Imperial (City) invites qualified consultants to submit proposals for Feasibility, Design, and Engineering Services for the Imperial Regional Park Development Project.

The city seeks a skilled, multidisciplinary design and engineering team capable of providing feasibility analysis, master planning, design development, construction documentation, and optional construction-phase support for a 143-acre regional park. The project will serve the City's 22,000 residents and a regional population exceeding 100,000 within 10 miles, emphasizing public accessibility, recreation, and environmental resilience.

This project will employ Federal Appropriation Funds and must comply with all applicable federal, state, and local labor and environmental regulations, including prevailing wages under California Labor Code §1770 et seq.

CLOSING DATE: 3:00 p.m. PST on June 29, 2026

Submittal: Anthony "Tony" Lopez, Director of Parks and Recreation

City of Imperial | 420 South Imperial Avenue | Imperial, CA 92251 | alopez@imperial.ca.gov

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- **D. General Firm Qualifications Required**
- **E. Proposal Content Requirements**
- **F. Evaluation**
- **G. Selection Process**
- **H. Procurement Schedule**

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- **A. General Statement of Scope**
- **B. Project Tasks**
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- **Exhibit A — Project Background and Map**
- **Exhibit B — Proposal Acknowledgment Form**
- **Exhibit C — Sample Professional Services Agreement**
- **Exhibit D — Insurance Requirements**

SECTION 1 – PURPOSE OF THE REQUEST FOR PROPOSAL

The city intends to select a consultant team to prepare a phased, investment-ready master plan and engineering package for the Imperial Regional Park. The Consultant will conduct technical studies, lead comprehensive community engagement, produce a concept-to-design-development plan, and prepare construction-ready documentation (Plans, Specifications & Estimates – PS&E) that aligns with long-term maintenance and operational goals.

SECTION 2 – INTRODUCTION AND PROJECT OVERVIEW

The proposed 143-acre site, located within the city limits of Imperial, CA, will be designed as a Regional Park emphasizing recreation, wellness, and environmental stewardship.

The park will serve both residents and the greater region by providing active sports fields, multi-use trails, shaded recreation zones, a botanical garden, an amphitheater, and community gathering areas. Design excellence, ecological sustainability, and accessibility are critical requirements. A concept illustration and demographic overview appear in Exhibit A.

The project will:

- Create a multi-phased regional destination that responds to Imperial’s growth.
- Integrate low-impact, sustainable design and water-efficient landscaping.
- Provide inclusive programming for youth, seniors, and underserved communities.
- Support economic vitality through events and tourism.

SECTION 3 – INSTRUCTIONS TO PROPOSERS

A. SUBMITTAL

- Three (3) hard copies and one (1) PDF on USB, plus a separate sealed Cost Proposal envelope.
- Label: “Feasibility, Design, and Engineering Services – Imperial Regional Park Development Project.”
- Receipt no later than 3:00 P.M. PST June 29, 2026, to:
City of Imperial - City Hall, 420 S. Imperial Ave, Imperial, CA 92251.

B. PRE-PROPOSAL CONFERENCE

None planned. Questions addressed in writing only.

C. QUESTIONS

Submit inquiries via e-mail to alopez@imperial.ca.gov by June 22, 2026, 2:00 P.M. PST.

D. GENERAL FIRM QUALIFICATIONS

To be considered responsive, proposing firms must meet the following minimum qualifications. Failure to meet any minimum qualification shall result in disqualification from further evaluation.

1. Minimum Experience Requirement (Mandatory – Pass/Fail)

The Prime Consultant must demonstrate a minimum of ten (10) years of professional experience in planning, design, engineering, or construction documentation of public parks, open-space systems, or comparable large-scale civic projects.

All key subconsultants providing specialized services (civil, structural, MEP, environmental, landscape architecture, accessibility, sustainability) should also demonstrate a minimum of ten (10) years of discipline-specific experience, unless otherwise approved in writing by the City.

The City reserves the right to disqualify any proposal that does not clearly demonstrate compliance with this 10-year minimum experience requirement.

2. Relevant Project Expertise

Firms must show successful completion of feasibility studies, master plans, and federally funded PS&E packages for public agencies.

3. Technical Competence

Demonstrated capability in environmental analysis, public engagement, multidisciplinary coordination, and preparation of construction-ready documents compliant with federal, state, and local regulations.

4. Sustainability and Regulatory Knowledge

Experience integrating LEED, CalGreen, water-efficient landscaping, and low-impact development strategies.

5. Qualified Key Personnel

Proposals must identify qualified professionals including, at minimum:

- Licensed Civil Engineer
- Licensed Landscape Architect
- Environmental Planner
- Structural Engineer
- MEP Engineer
- Accessibility Specialist
- Sustainability Specialist

E. PROPOSAL CONTENT REQUIREMENTS

1. Transmittal Letter (authorized signatory).
2. Firm Profile and Team Structure (including subconsultants).
3. Key Personnel & Resumes.
4. Project Understanding and Approach to Tasks 1–5.
5. Community Engagement Plan (two-phase format aligning with ILG TIERS framework).
6. Similar Project Experience (Emphasis on regional park or open-space systems).
7. Project Schedule and Deliverables Matrix.
8. Fee Proposal – Itemized by Task and Phase.
9. Statement of Insurance and Compliance.
10. Signed Proposal Acknowledgment Form (Exhibit B).

F. EVALUATION

Criteria	Weight
Understanding of project objectives and regional context	25 pts
Technical team experience and qualification breadth	20 pts
Innovation in design and environmental integration	15 pts
Public engagement strategy and community partnership plan	15 pts
Schedule and management approach	10 pts
Cost and value to the city	15 pts

G. SELECTION PROCESS

The scoring rubric included in this RFP is intended solely as a general guideline to assist in the evaluation process. The City of Imperial reserves the right to select the firm it determines to be the most qualified and best suited to meet the City’s needs, regardless of the numerical score assigned.

A selection panel will review and may interview top respondents. The highest-ranked proposal will enter negotiations for a final scope and fee; the award recommendation proceeds to City Council.

H. PROCUREMENT SCHEDULE

Activity	Date (2026)
Release of RFP	May 11
Deadline for Questions	June 22 (2 PM)
Proposals Due	June 29 (3 PM)
Evaluation Completion	July
Council Award	July
Project Kickoff	August/September

SECTION 4 – TASKS AND SCOPE OF WORK

A. GENERAL STATEMENT OF SCOPE

The Consultant shall deliver the complete sequence from feasibility and conceptual planning through design development, producing a Permitting and Bid-Ready Package suitable for phased construction. Work emphasizes:

- Design excellence suited to Imperial’s regional identity.
- Efficient use of resources and federal funding accountability.
- Integration of community and environmental priorities.

B. PROJECT TASKS

TASK 1 – FEASIBILITY & SITE ASSESSMENT

- Topographic survey, environmental constraints analysis, hydrology, geotechnical review, utility and infrastructure assessment.
- Cost-benefit and operational feasibility study with phasing recommendations.
- Title search, access easement inventory, and CEQA compliance path review.

TASK 2 – ENHANCED COMMUNITY ENGAGEMENT

- Development of an interactive Public Engagement Plan consistent with California Institute for Local Government (TIERS) framework.
- Conduct two (2) stakeholder and two (2) public meetings at a minimum, plus digital surveys and social media channels.

- Produce a Public Engagement Report interpreting community data into design priorities and naming options.

TASK 3 – MASTER PLANNING & CONCEPTUAL DESIGN

- Prepare three (3) concept alternatives illustrating programming variations.
- Integrate stormwater management, solar, and energy efficiency features.
- Incorporate regional connectivity (trails, bike routes).
- Develop phased cost models and architectural concepts for key structures (community center, aquatic complex, amphitheater).
- Deliver presentation-quality renderings, materials boards, and fly-through visuals.

TASK 4 – ENGINEERING DESIGN AND CONSTRUCTION DOCUMENTS (PS&E)

- Produce 30%, 60%, 90%, and final PS&E packages for selected concept.
- Include civil, structural, MEP, landscape, and lighting plans conforming to CalGreen and ADA.
- Prepare technical specifications and quantity take-offs.
- Coordinate with City Building and Safety for plan check.
- Support environmental and sustainability certifications.

TASK 5 – BIDDING, CONSTRUCTION & MAINTENANCE SUPPORT (OPTIONAL SERVICES)

- Provide bid phase clarifications and addenda.
- Attend pre-bid and pre-construction meetings.
- Respond to RFIs and prepare minor plan revisions as required.
- Develop a Park Management Plan including asset inventory, maintenance schedules, water and energy management protocols, and operational cost estimates to ensure long-term sustainability.

C. REFERENCE DOCUMENTS

- CEQA and NEPA guidelines.
- City of Imperial General Plan Recreation and Open Space Elements.
- State of California Design and Construction Standards.

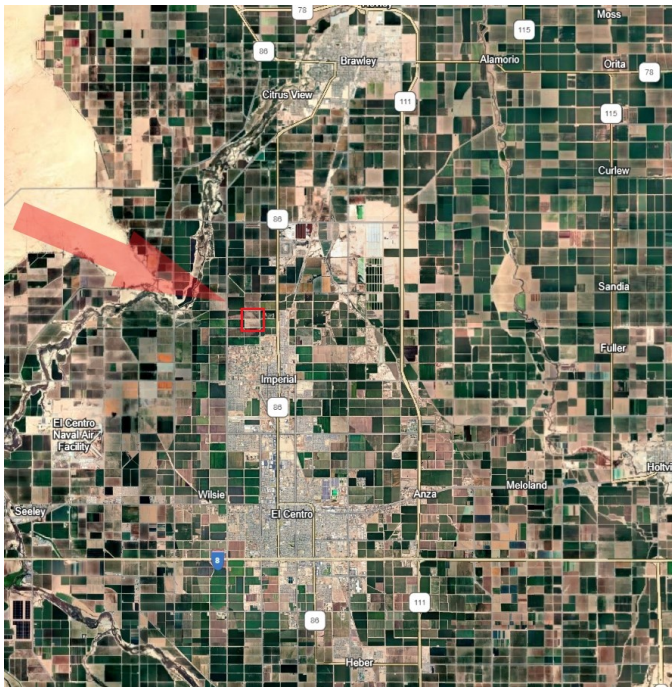
SECTION 5 – APPENDICES AND EXHIBITS

“EXHIBIT A”

Enhancing Community Life Through the City of Imperial Regional Park Development

Executive Summary

The City of Imperial Regional Park is a visionary initiative designed to transform an underutilized farmland parcel into a vibrant community hub. The project will serve a direct population of 21,233 and benefit a broader regional population of 179,057 (with the city representing 11.9% of Imperial County). By creating new recreational and educational opportunities, the park will improve public health and stimulate economic growth. Facilities will include a community center, pool facility, mixed-use trails, multi-purpose fields, basketball courts, a botanical garden, amphitheater, playground, picnic tables, benches, gazebos, and shade structures. In addition, a strong public outreach strategy—including an active social media campaign and two town hall meetings—is in place to ensure widespread community engagement.



