

REGULAR MEETING

FEBRAURY 15, 2023



City Council Members

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

AGENDA

Special Meeting of the Imperial City Council To Run Concurrent with the Regular Meeting of the City Council

February 15, 2023

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

Closed Session 5:30 PM

Open Session: 7:00 PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact (760) 355-4373. A notification of 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting [28CFR 35.102-35.104 ADA title II].

A. City Council Convenes to Closed Session at 5:30 PM.

A-1. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to § 54956.9(b): One (1) Potential Case

B. Public Appearances

B.1 - Matters appearing on the agenda. If you wish to address the Committee concerning any item appearing on the agenda, please raise your hand and be acknowledged by the MAYOR, and at that time state your name and address for the record. The MAYOR reserves the right to place a time limit on each person's presentation of three (3) minutes.

C. Action Items: (Discussion/Action– Approve-Disapprove)

C-1. SUBJECT: Adoption of Resolution NO. 2023-06 for the Declaration of Emergency In Response to Sink Hole at Anthony Redondo Memorial Park.

C-2. SUBJECT: Acceptance of Donation of Ultraviolet Disinfection Model Trojan UV FIT 72AL75 Equipment (UV Equipment) from Las Gallinas Valley Sanitary District to the City of Imperial Public Services Department for use at Wastewater Treatment Plant.

D. Adjournment.

D-1. Adjournment of Special Meeting of the Imperial City Council.

Agenda Item No. C-1

DATE SUBMITTED 2/14/2023
 SUBMITTED BY ACM
 DATE ACTION REQUIRED 2/15/23

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Declaration of Emergency at Anthony Redondo Memorial Park 1. Adoption of Resolution NO. 2023-06 for the Declaration of Emergency In Response to Sink Hole at Anthony Redondo Memorial Park.	
DEPARTMENT INVOLVED: Public Services and Parks Departments	
BACKGROUND/SUMMARY: On Monday, January 30 th , Public Services responded to a reported sinkhole near a storm drain diverter box at the Sky Ranch Park (Boley Field and Sandalwood Glenn). The Parks department had confirmed they had filled it twice before. Upon inspection, the sinkhole seemed to be 4' in depth and 5' in diameter. Upon further investigation, the sink hole has measured to 14' in depth and 8' in diameter. The surrounding banks have and continued to cave in causing a public safety issue. Public Services has since blocked off the area and has determined the cause to be a result of collapsing lines in the City's storm drain system, in that area. We are currently working with A&R Construction to resolve and make needed repairs to correct the issue.	
FISCAL IMPACT: Unknown at this time	ADMIN SERV INITIALS <u>DS</u>
STAFF RECOMMENDATION:	DEPT. INITIALS <u>JS</u>
MANAGER'S RECOMMENDATION: Declare an emergency as constituted by law	CITY MANAGER'S INITIALS <u>AB</u>
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	

RESOLUTION NO. 2023-06 A

**A RESOLUTION OF THE IMPERIAL CITY COUNCIL DECLARING AN
EMERGENCY IN RESPONSE TO A SINK HOLE AT ANTHONY REDONDO
MEMORIAL PARK**

WHEREAS the City operates and maintains sixteen (16) parks within the City of Imperial; and

WHEREAS on Monday, January 30, 2023, the Public Services and Parks Department responded to a reported sink hole at Anthony Redondo Memorial Park, located with the Sky Ranch Subdivision;

WHEREAS the City staff have estimated the size of the sinkhole to be fourteen feet (14 ft) in depth and eight feet (8 ft) in diameter; and

WHEREAS City Staff have determined that the cause of the sink hole is a result of collapsing storm drain infrastructure located underneath the Park;

WHEREAS, such hazards would potentially expose persons and property to injury and damage; and

WHEREAS, the deterioration of the storm drain infrastructure and potential collapse additional lines constitutes an emergency under applicable law and such emergency would not reasonably permit delays associated with a competitive solicitation for bids and the actions authorized herein are necessary to respond to the emergency;

WHEREAS in order to safeguard the public health and safety and to protect property, it is necessary to take immediate action to repair the storm drain infrastructure; and

