

DATE SUBMITTED 1/28/2026  
 SUBMITTED BY FINANCE DIRECTOR  
 DATE ACTION REQUIRED 02/04/2026

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

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: Q1 (FY 2026) QUARTERLY BUDGET REPORT ENDING SEPTEMBER 30, 2025.	
<ol style="list-style-type: none"> <li>1. Receive and file the Q1 Quarterly Budget Report for Fiscal Year 25-2026 from July 1, 2025, through September 30, 2025.</li> <li>2. Approve Q1 Budget Amendment Resolution #2026-07.</li> <li>3. Approve the revised Personnel Budget Position Control schedule with 158.25 FTE.</li> </ol>	
DEPARTMENT INVOLVE	ADMINISTRATIVE SERVICES DEPARTMENT
BACKGROUND/SUMMARY: Attachments <ol style="list-style-type: none"> <li>1) Budget Resolution 2026-07</li> <li>2) Personnel Position Control Budget. (158.25 FTE)</li> <li>3) Q1 FY 2025-26 Budget vs Actual (All Funds).</li> </ol>	
FISCAL IMPACT: Budget changes as requested in item #1 above in the Q1 Budget Amendment Resolution for FY 2025-26. Net impact of \$62,265	ADMIN SERVICES SIGN INITIALS <u>JMS</u>
STAFF RECOMMENDATION: Staff recommend that the City Council receive and file the 1 <sup>st</sup> Quarter Budget Report for FY 2025-26, July 1 <sup>st</sup> to September 30, 2025, and approve Budget Resolution #2026-07.	DEPT. INITIALS <u>JMS</u>
CITY MANAGER'S RECOMMENDATION: <i>appear staff recommendation</i>	CITY MANAGER'S INITIALS <u>JMS</u>
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED ( )      REJECTED ( ) DISAPPROVED ( )      DEFERRED ( ) REFERRED TO:

**RESOLUTION NO. 2026-07**

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF IMPERIAL,  
CALIFORNIA AMENDING THE MUNICIPAL BUDGET FOR FIRST QUARTER (Q1)  
OF THE FISCAL YEAR THAT BEGINS JULY 1, 2025, AND ENDS JUNE 30, 2026**

**WHEREAS**, the FY 2025-26 City Budget was adopted with a City resolution, and all amendments to said budget will also be made by Resolution; and

**WHEREAS**, the City is requesting budget adjustments in the General Fund, Imperial IT Funds, and

**WHEREAS**, sufficient revenue and cash balances are available to fund the requested adjustments to the General Fund and Imperial IT Fund budgets.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. General Fund;
  - 01-320-5440 be increased from \$0 to \$74,850 at Q1 of FY 2026
  - 01-420-5242 be increased from \$0 to \$15,000 at Q1 of FY 2026.
  - 01-420-5443 be increased from \$0 to \$49,500 at Q1 of FY 2026.
2. Imperial IT Fund;
  - 19-143-5440 be increased from \$0 to \$31,000 at Q1 of FY 2026.
  - 19-144-5251 be increased from \$61,800 to \$64,200 at Q1 of FY 2026.
  - 19-144-5442 be increased from \$153,000 to \$86,000 at Q1 of FY 2026.

**APPROVED AND ADOPTED** AT A REGULARLY SCHEDULED MEETING OF THE CITY COUNCIL OF THE CITY OF IMPERIAL, THIS 4th DAY OF FEBRUARY 2026.

---

Ida Obeso-Martinez, Mayor  
City of Imperial

ATTEST:

---

City Clerk  
City of Imperial

FY 2025-2026 BUDGET Council Approved Positions	FY 2025-2026 BUDGET		FY 2025-2026 Q1 SUPPLEMENTAL CHANGES				Q1 FY 2025-2026 BUDGET UPDATES			
	FY 2025-2026 FTE Count	Filled Allocation	Vacant Allocations	FY 2025-2026 FTE Change	Proposed Range/Step	Proposed Hourly Rate	Filled Allocation	Vacant Allocations	FY 2025-2026 FTE Count	
<b>City Council</b>										
City Council	5.0	5.0	-	-			5.0	-	5.0	
City Clerk	1.0	1.0	-	-			1.0	-	1.0	
<b>Total City Council Positions</b>	<b>6.0</b>	<b>6.0</b>	-	-			<b>6.0</b>	-	<b>6.0</b>	
<b>City Manager</b>										
City Manager	1.0	1.0	-	-			1.0	-	1.0	
Assistant to the City Manager	1.0	1.0	-	-			1.0	-	1.0	
Executive Assistant	1.0	1.0	-	-			-	-	-	
Management Analyst	-	-	-	1.0	78/6	\$41.60	1.0	-	1.0	
Public Records Analyst	1.0	1.0	-	-			-	-	-	
Assistant City Clerk	-	-	-	1.0	78/3	\$35.93	1.0	-	1.0	
<b>Total City Manager Positions</b>	<b>4.0</b>	<b>4.0</b>	-	<b>2.0</b>			<b>4.0</b>	-	<b>4.0</b>	
<b>Human Resources</b>										
Human Resources Manager	1.0	1.0	-	-			-	-	-	
Human Resources and Risk Management Director	-	-	-	1.0	102/7	\$79.00	1.0	-	1.0	
Human Resources Specialist	1.0	1.0	-	-			1.0	-	1.0	
Human Resources Analyst	1.0	1.0	-	-			1.0	-	1.0	
<b>Total Human Resources Positions</b>	<b>3.0</b>	<b>3.0</b>	-	<b>1.0</b>			<b>3.0</b>	-	<b>3.0</b>	
<b>Administrative Services</b>										
Administrative Services Director	1.0	1.0	-	-			1.0	-	1.0	
Finance Manager	1.0	1.0	-	-			1.0	-	1.0	
Accountant	1.0	1.0	-	-			1.0	-	1.0	
Accounting Technician	1.0	1.0	-	-			1.0	-	1.0	
Accounting Assistant II	2.0	2.0	-	-			2.0	-	2.0	
Accounting Assistant III	1.0	1.0	-	-			1.0	-	1.0	
<b>Total Administrative Positions</b>	<b>7.0</b>	<b>7.0</b>	-	-			<b>7.0</b>	-	<b>7.0</b>	
<b>Information Technology</b>										
Information Technology Director	1.0	1.0	-	-			1.0	-	1.0	
GIS Project Manager	1.0	1.0	-	-			1.0	-	1.0	
Cybersecurity Administrator	1.0	1.0	-	-			-	-	-	
Cybersecurity Program Manager	-	-	-	1.0	92/1	\$46.05	1.0	-	1.0	
Information Technology Analyst	1.0	1.0	-	-			1.0	-	1.0	
IT Technician III	2.0	2.0	-	-			2.0	-	2.0	
Administrative Assistant	1.0	1.0	-	-			1.0	-	1.0	
<b>Total Information Technology Positions</b>	<b>7.0</b>	<b>7.0</b>	-	<b>1.0</b>			<b>7.0</b>	-	<b>7.0</b>	
<b>Police Department</b>										
Chief of Police	1.0	1.0	-	-			1.0	-	1.0	
Police Captain	1.0	1.0	-	-			1.0	-	1.0	
Police Chief's Administrative Assistant	1.0	1.0	-	-			1.0	-	1.0	
Sergeant	6.0	6.0	-	-			6.0	-	6.0	
Police Officer	16.0	14.0	2.0	-			14.0	2.0	16.0	
Police Service Officer III	3.0	3.0	-	-			3.0	-	3.0	
Police Service Officer I	1.0	-	1.0	-			-	-	-	
Animal Control Officer	-	-	-	1.0			1.0	-	1.0	
Criminal Intelligence Analyst I	1.0	1.0	-	-			1.0	-	1.0	
<b>Total Police Positions</b>	<b>30.0</b>	<b>27.0</b>	<b>3.0</b>	<b>1.0</b>			<b>27.0</b>	<b>3.0</b>	<b>30.0</b>	
<b>Public Services</b>										
Public Services Director	1.0	1.0	-	-			1.0	-	1.0	
Public Services Manager	1.0	1.0	-	-			1.0	-	1.0	
Public Services Supervisor	1.0	1.0	-	-			1.0	-	1.0	
Fleet and Facilities Supervisor	1.0	1.0	-	-			1.0	-	1.0	
Lead Equipment Mechanic	1.0	1.0	-	-			1.0	-	1.0	
Equipment Mechanic	1.0	1.0	-	-			1.0	-	1.0	