Introduction

The City of Imperial is a culturally diverse community with a deep sense of pride and ambitious aspirations for the future. Historically underserved, especially by recreational spaces that benefit seniors and at-risk youth, the community now stands on the brink of transformation. The City of Imperial Regional Park will not only create an inclusive recreational haven but also drive organic, grassroots community engagement, uniting residents and fostering regional growth.

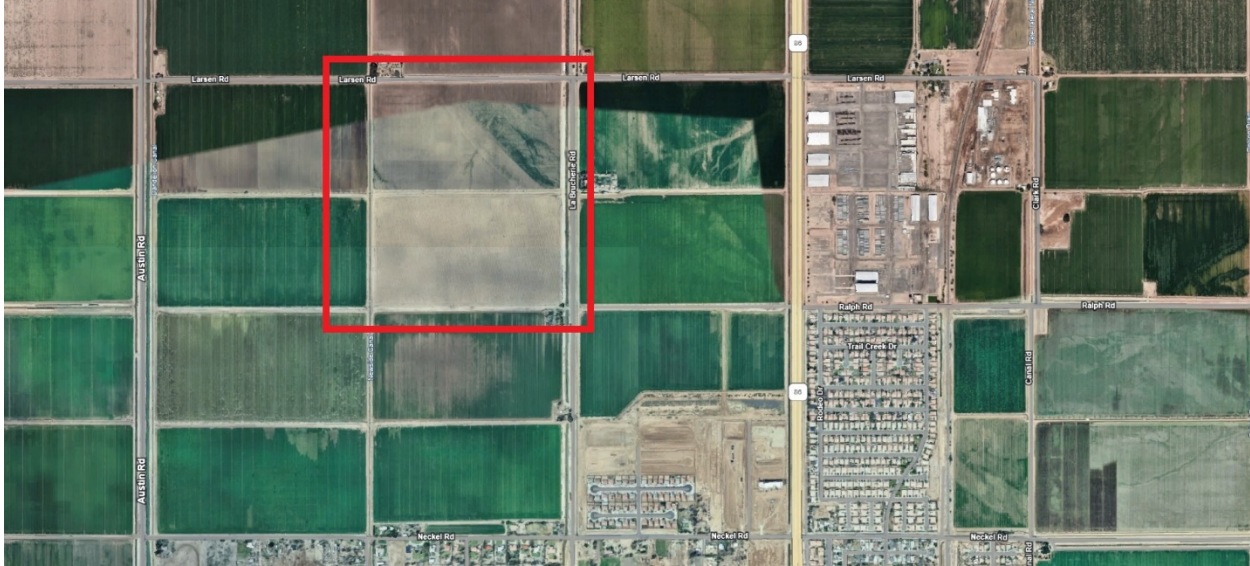
Problem Statement

The lack of accessible quality recreational spaces in Imperial County significantly affects public health, community cohesion, and youth and senior engagement. This dearth of green spaces impedes healthy lifestyles and social interaction, further amplifying disparities among this disadvantaged population. Addressing these issues through the development of the City of Imperial Regional Park is imperative to nurturing a cohesive, thriving community.

Proposed Solution

The park will serve as a state-of-the-art facility featuring:

- **Mixed-Use Trails:** For pedestrians and bicyclists, promoting active transportation and fitness.
- **Community/ Recreation Center:** Facilitating indoor activities for all ages in a region where extreme climate conditions limit outdoor activities by providing accessible programs and shared spaces, the center will strengthen neighborhood cohesion, support youth and seniors, promote healthy lifestyles, and enhance the overall quality of life for residents.
- **Pool Facility:** Through the facilitation of aquatics where families, neighbors, and friends gather, strengthening community ties.
- **Large Multi-Purpose Fields:** For sports, community events, and various physical activities.
- **Basketball Courts:** Facilitating organized sports and active recreational opportunities.
- **Botanical Garden:** Providing an educational and visually serene space that celebrates local biodiversity.
- **Amphitheater:** Offering a venue for cultural events, performances, and community gatherings.
- **Playground:** Ensuring secure, engaging settings for children.
- **Additional Amenities:** Including new picnic tables, benches, gazebos, and shade structures for comfort and community relaxation.



Public Outreach and Community Engagement Completed Thus Far

In ensuring the park meets the community’s needs, a comprehensive outreach plan is integral to the project:

- **Social Media Campaign:** A dynamic campaign has been launched across Facebook, Instagram, and local community forums. Frequent updates, live streams, interactive Q&A sessions, and engagement-focused posts will gather public input and keep residents informed about progress, milestones, and opportunities to contribute.
- **Town Hall Meetings:** Two town hall meetings have been conducted to maximize community input.

Political and Community Support

The City of Imperial Regional Park has garnered significant endorsement from local and state leaders:

- **California State Senator Stephen C. Padilla** has provided a letter of support emphasizing the park’s potential to enhance community well-being and drive regional development.
- **Assemblyman Jeff Gonzalez** has also issued a letter endorsing the project, underlining its importance in addressing local public health disparities and promoting civic pride.

- **Local Imperial School District Superintendent Bryan Thomason** has shared his support, recognizing the park's value in creating educational and extracurricular opportunities for local youth.

These endorsements not only validate the park's vision but also strengthen its potential to secure additional support and funding from government and community sources.

Benefits

Social Benefits:

- **Civic Pride:** The Park will serve as a focal point for community identity and cultural exchange.
- **Inclusive Spaces:** Tailored amenities ensure that seniors, at-risk youth, and families are all provided for, building stronger community bonds.

Health Benefits:

- **Enhanced Physical Activity:** Ample green space encourages exercise and reduces risks associated with a sedentary lifestyle.
- **Improved Mental Well-Being:** The natural environment, combined with community engagement, supports positive mental health outcomes.

Economic Benefits:

- **Employment Opportunities:** The project will generate extensive construction jobs and create long-term maintenance roles.
- **Local Business Growth:** Increased foot traffic will boost revenue for markets, restaurants, and service providers.
- **Efficient Land Utilization:** Reclaiming underutilized farmland for community use will spur regional economic revitalization.

Implementation Plan

The project will follow a phased approach for execution to include:

1. **Planning and Design:**
 - Incorporate community and stakeholder feedback, particularly from the initial town hall and social media channels.
 - Finalize conceptual layouts using recommended maps to guide the spatial planning and infrastructure integration.

2. **Construction:**

- Engage local and regional construction companies, thus stimulating employment and economic activity.
- Adhere to a timeline with clear milestones for developing trails, sports facilities, and public amenities.

3. **Ongoing Management:**

- Collaborate with local businesses and community organizations for coordinated maintenance and programming.
- Launch educational initiatives in the botanical garden and amphitheater, ensuring long-term community benefits.

Call to Action

The City of Imperial Regional Park is a transformative initiative that invites community members, local leaders, and regional stakeholders to join forces in bringing this vision to life. Whether through financial contributions, active advocacy, or volunteer participation, your support is essential to creating a lasting legacy of health, unity, and growth. Embrace the opportunity to shape a future where every resident benefits from a thriving, accessible public space.

Conclusion

Transforming an underutilized farmland parcel into the City of Imperial Regional Park represents a bold step toward a healthier, more united community. With extensive amenities designed to foster recreational, educational, and economic growth, this project promises lasting benefits. Backed by endorsements from trusted local leaders such as California State Senator Stephen C. Padilla, Assemblyman Jeff Gonzalez, and Imperial School District Superintendent Bryan Thomason, and supported by comprehensive public outreach efforts—including a social media campaign and town hall meetings on **May 15, 2025** and **May 29, 2025**—the park is poised to become a treasured asset. Through detailed planning and community engagement, this initiative will redefine public spaces and elevate community life for years to come.

EXHIBIT B

PROPOSAL ACKNOWLEDGEMENT FORM

The Proposer hereby acknowledges receipt of addenda number(s) _____, if any.

By signing below, the Proposer agrees to all terms and conditions in this RFP, except where expressly described in the Proposer's Services Proposal.

Original Signature by Authorized
Officer/Agent

Vendor's Tax ID Number (FEIN)

Type/Print Name of Signatory

Company Name

Title

Phone Number

Consultant Mailing Address

Fax Number

Website Address

E-mail Address

Form of Business (mark one of the following):

- Sole Proprietor/Individual
- Partnership
- Corporation
- Limited Liability Company (LLC)

If a corporation, the State where it is incorporated: _____

EXHIBIT C

SAMPLE PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICE AGREEMENT (“AGREEMENT”) is made and entered by and between the City of Imperial, a municipal corporation of the State of California (“Agency”) and _____ (“CONSULTANT”).

RECITALS

WHEREAS, Agency desires to engage Consultant to perform certain professional services, as provided herein; and

WHEREAS, the Consultant is qualified and desires to accept such engagement

Now, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. TERM This AGREEMENT shall commence on ____ day of _____ 2026 and shall remain and continue in effect until tasks described herein are completed, but in no event later than _____ unless sooner terminated pursuant to the provisions of this AGREEMENT.

II. SERVICES

CONSULTANT shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. CONSULTANT shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. To the extent that Exhibit A is a proposal from CONSULTANT, such proposal is incorporated only for the description of the scope of services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to in writing.

III. PERFORMANCE

CONSULTANT shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of CONSULTANT hereunder in meeting its obligations under this AGREEMENT.

IV. AGENCY MANAGEMENT

Agency's City Manager shall represent AGENCY in all matters pertaining to the administration of this AGREEMENT, review and approval of all products submitted by CONSULTANT. Agency's City Manager shall be authorized to act on AGENCY's behalf and to execute all necessary documents which enlarge the Tasks to Be Performed or change CONSULTANT's compensation, subject to Section V hereof.

V. PAYMENT

- A. CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Agency Manager. CONSULTANT shall be compensated for any additional services in the amounts and in the manner as agreed to by Agency Manager and CONSULTANT at the time AGENCY's written authorization is given to CONSULTANT for the performance of said services. The Agency Manager may approve additional work but in no event shall the total amount to be paid pursuant to this AGREEMENT exceed ten-thousand dollars (\$10,000.00) without prior approval by the Agency City Council.
- B. CONSULTANT shall submit an invoice in an amount not to exceed _____ upon completion of Tasks called for by this AGREEMENT. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the AGENCY disputes any of CONSULTANT's fees it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within thirty (30) days of receipt of an invoice therefore.