WHEREAS, the City Council wishes to delegate the authority to the City Manager to take such action as may be necessary to repair the sink hole, ratify action already taken and other wise address the emergency as described herein.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above-referenced recitals are true and correct and are incorporated herein.
2. The City Council declares that the public interest and necessity demand the immediate expenditure of public money to safeguard life, health or property, and hereby delegates to the city manager the authority to take such immediate further action as may be necessary to safeguard life, health or property in connection with repair to the Manhole in accordance with Public Contracts Code Sections 20168 and 22050 and without otherwise complying with bid requirements required by law.
3. he City Council authorizes action set forth herein and further ratifies action taken to date to address the potential collapse of the sink hole on the basis that the emergency described herein will not permit a delay resulting from a competitive solicitation of bids and the action is necessary to respond to the emergency

Agenda Item No. C-2

DATE SUBMITTED 02/14/2023
SUBMITTED BY Public Services
DATE ACTION REQUIRED 02/15/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: Acceptance of Donated UV Disinfection Equipment		DISCUSSION/ACTION: 1. Discuss, approve/disapprove the donation and acceptance of Wastewater Ultraviolet Disinfection Equipment from Las Gallinas Valley Sanitary District																					
DEPARTMENT INVOLVED: Public Services - Wastewater																							
BACKGROUND/SUMMARY: The City was approached by a representative from Aqua Engineering in reference to a UV Disinfection System that Las Gallinas Valley Sanitary District was looking to donate. The City's new Wastewater MBR Plant did not include an upgraded UV system due to budget restrictions. Trojan UV and regional suppliers have confirmed that the model being donated is the latest and current model. It was originally purchased for \$349,454.00 by Las Gallinas through the American Recovery and Reinvestment Act, that allows donation and repurposing for Title 22 Recycled Water Production. Las Gallinas Valley Sanitary District are changing their treatment operation from ultraviolet, to chlorine disinfection under their Title 22 Recycled Water Production and Expansion Project. By accepting this donation of Ultraviolet Disinfection Equipment from Las Gallinas Valley Sanitary District, the City would have coordinate equipment removal, pick -up and transportation.																							
FISCAL IMPACT: Transportation Logistics Estimated \$12,500		FINANCE INITIALS <u>DP</u>																					
STAFF RECOMMENDATION:		DEPT. INITIALS <u>JS</u>																					
MANAGER'S RECOMMENDATION: <u>Accept UV Equipment</u>		CITY MANAGER'S INITIALS <u>avb</u>																					
MOTION: <table><tr><td>SECONDED:</td><td>APPROVED</td><td>☐</td><td>REJECTED</td><td>☐</td></tr><tr><td>AYES:</td><td>DISAPPROVED</td><td>☐</td><td>DEFERRED</td><td>☐</td></tr><tr><td>NAYES:</td><td colspan="4">REFERRED TO:</td></tr><tr><td>ABSENT:</td><td colspan="4"></td></tr></table>				SECONDED:	APPROVED	☐	REJECTED	☐	AYES:	DISAPPROVED	☐	DEFERRED	☐	NAYES:	REFERRED TO:				ABSENT:				
SECONDED:	APPROVED	☐	REJECTED	☐																			
AYES:	DISAPPROVED	☐	DEFERRED	☐																			
NAYES:	REFERRED TO:																						
ABSENT:																							



Item Number _____ 2E _____
GM Review _____ CP _____

Agenda Summary Report

To: Board of Directors
From: Michael P. Cortez, PE, District Engineer
(415) 526-1518; mcortez@lgvsd.org
Mtg. Date: February 2, 2023
Re: Surplus UV Equipment Disposal
Item Type: Consent ☒ Action _____ Information _____ Other _____
Standard Contract: Yes _____ No _____ (See attached) Not Applicable ☒ .

STAFF RECOMMENDATION

Board to approve donation of the surplus Ultraviolet Disinfection Model Trojan UVFIT 72AL75 Equipment (UV Equipment) to City of Imperial.

BACKGROUND

The change in operation from ultraviolet to chlorine disinfection for Title 22 recycled water production during construction of the Secondary Treatment Plant Upgrade and Recycled Water Expansion project requires demolition and offsite disposal of the existing UV Equipment. City of Imperial has shown interest in repurposing the equipment and agreed to perform all associated work including transportation. This provides an opportunity for the District to save demolition and disposal costs currently estimated at \$25,000.

