



Imperial City Council

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

August 16, 2023

Closed Session at 06:30 pm

Open Session at 07:00 pm

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

1. You are encouraged to observe the City Council meetings via Livestream at the City of Imperial Facebook page.
2. All documents containing an executive summary and staff recommendation associated with open session action items are made available for public inspection on the City's website, www.cityofimperial.org seventy-two (72) hours prior to the posted meeting time. Government Code section 54957.5(b)(2)(B)

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].

6:30 P.M. CLOSED SESSION

CALL TO ORDER:

PUBLIC COMMENT FOR CLOSED SESSION ITEMS ONLY: The City Council welcomes public input. Members of the public may address the City Council on Closed Session items by contacting the City Clerk's Office at 760-355-3334. 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.

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.

A. CONFERENCE WITH LABOR NEGOTIATIONS – G.C § 54957.6

Agency Designated Representatives: Dennis Morita, City Manager
Kristen Smith, Human Resources Manager

Employee Organizations: Teamsters Local Union #542

CITY COUNCIL CONVENES TO REGULAR MEETING

7:00 P.M. REGULAR MEETING

CALL TO ORDER: Mayor Burnworth Called the Meeting to Order at 7:12 p.m.

ROLL CALL: Council Members Mendoza, Obeso-Martinez, Tucker & Mayor Burnworth.

Absent: Mayor Pro Tem Amparano.

PLEDGE OF ALLEGIANCE: The Pledge was led by Dennis H. Morita.

ADJUSTMENTS TO THE AGENDA: The City Council will discuss the order of the agenda, 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 prior to that portion of the agenda. For purposes of the official city record, the City Council may take care of these issues by entertaining a formal motion.

City Manager Dennis Morita stated no adjustments.

CITY ATTORNEY REPORT ON CLOSED SESSION ACTIONS:

PUBLIC COMMENT: There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

Matters not appearing on the agenda: 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. It is requested that longer presentations be submitted to the City Clerk’s Office in writing 48 hours before the meeting.

A. SPECIAL PRESENTATIONS:

A-1. Introduction of (2) new Police Officers – Andrea Chiriboga and Emily Bustamante

Michael Crankshaw, Imperial Police Chief Introduced two new Police Officers.

A-2. LaBrucherie Widening Project - Presentation by Carla Banales and Jesus Villegas, Community Development Department.

Carla Banales, Community Development Department Presented a Slideshow showing the Start and Finished process of the LaBrucherie Widening Project.

B. CONSENT AGENDA:

All items appearing under “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 Claims and Warrants Report.
- B-2.** Approval of City Council Meeting Minutes of July 19, 2023 and August 2, 2023.
- B-3.** Discuss, Approve/Disapprove continuation of Emergency at Aten Road & HWY 86 Intersection.
- B-4.** Discuss, Approve/Disapprove Acceptance of Engineering Services for Aten Tank Coating Repairs and Ventilation/Mixing System Design & Bid Support.
- B-5.** Discuss, Approve/Disapprove Continuance or Emergency of Manhole in Area 13th & C Street.
- B-6.** Authorization to Reject Claim CW File Number 3049468 LSV as Recommended by Carl Warren & Company.
- B-7.** Discuss, Approve/Disapprove the Purchase of Budgeted Maintenance Parts: Lift Station Eradicator.
- B-8.** Approval of Agreement Between the City of Imperial and Code Exxperts for Web Development Services for the Term of One (1) Year in the Annual Amount of \$18,403.00.
- B-9.** Approval of Intergovernmental Agreement with the City of Calipatria for Sharing of Cybersecurity Resources.

Council Member Mendoza Moved to Approve Consent Agenda. Motion Seconded by Council Member Obeso-Martinez.

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE
ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

C. ACTION ITEMS (DISCUSSION/ACTION- APPROVE-DISAPPROVE):

- C-1.** Approval of Agreement Between the City of Imperial and Citizenseve for Business License Services for the Term of One (1) Year in the Annual Amount of \$22,950.00.

Staff Report: Alejandro Estrada, Director of Information Technology

Recommended Action: Staff Recommends Approval of Disbursement of Funds for the New Business License Application.

Director of Information Technology, Alejandro Estrada presented the staff report and answered questions form Council.

Council Member Obeso-Martinez Moved to Approve the Agreement Between the City of Imperial and Citizenseve for Business License Services. **Motion Seconded by Council Member Mendoza.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth

NOES: NONE

ABSTAIN: NONE

ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

- C-2.** Discuss, Approve/Disapprove the Purchase of Budgeted Equipment: ThermoPlastic Trailer.

Staff Report: Jackie Loper, Public Services Director

Recommended Action: Staff Recommends Approval of Purchase.

Public Services Director, Jackie Loper presented the staff report and answered questions form Council.

Council Member Tucker Moved to Approve the Purchase of Budgeted Equipment: ThermoPlastic. **Motion Seconded by Council Member Mendoza.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth

NOES: NONE

ABSTAIN: NONE

ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

- C-3.** Discuss, Approve/Disapprove the Purchase of Budgeted Equipment: Salsco Mini-Asphalt Paver.