VI. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

- A. The AGENCY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon the CONSULTANT at least five (5) days prior written notice. Upon receipt of said notice, the CONSULTANT shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If the AGENCY suspends or terminates a portion of this AGREEMENT such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.
- B. In the event this AGREEMENT is terminated pursuant to this Section, the AGENCY shall pay to CONSULTANT the actual value of the work performed up to the time of termination, provided that the work performed is of value to the AGENCY. Upon termination of the AGREEMENT pursuant to this Section, the CONSULTANT will submit an invoice to the AGENCY pursuant to Section V.

VII. DEFAULT OF CONSULTANT

- A. The CONSULTANT's failure to comply with the provisions of this AGREEMENT shall constitute a default. In the event that CONSULTANT is in default for cause under the terms of this AGREEMENT, AGENCY shall have no obligation or duty to continue compensating CONSULTANT for any work performed after the date of default and can terminate this AGREEMENT immediately by written notice to the CONSULTANT. If such failure by the CONSULTANT to make progress in the performance of work hereunder arises out causes beyond the CONSULTANT's control, and without fault or negligence of the CONSULTANT, it shall not be considered a default.

- B. If the AGENCY Manager, or his designee, determines that the CONSULTANT is in default in the performance of any of the terms or conditions of this AGREEMENT, he/she shall cause to be served upon the CONSULTANT a written notice of the default. The CONSULTANT shall have five (5) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the CONSULTANT fails to cure its default within such period of time or fails to present the AGENCY with a written plan for the cure of the default, the AGENCY shall have the right, notwithstanding any other provision of this AGREEMENT, to terminate this AGREEMENT without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this AGREEMENT.

VIII. OWNERSHIP OF DOCUMENTS

- A. CONSULTANT shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by AGENCY that relate to the performance of services under this AGREEMENT. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

- B. Upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT shall become the sole property of the AGENCY and may be used, reused, or otherwise disposed of by the AGENCY without the permission of the CONSULTANT. With respect to computer files, CONSULTANT shall make available to the AGENCY, at the CONSULTANT's office and upon reasonable written request by the AGENCY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. CONSULTANT hereby grants to AGENCY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by CONSULTANT in the course of providing the services under this AGREEMENT.

IX. INDEMNIFICATION AND DEFENSE

A. Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless AGENCY and any and all of its officials, employees and agents (“Indemnified Parties”) from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel’s fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any agency or individual that CONSULTANT shall bear the legal liability thereof) in the performance of services under this AGREEMENT. CONSULTANT’s duty to indemnify and hold harmless AGENCY shall not extend to the AGENCY’s sole or active negligence.

B. Duty to defend

In the event the AGENCY, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this AGREEMENT, and upon demand by AGENCY, CONSULTANT shall defend the AGENCY at CONSULTANT’s cost or at AGENCY’s option, to reimburse AGENCY for its costs of defense, including reasonable attorney’s fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT’s negligent acts, errors or omissions. Payment by AGENCY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and AGENCY, as to whether liability arises from the sole or active negligence of the AGENCY or its officers, employees, or agents, CONSULTANT will be obligated to pay for AGENCY’s defense until such time as a final judgment has been entered adjudicating the AGENCY as solely or actively negligent. CONSULTANT will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney’s fees, expert fees and costs of litigation.

X. INSURANCE

CONSULTANT shall maintain prior to the beginning of and for the duration of this AGREEMENT insurance coverage as specified in Attachment D attached to and part of this AGREEMENT.

XI. INDEPENDENT CONSULTANT

- A. CONSULTANT is and shall at all times remain as to the AGENCY a wholly independent consultant and/or independent contractor. The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT’s exclusive direction and control. Neither AGENCY nor any of its officers, employees, or agents shall have control over the conduct of CONSULTANT or any of CONSULTANT’s

officers, employees, or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the AGENCY. CONSULTANT shall not incur or have the power to incur any debt, obligation, or liability whatever against AGENCY, or bind AGENCY in any manner.

- B. No employee benefits shall be available to CONSULTANT in connection with the performance of this AGREEMENT. Except for the fees paid to CONSULTANT as provided in the AGREEMENT, AGENCY shall not pay salaries, wages, or other compensation to CONSULTANT for performing services hereunder for AGENCY. AGENCY shall not be liable for compensation or indemnification to CONSULTANT for injury or sickness arising out of performing services hereunder.

XII. LEGAL RESPONSIBILITIES

The CONSULTANT shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this AGREEMENT. The CONSULTANT shall at all times observe and comply with all such laws and regulations. The AGENCY, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the CONSULTANT to comply with this Section.

XIII. UNDUE INFLUENCE

CONSULTANT declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the AGENCY in connection with the award, terms or implementation of this AGREEMENT, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the AGENCY has or will receive compensation, directly or indirectly, from CONSULTANT, or from any officer, employee or agent of CONSULTANT, in connection with the award of this AGREEMENT or any work to be conducted as a result of this AGREEMENT. Violation of this Section shall be a material breach of this AGREEMENT entitling the AGENCY to any and all remedies at law or in equity.

XIV. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of AGENCY, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or subagreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this AGREEMENT.

XV. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

- A. All information gained by CONSULTANT in performance of this AGREEMENT shall be considered confidential and shall not be released by CONSULTANT without AGENCY's

XVII. ASSIGNMENT

The CONSULTANT shall not assign the performance of this AGREEMENT, nor any part thereof, nor any monies due hereunder, without prior written consent of the AGENCY. Because of the personal nature of the services to be rendered pursuant to this AGREEMENT, only CONSULTANT shall perform the services described in this AGREEMENT. CONSULTANT may use assistants, under his/her direct supervision, to perform some of the services under this AGREEMENT. Should he/she leave CONSULTANT's employ, the AGENCY shall have the option to immediately terminate this AGREEMENT, within three (3) days of the close of said notice period. Upon termination of this Agreement, CONSULTANT's sole compensation shall be payment for actual services performed up to, and including, the date of termination or as may be otherwise agreed to in writing between the Governing Board and the CONSULTANT. Before retaining or contracting with any CONSULTANT for any services under this AGREEMENT, CONSULTANT shall provide AGENCY with the identity of the proposed CONSULTANT, a copy of the proposed written contract between CONSULTANT and such sub-consultant which shall include an indemnity provision similar to the one provided herein and identifying AGENCY as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed sub-consultant carries insurance at least equal to that required by this AGREEMENT or obtain a written waiver from AGENCY for such insurance.

XVIII. LICENSES

At all times during the term of this AGREEMENT, CONSULTANT shall have in full force and effect, all licenses required of it by law for the performance of the services described in this AGREEMENT.

XIX. GOVERNING LAW

The AGENCY and CONSULTANT understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this AGREEMENT and also govern the interpretation of this Agreement. Any litigation concerning this AGREEMENT shall take place in the municipal, superior, or federal district court with jurisdiction over the AGENCY.

XX. ENTIRE AGREEMENT

This AGREEMENT contains the entire understanding between the parties relating to the obligations of the parties described in this AGREEMENT. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this AGREEMENT or with respect to the terms and conditions of this AGREEMENT, are merged into this AGREEMENT and shall be of no further force or effect. Each party is entering

into this AGREEMENT based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

XXI. CONTENTS OF REQUEST FOR PROPOSAL AND PROPOSAL

CONSULTANT is bound by the contents of AGENCY's Request for Proposal, Attachment "A" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the CONSULTANT, Exhibit "D" hereto. In the event of conflict, the requirements of AGENCY's Request for Proposals and this AGREEMENT shall take precedence over those contained in the CONSULTANT's proposals. The incorporation of the CONSULTANT's proposal shall be for the scope of services to be provided only, and any other terms and conditions included in such proposal shall have no force and effect on this AGREEMENT or the relationship between CONSULTANT and/or AGENCY, unless expressly agreed to in writing.

XXII. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this AGREEMENT on behalf of CONSULTANT warrants and represents that he/she has the authority to execute this AGREEMENT on behalf of the CONSULTANT and has the authority to bind CONSULTANT to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

City of Imperial A Municipal Corporation

(CONSULTANT NAME)

By: _____

By: _____

Dennis H. Morita, City Manager

ATTEST:

Kristina Shields, City Clerk

APPROVED AS TO FORM:

By: _____

Katherine Turner, City Attorney

EXHIBIT D

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of AGENCY, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and, in a form, satisfactory to AGENCY.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this AGREEMENT, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this AGREEMENT and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this AGREEMENT.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

CONSULTANT shall submit to AGENCY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of AGENCY, its officers, agents, employees and volunteers.

Umbrella or excess liability insurance. [Optional depending on limits required]. CONSULTANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop-down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any

reason.

- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall “follow form” to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to AGENCY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers’ compensation. Insurance certificates and endorsements must be approved by Agency’s Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with AGENCY at all times during the term of this contract. AGENCY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by AGENCY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of AGENCY before the AGENCY’s own insurance or self-insurance shall be called upon to protect it as a named insured.

Agency’s rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, AGENCY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by AGENCY will be promptly reimbursed by CONSULTANT or AGENCY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, AGENCY may cancel this AGREEMENT. Page

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders’ Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best’s Key Rating Guide, unless otherwise approved by the Agency’s Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against AGENCY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its own right of recovery against AGENCY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the AGENCY to inform CONSULTANT of non compliance with any requirement imposes no additional obligations on the AGENCY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the AGENCY requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the AGENCY.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to AGENCY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that AGENCY and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to AGENCY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is

provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to AGENCY for review.

Self-insured retentions. Any self-insured retentions must be declared to and approved by AGENCY. AGENCY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by AGENCY.

Timely notice of claims. CONSULTANT shall give AGENCY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies. Notice to Agency not to exceed ten (10) days.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.



City Council STAFF REPORT

Document ID: 2026-153
Category: Action Item

Department: Parks & Recreation

Department Head: Anthony Lopez, Parks & Recreation Director

Meeting Date: May 6, 2026

SUBJECT:

AUTHORIZE THE PURCHASE OF INCLUSIVE PLAYGROUND EQUIPMENT AND SEEK CONSTRUCTION BIDS FOR EAGER PARK ALL INCLUSIVE PLAYGROUND PROJECT

BACKGROUND:

In June 2025, City staff applied to the California Parks and Recreation Society (CPRS) for participation in the Statewide Training and Funding Initiative. This competitive program supports the development of high quality, all inclusive outdoor environments by offering up to 50% matching funds for qualifying projects.

As part of the application, staff proposed an all inclusive play concept designed to expand recreational access for children of all abilities and enhance the City's commitment to equitable and accessible park spaces.

CPRS has identified the City's project as eligible for funding consideration. To remain competitive and maintain project momentum, staff is requesting authorization to proceed with the procurement of the selected playground equipment from GameTime, a vendor who is providing the funding for this grant.