The District purchased the UV Equipment in 2011 for \$349,454 through cost-share with U.S. Bureau of Reclamation under the American Recovery and Reinvestment Act, which allows donation and repurposing of the equipment for Title 22 recycled water production.

Staff has obtained direction from Sonoma Water (grant administrator) regarding equipment disposition in December 2020. In addition, donation to another public agency is one of the approved disposal methods outlined in the District F-130 policy for surplus equipment greater than \$1,000 in salvage value.

PREVIOUS BOARD ACTION

Board approved Resolution 2022-2293 updating Policy F-130 Disposal of Surplus Equipment and Property on December 15, 2022.

ENVIRONMENTAL REVIEW

N/A

FISCAL IMPACT

None.



101 Lucas Valley Road, Suite 300
San Rafael, CA 94903
Tel.: 415-472-1734
Fax: 415-499-7715
www.LGVSD.org

MANAGEMENT TEAM
General Manager, Curtis Paxton
Plant Operations, Mel Liebmann
Collections/Safety/Maintenance, Greg Pease
Engineering, Michael P. Cortez
Administrative Services, Dale McDonald

DISTRICT BOARD
Megan Clark
Ronald Ford
Craig K. Murray
Gary E. Robards
Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

BOARD MEETING AGENDA

February 2, 2023

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health, which was due to end on September 30, 2021 (Exec. Ord. N-08-21). However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's previous Executive Orders. - In light of this – the February 2, 2023, meeting of the LGVSD Board will be held via Zoom electronic meeting*. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged, but not required, to submit comments in writing to the Board Secretary (tlerch@lgvdsd.org) by 5:00 pm on Wednesday, February 1, 2023. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email tlerch@lgvdsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.

*Prior to the meeting, participants should download the Zoom app at:
<https://zoom.us/download>.

REMOTE CONFERRING ONLY

Join Zoom Meeting online at: <https://us02web.zoom.us/j/87954839218>

OR

By teleconference at: +16699009128 Meeting ID: Meeting ID: 879 5483 9218

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

NOTE: Final board action may be taken on any matter appearing on agenda

Estimated
Time

OPEN SESSION:

4:00 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

4:05 PM

2. CONSENT CALENDAR:

These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.

- A. Approve the Board Minutes for January 12 and 19, 2023
- B. Approve the Warrant List for February 2, 2023
- C. Approve Murray attending NACWA Winter Conference Feb 13-16 in Sonoma
- D. Approve Call for Bids – TWAS Enclosure/Sludge Basin and Reception Pad Project
- E. Approve Surplus UV Equipment Disposal
- F. Approve ArcSine Contract Amendment 3 for Additional SCADA Construction Support for the STPURWE Project
- G. Approve Spare Pump for John Duckett Station.
- H. Approve Resolution 2023-2298 Board Policy B-160 Legal Counsel

Possible expenditure of funds: Yes, Item B through G.

Staff recommendation: Adopt Consent Calendar – Items A through H.

4:15 PM

3. INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

- 1. General Manager's Report – verbal
- 2. Board Meeting Location Update – written
- 3. Annual Budget Development Timeline for 2023/24 – written
- 4. Board Policies B-170 General Manager Evaluation, 0-20 Environmental Practices and O-30 Emergencies –written
- 5. Administration Department Report – written
- 6. Engineering Department Report – written
- 7. 2021-22 Annual Comprehensive Financial Report - written