FY 2025-2026 BUDGET Council Approved Positions	FY 2025-2026 Q1 SUPPLEMENTAL CHANGES									
	FY 2025-2026 FTE Count	Vacancy Update Filled Allocation	Vacancy Update Vacant Allocations	Q1 FY 2025-2026 BUDGET UPDATES	FY 2025-2026 FTE Change	Proposed Range/Step	Proposed Hourly Rate	Filled Allocation	Vacant Allocations	FY 2025-2026 FTE Count
Maintenance Electrician	1.0	1.0	-		-			1.0	-	1.0
General Maintenance Technician I	1.0	-	1.0		-			-	1.0	1.0
Building Services Worker	1.0	1.0	-		-			1.0	-	1.0
Crew Leader	1.0	-	1.0		-			-	1.0	1.0
General Maintenance III	2.0	2.0	-		-			2.0	-	2.0
General Maintenance II	1.0	1.0	-		-			1.0	-	1.0
General Maintenance I	5.0	5.0	-		-			5.0	-	5.0
<b>Total Public Services Positions</b>	<b>18.0</b>	<b>16.0</b>	<b>2.0</b>					<b>16.0</b>	<b>2.0</b>	<b>18.0</b>
<b>Community Development</b>										
Planning Commissioner	5.0	5.0	-		-			5.0	-	5.0
Community Development Director	1.0	1.0	-		-			1.0	-	1.0
Community Development Project Manager	-	-	-	Add one Community Development Project Manager (Range 92)	1.0	92/3	\$50.77	-	1.0	1.0
Project Manager	1.0	-	1.0	Delete one Project Manager Allocation (Range 92)	-			-	-	-
Building and Code Enforcement Supervisor	1.0	1.0	-		-			1.0	-	1.0
Administrative Assistant	1.0	1.0	-		-			1.0	-	1.0
Building Inspector II	1.0	-	1.0		-			-	1.0	1.0
Code Enforcement Inspector	1.0	1.0	-		-			1.0	-	1.0
Planner II	1.0	1.0	-		-			-	-	-
Associate Planner	-	-	-	Reclassification to Associate Planner (Range 85)	-			-	-	-
Engineer Tech/Inspector	3.0	3.0	1.0	Reclassification approved by CC 09/17/25, effective 09/29/25	1.0	85/1	\$38.74	1.0	1.0	1.0
Community Development Technician	1.0	1.0	-		-			1.0	2.0	3.0
Organic Waste Monitor (Limited Term)	1.0	-	1.0		-			-	1.0	1.0
<b>Total Community Development Positions</b>	<b>17.0</b>	<b>12.0</b>	<b>5.0</b>		<b>2.0</b>			<b>12.0</b>	<b>5.0</b>	<b>17.0</b>
<b>Library</b>										
Library Administrator	1.0	1.0	-	Reclassification to Library Manager (Range 98)	-			-	-	-
Library Manager	-	-	-	Reclassification approved by CC 09/17/25, effective 09/29/25	1.0	98/2	\$56.08	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	-		-			1.0	-	1.0
Librarian	1.0	1.0	-		-			1.0	-	1.0
Literacy Coordinator	2.0	2.0	-	Title Change of one allocation to Library Grant Coordinator	1.0			1.0	1.0	1.0
Library Grant Coordinator	-	-	-	Title Change approved by CC 09/17/25, effective 09/29/25	1.0	75/3	\$33.37	1.0	-	1.0
Library Technician	1.0	1.0	-		-			1.0	-	1.0
Library Assistant	2.0	2.0	-		-			2.0	-	2.0
Library Page 0.5 PT	0.5	-	0.5		-			-	0.5	0.5
Lunch at the Library Intern 0.5 PT Seasonal	1.0	-	1.0		-			-	1.0	1.0
Recreation Leader 0.5 PT Seasonal	0.5	0.5	-		-			0.5	-	0.5
<b>Total Library Services Positions</b>	<b>10.0</b>	<b>8.5</b>	<b>1.5</b>		<b>3.0</b>			<b>8.5</b>	<b>1.5</b>	<b>10.0</b>
<b>Parks &amp; Recreation</b>										
Parks & Recreation Director	1.0	1.0	-		-			1.0	-	1.0
Special Events Coordinator	1.0	1.0	-	Title Change to Recreation/Special Events Coordinator	-			-	-	-
Recreation Coordinator	1.0	1.0	-	Title Change to Recreation/Special Events Coordinator	-			-	-	-
Recreation/Special Events Coordinator	-	-	-	Title Change approved by CC 09/17/25, effective 09/29/25	2.0	75/3	\$33.37	2.0	-	2.0
Recreation Specialist	2.0	2.0	-	Reclassification of one allocation to Recreation and Event Specialist II	-			2.0	-	2.0
Administrative Assistant	1.0	1.0	-	Reclassification of one allocation to Recreation and Event Specialist I	-			1.0	-	1.0
Crew Leader Parks	1.0	-	1.0	Reclassification to Administrative Specialist (Range 72)	-			-	1.0	1.0
Parks Maintenance Worker III	-	-	-	Reclassification to Parks Maintenance Coordinator (Range 75)	-			-	-	-
Parks Maintenance Worker II	10.0	10.0	-		-			10.0	-	10.0
Parks Maintenance Worker I	2.0	2.0	-		-			2.0	-	2.0
Parks Maintenance Worker I - Extra Help	0.5	0.5	-		-			0.5	-	0.5
Lifeguard/Rec Leaders 0.75 PT Seasonal	18.75	18.75	-		-			18.75	-	18.8
<b>Total Parks &amp; Recreation Positions</b>	<b>38.25</b>	<b>37.25</b>	<b>1.0</b>		<b>2.0</b>			<b>37.25</b>	<b>1.0</b>	<b>38.25</b>
<b>Water</b>										
Water Plant Chief Operator	1.0	1.0	-		-			1.0	-	1.0
Water Treatment Plant Operator III	3.0	3.0	-		-			3.0	-	3.0
Water Treatment Plant Operator II	1.0	1.0	-		-			1.0	-	1.0