The total cost for the equipment package is \$362,522.42. This amount already includes the grant match of \$207,167.75.

Following equipment procurement, staff will prepare and issue a formal bid solicitation for construction and installation services. This will ensure contractor selection timelines coincide with fabrication lead times.

FISCAL IMPACT:

The total equipment cost of \$362,522.42 and remaining costs associated with construction will be paid out of Park Impact Fees Acc# 68-420-5210.

REQUESTED ACTION:

Approve the purchase of all inclusive playground equipment from GameTime in the amount of \$362,522.422 and authorize staff to solicit bids for construction and installation of the playground improvements associated with the California Parks and Recreation Society (CPRS) Statewide Training and Funding Initiative.

CITY MANAGER RECOMMENDATION:

Attachments:

1. CPRS NDS Recognition - Eager Park
2. Eager Park Playground Option 6 CPRS Grant CWO Pricing Propsoal (1) (1)
3. City of Imperial Eager Park Letter25
4. City of Imperial, Eager Park Certificate.pdf



CONGRATULATIONS ON YOUR UPCOMING
NATIONAL DEMONSTRATION SITE

Statewide Initiative Recognition

Eager Park
Imperial, CA

Report prepared July 2025 by:

CORE
DATA SERVICE LAB

Community Vitality

PlayCore’s Center for Outreach, Research, and Education (CORE) uses research and advocacy to help build healthy communities through play and recreation. CORE and our Data Service Lab developed the Community Vitality Framework for an evidence-based approach, grounded in comprehensive and validated research that organizes and communicates the seven indicators of a vital community.



SOCIAL & EMOTIONAL HEALTH

Total community well-being including social, emotional, and mental wellness.



PHYSICAL HEALTH & LIFESTYLE BEHAVIORS

Health status of the community and a wide variety of health behaviors.



DIVERSITY, EQUITY & INCLUSION

Social determinants of health to ensure diverse, equitable, and economically balanced populations have opportunities to be healthy.



COMMUNITY ENGAGEMENT

Active participation from community members to create a strong sense of connection and nurture creative opportunities for residents.



PUBLIC SERVICES

Factors and perceptions of the local services and public spaces.



ENVIRONMENT

Natural and built environments supporting health and safety which are essential to a sustainable community.



EDUCATION

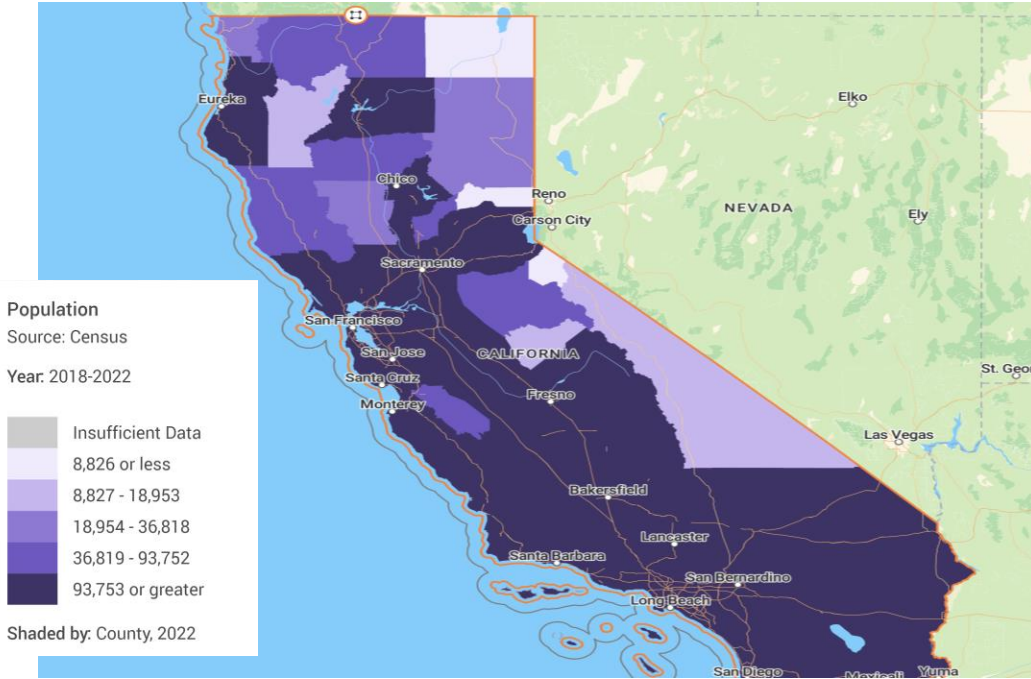
Participation and educational attainment of community from early childcare to adult learning.



Use this recommendation to see how your site’s outcome data connects to the health and vitality of your community. Use the Community Vitality Framework to help you tell your impact story.

State Data for Impact

California was home to **39,538,223** people in 2022.



Map featuring 2022 population counts by county. It was created using CORE Data Lab's Data Explorer & Mapping tool.



Your site can play a vital role in the community by providing a high-quality outdoor space for physical activity and mental reprieve for all ages and abilities to develop meaningful connections.

Metric Community Vitality Indicator	State Average	National Average	Metric Definition Geographic Scale of Your NDS Site Area Data, Source
Adult Poor Mental Health Social & Emotional Health	17%	17%	Percent of adults reporting poor mental health for two weeks or more. Census Tract, CDC¹
Adult Obesity Physical Health & Lifestyle Behaviors	30%	38%	Percent of adults with obesity. Census Tract, CDC¹
Youth Disability Diversity, Equity & Inclusion	4%	5%	Estimated number of people under age 18 with one or more disabilities. Census Tract, Census²
Families in Poverty Diversity, Equity & Inclusion	9%	11%	Estimated percent of all families that live in poverty. Census Tract, Census³
Walkability Index Environment	12.2 Above Average	10	Areas with mixtures of land use and transportation infrastructure that promote walking. Block Group, EPA⁴

This table provides a comparison between state and national averages. This data is summarized by different geographic scales that are defined by population size.

National Demonstration Site Design Recommendation

Organization: City of Imperial

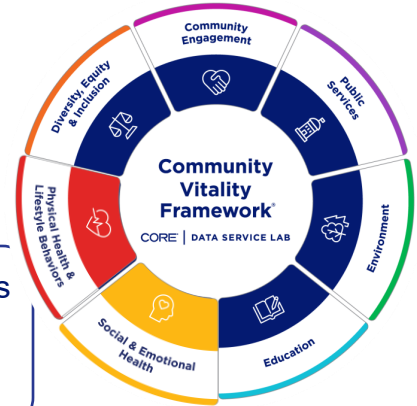
Site Name: Eager Park

City: Imperial, CA

Top Community Vitality Goals Identified for YOUR Site in Application:

Social-Emotional Health Outcomes: to gather, enjoy and relieve stress

Physical Health Outcomes: active play at a variety of challenge levels



Based on your community's needs, we recommend the following National Demonstration Site design best practice to address the community vitality goals identified for your site.



Inclusive Designs Provides Places to Play & Recreate for All Ages and Abilities – Improving Social & Mental Health
 Inclusive play spaces that fosters multigenerational interactions across all ages and abilities can support children's independent mobility and individual social and creative skills.⁷



PlayOn! Designs Encourage More Physical Activity and Enables Children to Learn New Motor Skills
 Each additional play element can result in 50% more physical activity.⁵ Moreover, exposure to playgrounds can lead to over a 40% improvement in motor skill competencies.⁶



Outdoor Fitness Designs Serve as Publicly Accessible Physical Activity Spaces Which Can Increase Visit Frequency
 Fitness in park settings increases recognition of parks as settings for physical activity.⁸ Park users moderate to vigorous physical activity can increase up to 40% after an outdoor fitness install.⁹



NatureGround Designs Create Opportunities to Improve Mood & Social Development through Nature Interactions
 Natural playgrounds supports children's cognitive, physical, social and emotional development.¹⁰ Natural features facilitate group play, communication, and collaboration.¹¹



Pathways for Play Designs Educate Visitors about their Community Leading to Stronger Community Connections.
 Trail users express stronger place attachment & community connectedness.¹² Literary trails contribute to an understanding of the outdoor space and connects its heritage to a larger idea of the community.¹³

By organizing NDS designations around your site's Community Vitality goals, you become equipped to turn research into practice to tell the unique story of your site's impact.

REFERENCES

- ¹Centers for Disease Control and Prevention (2020). Behavioral Risk Factor Surveillance System Survey. Available at cdc.gov/BRFSS.
- ²U.S. Census Bureau (2021). *American community survey: Disability characteristics, S1810*. Retrieved from <https://data.census.gov/table?q=S1810>
- ³U.S. Census Bureau (2021). *American community survey, Selected population profile in the United States, S0201*. Retrieved from <https://data.census.gov/table?q=S0201>
- ⁴U.S. Environmental Protection Agency (2021). *Smart location mapping: Interactive maps and data for measuring location efficiency and the built environment*. Retrieved from <https://www.epa.gov/smartgrowth/smart-location-mapping>.
- ⁵Nelischer, C., & Loukaitou-Sideris, A. (2023). Intergenerational public space design and policy: A review of the literature. *Journal of Planning Literature*, 38(1), 19-32.
- ⁶Cohen, D. A., Han, B., Williamson, S., Nagel, C., McKenzie, T. L., Evenson, K. R., & Harnik, P. (2020). Playground features and physical activity in US neighborhood parks. *Preventive Medicine*, 131, 105945.
- ⁷Tortella, P., Haga, M., Loras, H., Sigmundsson, H., & Fumagalli, G. (2016). Motor skill development in Italian pre-school children induced by structured activities in a specific playground. *PLoS one*, 11(7), e0160244.
- ⁸Sibson, R., Scherrer, P., & Ryan, M. M. (2018). 'I think it adds value, but I don't use it': use, perceptions and attitudes of outdoor exercise equipment in an urban public park. *Annals of Leisure Research*, 21(1), 58-73.
- ⁹Cranney, L., Phongsavan, P., Kariuki, M., Stride, V., Scott, A., Hua, M., & Bauman, A. (2016). Impact of an outdoor gym on park users' physical activity: A natural experiment. *Health & Place*, 37, 26-34.
- ¹⁰Victoria Carr & Eleanor Luken (2014) Playscapes: A pedagogical paradigm for play and learning. *International Journal of Play*, 3(1), 69-83
- ¹¹Coe, D. P., Flynn, J. I., Wolff, D. L., Scott, S. N., & Durham, S. (2014). Children's physical activity levels and utilization of a traditional versus natural playground. *Children, Youth and Environments*, 24(3), 1-15.
- ¹²Moore, R. L., & Scott, D. (2003). Place attachment and context: Comparing a park and a trail within. *Forest Science*, 49(6), 877-884.
- ¹³Saretzki, A. (2013). Literary trails, urban space and the actualization of heritage. *Almatourism –Journal of Tourism, Culture and Territorial Development*, 4(8), 61-77.