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- 5:15 PM 4. TOPICS FOR THE SPRING 2023 NEWSLETTER**
Board to discuss proposed topics for the Spring 2023 Newsletter.
- 5:30 PM 5. ADOPT STRATEGIC PLAN**
Board to review and adopt Final Strategic Plan.
- 6:00 PM 6. BOARD MEMBER REPORTS:**
- 1. CLARK
 - a. NBWA Board Committee, 2023 Operations Control Center Ad Hoc Committee, Other Reports
 - 2. FORD
 - a. NBWRA, 2023 Operations Control Center Ad Hoc Committee, 2023 McInnis Marsh Ad Hoc Committee, 2023 Fleet Management Ad Hoc Committee, Other Reports
 - 3. MURRAY
 - a. Marin LAFCO, 2023 Biosolids Ad Hoc Committee, CASA Energy Committee, Other Reports
 - 4. ROBARDS
 - a. Gallinas Watershed Council/Miller Creek, 2023 Engineering Ad Hoc Committee re: STPURWE, 2023 McInnis Marsh Ad Hoc Committee, Other Reports
 - 5. YEZMAN
 - a. Flood Zone 7, CSRMA, 2023 Ad Hoc Engineering Committee re: STPURWE, Marin Special Districts, 2023 Biosolids Ad Hoc Committee, Other Reports
- 6:10 PM 7. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
 - B. Board Agenda Item Requests – Verbal
- 6:15 PM 8. VARIOUS INDUSTRY RELATED ARTICLES**
- 6:20 PM 9. ADJOURNMENT**

FUTURE BOARD MEETING DATES: FEBRUARY 16 AND MARCH 2, 2023

AGENDA APPROVED:

Megan Clark, President

Patrick Richardson, Legal Counsel

CERTIFICATION: I, Teresa Lerch, Board Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before January 30, 2023 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held by Zoom February 2, 2023, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: January 30, 2023



Teresa L. Lerch
Board Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.

SPECIFICATIONS

1.1 UV CHAMBER

Item	Value
Material	• 316L Stainless Steel
Lamp Holder Assembly	• 316L SST • Food Grade UV resistant materials
Flange Type	• ANSI B16.5 Class 150 Slip On 20" (508mm)
Drain Connection	• 1" ANSI
Reactor Orientation	• Horizontal
Weight	• 2100 lbs (953kg) Dry, 3700 lbs (1678kg) Wet
Max. Operating Pressure	• 95 psi
Hydro Test Pressure	• 100 psi
Torque	• Endgate Flange Body (1 1/4" dia) 150 ft-lb (without lubricant) • Inlet/Outlet Flange Body (1 1/8" dia) 180 ft-lb (with anti-seize)

Trojan UV
Weight



DATE SUBMITTED

02/08/2023

SUBMITTED BY

Public Services

DATE ACTION REQUIRED

02/15/2023

COUNCIL ACTION

PUBLIC HEARING REQUIRED

RESOLUTION

ORDINANCE 1ST READINGORDINANCE 2ND READING

CITY CLERK'S INITIALS

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IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT:

DISCUSSION/ACTION: Declare Emergency at Hwy 86 & Aten Rd.

Continue

Emergency Lift

Stations

1. Continue Emergency Action of Resolution NO. 2022-60

DEPARTMENT INVOLVED:

Public Services – Waste Water

BACKGROUND/SUMMARY:

After replacing suction lines at three lift stations back in mid- June, Public Services inspected other pump & lift stations and found four other stations needing suction lines removed and replaced. Bracing and supports for these suctions line have also failed and will be replaced, as well. This is critical and considered an emergency repair to continuing to provide sewer collection in the areas of: Sandalwood Glen, Sky Ranch, Cross & Colonia Pump/Lift Stations. If lines continue to fail, these lift stations will not be able to function; each one currently has a failed line and are running at 50%.

Public Services is continuing to work with A&R Construction to rectify issues. Most of the repairs have been made. Working to finalize emergency.

FISCAL IMPACT: TBD

FINANCE
INITIALS


STAFF RECOMMENDATION: Council continues approval of emergency action

DEPT. INITIALS



MANAGER'S RECOMMENDATION:

Continue emergency

CITY
MANAGER's
INITIALS


MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REJECTED ()

DEFERRED ()

REFERRED TO:

DATE SUBMITTED 02/08/22
 SUBMITTED BY Police Department
 DATE ACTION REQUIRED 02/15/22

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: Purchase of Software for Motorola APX Radio's
1. Authorization for the purchase of encryption software for six portable radios, and one mobile radio not to exceed \$8,000.