Staff Report: Jackie Loper, Public Services Director

Recommended Action: Staff Recommends Approval of Purchase.

Public Services Director, Jackie Loper presented the staff report and answered questions form Council.

Council Member Tucker Moved to Approve the Purchase of Budgeted Equipment: Salsco Mini-Asphalt Paver. **Motion Seconded by Council Member Obeso-Martinez.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE
ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

C-4. Approval of Renewed Memorandum of Understanding (MOU) between Imperial County Sheriff's Office (ICSO) and Imperial Police Department.

Staff Report: Interim Police Chief, Michael Crankshaw

Recommended Action: Staff Recommends Approval of Memorandum of Understanding (MOU).

Police Chief, Michael Crankshaw presented the staff report and answered questions form Council.

Council Member Tucker Moved to Approve the MOU between Imperial County Sheriff's Office and Imperial Police Department. **Motion Seconded by Council Member Mendoza.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE
ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

C-5. Approval of New Memorandum of Understanding between Police Safety Cadet Program and Imperial Police Department.

Staff Report: Interim Police Chief, Michael Crankshaw

Recommended Action: Staff Recommends Approval of Memorandum of Understanding (MOU).

Police Chief, Michael Crankshaw presented the staff report and answered questions form Council.

Council Member Obeso-Martinez Moved to Approve the MOU between Police Safety Cadet Program and Imperial Police Department. **Motion Seconded by Council Member Tucker.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE

ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

- C-6. Monterrey Park Subdivision No. 2 Unit 3B – Vista Del Valle, Authorize Partial Reconveyance to Jupiter Ventures I, LP.

Staff Report: Othon Mora, Community Development Director

Recommended Action: Staff Recommends Authorization of Partial Reconveyance to Jupiter Ventures I, LP.

Community Development Director, Othon Mora presented the staff report and answered questions form Council.

Council Member Tucker Moved to Approve Authorization of Partial Reconveyance to Jupiter Ventures I, LP. **Motion Seconded by Council Member Mendoza.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE
ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

- C-7. Monterrey Park Subdivision No. 2 Unit 4B – Authorize Substitution of Trustee and Full Reconveyance to Jupiter Ventures I, LP.

Staff Report: Othon Mora, Community Development Director

Recommended Action (1): Staff Recommends Approval and Acceptance of off-site Street Improvement of Monterrey Park Subdivision No. 2 – Unit 4B.

Recommended Action (2): Staff Recommends Authorization of the Substitution of Trustee and Full Reconveyance to Jupiter Ventures I, LP.

Community Development Director, Othon Mora presented the staff report and answered questions form Council.

Council Member Obeso-Martinez Moved to Approve Authorization of the Substitution of Trustee and Full Reconveyance to Jupiter Ventures I, LP. **Motion Seconded by Council Member Tucker.**

AYES: Mendoza, Obeso-Martinez, Tucker, and Mayor Burnworth
NOES: NONE
ABSTAIN: NONE
ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 4-0-1

C-8. LaBrucherie Widening Project from Aten Boulevard to Treshill Road, Bid No. 2022-04.

Staff Report: Othon Mora, Community Development Director

Recommended Action (1): Staff Recommends Acceptance of Work Completed

Recommended Action (2): Staff Recommends to Authorize the City Clerk to File Notice of Completion in the Imperial County Clerk/Recorder's Office.

Community Development Director, Othon Mora presented the staff report and answered questions form Council.

Council Member Mendoza Moved to Approve the Acceptance of Work Completed and Authorize the City Clerk to File Notice of Completion in the Imperial County Clerk/Recorder's Office. **Motion Seconded by Council Member Obeso-Martinez.**

AYES: Mendoza, Obeso-Martinez and Mayor Burnworth

NOES: NONE

ABSTAIN: Tucker

ABSENT: Mayor Pro Tem Amparano

MOTION CARRIES: 3-1-1

D. REPORTS:

D-1. Department Reports

D-2. City Manager Report

D-3. Mayor and Councilmember Reports

ADJOURNMENT:

Seeing no further business before the Council, Mayor Burnworth Adjournment the Meeting to the next Regular Scheduled City Council Meeting to be held on Wednesday, August 16, 2023, at 7:00 p.m.

Mayor Burnworth Adjourned the Regular Meeting of the City Council at **7:53 p.m.**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this _____ day of September, 2023.

KRISTINA M. SHIELDS
City Clerk
City of Imperial

AFFIDAVIT OF POSTING

I, KRISTINA M. SHIELDS, City Clerk for the City of Imperial, California, DO HEREBY CERTIFY under penalty of perjury under the laws of the State of California, that the foregoing revised notice was posted at the City of Imperial City Hall bulletin board at 420 S. Imperial Avenue, Imperial, CA and on the City of Imperial’s website not less than 72 hours prior to the meeting, per Government Code 54954.2.

Dated: August 11, 2023

KRISTINA M. SHIELDS
City Clerk