CORE | DATA SERVICE LAB

PlayCore established the Center for Outreach, Research, and Education (CORE) to help communities turn research into practice by researching and advocating for the impact of play and recreation on a community's vitality and why it's valuable to invest in community health and wellness.

CORE Data Service Lab uses data-driven strategies specific to your community to enable actionable recommendations and personalized support, maximizing your positive impacts on your community.

For general information on the National Demonstration Site program, go to www.playcore.com/nds.

For access to your National Demonstration Site online portal, go to app.coredataservicelab.com.

For further assistance, please email support@coredataservicelab.com.

Proposal for
City of Imperial

Prepared by



03-16-2026
Job # 114060-01

Eager Park Playground Option 6 CPRS Grant CWO Pricing



619-876-6623 | www.gwpark.com

**Eager Park Playground - Project - 114060-01-Opt 6
Imperial, CA**



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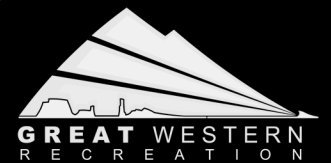


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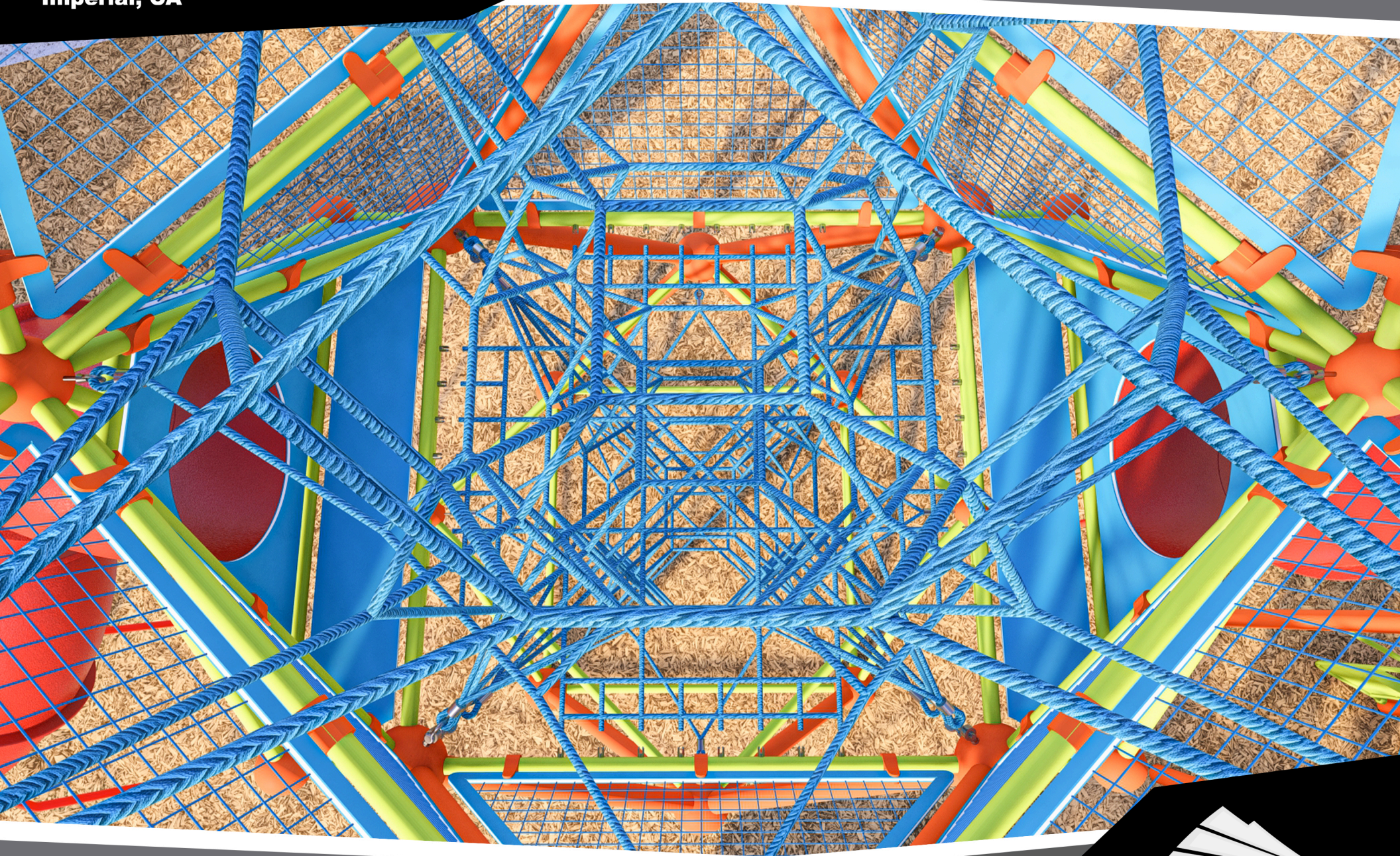
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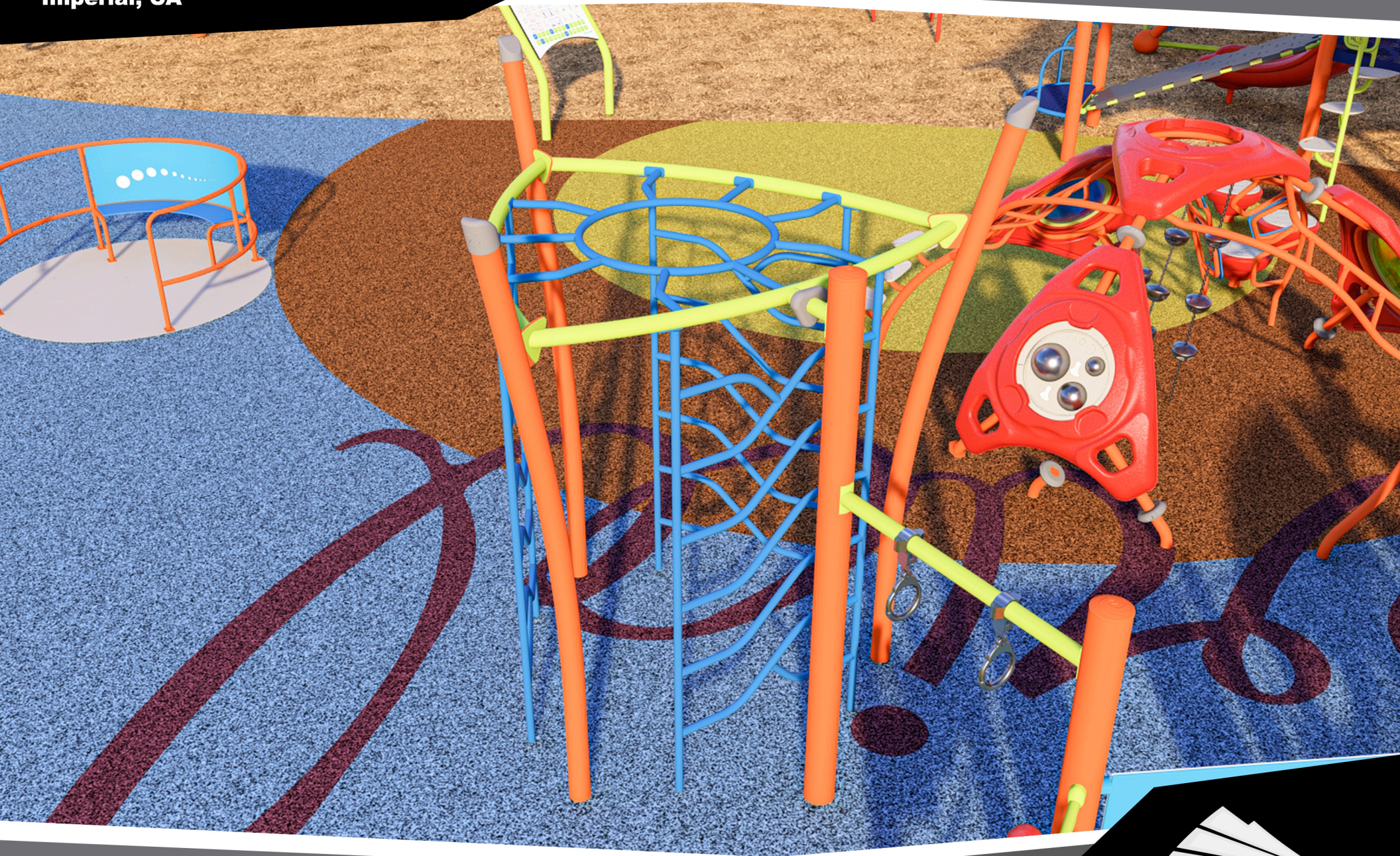
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Imperial, CA**



2026 PALETTE COLOR SELECTION

Reset

PROJECT:



ARLINGTON
 2 Color HDPE—Gray/Black
 Accent—Sky Blue
 Basic—Sky Blue
 Decks—Blue
 Fabric Shade—Navy Blue
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Red
 Roto Plastic—Red
 Tube—Red



DEEP SPACE
 2 Color HDPE—Red/White
 Accent—Yellow
 Basic—Starlight Black
 Decks—Blue
 Fabric Shade—Dove Blue
 HDPE—Red
 Rock—Deep Granite
 Plastic Roof—Sky Blue
 Roto Plastic—Sky Blue
 Tube—Sky Blue



GUM DROP
 2 Color HDPE—Red/White
 Accent—Butterscotch
 Basic—Burgundy
 Decks—Blue
 Fabric Shade—Navy Blue
 HDPE—Blue
 Rock—Deep Granite
 Plastic Roof—Blue
 Roto Plastic—Blue
 Tube—Blue



AURORA
 2 Color HDPE—Gray/Black
 Accent—Azure
 Basic—Ice Butter
 Decks—Gray
 Fabric Shade—Bottle Green
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Azure
 Tube—Azure



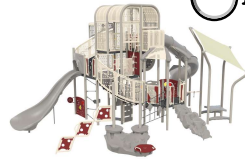
EMERALD
 2 Color HDPE—Red/White
 Accent—White
 Basic—Metallic
 Decks—Blue
 Fabric Shade—Navy Blue
 HDPE—Yellow
 Rock—Deep Granite
 Plastic Roof—Spring Green
 Roto Plastic—Spring Green
 Tube—Spring Green