CITY OF IMPERIAL  
FY 2025 Q1 SUPPLEMENTAL PERSONNEL BUDGET

FY 2025-2026 BUDGET Council Approved Positions	FY 2025-2026 BUDGET		Vacancy Update		FY 2025-2026 Q1 SUPPLEMENTAL CHANGES				FY 2025-2026	
	FTE Count	Filled Allocation	Filled Allocation	Vacant Allocations	FTE Change	Proposed Range/Step	Proposed Hourly Rate	Filled Allocation	Vacant Allocations	FTE Count
Water Treatment Plant Operator I	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Distribution Utility Worker II	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Distribution Utility Worker I	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Water Operator-In-Training	-	-	-	-	-	-	-	-	-	-
General Maintenance Worker I	1.0	1.0	-	-	-	-	-	1.0	-	1.0
<b>Total Water Positions</b>	<b>9.0</b>	<b>9.0</b>	-	-	-	-	-	<b>9.0</b>	-	<b>9.0</b>
<b>Wastewater</b>										
Wastewater Plant Chief Operator	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Wastewater Treatment Plant Operator III	2.0	2.0	-	-	-	-	-	2.0	-	2.0
Wastewater Treatment Plant Operator II	-	-	-	-	-	-	-	-	-	-
Wastewater Treatment Plant Operator I	2.0	2.0	-	-	-	-	-	2.0	-	2.0
Collection System Worker I	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Collection System Worker II	1.0	1.0	-	-	-	-	-	1.0	-	1.0
Wastewater Operator-In-Training	1.0	1.0	-	-	-	-	-	1.0	-	1.0
General Maintenance Worker I	1.0	1.0	-	-	-	-	-	1.0	-	1.0
<b>Total Wastewater Positions</b>	<b>9.0</b>	<b>8.0</b>	-	<b>1.0</b>	-	-	-	<b>8.0</b>	<b>1.0</b>	<b>9.0</b>
<b>GRAND TOTAL ALL DEPARTMENTS</b>	<b>158.25</b>	<b>144.75</b>	<b>13.50</b>	<b>13.50</b>	<b>12.00</b>	<b>144.75</b>	<b>13.5</b>	<b>158.25</b>	<b>13.5</b>	<b>158.25</b>