DEPARTMENT INVOLVED:
 Police

BACKGROUND/SUMMARY:

The Imperial Police Department is requesting authorization for the purchase of encryption software from Airwave Communications for six portable radio's, and one mobile radio. The department is currently going through the encryption process and has found that these radios have old software and are not able to be encrypted. The amount for the mobile radio software is \$654.43, and the amount for the portable radio software is \$4,036.67, totaling \$4,691.10. In anticipation of other radios having similar issues, we ask you to approve an amount not to exceed \$8,000 in project costs. The department will provide updates throughout the process.

FISCAL IMPACT:

To not exceed \$8,000 from the Cannabis funds which currently has a balance of \$247,326.74.

FINANCE
INITIALS

DF

STAFF RECOMMENDATION: Approve the purchase

DEPT. INITIALS

MS #451

MANAGER'S RECOMMENDATION:

Agrees w/ staff recommendation

CITY
MANAGER'S
INITIALS

AB

MOTION:

SECONDED:

AYES:

NAYES:

ABSENT:

APPROVED ()

DISAPPROVED ()

REFERRED TO:

REJECTED ()

DEFERRED ()

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
2/7/2023	7293

Name / Address
City of Imperial Attn: Administrative Service Department 420 South Imperial Ave Imperial, Ca 92251

Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
1	APX UCM Upgraded CD	57.50	57.50T
1	Upgrade TDMA	455.20	455.20T
1	Program Mobile Radio's	77.00	77.00
	Shipping	25.00	25.00
	Requested by Damon		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
2/7/2023	7293

Name / Address
City of Imperial Attn: Administrative Service Department 420 South Imperial Ave Imperial, Ca 92251

Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
	Please Read Quotation 7293 Thoroughly and Verify That It Fits Your Specifications. If This Quote Fulfills Your Requirements, Please Submit A Signed Copy Along with Purchase Order If Needed. No Customer Order Will Be Placed without Signed Quote or Purchase Order. * This quote is intended for the named party above and not for distribution. * This is a standard quote provided site unseen without prior coverage test. * Airwave Communications reserves the right to charge for time and efforts gathering this		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

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Name / Address
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Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
	information, all or in part if the intent was to use for RFP/RFQ or similar. * Any additional parts and work outside SOW will be billed at time and material. * Terms are (unless otherwise agreed in writing): 30% upon Purchase Order (PO), 30% upon receipt of equipment or parts to our facility, and balance upon delivery or pick up. * There is a 2% service fee for credit card transactions. * A "Return Authorization" number must be requested, a return fee may be uncured, credits for returns will not include prior		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

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Quote

Date	Quote #
2/7/2023	7293

Name / Address
City of Imperial Attn: Administrative Service Department 420 South Imperial Ave Imperial, Ca 92251

Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
	shipping or service charges. Special or Custom orders are non-refundable. * Due to erratic changes in the current national supply chain, there may be a longer than normal lead time for products and services, as well as changes in prices. Prices may be contingent on delivery from manufacturer to vendor. Please check with your Airwave representative for more information.		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
2/7/2023	7293

Name / Address
City of Imperial Attn: Administrative Service Department 420 South Imperial Ave Imperial, Ca 92251

Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
	NOTE: RADIOS WILL NEED TO BE DROPPED OFF AT AIRWAVE COMMUNICATIONS FOR PROGRAMMING - IF RADIOS NEED TO BE SENT TO RCS - WILL BE DONE BY AIRWAVE COMMUNICATIONS Quote 7293 Expires 2/24/2023		
		Sales Tax (7.75%)	\$39.73
		Total	\$654.43

Signature _____

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET

IMPERIAL, CA 92251

Ph: 760.355.2804

Fx: 760.355.1453

Quote

Date	Quote #
2/7/2023	7292

Name / Address
City of Imperial Attn: Administrative Service Department 420 South Imperial Ave Imperial, Ca 92251

Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
1	APX UCM Upgraded CD	57.50	57.50T
6	AES Encryption Software	556.80	3,340.80T
6	Program Portable Radio's	55.00	330.00
	Shipping	45.00	45.00
	Requested by Damon 760.355.4327		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

414 SOUTH "J" STREET
IMPERIAL, CA 92251
Ph: 760.355.2804
Fx: 760.355.1453

Quote

Date	Quote #
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Serial Number	Rep
	Rosa

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	Please Read Quotation 7292 Thoroughly and Verify That It Fits Your Specifications. If This Quote Fulfills Your Requirements, Please Submit A Signed Copy Along with Purchase Order If Needed. No Customer Order Will Be Placed without Signed Quote or Purchase Order. * This quote is intended for the named party above and not for distribution. * This is a standard quote provided site unseen without prior coverage test. * Airwave Communications reserves the right to charge for time and efforts gathering this		
		Sales Tax (7.75%)	
		Total	

Signature

AIRWAVE COMMUNICATIONS IMPERIAL

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Ph: 760.355.2804

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2/7/2023	7292

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Serial Number	Rep
	Rosa

Qty	Description	Cost	Total
	information, all or in part if the intent was to use for RFP/RFQ or similar. * Any additional parts and work outside SOW will be billed at time and material. * Terms are (unless otherwise agreed in writing): 30% upon Purchase Order (PO), 30% upon receipt of equipment or parts to our facility, and balance upon delivery or pick up. * There is a 2% service fee for credit card transactions. * A "Return Authorization" number must be requested, a return fee may be uncured, credits for returns will not include prior		
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Signature

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		Sales Tax (7.75%)	
		Total	

Signature

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	Rosa

Qty	Description	Cost	Total
	NOTE: RADIOS WILL NEED TO BE DROPPED OFF AT AIRWAVE COMMUNICATIONS FOR PROGRAMMING - IF RADIOS NEED TO BE SENT TO RCS - WILL BE DONE BY AIRWAVE COMMUNICATIONS Quote 7292 Expires 2/24/2023		
		Sales Tax (7.75%)	\$263.37
		Total	\$4,036.67

Signature _____

DATE SUBMITTED 02/07/2023
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR
 DATE ACTION REQUIRED 02/15/2023

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

IMPERIAL CITY COUNCIL AGENDA ITEM

SUBJECT: DISCUSSION/ACTION: SANITARY SEWER SERVICE TO PROPERTIES OUTSIDE CITY BOUNDARIES. 1. APPROVE EXTENSION OF SANITARY SEWER SERVICE FOR APN 064-020-044 2. APPROVE SERVICE AGREEMENT FOR SANITARY SEWER SERVICE	
DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT	
BACKGROUND/SUMMARY: There is currently no city sanitary sewer system servicing APN 064-020-044 a property located along Nance Rd. Mr. Jose Meza submitted his encroachment application, and his receipt from LAFCO showing his intent to establish service with the City. City Council previously approved the extension of water service for this property on 03/16/2022 (Agenda Item No. F3). For details, see the attached Exhibit "A" illustrating the location of the existing City's Sanitary Sewer main in the vicinity of said parcel. The fully executed "Will Serve" letter is attached as Exhibit "B". Resolution No. 2022-78 is attached as Exhibit "C". Service Agreement for Sanitary Sewer Service is attached as Exhibit "D"	
FISCAL IMPACT: NO FISCAL IMPACT	ADMIN SERVICES SIGN INITIALS <u>DP</u>
STAFF RECOMMENDATION: 1. Staff recommends approval of Sanitary Sewer service outside of city boundaries for APN 064-020-044. 2. Staff recommends approval of Sanitary Sewer Service Agreement	DEPT. INITIALS <u>OM</u>
MANAGER'S RECOMMENDATION: <u>Agrees w/ staff recommendation</u>	CITY MANAGER'S INITIALS <u>AB</u>
MOTION: SECONDED: AYES: NAYES: ABSENT: APPROVED () DISAPPROVED () REFERRED TO: REJECTED () DEFERRED ()	

EXHIBIT A

WORTHINGTON RD

GRAVITY SANITARY SEWER

GRAVITY SANITARY SEWER

SEWER
MANHOLE

PROPOSED
SEWER LATERAL
TO BE CONNECTED
TO GRAVITY
SEWER MAIN

FORCE MAIN

APN
064-020-044

NANCE RD

(8" Water)



EXHIBIT B



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

CITY CLERK
Dennis H. Morita

November 07, 2022

Jose Meza
636 Las Lomas Street
Imperial, CA 92251

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

Dear Mr. Meza:

The City of Imperial has the capacity to provide adequate sanitary sewer service for one (1) single family dwelling to the property at 2680 Nance Rd, Imperial CA 92251, an unincorporated area within the County of Imperial.

Please consider this correspondence as a "Will-Serve" letter which warrants sanitary sewer capacity specifically for the above-referenced project up to November 07, 2023.

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

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

Sincerely,


Jackie Loper
Public Service Director


Othon Mora
Community Development Director

EXHIBIT C

RESOLUTION NO. 2022-78

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL AUTHORIZING SANITARY SEWER SERVICE CONNECTION FOR 2688 NANCE ROAD (APN 064-020- 044), PROPERTY LOCATED OUTSIDE OF THE CITY OF IMPERIAL.

WHEREAS, there is currently no city sanitary sewer system servicing 2688 Nance Road (APN 064-020-044), a property located outside of the City of Imperial; and

WHEREAS, Mr. Jose Meza, owner of said property, filed an application to the Local Agency Formation Commission (LAFCO) requesting their approval to establish service with the City; and

WHEREAS, Mr. Jose Meza understands and accepts that the extension of sanitary sewer service to the property at 2688 Nance Road is strictly for that property and will not extend to any other properties without LAFCO and City approvals; and

WHEREAS, a “Will Serve” letter was issued on November 30, 2022 stating that the City of Imperial has the capacity to provide adequate sanitary sewer service for one (1) single family dwelling to the property at 2688 Nance Road after Public Services Department and Community Development Department reviewed the request.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Imperial hereby agrees:

- a. To authorize the City of Imperial to approve a sanitary sewer service connection for 2688 Nance Road as outlined.

THE FOREGOING RESOLUTION was passed and adopted by the City Council of the City of Imperial on _____, 2023.

AYES:
NOES:
ABSTAIN:
ABSENT:

Signed: _____
Katherine Burnworth, Mayor

ATTEST:

Signed: _____
Kristina Shields, City Clerk

EXHIBIT D

RECORDING REQUESTED AND
WHEN RECORDED MAIL TO:

CITY OF IMPERIAL
ATTN:

This Space Reserved for Recorder Only Gov. Code 27361.6

AGREEMENT FOR SANITARY SEWER SERVICE

This agreement, made and entered into between the City of Imperial, a municipal corporation, hereinafter referred to as "City" and Jose Meza for 2688 Nance Rd (APN 064-020-044), hereinafter referred to as "Consumer" collectively referred to as "Parties."

RECITALS

WHEREAS, Consumer is the owner of certain real property located outside the city limits of the City of Imperial ("Property"); and

WHEREAS, the Property is more particularly described in the attached Exhibit A; and

WHEREAS, Consumer is desirous of connecting to City's existing sanitary sewer collection system for domestic use; and

WHEREAS, City is agreeable to providing sanitary sewer service to Consumer's real property, as more particularly described below, upon certain conditions.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein, City and consumer agree as follows:

1. The recitals set forth above are true and correct and are incorporated herein by this reference.
2. City hereby grants to Consumer permission to connect to the Sanitary Sewer System ("System") to the property of Consumer, more particularly described in the attached Exhibit A which is incorporated by this reference.
3. Consumer agrees to be bound by all the ordinances, rules and regulations of the City pertaining to Sanitary Sewer, and to pay such rates for said service as set forth herein and as the City Council of the City may fix by ordinance, resolution or motion duly adopted or amended from time to time.
4. Parties agree that City will not extend its System or pay to allow extension of the System to enable Consumer to connect to the System, and that Consumer will, at Consumer's own expense, install such infrastructure as may be required to connect to the System. Consumer agrees that all material and labor for installing

any such infrastructure shall be at the expense of Consumer and that such infrastructure must be properly constructed to City specifications in a good and workmanlike manner and meet the reasonable satisfaction of the building inspector of the City. Plans for such installation shall be approved by City prior to installation. The design will be such that existing users will not be adversely impacted.

5. Consumer shall, at Consumer's sole expense, obtain all permits, including, but not limited to, any necessary encroachment permits. Additionally, Consumer shall, at Consumer's sole cost, obtain approval from the Imperial County Local Agency Formation Commission for obtaining the service described herein.

6. Upon application for a permit, Consumer shall pay to City a connection fee as set forth by the City Council in an amount as may be established from time to time and in effect at the time of payment. Additionally, Consumer shall pay any other applicable fees and charges, including, but not limited to, monthly fees and reimbursement for previously installed infrastructure as determined by City.

7. This agreement authorizes Sanitary Sewer for the real Property described in Exhibit A. In the event any portion of said property is sold, transferred, conveyed or occupied by any party and/or parties other than Consumer, this Agreement shall terminate as to the portion transferred and, said party and/or parties must apply to the City for a permit, pay the permit fee required by the City, and enter into an agreement with the City for Sanitary Sewer. It is agreed that non-compliance with this paragraph by Consumer, or any person holding under or through Consumer or a grantee of Consumer, will justify the City in immediately terminating Consumer's water service.

8. Parties agree that the Sanitary Sewer service provided to Consumer under this agreement shall be for one single family dwelling only. In the event Consumer wishes to have City water to any additional residential dwelling, Consumer must make separate application and enter an agreement for domestic Sanitary Sewer service. City may grant or deny such application in its sole and unfettered discretion. Parties further agree that the water service provided to Consumer under this agreement shall be used for domestic personal use only for Consumer's residence and not commercial or industrial use

9. Consumer agrees, as a condition of receiving Sanitary Sewer service from the City, to voluntarily participate in an assessment district, should one be formed, to construct infrastructure improvements. The infrastructure improvements anticipated to be constructed include water and sewer lines, storm drains, roadway improvement and street lighting improvement. Consumer is hereby put on notice that the assessment district improvement will be funded by an increase in property taxes for all parcels included within the boundary of the district. Further, by the execution of this agreement, Consumer hereby gives its irrevocable consent to the annexation of the real property described herein to the City of Imperial, when at such times as the City Council of the City determines it would be in the best interest of City to annex said property.

10. The parties agree that this agreement shall be recorded in the official records of the Imperial County Recorders office so that any successors in interest to Consumer of the real property described in Exhibit A shall have notice of the re-application provisions contained above.

IN WITNESS WHEREOF, the parties hereto set their hands this _____ day
of _____, 20____.

CITY:

CONSUMER:

CITY OF IMPERIAL

By _____
Mayor

ATTEST:

By _____
City Clerk



Imperial County Planning & Development Services Planning / Building

Jim Minnick
DIRECTOR

November 29, 2022

Jose I. Meza
636 Las Lomas Street
Imperial, CA 92251

SUBJECT: ADDRESS VERIFICATION FOR APN 064-020-044-000

Dear Mr. Meza:

The Imperial County Planning and Development Services Department (ICPDS) received your request for an address verification for parcel 064-020-044, located in an unincorporated area of the County of Imperial, California. ICPDS staff has reviewed your request and confirmed the following address for the above mentioned parcel.

This letter is to inform you that the official assigned address for the above mentioned parcel is **2688 Nance Road, in an unincorporated area of the County of Imperial, CA**. The U.S. Postal Service may list this address as 2688 Nance Road, Imperial, CA 92251.

This address will be submitted to the following agencies within the "911" emergency system for uniformity of addressing in the event of a fire or health emergency:

Imperial County Assessor's Office
Imperial County Fire Department/Fire Protection
Imperial County Sheriff's Office
Imperial County Public Works Department
County 911 Coordinator
Postmaster, Imperial California

Imperial County Treasurer-Tax Collector's Office
Imperial County Office of Emergency Services (OES)
Imperial County Comm. Coordinator
Imperial County Environmental Health Services
California Highway Patrol
Imperial Irrigation District (IID)

Should you have any questions regarding this matter, please feel free to contact Gerardo A. Quero, Planner I at 442-265-1736 Ext. 1748, or via email at gerardoquero@co.imperial.ca.us.

Sincerely,

JIM MINNICK, Director of
Imperial County Planning & Development Services

By:


Gerardo A. Quero
Planner I

CC: Imperial Postmaster
Jim Minnick, Director of Planning & Development Services
Michael Abraham, AICP, Assistant Planning Director
Diana Robinson, Planning Division Supervisor
APN 064-020-044-000; File: 10.109
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