HONEYSUCKLE
 2 Color HDPE—Spring Green/White
 Accent—Champagne
 Basic—Spring Green
 Decks—Gray
 Fabric Shade—Silver
 HDPE—Blue
 Rock—Deep Granite
 Plastic Roof—Periwinkle
 Roto Plastic—Periwinkle
 Tube—Periwinkle



BACKYARD
 2 Color HDPE—Yellow/Black
 Accent—Sea Mist
 Basic—Butterscotch
 Decks—Brown
 Fabric Shade—Turquoise
 HDPE—Yellow
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Chartreuse
 Tube—Chartreuse



EVENING ELEGANCE
 2 Color HDPE—Burgundy/White
 Accent—Vanilla
 Basic—Champagne
 Decks—Gray
 Fabric Shade—Cream
 HDPE—Burgundy
 Rock—Sandstone
 Plastic Roof—Burgundy
 Roto Plastic—Champagne
 Tube—Champagne



IMAGINATION
 2 Color HDPE—Gray/Black
 Accent—Butterscotch
 Basic—Periwinkle
 Decks—Gray
 Fabric Shade—Orange
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Azure
 Tube—Azure



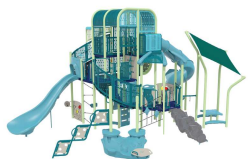
BAYSIDE BREEZE
 2 Color HDPE—Azure/White
 Accent—Sea Mist
 Basic—Beige
 Decks—Blue
 Fabric Shade—Dove Blue
 HDPE—Blue
 Rock—Sandstone
 Plastic Roof—Azure
 Roto Plastic—Blue
 Tube—Blue



FORESTER
 2 Color HDPE—Beige/Green
 Accent—Beige
 Basic—Brown
 Decks—Brown
 Fabric Shade—Forest Green
 HDPE—Beige
 Rock—Deep Granite
 Plastic Roof—Green
 Roto Plastic—Green
 Tube—Green



INDEPENDENCE
 2 Color HDPE—Blue/White
 Accent—White
 Basic—Burgundy
 Decks—Blue
 Fabric Shade—Navy Blue
 HDPE—Blue
 Rock—Deep Granite
 Plastic Roof—Champagne
 Roto Plastic—Champagne
 Tube—Champagne



BAYVIEW
 2 Color HDPE—Gray/Black
 Accent—Ocean
 Basic—Ice Mint
 Decks—Blue
 Fabric Shade—Bottle Green
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Azure
 Tube—Azure



GECKO
 2 Color HDPE—Spring Green/White
 Accent—Beige
 Basic—Vanilla
 Decks—Chocolate
 Fabric Shade—Lime
 HDPE—Spring Green
 Rock—Deep Granite
 Plastic Roof—Spring Green
 Roto Plastic—Green
 Tube—Green



JOYFUL
 2 Color HDPE—Blue/White
 Accent—Butterscotch
 Basic—Burgundy
 Decks—Blue
 Fabric Shade—Navy Blue
 HDPE—Blue
 Rock—Deep Granite
 Plastic Roof—Spring Green
 Roto Plastic—Spring Green
 Tube—Spring Green



BLUEBELL
 2 Color HDPE—Azure/White
 Accent—Sea Mist
 Basic—Ice Butter
 Decks—Blue
 Fabric Shade—True Blue
 HDPE—Azure
 Rock—Deep Granite
 Plastic Roof—Blue
 Roto Plastic—Blue
 Tube—Blue



GREEN CURRENT
 2 Color HDPE—Brown/White
 Accent—Ice Mint
 Basic—Ice Butter
 Decks—Chocolate
 Fabric Shade—Deep Ochre
 HDPE—Brown
 Rock—Sandstone
 Plastic Roof—Beige
 Roto Plastic—Beige
 Tube—Beige



JURASSIC
 2 Color HDPE—Burgundy/White
 Accent—Butterscotch
 Basic—Sage
 Deck—Brown
 Fabric Shade—Sun Blaze
 HDPE—Dolphin Gray
 Rock—Sandstone
 Plastic Roof—Champagne
 Roto Plastic—Champagne
 Tube—Champagne



LAGOON
 2 Color HDPE—Sky Blue/White
 Accent—Ice Mint
 Basic—Ocean
 Decks—Blue
 Fabric Shade—Lime
 HDPE—Sky Blue
 Rock—Deep Granite
 Plastic Roof—Sky Blue
 Roto Plastic—Chartreuse
 Tube—Chartreuse



ROCK MOSS
 2 Color HDPE—Beige/Green
 Accent—Beige
 Basic—Metallic
 Decks—Brown
 Fabric Shade—Silver
 HDPE—Brown
 Rock—Deep Granite Plastic
 Roof—Champagne
 Roto Plastic—Chartreuse
 Tube—Chartreuse



TIMBER TRAIL
 2 Color HDPE—Brown/White
 Accent—Vanilla
 Basic—Bronze
 Decks—Chocolate
 Fabric Shade—Cream
 HDPE—Brown
 Rock—Sandstone
 Plastic Roof—Green
 Roto Plastic—Green
 Tube—Green



LEMONADE
 2 Color HDPE—Azure/White
 Accent—Ocean
 Basic—Vanilla
 Decks—Blue
 Fabric Shade—Yellow
 HDPE—Azure
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Yellow
 Tube—Yellow



ROLLING WAVE
 2 Color HDPE—Orange/White
 Accent—Azure
 Basic—Sea Mist
 Decks—Blue
 Fabric Shade—True Blue
 HDPE—Orange
 Rock—Deep Granite
 Plastic Roof—Sky Blue
 Roto Plastic—Sky Blue
 Tube—Sky Blue



TURTLE
 2 Color HDPE—Azure/White
 Accent—Sea Mist
 Basic—Chartreuse
 Decks—Chocolate
 Fabric Shade—Cedar
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Brown
 Roto Plastic—Brown
 Tube—Brown



MACAW
 2 Color HDPE—Sky Blue/White
 Accent—Chartreuse
 Basic—Orange
 Decks—Blue
 Fabric Shade—Yellow
 HDPE—Sky Blue
 Rock—Deep Granite
 Plastic Roof—Yellow
 Roto Plastic—Red
 Tube—Red



SHINE
 2 Color HDPE—Spring Green/White
 Accent—Spring Green
 Basic—Sky Blue
 Decks—Gray
 Fabric Shade—True Blue
 HDPE—Orange
 Rock—Sandstone
 Plastic Roof—Orange
 Roto Plastic—Orange
 Tube—Orange



VERANO
 2 Color HDPE—Azure/White
 Accent—Vanilla
 Basic—Ocean
 Decks—Blue
 Fabric Shade—Turquoise
 HDPE—Azure
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Spring Green
 Tube—Spring Green



MISTY MEADOW
 2 Color HDPE—Blue/White
 Accent—Sea Mist
 Basic—Sage
 Decks—Blue
 Fabric Shade—True Blue
 HDPE—Beige
 Rock—Deep Granite
 Plastic Roof—Champagne
 Roto Plastic—Champagne
 Tube—Champagne



SUCCULENT
 2 Color HDPE—Black/White
 Accent—Vanilla
 Basic—Black
 Decks—Gray
 Fabric Shade—Forest Green
 HDPE—Black
 Rock—Deep Granite
 Plastic Roof—Spring Green
 Roto Plastic—Spring Green
 Tube—Spring Green



WEST PALM
 2 Color HDPE—Spring Green/White
 Accent—Spring Green
 Basic—Sky Blue
 Decks—Gray
 Fabric Shade—Lime
 HDPE—Blue
 Rock—Sandstone
 Plastic Roof—Orange
 Roto Plastic—Orange
 Tube—Orange



OCEANSCAPE
 2 Color HDPE—Spring Green/White
 Accent—Royal Purple
 Basic—Chartreuse
 Decks—Brown
 Fabric Shade—True Blue
 HDPE—Dolphin Gray
 Rock—Deep Granite
 Plastic Roof—Azure
 Roto Plastic—Azure
 Tube—Azure



SUMMER SLICE
 2 Color HDPE—Spring Green/White
 Accent—Chartreuse
 Basic—White
 Decks—Blue
 Fabric Shade—Lime
 HDPE—Green
 Rock—Deep Granite
 Plastic Roof—Red
 Roto Plastic—Spring Green
 Tube—Red



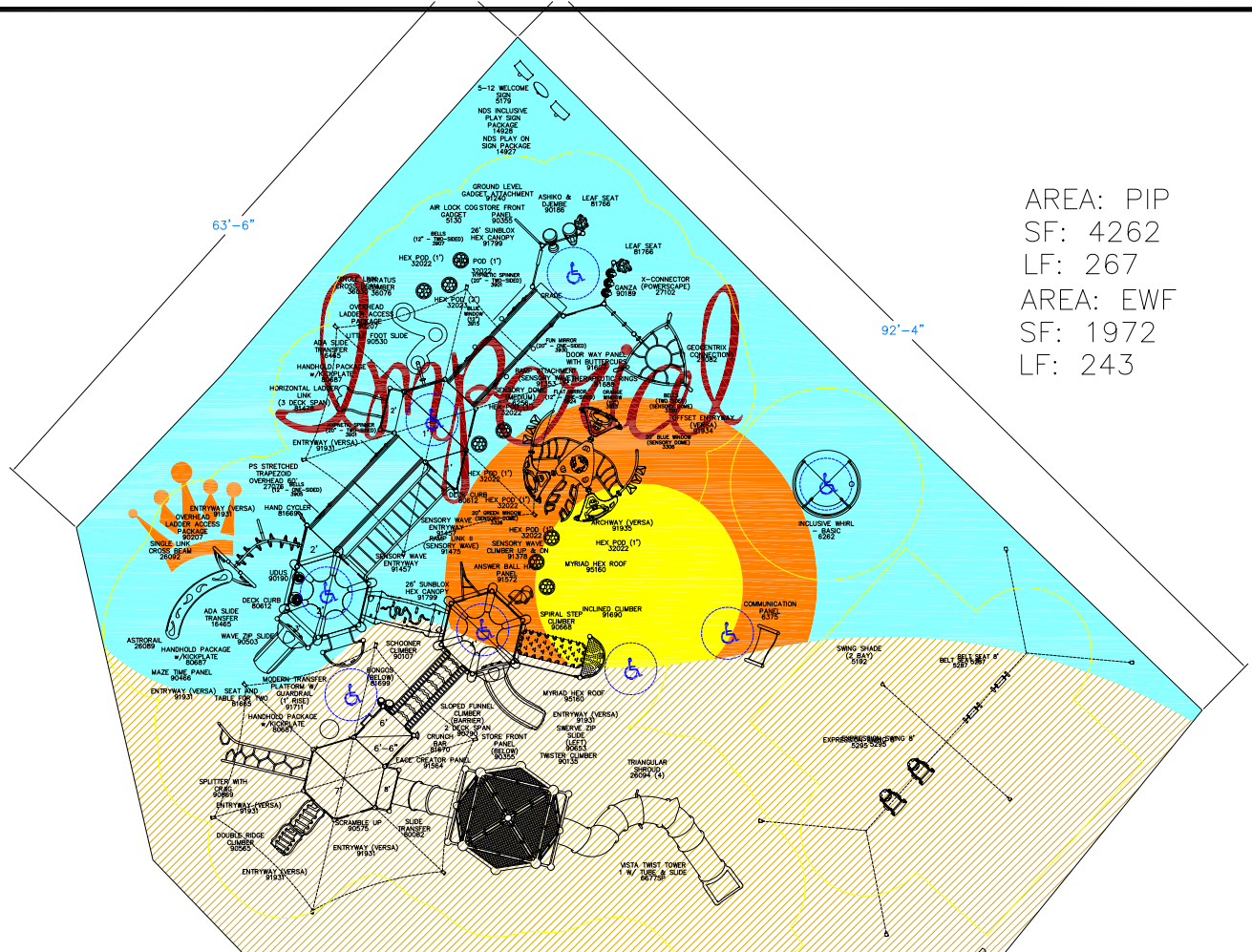
WHIMSY WAY
 2 Color HDPE—Spring Green/White
 Accent—Blue
 Basic—White
 Decks—Gray
 Fabric Shade—Navy Blue
 HDPE—Orange
 Rock—Deep Granite
 Plastic Roof—Orange
 Roto Plastic—Periwinkle
 Tube—Sky Blue



OLD DOMINION
 2 Color HDPE—Gray/Black
 Accent—Champagne
 Basic—Ocean
 Decks—Gray
 Fabric Shade—Deep Ochre
 HDPE—Blue
 Rock—Deep Granite
 Plastic Roof—Burgundy
 Roto Plastic—Burgundy
 Tube—Burgundy



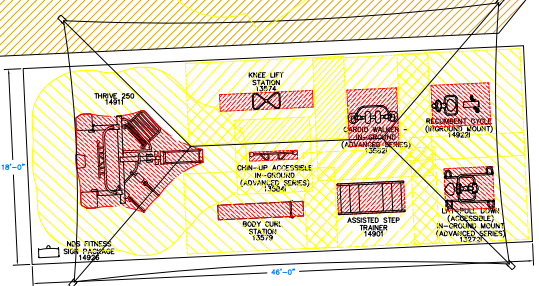
TIMBERLAND
 2 Color HDPE—Sky Blue/White
 Accent—Spring Green
 Basic—Brown
 Decks—Blue
 Fabric Shade—True Blue
 HDPE—Sky Blue
 Rock—Deep Granite
 Plastic Roof—Sky Blue
 Roto Plastic—Sky Blue
 Tube—Sky Blue



AREA: PIP
SF: 4262
LF: 267
AREA: EWF
SF: 1972
LF: 243

PLAYGROUND AREA
SF: 6233
LF: 309

FITNESS AREA
SF: 828
LF: 128



0' 10' 20' 40'



City of Imperial
Eager Park Playground
Imperial, CA
Representative
Great Western Recreation

This Unit Includes play events and...
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619-876-6623
KJ@GWPARK.COM
Representative of the play manufacturer with Disabilities Act

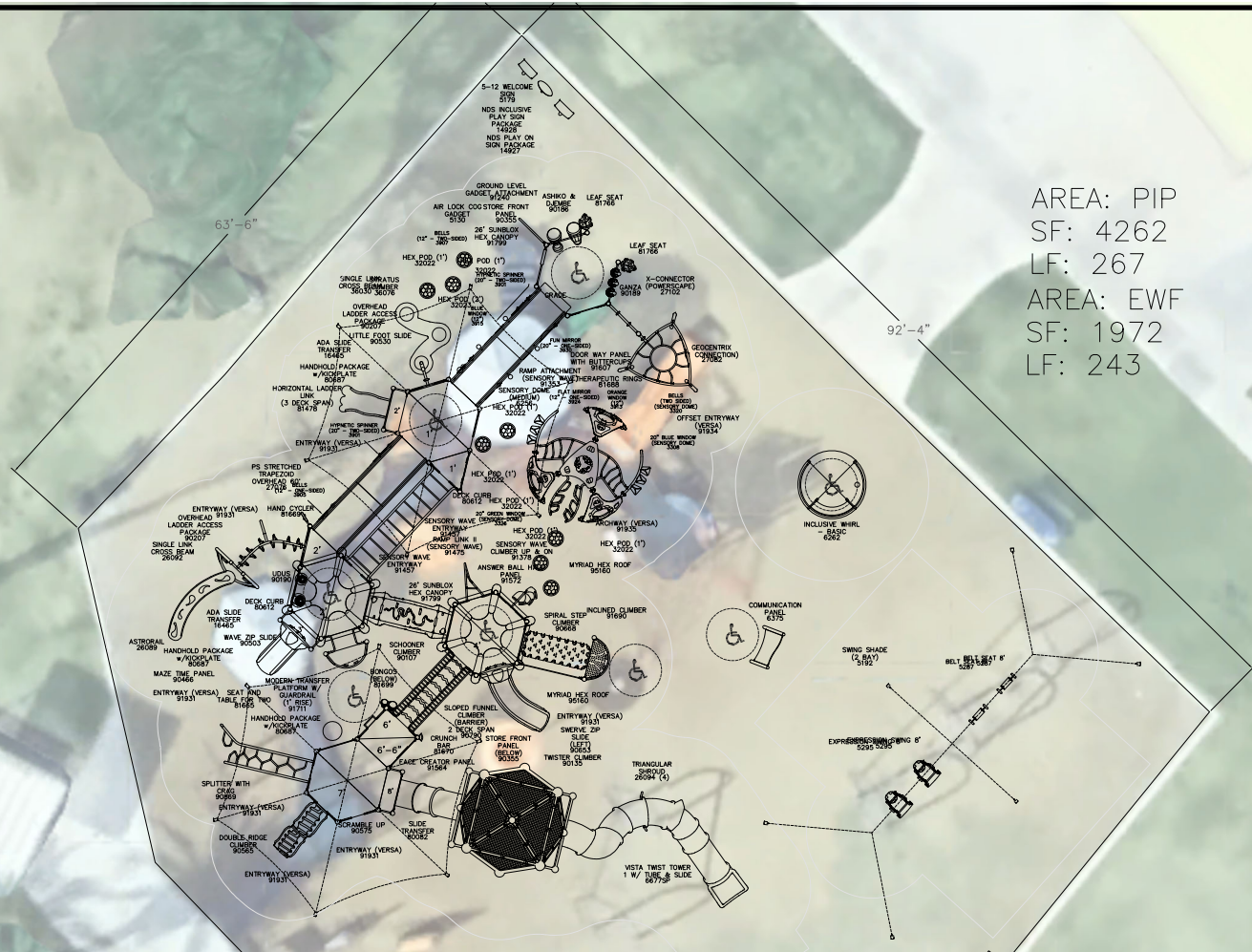
Total Elevated Play Components	21	Required	6
Total Elevated Play Components Accessible By Ramp	9	Required	6
Total Elevated Components Accessible By Transfer	20	Required	6
Total Accessible Ground Level Components Shown	19	Required	7
Total Different Types Of Ground Level Components	6	Required	4

This play equipment is recommended for children ages
5 - 12/13+

Minimum Area Required:
-
Scale: -
This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

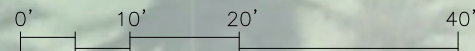
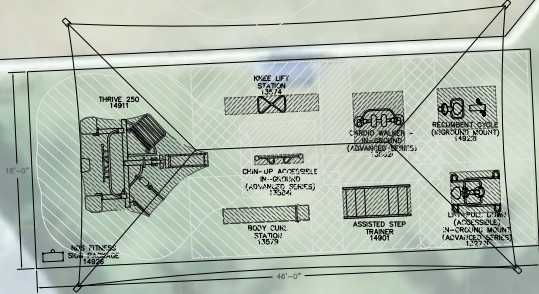
Drawn By:
BS
Date:
3/1/26
Drawing Name:
114060-01-Opt 6
Page 172 of 184



AREA: PIP
SF: 4262
LF: 267
AREA: EWF
SF: 1972
LF: 243

PLAYGROUND AREA
SF: 6233
LF: 309

FITNESS AREA
SF: 828
LF: 128



City of Imperial
Eager Park Playground
Imperial, CA
Representative
Great Western Recreation

SALES REP
KJ LeCESNE
619-876-6623
KJ@GWPARK.COM

Total Elevated Play Components	21	Required	6
Total Elevated Play Components Accessible By Ramp	9	Required	6
Total Elevated Components Accessible By Transfer	20	Required	6
Total Accessible Ground Level Components Shown	19	Required	7
Total Different Types Of Ground Level Components	6	Required	4

This play equipment is recommended for children ages 5 - 12/13+

Minimum Area Required:
-
Scale: -
This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By: BS
Date: 3/11/26
Drawing Name: 114060-91-0016
Page 173 of 184

QUOTE

114060-01-06 • 03/16/2026



A PLAYCORE Company

Eager Park Playground Option 6CPRS Grant CWO Pricing

Customer:

City of Imperial
101 West 4th St.
Imperial, CA 92251
United States

Ship to Zip: 92251

Prepared for:

Anthony Lopez
Phone: 760-457-5194
tlopez@cityofimperial.org

Prepared by:

GameTime C/O Great Western Recreation
P.O. Box 680121
Fort Payne, AL 35967
Office: 435-245-5055
Fax: 435-245-5057
www.gwpark.com

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - Custom 5-12 Playground • Drawing Reference #114060-01-Opt 6	\$409,972.96	\$409,972.96
1	6375	GameTime - Communication Board	\$2,887.00	\$2,887.00
1	6262	GameTime - Inclusive Whirl - Basic	\$18,034.00	\$18,034.00
1	RDU	GameTime - Swings • Drawing Reference #114060-01-Opt 6	\$4,546.00	\$4,546.00
1	5192	GT-Shade - Double Bay Swing Shade	\$14,556.00	\$14,556.00
1	5179	GameTime - Welcome Sign (5-12)	\$825.00	\$825.00
1	14927	GameTime - NDS Play On Sign Package		
1	14928	GameTime - NDS Inclusive Play Sign Package		
1	RDU	GameTime - Fitness Area • Drawing Reference #114060-01-Opt 6	\$51,668.00	\$51,668.00
1	QRI079	GT-Shade - GTRD244010IG 24X40X10 REC HIP W/GL IG	\$12,573.00	\$12,573.00
1	14926	GameTime - NDS Fitness Sign Package		

Sub Total	\$515,061.96
Grant	(\$207,167.75)
Estimated Freight	\$30,766.41
Tax	\$23,861.80
Grand Total	\$362,522.42



QUOTE

114060-01-06 • 03/16/2026



A PLAYCORE Company

Comments

Your Sales Rep is KJ LeCesne. Please reach out to KJ at 619-876-6623 if you should have any questions regarding this quote.

Due to the volatility of freight costs, the freight pricing is subject to change at the time of order.

Pricing is subject to change. Request updated pricing when purchasing from quotes more than 30 days old.

*****OPTIONAL-To include a Payment and Performance Bond, please add \$5,536.**

Shipping to:
101 E. 4th St.
Imperial, CA 92251
760-355-3134
tlopez@cityofimperial.org

Site Address:
200 W 9th S.
Imperial, CA 92251

*Freight charges are based on listed zip code and are subject to change if shipping information changes.

*Deposit may be required.

Permitting not included, unless otherwise noted.

Customer is responsible for offloading.

Installation not included



QUOTE

114060-01-06 • 03/16/2026



A PLAYCORE Company

Remit Payment to:

GameTime
P.O. Box 680121
Fort Payne, AL 35968

Taxes:

All applicable taxes will be added at time of invoicing unless otherwise included or a tax-exempt certificate is provided. If sales tax exempt, you must provide a copy of certificate to be considered exempt.

Prices:

FOB Factory.

Orders:

All orders shall be in writing by purchase order, contract, or similar document made out to PlayCore Wisconsin Inc., dba GameTime.

Standard GameTime equipment orders over \$100,000 may require a deposit of 25% at the time of order and an additional 25% at or before order ships

Standard orders with equipment, installation and surfacing are requested to be split billed.

Equipment, Taxes & Freight as noted above

Installation and Surfacing billed as completed and Due Upon Receipt.

Terms:

Cash With Order Discount (CWO): Orders for GameTime equipment paid in full at time of order via check, Electronic Funds Transfer (ACH or wire) are eligible for a three percent (3%) cash with order discount.

Payment via credit card: If you elect to pay by credit card, GameTime charges a 2.50% processing fee that is assessed on the amount of your payment. This fee is shown as a separate line item and included in the total amount charged to your credit card.

You have the option to pay by check, ACH or Wire without any additional fees.

Credit terms are Net 30 days, subject to approval by the GameTime Credit Manager. A completed credit application must be submitted and approved prior to the order being received. Please allow at minimum 2 days for the credit review process.

GameTime may also require:

Completed Project Information Sheet (if applicable)

Copies of Payment and Performance Bonds (if applicable)

A 1.5% per month finance charge will be imposed on all past due invoices.

Retainage not accepted.

Orders under \$5,000 require payment with order.



QUOTE

114060-01-06 • 03/16/2026



A PLAYCORE Company

ACCEPTANCE OF QUOTATION:

Billing and Shipping information will be as stated on quote unless indicated below.

Change billing information to:

Address: _____

Contact: _____

Change shipping information to:

Address: _____

Contact: _____

Colors: Per Renderings Yes or No

Palette _____

Per Submittals _____

Other Colors, please specify _____

Purchase Amount: **\$362,522.42**

Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

SUPPLY ONLY:

- All items are quoted supply only.
- Installation services are not included.
- Customer is responsible for coordinating delivery, receipt, unloading, and inventory equipment.
- Missing or damaged equipment must be reported within 60 days of delivery.





A PLAYCORE Company

150 PlayCore Drive SE
Fort Payne, Alabama 35967
800.235.2440
gametime.com

July 28th, 2025

Anthony Lopez

On behalf of GameTime, I wanted to personally congratulate you and your community on receiving funding from GameTime as part of the 2025 CPRS Statewide Training and Funding Initiative. Now more than ever, high-quality outdoor environments have proven to be essential to the communities we collectively serve, healing the minds, bodies, and spirits of children, families, and citizens across the state.

I've included a copy of a funding award certificate, and some background information on the various National Demonstration Sites that will be part of finalizing your design and project. Your specific funding award will be determined once your playground design is completed.

Again, congratulations on your upcoming project and thank you for all you do to enrich childhood and build communities through play. I look forward to seeing the impact your new National Demonstration Site has on your community!

Sincerely,

A handwritten signature in black ink that reads "Robert V. Barron". The signature is written in a cursive, flowing style.

Robert V. Barron
Senior Vice President, GameTime



A PLAYCORE Company

FUNDING AWARD CERTIFICATE

This certificate entitles

Eager Park

to GameTime/CPRS Statewide Program funding.

Funds are awarded based on need and according to the terms outlined in the CPRS Statewide Funding Initiative application. Final funding amount will be determined once the NDS playground designs are completed, and funds will be applied to the purchase of the qualifying play system. Other terms and conditions may apply. Contact your GameTime Representative for complete details about the funds awarded to your CPRS Initiative playground and recreation project

A handwritten signature in black ink that reads "Robert V. Barron".

Robert V. Barron
Senior Vice President



City Council STAFF REPORT

Document ID: 2026-154
Category: Action Item

Department: Public Services
Department Head: Jenell Guerrero, Interim Public Services Director
Meeting Date: May 6, 2026

SUBJECT:

AWARD CONSTRUCTION CONTRACT FOR WASTEWATER TREATMENT PLANT DEMOLITION PROJECT (BID NO. 2025-19, CIP 849)

BACKGROUND:

The Public Services Department received approval from the Council on March 18, 2026, to conduct a competitive bid process and re-bid City Project Bid No. 2025-19: Wastewater Treatment Plant Demolition Project.

The scope of work includes demolition work at the City of Imperial Wastewater Treatment Plant and improvements to repair a minor channel leak at the Ultraviolet Disinfection Facility.

Staff released a "Notice Inviting Sealed Bids" published on the City website and in the Holtville Tribune, establishing a bid opening date of April 16, 2026. The following bids were received during the formal bid process (Attachment 1):

Bidder	Amount
Whillock Contracting, Inc	\$602,977.00
Pyramid Construction & Aggregates, Inc.	\$623,283.00
Resource Environmental, Inc.	\$783,000.00
Pacific Hydrotech Corporation	\$961,800.00
Integrated Demolition & Remediation	\$1,690,800.00

Staff has determined that the bid submitted by Whillock Contracting, Inc., is the lowest, responsive, and responsible bidder. Therefore, it is requested that the project be awarded to Whillock Contracting, Inc.

It is also recommended to authorize a 15% Contingency for the construction of this project to cover costs associated with potential unforeseen conditions. If authorized, it will reduce the likelihood of project delays.

FISCAL IMPACT:

Construction Contract: \$602,977.00

Funds will be expended from Wastewater Enterprise Funds through account 54-849-5210

REQUESTED ACTION:

Award Construction Contract for Wastewater Treatment Plant Demolition Project (Bid No. 2025-19, CIP 849) to Whillock Contracting, Inc., in the amount of \$602,977.00 and approve a 15% contingency.

CITY MANAGER RECOMMENDATION:

Approve staff recommendation.

Attachments:

1. Bid Results - 2025-19

SPREADSHEET OF COSTS PER APRIL 16, 2026 BID OPENING

City of Imperial - Wastewater Treatment Plant Demolition
Project - Bid No. 2025-019 - THG Project No. 173.138

			Whillock Contracting, Inc.	Pyramid Construction & Aggregates, Inc	Resource Environmental, Inc.	Pacific Hydotech Corporation	Integrated Demolition & Remediation
Item No.	Description	Unit	Amount	Amount	Amount	Amount	Amount
1	Mobilization	LUMP SUM	<u>\$137,148.00</u>	\$32,221.00	\$81,000.00	\$149,500.00	<u>\$50,000.00</u>
2	Demolition and Improvements to Operations Building	LUMP SUM	<u>\$137,395.00</u>	\$127,980.00	\$83,000.00	\$55,300.00	<u>\$75,500.00</u>
3	Demolition of Clarifier Number 1	LUMP SUM	<u>\$20,907.00</u>	<u>\$157,325.00</u>	<u>\$138,000.00</u>	<u>\$136,400.00</u>	<u>\$315,000.00</u>
4	Demolition of Clarifier Number 2	LUMP SUM	<u>\$16,473.00</u>	<u>\$151,825.00</u>	<u>\$134,000.00</u>	<u>\$253,800.00</u>	<u>\$274,800.00</u>
5	Demolition and Improvements to Sludge Pump Station	LUMP SUM	<u>\$81,336.00</u>	<u>\$101,350.00</u>	<u>\$114,000.00</u>	<u>\$224,400.00</u>	<u>\$522,300.00</u>
6	Ultraviolet Disinfection Facility	LUMP SUM	<u>\$10,937.00</u>	<u>\$5,900.00</u>	<u>\$10,000.00</u>	<u>\$25,600.00</u>	<u>\$36,400.00</u>
7	Demolition of Septic Dump Structure	LUMP SUM	<u>\$8,067.00</u>	<u>\$10,700.00</u>	<u>\$32,000.00</u>	<u>\$40,700.00</u>	<u>\$145,500.00</u>
9	Complete Site Grading	LUMP SUM	<u>\$190,714.00</u>	<u>\$35,982.00</u>	<u>\$191,000.00</u>	<u>\$76,100.00</u>	<u>\$271,300.00</u>
Totals			<u>\$602,977.00</u>	<u>\$623,283.00</u>	<u>\$783,000.00</u>	<u>\$961,800.00</u>	<u>\$1,690,800.00</u>



City Council STAFF REPORT

Document ID: 2026-156
Category: Action Item

Department: Police
Department Head: Aaron Reel, Police Chief
Meeting Date: May 6, 2026

SUBJECT:

1. DECLARATION OF THE IMPERIAL POLICE DEPARTMENTS 2014 CHEVROLET SILVERADO AS SURPLUS.
2. AUTHORIZATION OF DONATION OF SILVERADO TO THE IMPERIAL VALLEY COLLEGE PUBLIC SAFETY ACADEMY

BACKGROUND:

The Police Department currently maintains a fleet of vehicles utilized for patrol and operational needs. The 2014 Chevrolet Silverado has reached the end of its effective service life as a patrol vehicle due to its age, mileage, and evolving operational demands. As a result, it is no longer suitable for front-line law enforcement use.

The Imperial Valley College Public Safety Academy has expressed a need for vehicles to support hands-on training for recruits and cadets. Donating this vehicle will provide a valuable training asset while supporting the development of future law enforcement personnel.

FISCAL IMPACT:

None

REQUESTED ACTION:

Declare the Imperial Police Department's 2014 Chevrolet Silverado as surplus and authorize the donation to the Imperial Valley College Public Safety Academy.

CITY MANAGER RECOMMENDATION:

Approve requested action.

Attachments:

