



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Regular Meeting Agenda
Tuesday, April 3, 2018 @ 6:00 PM
City Council Chambers
383 Main Street
Brawley, California 92227**

George A. Nava, Mayor
Donald L. Wharton, Mayor Pro-Tempore
Norma Kastner-Jauregui, Council Member
Luke Hamby, Council Member
Sam Couchman, Council Member

Alma Benavides, City Clerk
Ruby D. Walla, City Treasurer
William S. Smerdon, City Attorney
Rosanna Bayon Moore, City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION Pastor Mike Necuik, El Redentor Church

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

5. REGULAR BUSINESS

- a. Discussion and Potential Action to Award Contract to George Mitchell Builders Inc., for Project No. 2018-02 Senior Center Improvements Project in the Amount of \$203,116.17, authorize a 10% contingency for a total amount of \$223,427.79 and authorize the City Manager to execute all documentation in relation to this project. **Pgs 47-49**
- b. Discussion and Potential Action to:
 - i. Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Declaring an Emergency, Ratifying Action Taken by the City Manager and Approving Emergency Repair of a Collapsed Manhole on the South Side of Shank Rd. between Railroad Tracks and Slider Rd. **Pgs 50-53**
 - ii. Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Amending Fiscal Year 2017/2018 City of Brawley Budget for the Public Works Department - Wastewater Enterprise, Wastewater Collection in the Amount of \$30,575.54 **Pgs 54-58**
- c. Discussion and Potential Action to Approve a Work Authorization of The Holt Group, Inc. for Pilot / Flying J Travel Center Expedited Plan Check Review Services for Offsite Improvements in an Amount Not to Exceed \$25,000 with 100% Cost Recovery from the Developer. **Pgs 59-60**
- d. Discussion and Potential Action to Authorize the Temporary Positions of Code Enforcement Officer and Communications Associate on a 6 Month Basis, Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Amending Fiscal Year 2017/2018 City of Brawley Budget for Building Inspections in the Amount of \$23,791 and Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Amending Fiscal Year 2017/2018 City of Brawley Budget for City Manager in the Amount of \$23,791. **Pgs 61-71**
- e. Discussion and Potential Action to Establish a Downtown Ad Hoc Committee.
- f. Request for Dedication of 45% of Transient Occupancy Tax (TOT) Revenues to Brawley Chamber of Commerce for Three Years, by Katie Luna, Executive Director. **Pgs 72-75**
- g. Request for Sponsorship of MAG Coalition's Sneaker Ball on April 14, 2018 at Gobi's Restaurant by Yulil Alonso-Garza, Founder. **Pgs 76-78**

6. DEPARTMENTAL REPORTS

- a. Monthly Staff Report for April 2018 – Prepared by Shirley Bonillas, Personnel & Risk Management Administrator **Pg 79**
- b. Record of Building Permits for February 2018 – Prepared by Oscar Escalante, Interim Building Official **Pgs 80-81**

7. CITY COUNCIL MEMBER REPORTS

8. CITY MANAGER REPORT

9. CITY ATTORNEY REPORT

10. CITY CLERK REPORT

ADJOURNMENT Regular Meeting, **Tuesday, April 16, 2018 @ 6:00 PM**, 383 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Office of the City Clerk @ 760-351-3080.

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 04/03/18

City Manager: 

PREPARED BY: Marjo Mello, Library Director

PRESENTED BY: Marjo Mello, Library Director

SUBJECT: National Library Week Proclamation for 2018

DISCUSSION: The American Library Association has declared April 8-14, 2018 as National Library Week. Activities during this week include an IV Reads... presentation on Thursday, April 12th at 6PM about working in the education system on a Navaho Reservation for seventeen years.

IV READS... is a county-wide program that encourages everyone to read the same book at the same time. The 2018 selection is Killers of the August Moon: The Osage Murders and the birth of the FBI by David Grann.

Saturday, April 14th, 2018 will feature a Friends of the Library book sale, along with activities for children.

Brawley Library Board of Trustees are:

Elizabeth Lorenzen, President
Judy Grant, Secretary
Crystal Duran
Diana Lohr
Dixie Smith

The theme this year is "Lead". Where has your library card led you? Where will your library card lead you next?



Proclamation

**In Honor of National Library Week
April 8-14, 2018**

WHEREAS, libraries are not just about what we have for people, but what we do for and with people;

WHEREAS, libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better their communities, campuses and schools;

WHEREAS, librarians are evolving in order to serve their communities and to continue to fulfill their role in leveling the playing field for all who seek information and access to technologies;

WHEREAS, libraries and librarians open up a world of possibilities through innovative programming such as LAMBS vehicle, free one-on-one assistance for adults who would like to improve their English-Language Reading Skills, classes for basic computer skills, job-seeking resources and power of reading;

WHEREAS, libraries and librarians are looking beyond their traditional roles and providing more opportunities for community engagement and deliver new services that connect closely with patrons' needs;

WHEREAS, libraries support democracy and effect social change through their commitment to provide equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, be it resolved that I, George A. Nava, Mayor of the City of Brawley, California, proclaim National Library Week, April 8-14, 2018. I encourage all residents to visit the library this week and explore what's new at your library, and engage with your librarian. Because of you, Libraries Transform.

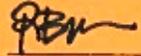
In Witness Whereof I have hereunto set my Hand and caused the Seal of the City of Brawley to be affixed on this 3rd day of April, 2018.

George A. Nava, Mayor

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 04/03/18

City Manager: 

PREPARED BY: Marjo Mello, Library Director

PRESENTED BY: Marjo Mello, Library Director

SUBJECT: 1000 Books Before Kindergarten (1KB4K) Program

DISCUSSION: How much a child is read to before entering school has a direct effect on the school readiness and future school success of that child. Brawley Public Library promotes the 1KB4K (One thousand books before kindergarten) program and the City has its first graduates. Mr. Juan Carlos Alvarez and Ms. Michelle Aguilar are being recognized for reading 1,000 books before kindergarten to their children, Emma and Luna Alvarez. Both come to the library and both read to their children. This the best modeling of what a child will do soon—read. They see the way their parents hold the book, turn the pages, look at the pictures, and that the words read from the left to the right. These pre-literacy skills will help them be ready to read themselves.

Within the program, the child earns a prize after each 100 books culminating with a stuffed animal and books when 1,000 is reached. The Brawley Public Library would like to acknowledge the parents for all the hard work they put in with a gift basket and certificate.

Check Register Report

Date: 03/19/2018

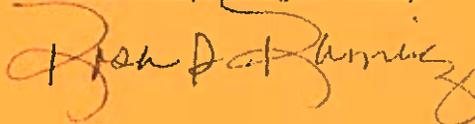
Time: 11:35 AM

City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
49580	03/16/2018	Printed	A368	AFLAC INC.	Cancer, ICU, Disability	2,981.41
49581	03/16/2018	Printed	B1270	BEHAVIORAL ANALYSIS	Interviewing for First	276.00
49582	03/16/2018	Printed	B202	BRAWLEY FIREFIGHTERS LOCAL #19	March Union Dues	450.00
49583	03/16/2018	Printed	B208	BRAWLEY POLICE SERGEANT'S ASSO	March Union Dues	250.00
49584	03/16/2018	Printed	B213	BRAWLEY PUBLIC SAFETY EMPLOYEE	March Union Dues	2,935.21
49585	03/16/2018	Printed	C889	CALIFORNIA STATE DISBURSEME	Deductions	1,851.09
49586	03/16/2018	Printed	C110	COLUMBUS BANK & TRUST COMPA	Unreimbursed Medical &	334.99
49587	03/16/2018	Printed	C095	COURT ORDERED DEBT COLLECTIONS	Deductions	123.65
49588	03/16/2018	Printed	F689	FRANCHISE TAX BOARD	Deductions	25.00
49589	03/16/2018	Printed	N944	NATIONAL PLAN COORDINATORS	Deferred Comp Plan #340233-01	5,274.09
49590	03/16/2018	Printed	N187	NATIONWIDE RETIREMENT SOLUTION	Deferred Compensation #05270	165.00
49591	03/16/2018	Printed	O607	OSWALT & ASSOCIATES	Attorney Services - Feb 2018	20,138.00
49592	03/16/2018	Printed	S325	SUN COMMUNITY FED. CREDIT UNIO	Credit Union Deductions	521.00
49593	03/16/2018	Printed	S1456	ESTHER SWITHENBANK	Deductions	508.15
49594	03/16/2018	Printed	T542	TEAMSTERS LOCAL #542	March Union Dues	1,344.00
49595	03/16/2018	Printed	U790	U.S. BANK CORPORATE	Late Fee	2,181.17
49596	03/16/2018	Printed	U660	UNITED STATES TREASURY	Deductions	177.50
49597	03/16/2018	Printed	U761	UNITED STATES TREASURY	Deductions	200.00
49598	03/16/2018	Printed	U110	UNITED WAY OF IMPERIAL COUNTY	United Way Deductions	34.00

Total Checks: 19

Checks Total (excluding void checks): 39,770.26



Check Register Report

Date 03/22/2018
Time 1:11 PM

City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
974	03/22/2018	Printed	A242	A T & T	Telephone Services 3/7-4/6	149.41
975	03/22/2018	Printed	A554	ALLIED WASTE SERVICES #467	Street Sweeping 2/01-2/28/18	17,968.95
976	03/22/2018	Printed	A785	AT&T	U-Verse Internet 2/24-3/23	197.88
977	03/22/2018	Printed	D178	DIRECTV	Acct# 041023715 2/26-3/25/18	205.23
978	03/22/2018	Printed	F105	FEDERAL EXPRESS CORP.	Mailings - City Clerk	18.33
979	03/22/2018	Printed	M730	MALLORY SAFETY & SUPPLY LLC	Gloves	256.45
980	03/22/2018	Printed	P372	PITNEY BOWES GLOBAL FINANCIAL	Postage Meter 12/30/17-3/29/18	432.51
981	03/22/2018	Printed	P294	POSITIVE PROMOTIONS	Organizer Coolers	127.87
982	03/22/2018	Printed	P340	PROTECTION ONE ALARM	Alarm Monitoring 3/1-3/31/18	94.90
983	03/22/2018	Printed	U630	UNITED PARCEL SERVICE, INC	Mailings - City Clerk	40.52
984	03/22/2018	Printed	V079	VERIZON WIRELESS SERVICES L	Cell Phone Charges/Various	727.51
985	03/22/2018	Printed	W250	WESTAIR GASES & EQUIPMENT INC	Oxygen Tanks/F D 2	279.84
986	03/22/2018	Printed	W112	WITMER PUBLIC SAFETY GROUP INC	Years of Service Pins	109.89

Total Checks: 13

Checks Total (excluding void checks):

20,609.29

49599	03/22/2018	Printed	B364	360 BUSINESS PRODUCTS	Certificate Covers, Staples	585.15
49600	03/22/2018	Printed	A1780	THOMAS AGUIRRE	Refund Deposit 289 W C Street	3.42
49601	03/22/2018	Printed	A414	AIRWAVE COMMUNICATIONS ENT INC	Remove Lightbar #A171 PD	70.00
49602	03/22/2018	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	209.69
49603	03/22/2018	Printed	A915	AM COPIERS, INC.	Printer Maintenance/Utility	142.56
49604	03/22/2018	Printed	A232	ARC INDUSTRIES	Park Litter Control - Feb 2018	240.00
49605	03/22/2018	Printed	A688	AT&T LONG DISTANCE	Telephone Services 1/25-2/24	44.44
49606	03/22/2018	Printed	A901	AT&T-CALNET 3	Telephone Services 2/3-3/2	1,507.51
49607	03/22/2018	Printed	B971	SHIRLEY BONILLAS	Reimb Prize/Employee	194.36
49608	03/22/2018	Printed	B208	BRAWLEY POLICE SERGEANT'S ASSO	Leadership Training	660.00
49609	03/22/2018	Printed	C549	CANON SOLUTIONS AMERICA, INC	Copier Maint 2/1-2/28 Bldg	18.52
49610	03/22/2018	Printed	C005	COSTCO WHOLESALE #121	Employee Appreciation Prizes	943.73
49611	03/22/2018	Printed	D171	D & M WATER COMPANY	Bulk Water - Fire Station #2	73.59
49612	03/22/2018	Printed	D478	DEPARTMENT OF JUSTICE	Fingerprint Applications	298.00
49613	03/22/2018	Printed	D643	DESERT PAINTS	Paint, Dispenser Bottle	45.16
49614	03/22/2018	Printed	E145	ELMS EQUIPMENT	Autocut Head	56.70
49615	03/22/2018	Printed	G828	RAYMOND GONZALEZ	Refund Deposit 657 Gilmour St	95.11
49616	03/22/2018	Printed	H194	HACIENDA CATERING	Catering Service/City	142.77
49617	03/22/2018	Printed	H712	DAVID A HOLT	Refund Jan 2018 Health Ins Pmt	96.38
49618	03/22/2018	Printed	I102	I. I. D.	Canal Water/Oakley 3008245	7,952.00
49619	03/22/2018	Void	03/22/2018		Void Check	0.00
49620	03/22/2018	Printed	I301	IMPERIAL HARDWARE CO., INC.	Graffiti Remover Key	265.06
49621	03/22/2018	Printed	I105	IMPERIAL IRRIGATION DIST	Encroachment Permt #2018-0001	3,400.00
49622	03/22/2018	Printed	I103	IMPERIAL IRRIGATION DISTRIC	Power Bills 2/2/18-3/2/18	34,563.34
49623	03/22/2018	Printed	I443	IMPERIAL PRINTERS	Meter Reading Stamp	229.09
49624	03/22/2018	Printed	I608	IMPERIAL TRUSS & LUMBER CO	Lumber	126.11
49625	03/22/2018	Printed	J490	JOHNNY'S NEIGHBORHOOD MARKE	Breakfast/Downtown Detail Crew	49.56
49626	03/22/2018	Printed	L920	LABRUCHERIE IRRIGATION SUPP	Irrigation Tool, Controller	154.43
49627	03/22/2018	Printed	M944	JAQUELINE MACIAS	Zumba Instructor P M, Feb 2018	85.00
49628	03/22/2018	Printed	M1311	MARTIN HYDROBLASTING SRVC INC	Refund Hydrant Meter Deposit	90.90
49629	03/22/2018	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Building Dept	2,709.54
49630	03/22/2018	Printed	0567	JIM O'MALLEY PLUMBING	Coupling, Tee, Copper	596.67
49631	03/22/2018	Printed	O130	OH MY GLASS IV	Install Windows/Volunteer Park	450.00
49632	03/22/2018	Printed	O751	ROBERTO OROZCO	Reimb Tuition/Grade 3 Exam	100.00
49633	03/22/2018	Printed	P113	PETTY CASH -CITY CLERK	Petty Cash - City Clerk	23.65
49634	03/22/2018	Printed	P558	PRO RECORD STORAGE, INC	Document Storage 2/1-2/28/18	234.41

Check Register Report

Date: 03/22/2018

Time: 1:11 PM

City of Brawley

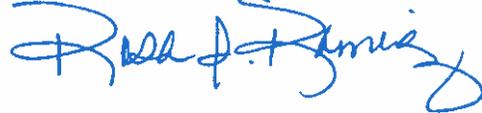
Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
49635	03/22/2018	Printed	P839	PYRAMID CONSTRUCTION	Bus Shelter Improvements	308,020.87
49636	03/22/2018	Printed	R0184	JUANA B RAMIREZ	Refund Deposit 345 Allen St	73.26
49637	03/22/2018	Printed	R462	REDDY ICE, CORPORATION	Ice	290.93
49638	03/22/2018	Printed	S495	SOUTHERN CALIFORNIA GAS CO.	187 425 2700 7 2/5/18-3/7/18	145.80
49639	03/22/2018	Printed	S760	SPECTRUM ADVERTISING	Video Tape Council Mtg 3/6/18	500.00
49640	03/22/2018	Printed	U790	U.S. BANK CORPORATE	Credit Card Charges/N Jauregui	7.28
49641	03/22/2018	Printed	V411	ANA MARIA VENTURA	Refund Deposit 475 W B Street	180.55
49642	03/22/2018	Printed	Z189	ZAMORA'S BACKFLOW SERVICES	Backflow Repair/Volunteer Park	366.00

Total Checks: 44

Checks Total (excluding void checks): 366,041.64

Total Payments: 57

Grand Total (excluding void checks): 386,650.83



INVOICE APPROVAL LIST BY FUND REPORT

Date: 03/22/2018
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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 000.000							
101-000.000-205.309	Employee						
	BONILLAS/SHIRLEY//	16450	Reimb. Prize/Employee	49607	03/14/2018	03/22/2018	194.36
	COSTCO WHOLESALE #121///	36126	Employee Appreciation Prizes	49610	03/15/2018	03/22/2018	943.73
							1,138.09
							Total Dept. 000000: 1,138.09
Dept: 111.000 City Council							
101-111.000-730.200	Technical						
	SPECTRUM ADVERTISING///	13750	Video Tape Council Mtg 3/6/18	49639	03/09/2018	03/22/2018	500.00
							500.00
101-111.000-750.200	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	263.36
							263.36
101-111.000-750.402	Travel - N J						
	U S BANK CORPORATE///		Credit Card Charges/N Jauregui	49640	01/22/2018	03/22/2018	7.28
							7.28
							Total Dept. City Council: 770.64
Dept: 112.000 City Clerk							
101-112.000-720.100	Office						
	360 BUSINESS PRODUCTS///		Copy Paper, Hanging Folders	49599	03/05/2018	03/22/2018	25.18
							25.18
101-112.000-750.210	Postage						
	FEDERAL EXPRESS CORP.///	6-105-87808	Mailings - City Clerk	978	03/02/2018	03/22/2018	18.33
	UNITED PARCEL SERVICE,		Mailings - City Clerk	983	03/03/2018	03/22/2018	40.52
							58.85
							Total Dept. City Clerk: 84.03
Dept: 131.000 City Manager							
101-131.000-721.110	Food and						
	HACIENDA CATERING///		Catering Service/City	49616	03/14/2018	03/22/2018	142.77
	PETTY CASH -CITY CLERK///		Petty Cash - City Clerk	49633	03/14/2018	03/22/2018	15.28
							158.05
101-131.000-721.200	Other						
	PETTY CASH -CITY CLERK///		Petty Cash - City Clerk	49633	03/14/2018	03/22/2018	8.37
							8.37
							Total Dept. City Manager: 166.42
Dept: 151.000 Finance							
101-151.000-720.100	Office						
	360 BUSINESS PRODUCTS///		Copy Paper	49599	03/07/2018	03/22/2018	164.32
							164.32
101-151.000-730.200	Technical						
	PRO RECORD STORAGE,	0019868	Document Storage 2/1-2/28/18	49634	03/01/2018	03/22/2018	28.05
							28.05
101-151.000-740.100	Repair &						
	AM COPIERS INC ///	34579	Printer Maintenance/Finance	49603	02/28/2018	03/22/2018	99.63
							99.63
101-151.000-740.400	Rent						
	PRO RECORD STORAGE,	0019868	Document Storage 2/1-2/28/18	49634	03/01/2018	03/22/2018	206.36

INVOICE APPROVAL LIST BY FUND REPORT

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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							206.36
101-151.000-750 200	AT&T-CALNET 3///		Telephone Services 2/12-3/11	49606	03/12/2018	03/22/2018	0.01
							0.01
Total Dept. Finance:							498.37
Dept: 152.000 Utility Billing							
101-152.000-720.100	Office						
	360 BUSINESS PRODUCTS///		Copy Paper	49599	03/07/2018	03/22/2018	164.32
	IMPERIAL PRINTERS///	18-256	Meter Reading Charts	49623	02/20/2018	03/22/2018	86.72
	IMPERIAL PRINTERS///	18-243	Meter Reading Stamp	49623	02/20/2018	03/22/2018	124.34
							375.38
101-152.000-740.100	Repair & AM COPIERS, INC///	34580	Printer Maintenance/Utility	49603	02/28/2018	03/22/2018	42.93
							42.93
Total Dept. Utility Billing:							418.31
Dept: 153.000 Personnel							
101-153.000-720.100	Office						
	360 BUSINESS PRODUCTS///		Certificate Covers, Staples	49599	03/07/2018	03/22/2018	19.81
							19.81
101-153.000-730 200	Technical						
	DEPARTMENT OF JUSTICE///	289305	Fingerprint Applications	49612	03/05/2018	03/22/2018	298.00
							298.00
101-153.000-750.310	Employee						
	360 BUSINESS PRODUCTS///		Certificate Covers, Staples	49599	03/07/2018	03/22/2018	70.25
							70.25
Total Dept. Personnel:							388.06
Dept: 171.000 Planning							
101-171.000-740 100	Repair & CANON SOLUTIONS						
			Copier Maint. 2/1-2/28 Bldg	49609	03/01/2018	03/22/2018	6.17
							6.17
Total Dept. Planning:							6.17
Dept: 191.000 Non-departmental							
101-191.000-720 100	Office						
	360 BUSINESS PRODUCTS///		Copy Paper, Hanging Folders	49599	03/05/2018	03/22/2018	141.27
							141.27
101-191.000-730 200	Technical						
	PROTECTION ONE ALARM///		Alarm Monitoring 3/1-3/31/18	982	03/06/2018	03/22/2018	48.74
							48.74
101-191.000-740 200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	49602	03/14/2018	03/22/2018	31.56
	ALSCO AMERICAN LINEN		Cleaning Services	49602	03/14/2018	03/22/2018	18.05
							49.61
101-191.000-740 400	Rent						
	PITNEY BOWES GLOBAL		Postage Meter 12/30/17-3/29/18	980	02/28/2018	03/22/2018	432.51
							432.51
Total Dept. Non-departmental:							672.13
Dept: 211.000 Police Protection							
101-211.000-721 200	Other						

INVOICE APPROVAL LIST BY FUND REPORT

Date: 03/22/2018

Time 1:08 pm

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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	IMPERIAL HARDWARE CO.	509454/2	Filter	49620	03/09/2018	03/22/2018	7.75
	IMPERIAL HARDWARE CO.	509459/2	Return Filter	49620	03/09/2018	03/22/2018	-7.75
	IMPERIAL HARDWARE CO.	509838/2	Velcro Strip	49620	03/13/2018	03/22/2018	3.87
	POSITIVE PROMOTIONS//	05959719	Organizer Coolers	981	03/09/2018	03/22/2018	127.87
							131.74
101-211.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		187 525 6200 1 2/7/18-3/9/18	49638	03/13/2018	03/22/2018	17.60
							17.60
101-211.000-730.200	Technical AIRWAVE COMMUNICATIONS	432735	Remove Lightbar #A171 PD	49601	01/31/2018	03/22/2018	70.00
							70.00
101-211.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	49602	03/14/2018	03/22/2018	132.20
							132.20
101-211.000-750.200							
	AT&T-CALNET 3//		Telephone Services 2/12-3/11	49606	03/12/2018	03/22/2018	18.91
	AT&T-CALNET 3//		Telephone Services 2/3-3/2	49606	03/03/2018	03/22/2018	1,237.00
							1,255.91
101-211.000-750.510	BRAWLEY POLICE		1 Leadership Training	49608	01/17/2018	03/22/2018	660.00
							660.00
							Total Dept. Police Protection: 2,267.45
Dept: 211.300 Graffiti Abatement							
101-211.300-721.200	Other DESERT PAINTS//	5192	Paint, Dispenser Bottle	49613	02/28/2018	03/22/2018	45.16
							45.16
							Total Dept. Graffiti Abatement: 45.16
Dept: 221.000 Fire Department							
101-221.000-721.200	Other D & M WATER COMPANY// WITMER PUBLIC SAFETY	266240	Bulk Water - Fire Station #1 Years of Service Pins	49611 986	02/28/2018 02/22/2018	03/22/2018 03/22/2018	42.29 109.89
							152.18
101-221.000-725.400	Fuel MCNEECE BROS OIL	854093	Fuel/Fire Dept.	49629	02/28/2018	03/22/2018	1,784.85
							1,784.85
101-221.000-740.400	Rent WESTAIR GASES &	80182930	Acetylene, Oxygen Tanks/F D 1	985	02/28/2018	03/22/2018	159.24
							159.24
							Total Dept. Fire Department: 2,096.27
Dept: 221.100 Fire Station #2							
101-221.100-721.200	Other D & M WATER COMPANY// IMPERIAL HARDWARE CO. REDDY ICE, CORPORATION//	265859 509380/2	Bulk Water - Fire Station #2 Hose Mender Ice	49611 49620 49637	02/15/2018 03/08/2018 03/01/2018	03/22/2018 03/22/2018 03/22/2018	31.30 10.65 290.93
							332.88
101-221.100-725.300	Natural gas SOUTHERN CALIFORNIA GAS		088 557 5439 9 2/1/18-3/5/18	49638	03/07/2018	03/22/2018	61.64
							61.64
101-221.100-740.400	Rent						

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	WESTAIR GASES &	80182929	Oxygen Tanks/F.D. 2	985	02/28/2018	03/22/2018	120.60
							<u>120.60</u>
101-221 100-750 200	AT&T		U-Verse Internet 2/24-3/23	976	02/23/2018	03/22/2018	49.00
	DIRECTV		Acct# 041023715 2/26-3/25/18	977	02/27/2018	03/22/2018	205.23
							<u>254.23</u>
						Total Dept. Fire Station #2:	769.35
Dept: 231.000 Building Inspection							
101-231 000-725 400 Fuel	MCNEECE BROS OIL	854096	Fuel/Building Dept.	49629	02/28/2018	03/22/2018	125.94
							<u>125.94</u>
101-231.000-730 200 Technical	IMPERIAL PRINTERS///	18-285	Remodel Copies	49623	02/20/2018	03/22/2018	18.03
							<u>18.03</u>
101-231.000-740.100 Repair &	CANON SOLUTIONS		Copier Maint. 2/1-2/28 Bldg	49609	03/01/2018	03/22/2018	6.18
							<u>6.18</u>
						Total Dept. Building Inspection:	150.15
Dept: 311.000 Engineering							
101-311.000-750.200	AT&T LONG DISTANCE///		Telephone Services 1/25-2/24	49605	02/26/2018	03/22/2018	44.44
	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	61.11
							<u>105.55</u>
						Total Dept. Engineering:	105.55
Dept: 411.000 Community							
101-411.000-740 100 Repair &	CANON SOLUTIONS		Copier Maint. 2/1-2/28 Bldg	49609	03/01/2018	03/22/2018	6.17
							<u>6.17</u>
						Total Dept. Community Development:	6.17
Dept: 511.000 Parks							
101-511 000-720 600 Plumbing	IMPERIAL HARDWARE CO.,	509424/2	Couplings	49620	03/09/2018	03/22/2018	1.68
	IMPERIAL HARDWARE CO.,	509491/2	Adapter, Batteries	49620	03/09/2018	03/22/2018	11.63
	LABRUCHERIE IRRIGATION	153846c	Nipple, Solenoid, Tool	49626	03/08/2018	03/22/2018	10.51
	LABRUCHERIE IRRIGATION	153848c	Irrigation Tool, Controller	49626	03/08/2018	03/22/2018	37.89
	O'MALLEY PLUMBING/JIM//	95591	PVC Pipe, Coupling, Bail Valve	49630	03/06/2018	03/22/2018	484.59
	O'MALLEY PLUMBING/JIM//	95599	Coupling, Tee, Copper	49630	03/07/2018	03/22/2018	112.08
							<u>658.38</u>
101-511 000-720 700 Construction	IMPERIAL TRUSS & LUMBER	B20931	Lumber	49624	03/13/2018	03/22/2018	126.11
							<u>126.11</u>
101-511 000-721 110 Food and	JOHNNY'S NEIGHBORHOOD	304	Breakfast/Downtown Detail Crew	49625	03/06/2018	03/22/2018	25.21
	JOHNNY'S NEIGHBORHOOD	359	Breakfast/Downtown Detail Crew	49625	03/07/2018	03/22/2018	24.35
							<u>49.56</u>
101-511 000-721 200 Other	ELMS EQUIPMENT//		Autocut Head	49614	03/14/2018	03/22/2018	56.70

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	IMPERIAL HARDWARE CO.	504265/2	Toilet Seat	49620	01/18/2018	03/22/2018	25.20
	IMPERIAL HARDWARE CO.	509491/2	Adapter, Batteries	49620	03/09/2018	03/22/2018	27.13
	IMPERIAL HARDWARE CO.	509703/2	Wire	49620	03/12/2018	03/22/2018	9.01
	IMPERIAL HARDWARE CO.	509992/2	Graffiti Remover, Key	49620	03/14/2018	03/22/2018	18.97
							137.01
101-511.000-721.900	Small tools & LABRUCHERIE IRRIGATION	153846c	Nipple, Solenoid, Tool	49626	03/08/2018	03/22/2018	70.69
	LABRUCHERIE IRRIGATION	153848c	Irrigation Tool, Controller	49626	03/08/2018	03/22/2018	35.34
							106.03
101-511.000-725.400	Fuel MCNEECE BROS OIL	854095	Fuel/Parks & Rec Dept.	49629	02/28/2018	03/22/2018	798.75
							798.75
101-511.000-730.200	Technical ARC INDUSTRIES//	6763	Park Litter Control - Feb 2018	49604	03/01/2018	03/22/2018	240.00
							240.00
101-511.000-740.100	Repair & OH MY GLASS IV///	80	Install Windows/Volunteer Park	49631	03/09/2018	03/22/2018	450.00
	ZAMORA'S BACKFLOW	2754	Backflow Repair/Volunteer Park	49642	03/07/2018	03/22/2018	366.00
							816.00
							Total Dept. Parks: 2,931.84
Dept: 521.000 Recreation & Lions							
101-521.000-720.300	Chemicals IMPERIAL HARDWARE CO.,	509438/2	Bleach	49620	03/09/2018	03/22/2018	33.35
	IMPERIAL HARDWARE CO.,	509659/2	Trash Bags, Chlorine Tablets	49620	03/12/2018	03/22/2018	46.05
							79.40
101-521.000-720.800	Janitorial IMPERIAL HARDWARE CO.,	509659/2	Trash Bags, Chlorine Tablets	49620	03/12/2018	03/22/2018	77.52
							77.52
101-521.000-721.200	Other MALLORY SAFETY & SUPPLY	4390182	Gloves	979	01/26/2018	03/22/2018	256.45
							256.45
101-521.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS	187 425 2700 7 2/5/18-3/7/18		49638	03/09/2018	03/22/2018	66.56
							66.56
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	49602	03/12/2018	03/22/2018	27.88
							27.88
							Total Dept. Recreation & Lions Center: 507.81
Dept: 521.100 Recreation Leagues							
101-521.100-730.200	Technical MACIAS/JAQUELINE//	7013157	Zumba Instructor P.M. Feb 2018	49627	03/14/2018	03/22/2018	85.00
							85.00
							Total Dept. Recreation Leagues: 85.00
Dept: 522.000 Senior Citizens							
101-522.000-750.200	AT&T		U-Verse Internet 2/24-3/23	976	02/23/2018	03/22/2018	64.00
							64.00
							Total Dept. Senior Citizens Center: 64.00
Dept: 551.000 Library							

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
101-551.000-730 200	Technical PROTECTION ONE ALARM//		Alarm Monitoring 3/1-3/31/18	982	03/06/2018	03/22/2018	46.16
							<u>46.16</u>
101-551.000-750 200	AT&T-CALNET 3//		Telephone Services 2/12-3/11	49606	03/12/2018	03/22/2018	251.59
							<u>251.59</u>
						Total Dept. Library:	297.75
Dept: 551.100 Library Grant -							
101-551 100-750 200	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	53.83
							<u>53.83</u>
						Total Dept. Library Grant - LAMBS:	53.83
						Total Fund General Fund:	13,522.55
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-725 200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	8,871.50
							<u>8,871.50</u>
						Total Dept. Street Maintenance &	8,871.50
						Total Fund Gas Tax:	8,871.50
Fund: 215 Measure D - Sales Tax							
Dept: 312.000 Street Maintenance							
215-312.000-730.200	Technical ALLIED WASTE SERVICES		Street Sweeping 2/01-2/28/18	975	02/28/2018	03/22/2018	17,968.95
							<u>17,968.95</u>
						Total Dept. Street Maintenance &	17,968.95
						Total Fund Measure D -	17,968.95
Fund: 241 Bernardo Padilla							
Dept: 511.100 Parks, Landscape &							
241-511.100-725 200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	138.37
							<u>138.37</u>
						Total Dept. Parks, Landscape &	138.37
						Total Fund Bernardo	138.37
Fund: 243 CFD 05-1 Victoria Park							
Dept: 195.000 Comm Fac Dist							
243-195.000-725 200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	122.64
							<u>122.64</u>
						Total Dept. Comm Fac Dist:	122.64
						Total Fund CFD 05-1	122.64
Fund: 244 CFD 05-4 Latigo Ranch							
Dept: 195.000 Comm Fac Dist							

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
244-195.000-725.200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	130.82
							<u>130.82</u>
						Total Dept. Comm Fac Dist:	130.82
						Total Fund CFD 05-4 Latigo	130.82
 Fund: 245 CFD 05-3 La Paloma							
Dept: 195.000 Comm Fac Dist							
245-195.000-725.200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	318.87
							<u>318.87</u>
						Total Dept. Comm Fac Dist:	318.87
						Total Fund CFD 05-3 La	318.87
 Fund: 246 CFD 06-1 Malan Park							
Dept: 195.000 Comm Fac Dist							
246-195.000-725.200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	106.29
							<u>106.29</u>
						Total Dept. Comm Fac Dist:	106.29
						Total Fund CFD 06-1 Malan	106.29
 Fund: 247 CFD 07-1 Luckey							
Dept: 195.000 Comm Fac Dist							
247-195.000-725.200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	130.82
							<u>130.82</u>
						Total Dept. Comm Fac Dist:	130.82
						Total Fund CFD 07-1	130.82
 Fund: 248 CFD 07-2 Springhouse							
Dept: 195.000 Comm Fac Dist							
248-195.000-725.200	Electricity IMPERIAL IRRIGATION		Street Lights 2/6/18-3/6/18	49622	03/08/2018	03/22/2018	8.18
							<u>8.18</u>
						Total Dept. Comm Fac Dist:	8.18
						Total Fund CFD 07-2	8.18
 Fund: 421 Capital Projects -							
Dept: 000.000							
421-000 000-201.715	PYRAMID CONSTRUCTION//	3478	Bus Shelter Improvements	49635	02/28/2018	03/22/2018	-16,211.62
							<u>-16,211.62</u>
						Total Dept. 000000:	-16,211.62
 Dept: 310.000 Street Projects							
421-310 000-800.300	PYRAMID CONSTRUCTION//	3478	Bus Shelter Improvements	49635	02/23/2018	03/22/2018	324,232.49
							<u>324,232.49</u>
							324,232.49

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Street Projects:							324,232.49
Total Fund Capital Projects							308,020.87
Fund: 501 Water							
Dept: 000.000							
501-000 000-205.200	Water						
	AGUIRRE/THOMAS//		Refund Deposit 289 W C Street	49600	03/08/2018	03/22/2018	3.42
	GONZALEZ/RAYMOND//		Refund Deposit 657 Gilmour St	49615	03/08/2018	03/22/2018	95.11
	RAMIREZ/JUANA B//		Refund Deposit 345 Allen St	49636	03/13/2018	03/22/2018	73.26
	VENTURA/JANA MARIA//		Refund Deposit 475 W B Street	49641	03/13/2018	03/22/2018	180.55
							352.34
501-000 000-205.220	Fire hydrant						
	MARTIN HYDROBLASTING		Refund Hydrant Meter Deposit	49628	03/07/2018	03/22/2018	90.90
							90.90
Total Dept. 000000:							443.24
Dept: 321.000 Water Treatment							
501-321.000-725.100	Water						
	I I D//		Canal Water/Mansfield 3056449	49618	03/05/2018	03/22/2018	7,754.00
							7,754.00
501-321.000-750.200							
	A T & T//		Telephone Services 3/7-4/6	974	03/07/2018	03/22/2018	5.31
	AT&T		U-Verse Internet 3/1-3/31	976	02/28/2018	03/22/2018	84.88
	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	78.15
							168.34
501-321.000-750.500	Training						
	OROZCO/ROBERTO//		Reimb. Tuition/Grade 3 Exam	49632	03/02/2018	03/22/2018	100.00
							100.00
Total Dept. Water Treatment:							8,022.34
Dept: 322.000 Water Distribution							
501-322.000-721.900	Small tools &						
	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	36.61
							36.61
501-322.000-750.200							
	A T & T//		Telephone Services 3/7-4/6	974	03/07/2018	03/22/2018	33.12
	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	78.15
							111.27
Total Dept. Water Distribution:							147.88
Total Fund Water:							8,613.46
Fund: 511 Wastewater							
Dept: 331.000 Wastewater							
511-331.000-750.200							
	A T & T//		Telephone Services 3/7-4/6	974	03/07/2018	03/22/2018	110.98
	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	78.15
							189.13
Total Dept. Wastewater Collection:							189.13
Dept: 332.000 Wastewater							
511-332.000-725.100	Water						
	I I D//		Canal Water/Oakley 3008245	49618	03/05/2018	03/22/2018	198.00

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							<u>198.00</u>
511-332.000-725.200	Electricity IMPERIAL IRRIGATION		Power Bills 2/2/18-3/2/18	49622	03/07/2018	03/22/2018	24,735.85
							<u>24,735.85</u>
511-332.000-750.200	VERIZON WIRELESS		Cell Phone Charges/Various	984	03/10/2018	03/22/2018	78.15
							<u>78.15</u>
						Total Dept. Wastewater treatment:	<u>25,012.00</u>
						Total Fund Wastewater:	<u>25,201.13</u>
Fund: 601	Maintenance						
Dept: 802.000	Grounds & Facility						
601-802.000-800.300	IMPERIAL IRRIGATION		Encroachment Permit #2018-0001	49621	03/16/2018	03/22/2018	3,400.00
							<u>3,400.00</u>
						Total Dept. Grounds & Facility	<u>3,400.00</u>
						Total Fund Maintenance:	<u>3,400.00</u>
Fund: 602	Risk Management						
Dept: 815.000	Post-employment						
602-815.000-440.801	Insur prem - HOLT/DAVID A//		Refund Jan 2018 Health Ins Pmt	49617	03/19/2018	03/22/2018	96.38
							<u>96.38</u>
						Total Dept. Post-employment benefits:	<u>96.38</u>
						Total Fund Risk	<u>96.38</u>
						Grand Total:	<u>386,650.83</u>

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: April 3, 2018
City Manager: 

PREPARED BY: Chuck Peraza, Fire Chief

PRESENTED BY: Chuck Peraza, Fire Chief

SUBJECT: Fire Department Budget Adjustment for State of California Reimbursement - Mission Fire

CITY MANAGER RECOMMENDATION: Approve Resolution No. 2018-___: Resolution of the City Council of the City of Brawley, CA Amending the Fiscal Year 2017/2018 City of Brawley Budget for the Fire Department in the Amount of \$20,362.04.

DISCUSSION: Approval is requested to amend the budget for the Brawley Fire Department to reflect receipt of State of California funds to reimburse the City for expenses incurred as part of a mutual aid request for the "Mission Fire" in Madera County, CA .

Brawley Fire Department was deployed to Madera County, CA for a strike team to assist with a wildfire incident. A fire engine was sent with four firefighters for the days of September 6, 2017 through September 9, 2017. The State of California has reimbursed the City for the costs associated with compensation and equipment use in the amount of \$20,362.04.

This incident occurred during the 2017-2018 fiscal year and, as such, the Fire Department respectfully requests that the amount of \$6,583.68 be placed in the overtime line item and the amount of \$249.47 be placed in the fuel line item. The remaining amount of \$13,528.89 is requested for placement in a separate maintenance account dedicated to the Fire Department for future purchase of needed vehicles and/or out of compliance equipment.

FISCAL IMPACT: Revenue increase of \$20,362.09 to the Fire Department

ATTACHMENTS: Copy of the State of California check; City Council Resolution No. 2018-___: Resolution of the City Council of the City of Brawley, CA Amending the Fiscal Year 2017/2018 City of Brawley Budget for the Fire Department in the amount of \$20,362.04

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR
2017/2018 CITY OF BRAWLEY BUDGET.

Amendment No. 2018-03: Department: Fire

WHEREAS, Minute Order dated June 21, 2017 adopted the Fiscal Year 2017-2018 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2017-2018 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2017-2018 City of Brawley Budget is hereby amended as follows:

REVENUE

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
101-221.000-440.310	State Reimbursement	\$20,362.04	
		TOTAL	\$20,362.04

EXPENDITURES

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
101-221.000-700.300	Overtime	\$6,583.68	
101-221.000-725.400	Fuel	\$249.47	
101-000.000-205.311	Fire-Mutual Aid Vehicle/Equip	\$13,528.89	
		TOTAL	\$20,362.04

REASON: The unanticipated revenue is from a wildland fire in Madera County, CA, referred to as the Mission Fire. This fire occurred during the 2017-2018 fiscal year. Appropriate budget line items will be reimbursed and the remaining amount will be placed in a separate maintenance account dedicated to the fire department for future purchase of needed vehicles and / or out of compliance equipment.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held April 3, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA}
COUNTY OF IMPERIAL}
CITY OF BRAWLEY}

I, **ALMA BENAVIDES**, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 3rd day of April, 2018 and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: April 3, 2018

Alma Benavides, City Clerk

RESOLUTION NO. 2018-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY,
CALIFORNIA ALLOWING A SIX MONTH DEMONSTRATION PERIOD
THAT ALLOWS OUTDOOR SIGNAGE AND SIDEWALK SALES ON
CITY RIGHT OF WAY DESCRIBED AS 6TH STREET IN THE
DOWNTOWN SPECIFIC PLAN AREA.**

WHEREAS, the City of Brawley City Council adopted the Downtown Specific Plan on December 18, 2012, and

WHEREAS, the City of Brawley Downtown Specific Plan currently allows sidewalk sales by Planning Director Conditional Use Permit ("CUP") only for Civic Center Main Street and Civic Center Neighborhood zones, and

WHEREAS, the City of Brawley City Council shall allow sidewalk sales and outdoor signage for businesses on 6th Street within the Downtown Specific Plan Area for a demonstration period of six months from the date of March 20, 2018, and

WHEREAS, all Federal and State Laws pertaining to the Americans with Disability Act ("ADA") shall be adhered to, including prohibiting the storage of products that block the doorway in or outside the building to allow for proper emergency access, and

WHEREAS, the space allowed for the demonstration of the sidewalk sales excludes any area in the street itself as this requires an encroachment permit and traffic control plan, and

WHEREAS, items shall not be placed in or on street furniture, parking meters, public signage, planter boxes, turf, dirt or landscaped areas nor beyond the edge of the business' street frontage, and

WHEREAS, the display must be removed any time the Planning Director, Building Official, Public Works Director, Police Chief or Fire Chief determines that a clear sidewalk is needed and requests removal for use of travel or transportation, street cleaning or maintenance, street utility work, a crowd control event or parade, or an emergency, and

WHEREAS, the business performing the sidewalk sales shall have adequate insurance that includes coverage in the City right-of-way, and

WHEREAS, the City assumes no responsibility for the items on display, regardless of whether the loss occurs through accident, collision, vandalism, theft or otherwise.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby approves and authorizes the temporary demonstration period for sidewalk sales and outdoor signage on City right of way described as 6th Street within the Downtown Specific Plan area for six months, effective March 20, 2018.

APPROVED, PASSED, AND ADOPTED at a regular meeting held on the 3rd day of April, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)

I, *Alma Benavides, City Clerk* of the City of Brawley, California, DO HEREBY CERTIFY, that the foregoing Resolution No. 2018- as passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 3rd day of April, 2018 and that it was so adopted by the following roll call vote: m/s/c

AYES:
NAYS:
ABSTAIN:
ABSENT:

Dated: April 3, 2018

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 4/3/18

City Manager: 

PREPARED BY: Gordon R. Gaste, Planning Director, AICP CEP

PRESENTED BY: Gordon R. Gaste, Planning Director, AICP CEP

SUBJECT: Final Parcel Map (PM17-01) – 1500 Block of River Drive

CITY MANAGER RECOMMENDATION: Approve Final Parcel Map (PM17-01).

DISCUSSION: Section 23A.12 of the City of Brawley Subdivision Ordinance requires City Council approval of final maps. The City Council may only approve a final map that complies with an approved tentative map.

The subject property located at 1500 block of River Drive is currently zoned R-3 (Residential Medium Density). A tentative map was approved by the City Council on November 1, 2017.

City of Brawley Public Works and Planning staff have reviewed the final map for compliance with the tentative map, the conditions of approval, the Subdivision Ordinance and the Subdivision Map Act. The Acting City Surveyor and Planning Director have approved the final map. The tentative map, final map and other project documents are on file and accessible to the public at the Office of City Clerk.

FISCAL IMPACT: N/A

ATTACHMENTS: Final Parcel Map, Subdivision Guarantee, Owner's Certificate

PARCEL MAP BPM 17-01

A SUBDIVISION OF A PORTION OF THE NORTH HALF OF BLOCK B AND BLOCK C, MAP OR 3-23, BRAWLEY ADDITION SUB.2, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA.

PUBLIC UTILITY EASEMENTS SHOWN HEREIN ARE PROVIDED FOR, BUT ARE NOT LIMITED TO CONSTRUCTION, OPERATION AND MAINTENANCE OF TELEPHONE, WATER, GAS, STORM DRAIN, ELECTRICAL POWER, CABLE TELEVISION, AND OTHER UTILITIES, AND COMPANIES PROVIDING SUCH SERVICES TO THE AREA AND FOR CONSTRUCTION OF PUBLIC ACCESSIBLE RAMPS AND FOR THE CONVIENANCE OF STORM WATER.

PLANNING DIRECTOR'S STATEMENT:
GORDON GAITE, DIRECTOR OF PLANNING FOR THE CITY OF BRAWLEY, HEREBY STATE THAT THIS PARCEL MAP CONFORMS WITH THE CITY'S STANDARDS AND REGULATIONS AND THAT THE CITY COUNCIL HAS APPROVED THIS MAP ON THE 8TH DAY OF JULY, 2017.

GORDON GAITE, PLANNING DIRECTOR
CITY OF BRAWLEY

SUPPORTING DOCUMENTS:
THE FOLLOWING DOCUMENTS WERE RECORDED AS OFFICIAL RECORDS OF THE COUNTY OF IMPERIAL IN SUPPORT OF THE PARCEL MAP.

TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL
TITLE: _____ DOCUMENT NO. _____
OFFICIAL RECORDS, COUNTY OF IMPERIAL

LEGAL DESCRIPTION:
THE NORTH HALF LOT "B" OF BRAWLEY SUBDIVISION NO. 2, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 230 ON FILE IN THE OFFICE OF THE COUNTY RECORDER OF IMPERIAL COUNTY.

EXCEPTING THAT PORTION CONVEYED TO THE CITY OF BRAWLEY, A MUNICIPAL CORPORATION BY DEED RECORDED JANUARY 17, 1961 AS INSTRUMENT NO. 53 OF OFFICIAL RECORDS.

ALSO EXCEPTING THAT PORTION CONVEYED BY DEED RECORDED MARCH 20, 1961 AS INSTRUMENT NO. 51 OF OFFICIAL RECORDS DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT "B", THENCE SOUTH 89° 37' 30" WEST, ALONG THE WEST LINE OF LOT "B", 110.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 00° 00' WEST, 149.00 FEET; THENCE SOUTH 89° 37' 30" WEST, 40.00 FEET; THENCE NORTH 00° 00' EAST, 169.00 FEET; THENCE NORTH 89° 37' 30" EAST, 40.00 FEET TO THE TRUE POINT OF BEGINNING.

INCLUDING THE NORTH HALF OF LOT "C" OF BRAWLEY SUBDIVISION NO. 2, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 230 ON FILE IN THE OFFICE OF THE COUNTY RECORDER OF IMPERIAL COUNTY.

EXCEPTING THAT PORTION CONVEYED TO THE CITY OF BRAWLEY, A MUNICIPAL CORPORATION BY DEED RECORDED JANUARY 17, 1961 AS INSTRUMENT NO. 53 OF OFFICIAL RECORDS.

ALSO EXCEPTING THAT PORTION CONVEYED BY DEED RECORDED OCTOBER 5, 1953 AS INSTRUMENT NO. 39 OF OFFICIAL RECORDS, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT "C" OF BRAWLEY SUBDIVISION NO. 2, IMPERIAL COUNTY, STATE OF CALIFORNIA, THENCE LINE SOUTH 150 FEET, THENCE LINE WEST 60 FEET, THENCE DUE NORTH 150 FEET, THENCE LINE EAST 60 FEET TO THE POINT OF BEGINNING.

SIGNATURE CHANGES STATEMENT:
I, ALMA BENAVIDES, CITY CLERK OF THE SUBDIVISION MAP ACT, THE SIGNATURE OF THE FOLLOWING OWNER OF EASEMENT AND/OR OTHER INTEREST HAVE BEEN OBTAINED:

OR 639 / 136 A RIGHT OF WAY FOR PUBLIC HIGHWAY RECORDED NOVEMBER 14, 1949, IN BOOK 545, PAGE 384 OF OFFICIAL RECORDS ON FILE IN THE OFFICE OF THE IMPERIAL COUNTY RECORDER EFFECTING THE SOUTH 20.00 FEET

RECORD NO 29 OR AN EASEMENT IN FAVOR OF THE IMPERIAL IRRIGATION DISTRICT FOR CONSTRUCTING OPERATING AND MAINTAINING A POWER LINE RECORDED FEBRUARY 1, 1949, IN BOOK 545, PAGE 384 OF OFFICIAL RECORDS ON FILE IN THE SOUTHWESTLY CORNER OF THE NORTH HALF OF LOT "B" AND "C"

OR 545 / 384 RIGHT OF WAY FOR CONSTRUCTION, OPERATING AND MAINTAINING A POWER LINE IRRIGATION DISTRICT BY DEED RECORDED APRIL 10, 1949, IN BOOK 545, PAGE 384 OF OFFICIAL RECORDS.

SURVEYOR'S STATEMENT:
I, BRAWLEY TOPOGRAPHICAL SURVEYOR STATE THAT I AM A REGISTERED LAND SURVEYOR WITH THE STATE OF CALIFORNIA, THAT THIS MAP, CONSISTING OF THREE SHEETS, CORRECTLY REPRESENTS A SURVEY MADE UNDER MY DIRECTION AND IN CONFORMANCE WITH THE PROFESSIONAL SURVEYING ACT AND I AM NOT PROVIDING ANY WARRANTIES AT THE REQUEST OF JOHN ALBERTO AND I HEREBY STATE THAT THE PARCEL MAP SUBSTANTIALLY CONFORMS TO CONVENTIONALLY APPROVED TENTATIVE MAP, IF ANY, THAT SUCH SURVEY IS TRUE AND COMPLETE AS SHOWN, THAT THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN PLACE AT THE MONUMENTS ARE OR WILL BE SUPPLEMENT TO ENSURE THE SURVEY TO BE RETRACED.



David Redman
PROFESSIONAL LAND SURVEYOR
STATE OF CALIFORNIA, LICENSE NO. 153141
LIC. EXP. DATE 12-31-2018

MARCH 15, 2018
DATE

ACTING CITY SURVEYOR'S STATEMENT:
I, ALMA BENAVIDES, ACTING CITY SURVEYOR OF THE CITY OF BRAWLEY, HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP CONSISTING OF THREE (3) SHEETS AND THAT THE SUBDIVISION SHOWN HEREIN IS SUBSTANTIALLY AS IT APPEARED ON THE APPROVED TENTATIVE MAP AS APPROVED ON OCTOBER 5, 2017; THAT ALL THE PROVISIONS OF LOCAL ORDINANCES AND ACTS AS AMENDED JANUARY 1, 2008, HAVE BEEN COMPLIED WITH; AND, THAT I AM SATISFIED THIS MAP IS TECHNICALLY CORRECT.



ACTING CITY SURVEYOR
ALMA BENAVIDES, PLS 9482
LIC. EXP. DATE 12-31-18
DATE

CITY CLERK'S STATEMENT:
I, ALMA BENAVIDES, CITY CLERK OF THE CITY OF BRAWLEY, CALIFORNIA, HEREBY CERTIFY THAT THE CITY COUNCIL HAS APPROVED THIS PARCEL MAP ON THE _____ DAY OF _____, 2018, AND THAT THE COUNCIL ACCEPTED ALL PROPERTIES, IF ANY, OFFERED FOR DEDICATION TO THE PUBLIC AS DEPICTED ON THIS MAP.

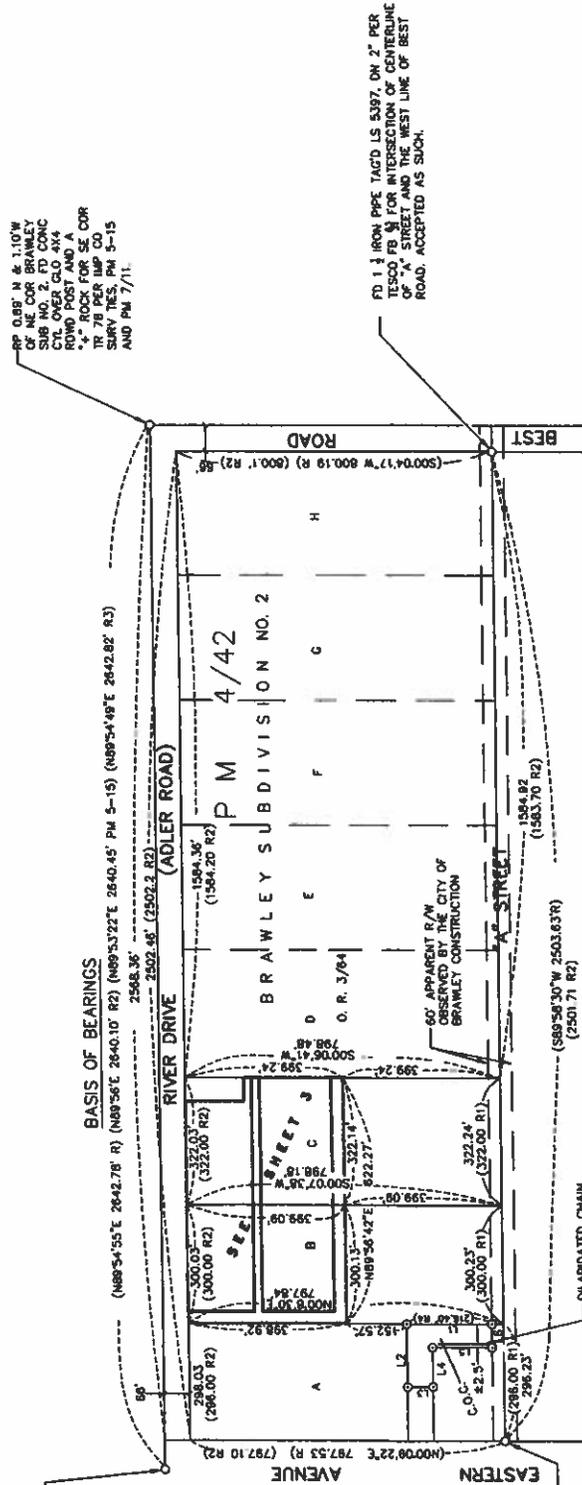
ALMA BENAVIDES, CITY CLERK

COUNTY RECORDER'S STATEMENT:
FILED THIS _____ DAY OF _____, 2018, AT _____ M. IN BOOK _____ OF PARCEL MAPS AT PAGE _____ AT THE REQUEST OF SANDERS-INC.
DOCUMENT NO. _____
FEE: _____
CHUCK STUBBS, COUNTY RECORDER
IMPERIAL COUNTY

RTD CONSULTING
299 J STREET
BRAWLEY, CA. 92227

PARCEL MAP BPM 17-01

A SUBDIVISION OF A PORTION OF THE NORTH HALF OF BLOCK B, AND BLOCK C, MAP OR 3-23, BRAWLEY ADDITION SUB. 2, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA.



RP 0.98' N & 1.10' W OF NE COR BRAWLEY SUB NO. 2, FD CONC CURB, PER PM 7-11 AND IMP SURV W/4 COR BRAWLEY SUB. NO. 2

BASIS OF BEARINGS

(N89°54'55"E 2842.78' R) (N89°56'E 2840.10' R2) (N89°53'22"E 2840.45' PM 5-15) (N89°54'49"E 2842.82' R3) 2548.35' 2502.48' (2502.2 R2)

PD 1 1/2" IRON PIPE TAG'D LS 5397, ON 3" RER 1/2" CONC FB SET FOR INTERSECTION OF CENTERLINE OF A 60' WIDE BEST LINE OF BEST ROAD, ACCEPTED AS SUCH.

LINE	BEARING	DISTANCE
1	N00°00'00"E	218.40
2	S89°53'30"W	500.00
3	N00°00'00"E	65.00
4	S89°53'30"W	500.00
5	N00°00'00"E	158.49
6	S89°53'30"W	500.00

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS MAP IS NORTH, AS INDICATED BY AN IRON PIPE SET AT THE INTERSECTION OF THE CENTERLINE OF TRACT 78 AND THE SOUTHWEST CORNER OF TRACT 78. QUOTED BEARINGS FROM REFERENCE MAPS, AND/OR DEEDS MAY OR MAY NOT BE IN TERMS OF SAID SYSTEM.



LEGEND

- BOUNDARY OF SUBDIVISION
- FOUND NO 3 REBAR AT THE LOCATION PER COC RECORD NO. 2; RING FOUND AT OTHER RECORDS; SET PLASTIC CAP TAGGED "PLS 7341"
- FOUND MONUMENT AS NOTED
- SET 24" LONG BY 1/2" STEEL REBAR WITH PLASTIC CAP STAMPED LS 7341
- (R) INDICATES RECORD DATA PER PM 10-24 AND IS EQUAL TO MEASURED DATA
- (R1) INDICATES RECORD DATA PER O.R. 1/40
- (R2) INDICATES RECORD DATA PER O.R. 3/64
- (R3) INDICATES RECORD DATA EQUAL TO MEASURED PER COC RECORDED AS DOCUMENT #2012015991
- (R4) INDICATES RECORD DATA PER PM 5-15

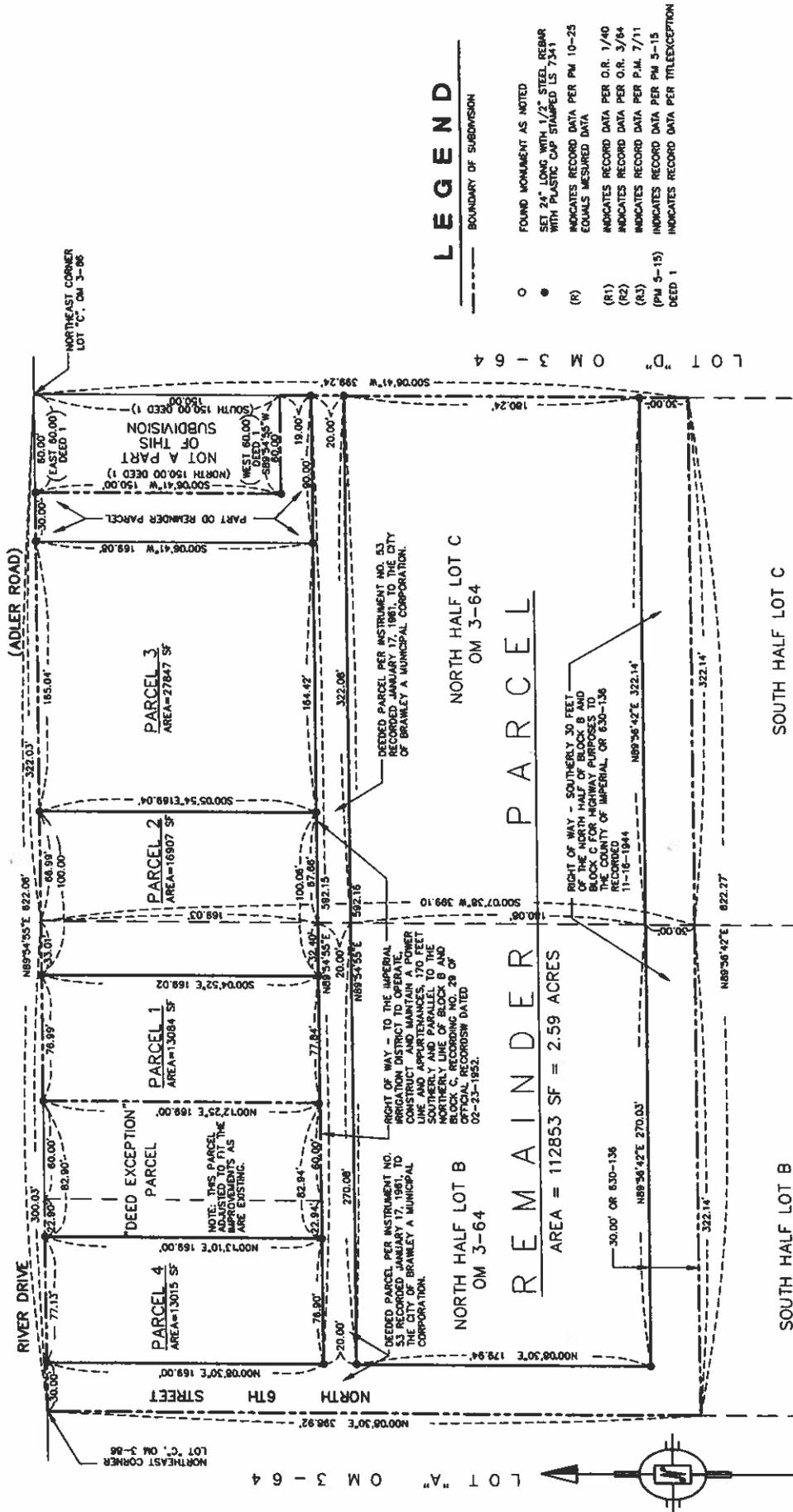
SW COR TR 78 FOUND CONC CTR. PER PM 7-11 AND IMP SURV W/4 COR BRAWLEY SUB. NO. 2

MAIL AND BRASS WASHER STAMPED RCE 31821 NOT FOUND PER PM 7-11 AND 1/2" IRON PIPE TAG'D LS 5926

RTD CONSULTING
299 J STREET
BRAWLEY, CA. 92227

PARCEL MAP BPM 17-01

A SUBDIVISION OF A PORTION OF THE NORTH HALF OF BLOCK B AND BLOCK C, MAP OR 3-23, BRAWLEY ADDITION SUB.2, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA.



LEGEND

- BOUNDARY OF SUBDIVISION
- FOUND MONUMENT AS NOTED
- SET 24" LONG WITH 1/2" STEEL REBAR WITH PLASTIC CAP STAMPED LS 7341
- (N) INDICATES RECORD DATA PER PM 10-25 EQUALS MEASURED DATA
- (R1) INDICATES RECORD DATA PER O.R. 1/40
- (R2) INDICATES RECORD DATA PER O.R. 3/64
- (R3) INDICATES RECORD DATA PER P.M. 7/11
- (PM 3-15) INDICATES RECORD DATA PER PM 3-15
- DEED 1 INDICATES RECORD DATA PER TITLE EXCEPTION DEED 1



RTD CONSULTING
299 J STREET
BRAWLEY, CA. 92227

CLTA SUBDIVISION

Issued By:



CHICAGO TITLE INSURANCE COMPANY

Guarantee Number:

71 01 702740

CHICAGO TITLE INSURANCE COMPANY
a corporation, herein called the Company

GUARANTEES

Subdivision	Fee	Title Officer
Stiff Family Trust	\$500.00	Stacey Benner

The County of Imperial and any City within which said subdivision is located in a sum not exceeding One-Thousand and No/100 (\$1,000.00).

That, according to those public records which, under the recording laws, impart constructive notice of matters affecting the title to the land included within the exterior boundary shown on the map of the above referenced subdivision, the only parties having any record title interest in said land whose signatures are necessary, under the requirements of the Subdivision Map Act, on the certificates consenting to the recordation of said map and offering for dedication any streets, roads, avenues and other easements offered for dedication by said map are:

Alma L. Stiff, as Trustee of the Stiff Family Trust dated September 17, 2008

The map hereinbefore referred to is a subdivision of:

For APN/Parcel ID(s): 047-430-010-000, 047-430-012-000 and 047-430-015-000

Parcel 1:

The North half of Lot "B" of Brawley Subdivision No. 2, in the City of Brawley, County of Imperial, State of California, according to Map No. 220 on file in the office of the County Recorder of Imperial County.

Excepting that portion conveyed to the City of Brawley, a Municipal Corporation by deed recorded January 17, 1961 as Instrument No. 53 of Official Records.

Also excepting that portion conveyed by deed recorded March 20, 1961 as Instrument No. 52 of Official Records, described as follows:

Beginning at the Northeast corner of said Lot "B", thence South 89° 53' 30" West, along the Northerly line of Lot "B", 110.00 feet to the true point of beginning; thence South 0° 09' West, 169.00 feet; thence South 89° 53' 30" West, 60.00 feet; thence North 0° 09' East, 169.00 feet; thence North 89° 53' 30" East, 60.00 feet to the true point of beginning.

Parcel 2:

The North half of Lot "C" of Brawley Subdivision No. 2, in the City of Brawley, County of Imperial, State of California, according to Map No. 220 on file in the office of the County Recorder of Imperial County.

Excepting that portion conveyed to the City of Brawley, a Municipal Corporation by deed recorded January 17, 1961 as Instrument No. 53 of Official Records.

Also excepting that portion conveyed by deed recorded October 5, 1953 as Instrument No. 39 of Official Records, described as follows:

Beginning at the Northeast corner of Lot "C" of Brawley Subdivision No. 2, Imperial County, State of California, thence due South 150 feet, thence due West 60 feet, thence due North 150 feet, thence due East 60 feet to the point of beginning.

Dated: March 5, 2018 at 12:00 AM

Chicago Title Company
1425 Main Street
El Centro, CA 92244

Countersigned By:



Authorized Officer or Agent



Chicago Title Insurance Company

By:



President

Attest:



Secretary



Stacey Benner, Title Officer

ISSUIN<3 OFFICE:

Title Officer: Stacey Benner
Chicago Title Company
1425 Main Street
El Centro, CA 92244
Phone: (760)335-3125 Fax: (760)353-1307
Main Phone: (760)352-2011
Email: stacey.benner@ctt.com

RECORDING REQUESTED BY:
City of Brawley
383 Main Street
Brawley, CA 92227

WHEN RECORDED MAIL TO:
Alma L. Stiff
1514 East Adler Street,
Brawley, CA 92227

SPACE ABOVE THIS LINE FOR RECORDER'S USE

OWNER'S CERTIFICATE

With the exception of those persons described in Section 66436 of the Government Code, the Undersigned named herein, Alma L. Stiff, trustee under declaration of Stiff Family Trust dated September 17, 2008, hereby certifies and acknowledges that they are one of the parties having any record title interest in the real property herein below described, which is the subject of Parcel Map BPM 17-01.

The undersigned further certifies and acknowledges that they consent to the preparation and recordation of the Parcel Map for said parcels on of said herein below described property:

APN: 047-430-010-000, 047-430-012-000 and 047-430-015-000

Parcel 1

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Also excepting that portion conveyed by deed recorded October 5, 1953 as Instrument No. 39 of Official Records, described as follows:

Beginning at the Northeast corner of Lot "C" of Brawley Subdivision No. 2, Imperial County, State of California, thence due South 150 feet, thence due West 60 feet, thence due North 150 feet, thence due East 60 feet to the point of beginning.

Alma L Stiff
Signature

3-26-18
Date

ALMA L STIFF
Print

3-26-18
Date

A notary public or other completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

WITNESS the hand of the grantors thereunto duly authorized this _____ day of _____, 20__.

Signed: _____

By: _____ (print name)

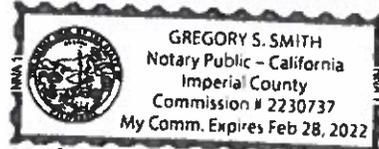
Title: _____ (print title)

STATE OF CALIFORNIA; COUNTY OF IMPERIAL S.S.

On MARCH 26, 2018 before me, GREGORY S. SMITH,
Notary Public, personally appeared ALINA L. STIFF
who proved to me on the basis of satisfactory evidence) to be person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENTALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature: [Handwritten Signature]

County of IMPERIAL

Name: GREGORY S. SMITH

My Commission Expires: 2/28/22

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: April 3, 2018
City Manager: 

PREPARED BY: Ana Gutierrez, Labor Compliance/Contracts Officer

PRESENTED BY: Guillermo Sillas, P.E. Public Works Director

SUBJECT: Project No. 2018-02 Senior Center Improvements Project

CITY MANAGER RECOMMENDATION: Award Contract to George Mitchell Builders Inc., for Project No. 2018-02 Senior Center Improvements Project in the amount of \$203,116.17, authorize a 10% contingency in the amount of \$20,311.62 for a total amount of \$223,427.79 and authorize the City Manager to execute all documentation in relation to this project.

DISCUSSION: The State of California Department of Housing and Community Development (HCD) approved the City of Brawley's Supplemental Activity Request for the Senior Center Improvements Project as part of an open grant referred to as 13-CDBG-8954. HCD authorized activity up to the amount of \$200,000.00.

On February 16, 2018, the City publicly advertised Project No. 2018-02: Senior Center Improvements Project in conformance with HCD requirements. The proposed improvements will provide a complete roof and ceiling rehabilitation, modernization of the electrical, lighting, and plumbing systems throughout the building, doors and appliances replacement. ADA improvements to provide safe access to the Senior Center with installation of handicap ramp and handrails at the primary entrance.

On March 16, 2018, the City received three bids as follows:

George Mitchell Builders Inc. Brawley, CA 92227	\$203,116.17
A & N Quality Builders Inc. El Centro, CA92243	\$265,315.23

The local bidder preference is not shown, as it is not allowed in a Federally Funded Project.

FISCAL IMPACT: \$203,116.17 in 13-CDBG-8954 Funds

ATTACHMENTS: Bid Results

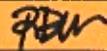
BID SUMMARY FOR SPECIFICATION NO. 2018-02: Senior Center Improvements Project
BID OPEN DATE: March 16, 2018 @ 2:00 PM

CONTRACTOR	BID SCHEDULE	
<p>A & N Quality Builders 998 Industry Way EI Centro, CA 92243</p>	<p>\$265,315.03</p>	<p> <input checked="" type="checkbox"/> Proposal <input checked="" type="checkbox"/> Proposal Signature Page <input checked="" type="checkbox"/> Bid Schedule <input checked="" type="checkbox"/> Acknowledgement of Addendum #1 <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Non-Collusion Affidavit <input checked="" type="checkbox"/> Public Contract Code Section 10162 Questionnaire <input checked="" type="checkbox"/> List of Proposed Sub-Contractors <input checked="" type="checkbox"/> Major Material <input checked="" type="checkbox"/> Debarment and Suspension Certification <input checked="" type="checkbox"/> Nondiscrimination Clause <input checked="" type="checkbox"/> Equal Employment Opportunity Clause <input checked="" type="checkbox"/> Equal Employment Opportunity Certification <input checked="" type="checkbox"/> Drug Free Workplace Certification <input checked="" type="checkbox"/> Buy American Requirement Certification <input checked="" type="checkbox"/> Declaration of Eligibility to Contract <input checked="" type="checkbox"/> Elimination of Segregated Facilities & Certification <input checked="" type="checkbox"/> Certification of Non-Segregated Facilities <input checked="" type="checkbox"/> MBE/WBE Standard Bid Document Language for Construction Contracts Over \$10,000 <input checked="" type="checkbox"/> MBE/WBE Standard Contract Language – Construction Over \$10,000 <input checked="" type="checkbox"/> MBE/WBE Bid Document Language for Minority/Women's Business Enterprise Construction Projects <input checked="" type="checkbox"/> Obtaining Lists of Minority and Women Contractors <input checked="" type="checkbox"/> Practical Guidance for Complying with Section 3 Regulations <input checked="" type="checkbox"/> Section 3 Clause for Construction Contractors and Subcontractors at or above \$100,000 <input checked="" type="checkbox"/> Section 3 Numerical Goals//Targets <input checked="" type="checkbox"/> Section 3 Assurances <input checked="" type="checkbox"/> Section 3 Affirmative Action Plan <input checked="" type="checkbox"/> Section 3 Business Eligibility Certificate <input checked="" type="checkbox"/> Section 3 Project Work Force Breakdown <input checked="" type="checkbox"/> Section 3 Contracts/Subcontracts Breakdown <input checked="" type="checkbox"/> Section 3 Business Utilization Report <input checked="" type="checkbox"/> Form 4 (Attachment B) Prime Contractor/Receipt Selected Minority and Women Owned Business Enterprises <input checked="" type="checkbox"/> Construction Contractors Affirmative Action Requirements <input checked="" type="checkbox"/> Certification of Bidder Regarding Use of Female/Minority Subcontractors <input checked="" type="checkbox"/> Construction Contracts and Subcontracts at or above \$100,000 <input checked="" type="checkbox"/> Required Federal Contract Language <input checked="" type="checkbox"/> Non-Lobbying Certification for Federal Air Contracts <input checked="" type="checkbox"/> Disclosure of Lobbying Activities </p>

CONTRACTOR	BID SCHEDULE	
<p>George Mitchell Builders, Inc. P.O. Box 952 Brawley, CA 92227</p>	<p>\$203,164.00</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Proposal <input checked="" type="checkbox"/> Proposal Signature Page <input checked="" type="checkbox"/> Bid Schedule <input checked="" type="checkbox"/> Acknowledgement of Addendum #1 <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Non-Collusion Affidavit <input checked="" type="checkbox"/> Public Contract Code Section 10162 Questionnaire <input checked="" type="checkbox"/> List of Proposed Sub-Contractors <input checked="" type="checkbox"/> Major Material <input checked="" type="checkbox"/> Debarment and Suspension Certification <input checked="" type="checkbox"/> Nondiscrimination Clause <input checked="" type="checkbox"/> Equal Employment Opportunity Clause <input checked="" type="checkbox"/> Equal Employment Opportunity Certification <input checked="" type="checkbox"/> Drug Free Workplace Certification <input checked="" type="checkbox"/> Buy American Requirement Certification <input checked="" type="checkbox"/> Declaration of Eligibility to Contract <input checked="" type="checkbox"/> Elimination of Segregated Facilities & Certification <input checked="" type="checkbox"/> Certification of Non-Segregated Facilities <input checked="" type="checkbox"/> MBE/WBE Standard Bid Document Language for Construction Contracts Over \$10,000 <input checked="" type="checkbox"/> MBE/WBE Standard Contract Language – Construction Over \$10,000 <input checked="" type="checkbox"/> MBE/WBE Bid Document Language for Minority/Women's Business Enterprise Construction Projects <input checked="" type="checkbox"/> Obtaining Lists of Minority and Women Contractors <input checked="" type="checkbox"/> Practical Guidance for Complying with Section 3 Regulations <input checked="" type="checkbox"/> Section 3 Clause for Construction Contractors and Subcontractors at or above \$100,000 <input checked="" type="checkbox"/> Section 3 Numerical Goals/Targets <input checked="" type="checkbox"/> Section 3 Assurances <input checked="" type="checkbox"/> Section 3 Affirmative Action Plan <input checked="" type="checkbox"/> Section 3 Business Eligibility Certificate <input checked="" type="checkbox"/> Section 3 Project Work Force Breakdown <input checked="" type="checkbox"/> Section 3 Contracts/Subcontracts Breakdown <input checked="" type="checkbox"/> Section 3 Business Utilization Report <input checked="" type="checkbox"/> Form 4 (Attachment B) Prime Contractor/Receipt Selected Minority and Women Owned Business Enterprises <input checked="" type="checkbox"/> Construction Contractors Affirmative Action Requirements <input checked="" type="checkbox"/> Certification of Bidder Regarding Use of Female/Minority Subcontractors <input checked="" type="checkbox"/> Construction Contracts and Subcontracts at or above \$100,000 <input checked="" type="checkbox"/> Required Federal Contract Language <input checked="" type="checkbox"/> Non-Lobbying Certification for Federal Air Contracts <input checked="" type="checkbox"/> Disclosure of Lobbying Activities

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 04/03/2018

City Manager: 

PREPARED BY: Guillermo Sillas, P.E., Public Works Director

PRESENTED BY: Guillermo Sillas, P.E., Public Works Director

SUBJECT: Declaration of an Emergency, Ratification of Action Taken by the City Manager and Approval of Emergency Repairs of a Collapsed Manhole

CITY MANAGER RECOMMENDATION:

- a. Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Declaring an Emergency, Ratifying Action Taken by the City Manager and Approving Emergency A&R Construction's Repair of a Collapsed Manhole on the South Side of Shank Rd. between the Railroad Tracks and Slider Rd. in an Amount Not to Exceed \$30,575.54.
- b. Adopt Resolution No. 2018- : Resolution of the City Council of the City of Brawley, California Amending Fiscal Year 2017/2018 City of Brawley Budget for the Public Works Department - Wastewater Enterprise, Wastewater Collection in an Amount Not to Exceed \$30,575.54.

DISCUSSION: The Streets and Utilities Supervisor discovered a cover and rim inside a manhole on Tuesday, March 26, 2018. City staff was tasked with retrieving the cover and rim and inspecting the manhole's interior. The City crew found that the top one-third of the manhole had collapsed and the rest of the manhole is cracked and extensively deteriorated.

An 18-inch major sewer collection pipeline along Shank Rd. runs west to east and conveys sewage from the west side of the City toward the City of Brawley Wastewater Treatment Plant. This referenced pipeline segment is likely made of clay and is estimated to be forty years old. The overall condition of the pipeline is unknown. However, the advanced age of the manholes along Shank Rd., combined with the effects of corrosive gases, are likely to be the cause for the failure.

Due to the sewer collection pipeline depth, length of manhole spacing and high volume sewer flows, the City Engineer recommends the use of outside assistance to immediately address the repair. A&R Construction (A&R) was consulted for emergency assistance. A&R Construction has extensive knowledge of City infrastructure and has previously performed work to replace collapsed manholes in City limits. A&R Construction possesses the expertise and equipment to perform the work immediately with minimal service disturbance and flow disruption. It is noted that City efforts to obtain additional quotes were unsuccessful given the time constraints and circumstances.

City staff will provide traffic control, material testing and utilities coordination.

FISCAL IMPACT: \$30,575.54 FY 17/18 Budget Wastewater Fund 511-331-000-740-100 Repair and Maintenance Services

ATTACHMENTS: Emergency Resolution
Budget Adjustment Resolution
A&R Construction Quote

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA DECLARING AN EMERGENCY, RATIFYING ACTION TAKEN BY THE CITY MANAGER AND APPROVING EMERGENCY REPAIR OF A COLLAPSED MANHOLE ON SHANK RD. BETWEEN RAILROAD TRACKS AND SLIDER RD. IN THE AMOUNT OF \$30,575.54 TO A&R CONSTRUCTION.

WHEREAS, the City of Brawley owns and operates its sanitary sewer system; and

WHEREAS, the City of Brawley operates and maintains an 18-inch estimated to be clay sewer collection pipeline along the south side of Shank Rd. from Railroad Tracks to Slider Rd. that conveys wastewater from the west area of the City to the Wastewater Treatment Plant ("Sewer Line"); and

WHEREAS, the sewer line has maintenance holes (manholes) positioned at approximately every 300 feet; and

WHEREAS, the sewer manhole located along the south side of Shank Rd. between Railroad Tracks and Slider Rd. collapsed on March 26, 2018; and

WHEREAS, City staff was not able to repair the manhole due to excessive depth and inability to divert high volume sewer flows; and

WHEREAS, the delay in repair of this manhole could lead to an interruption on the conveyance of wastewater to the Wastewater Treatment Plant causing a major spill and exposing the City to environmental and health liability; and

WHEREAS, the closure to traffic along Shank Rd. between Railroad Tracks and Slider Rd. would result in an inconvenience to residents and business owners; and

WHEREAS, because of concern of the consequences associated with the above described conditions, 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; and

WHEREAS, in order to safeguard the public health and to protect property, it is necessary to take immediate action to repair/replace the sewer manhole on Shank Rd. between Railroad Tracks and Slider Rd.; and

WHEREAS, the City Council wishes to ratify action of the City Manager to initiate repair/replacement of Sewer Line Manhole on Shank Rd. between Railroad Tracks and Slider Rd.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The recitals hereto are true and correct and are incorporated herein by this reference.
2. The City Council declares that the public interest and necessity demanded the immediate expenditure of public money to safeguard life, health or property and hereby ratifies action taken by the City Manager as described above to replace the sewer manhole

on Shank Rd. between Railroad Tracks and Slider Rd. in accordance with Public Contracts Code §20168.

3. In ratifying the replacement and the action of the City Manager, the City Council finds that the potential for harm associated with the conditions described herein is such that the delay resulting from a competitive solicitation for bids would not be appropriate and immediate action was necessary to safeguard life, health and property.
4. The City Manager is hereby authorized to take such further action as may be necessary to replace the Sewer Line manhole on Shank Rd. between Railroad Tracks and Slider Rd. in accordance with Public Contracts Code §20168 and 22050.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held on April 3, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

**STATE OF CALIFORNIA
COUNTY OF IMPERIAL
CITY OF BRAWLEY**

I, **ALMA BENAVIDES**, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at an a regular meeting held on the 3rd day of April 2018, and that it was so adopted by the following roll call vote:

**AYES:
NAYES:
ABSTAIN:
ABSENT:**

DATED: April 3, 2018

Alma Benavides, City Clerk

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR 2017/2018 CITY OF BRAWLEY BUDGET.

Amendment No. 2018-04: Department: Wastewater Collection

WHEREAS, Minute Order dated June 21, 2017 adopted the Fiscal Year 2017-2018 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2017-2018 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2017-2018 City of Brawley Budget is hereby amended as follows:

REVENUE

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
		TOTAL	

EXPENDITURES

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
511-331.000-740.100	Repair & Maintenance Services	\$30,575.54	
		TOTAL \$30,575.54	

REASON: An 18-inch major sewer collection pipeline along Shank Rd. runs west to east and conveys sewage from the west side of the City toward the City of Brawley Wastewater Treatment Plant. City staff discovered on March 26th, 2018 that the top one-third of a single manhole has collapsed and the rest of the manhole is cracked and extensively deteriorated. The manhole's replacement was unanticipated and requires immediate attention.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held April 3, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

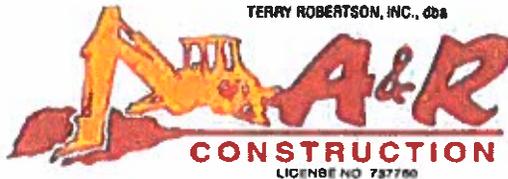
**STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)**

I, **ALMA BENAVIDES**, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 3rd day of April, 2018 and that it was so adopted by the following roll call vote:

**AYES:
NAYES:
ABSTAIN:
ABSENT:**

DATED: April 3, 2018

Alma Benavides, City Clerk



OFFICE (760) 344-4653 • FAX (760) 344-4146
1831 RIVER DRIVE • BRAWLEY, CA 92227-1747

Unitary Proposal

Proposal# 3002

PROPOSAL SUBMITTED TO City of Brawley	PHONE (760) 344-5800	FAX	DATE 03/27/2018
STREET/BOX 400 Main Street	PROJECT NAME City of Brawley - Repair		PLANS APPROVED
CITY/STATE AND ZIP Brawley CA 92227	PROJECT LOCATION Shank Road & Railroad Tracks		CITY Brawley
ENGINEER	PROJECT DESCRIPTION Underground		DATE OF PLANS

Bid Item	Description	Unit	Quantity	Unit price	Total Price
14	938 Loader @ \$160 / hour	HRS	6	160.00	960.00
15	Service Truck @ \$65 / hour	HRS	10	65.00	650.00
Labor:					
16	Foreman @ \$95 / hour	HRS	10	95.00	950.00
17	Labor @ \$85 / hour	HRS	40	85.00	3,400.00
18	15% Overhead & Profit	LS	1	3,938.70	3,938.70
19	Sales Tax @ 8%	LS	1	378.24	378.24
Totals:					30,575.54

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the total sum above. Which is due and payable upon completion of job.

This proposal does not include; permits, including any required fees or bonds, engineering, asbestos, testing or staking, bond premiums, and swppp. Unless expressly included in above listing of work, unusual site conditions such as buried trash, concrete, abandoned utilities, mud, rock, etc., that were not apparent on the surface or expressly disclosed in writing to the date hereof, shall be deemed for additional compensation and cessation of work until agreement for same has been reached.

A 2% service charge (annual 24%) will be charged for all past due amounts. If any action is brought to enforce collection, attorney's fees and court costs will be charged.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Owner to carry fire and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature

Johnnie Combs Jr.

NOTE: This proposal may be withdrawn by us if not accepted within thirty days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of
Acceptance: _____



TEARY ROBERTSON, INC., dba
 OFFICE (760) 344-4853 • FAX (760) 344-4146
 1631 RIVER DRIVE • BRAWLEY, CA 92227-1747

Unitary Proposal

Proposal# 3002

PROPOSAL SUBMITTED TO City of Brawley	PHONE (760) 344-5800	FAX	DATE 03/27/2018
STREET/BOX 400 Main Street	PROJECT NAME City of Brawley - Repair		PLANS APPROVED
CITY/STATE AND ZIP Brawley CA 92227	PROJECT LOCATION Shank Road & Railroad Tracks		CITY Brawley
ENGINEER	PROJECT DESCRIPTION Underground		DATE OF PLANS

Bid Item	Description	Unit	Quantity	Unit price	Total Price
1	We propose to remove the existing 48" shaft down to the base and replace it with new material and 24" ring and cover. After removal the base will be repaired with 5000 PSI grout back to original and the complete new manhole will be coated with a polyurethane liner and with a new concrete support collar.	Note**			
	Material:				
2	48" ID Manhole Shaft @ \$312.40 / VF	VF	5	312.40	1,562.00
3	48"X24" Manhole Cone @ \$1250.00	EA	1	1,250.00	1,250.00
4	A1170 Ring & Cover @ \$895.60	EA	1	895.60	895.60
5	24"X3" Concrete Grade Rings @ \$105.25	EA	4	105.25	421.00
6	4500 LB Concrete @ \$175.00	CY	2	175.00	350.00

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the total sum above.
 Which is due and payable upon completion of job.

This proposal does not include; permits, including any required fees or bonds, engineering, asbestos, testing or staking; bond premiums, and swppp. Unless expressly included in above listing of work, unusual site conditions such as buried trash, concrete, abandoned utilities, mud, rock, etc., that were not apparent on the surface or expressly disclosed in writing to the date hereof, shall be deemed for additional compensation and cessation of work until agreement for same has been reached.

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Owner to carry fire and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
 Signature _____
 Johnnie Combs Jr.

NOTE: This proposal may be withdrawn by us
 if not accepted within thirty days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____
 Date of
 Acceptance: _____



OFFICE (760) 344-4653 • FAX (760) 344-4146
1631 RIVER DRIVE • BRAWLEY, CA 92227-1747

Unitary Proposal

Proposal# 3002

PROPOSAL SUBMITTED TO City of Brawley	PHONE (760) 344-5800	FAX	DATE 03/27/2018
STREET/BOX 400 Main Street	PROJECT NAME City of Brawley - Repair		PLANS APPROVED
CITY/STATE AND ZIP Brawley CA 92227	PROJECT LOCATION Shank Road & Railroad Tracks		CITY Brawley
ENGINEER	PROJECT DESCRIPTION Underground		DATE OF PLANS

Bid Item	Description	Unit	Quantity	Unit price	Total Price
7	Misc Concrete Products	LS	1	250.00	250.00
8	Polyurthane Linning	LS	1	7,500.00	7,500.00
9	Traffic Control	LS	1	2,500.00	2,500.00
10	Shoring	LS	1	3,500.00	3,500.00
11	Demo @ \$50.00/ Ton	TON	12	50.00	600.00
12	Trucking @ \$110.00 / hour	HRS	3	110.00	330.00
13	Equipment: 315 Excavator @ \$190 / hour	HRS	6	190.00	1,140.00

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the total sum above. Which is due and payable upon completion of job.

This proposal does not include, permits, including any required fees or bonds, engineering, asbestos, testing or staking; bond premiums, and swppp. Unless expressly included in above listing of work, unusual site conditions such as buried trash, concrete, abandoned utilities, mud, rock, etc., that were not apparent on the surface or expressly disclosed in writing to the date hereof, shall be deemed for additional compensation and cessation of work until agreement for same has been reached.

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All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Owner to carry fire and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature _____

Johnnie Combs Jr.

NOTE: This proposal may be withdrawn by us if not accepted within thirty days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of
Acceptance: _____

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 04/03/2018

City Manager: 

PREPARED BY: Rosanna Bayon Moore, City Manager

PRESENTED BY: Guillermo Sillas, P.E., Public Works Director

SUBJECT: Amendment No. 4 to City of Brawley Professional Services Agreement with The Holt Group Inc. for Municipal Engineering Services – Expedited Plan Check Review for Pilot/Flying J Travel Center

CITY MANAGER RECOMMENDATION: Approve the proposed amendment for a not to exceed value of \$25,000.

DISCUSSION: At the request of the developer of the Pilot / Flying J Travel Center which will be located within the Porter Ranch Specific Plan Area, the City of Brawley provided the option for expedited review of offsite improvement plans. The Holt Group was engaged to perform the scope of work and the developer agreed to cover the associated expense of the engagement. As such, Pilot / Flying J has deposited an initial deposit of \$15,000 with the City of Brawley.

Improvement plans typically require multiple reviews prior to a municipality's approval. Following the initial submittal, first plan check review comments were provided. A second submittal was forwarded to the City and second plan check comments were provided. At this time, approximately \$1,250 remain in the original authorization of \$15,000.

Per City Ordinance, City Manager signature authority is established at \$15,000. Expenses incurred in excess of \$15,000 require City Council action. In the interest of allowing continued expeditious review, an additional \$10,000 in authorization is requested from the City Council.

FISCAL IMPACT: Up to a maximum of \$25,000 for which 100% developer reimbursed cost recovery will be achieved

ATTACHMENT: Amendment No. 4

**AMENDMENT NO. 4
TO CONTRACT FOR
MUNICIPAL ENGINEERING SERVICES
DATED March 30, 2018**

The Parties to this Amendment No. 4 to the Contract are the City of Brawley (City) and The Holt Group, Inc. (Consultant).

RECITALS

As part of the original Scope of Work, Consultant is to provide Municipal Engineering Services.

Amendment No. 4 consists of continued Municipal Engineering Services to review plans and other design related documents for the Pilot Travel Center.

THE PARTIES AGREE:

- 1.0 The scope of work is revised as follows: The Consultant will provide additional municipal engineering services to review the Pilot Travel Center improvement plans and other design related documents. The improvement plans and other design related documents will be reviewed for conformance with the approved tentative parcel map and tentative parcel map conditions of approval. The review of the improvement plans and other design related documents will occur iteratively until such time as the improvement plans and other design related documents are considered complete by the City of Brawley.
- 2.0 Additional funds for Consultant to cover the additional Scope of Services shall not exceed \$10,000.00
- 3.0 The revised maximum amount of the Agreement, which includes the amount of this Amendment, shall not exceed Twenty Five Thousand Dollars (\$25,000.00) for the Pilot Travel Center Plan Check Review.
- 4.0 All other terms, conditions and stipulations contained in the original Contract shall remain in effect.

DATED: _____, 2018.

CITY OF BRAWLEY

By: _____
Rosanna B. Moore, City Manager

The Holt Group, Inc.

ATTEST:

By: _____
James G. "Jack" Holt, P.E.
Secretary/CFO

By: _____
Alma Benavides, City Clerk

Attachment: Holt Group, Inc. Hourly Rate Schedule – 2018

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: April 3, 2018

City Manager: 

PREPARED BY: Shirley Bonillas, Personnel & Risk Administrator
Rosanna Bayon Moore, City Manager

PRESENTED BY: Shirley Bonillas, Personnel & Risk Administrator

SUBJECT: Temporary Positions of Code Enforcement Officer and Communications Associate on a 6 Month Basis

CITY MANAGER RECOMMENDATION: Consider alternatives based on financial constraints.

DISCUSSION: The City Council has regularly expressed interest in the City providing increased code enforcement in the downtown area, in particular, and strengthening its media relations strategy to incorporate social media. Given the approximately \$400,000 gap between General Fund operational revenues and expenses in FY 2017/18, newly authorized positions were placed on hold.

Code Enforcement Officer

A Code Enforcement Officer position was previously a part of City operations and financially supported by the Brawley Community Redevelopment Agency (RDA). When the RDA was dissolved, the associated reduction in force included elimination of this position since the General Fund was unable to carry the cost of staffing. As such, the City's Building Official and Building Inspectors assumed the duties of code enforcement on a going forward basis.

The City is currently in the process of recruiting a Building Inspector to assist in a range of building related topics.

Estimated Cost of a 6 Month Trial
Range 23, Step 1, Management, Confidential and Unrepresented
Rate: \$21.53/hr. 6 month cost \$22,392

Communications Associate

Several City staff members regularly act as the City Public Information Officer as ancillary duties. The City Manager, the Chiefs of Police and Fire, one Police Commander, the Library Director and the Public Works Director typically act as information hubs for specific incidents and events.

Given full time responsibilities of existing staff, the City is currently unable to dedicate staff time to monitoring and responding to social media content on a timely basis. It is noted that a Social Media Policy is not yet in place and is highly recommended by the California Joint Powers Insurance Authority (CJPIA) prior to implementation of a social media effort.

Estimated Cost of a 6 Month Trial

Range 23, Step 1, Management, Confidential and Unrepresented

Rate: \$21.53/hr. 6 month cost \$22,392

POTENTIAL ALTERNATIVES: a) Utilize the budget process to prioritize new positions relative to existing positions 2) Allow the full staffing of the Building Division to determine if additional manpower is needed to improve the effectiveness of code enforcement efforts 3) Further evaluate contracting options for media relations.

FISCAL IMPACT: Total of \$44,782.40 in General Fund Reserve
City vehicle for code enforcement TBD
2 Laptops at \$1,400 each

ATTACHMENTS: Job descriptions; City Council Resolutions No. 2018-____ and ____: Resolution of the City Council of the City of Brawley, CA Amending the Fiscal Year 2017/2018 City of Brawley Budget for Building Inspections in the Amount of \$23,791 and City Manager in the Amount of \$23,791.



CITY OF BRAWLEY

CLASS TITLE: Code Enforcement Officer

BASIC FUNCTION:

Essential functions, as defined under the Americans with Disabilities Act, may include any of the following tasks, knowledge, skills and other characteristics. The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.

REPRESENTATIVE DUTIES:

- Perform a variety of municipal code enforcement duties to assure compliance with the City Code and City standards and policies regulating construction, signs, business licenses, zoning, land use, housing and conditions set forth in conditional or temporary use permits; coordinate code enforcement activities with other City departments.
- Locate and investigate reported violations of City Code; obtain relevant information through public contacts and other investigative techniques including site inspections; photograph violations; identify and explain violations, provide warnings, seek corrective action issue stop work orders and citations as appropriate.
- Conducts business license and other inspections to ensure business, vendors, organizations and individuals comply with established codes, standards and policies; identify violations, provide warnings, recommend corrective actions, follow up to ensure compliance and issue citations as appropriate.
- Provide consultation and technical assistance to the public concerning code enforcement, City Code requirements and assigned functions; respond to inquiries and provide detailed and technical information concerning related laws, codes, rules, standards, regulations, policies, and procedures; interpret and explain necessary measures for compliance.
- Investigate and assist in mediating public complaints; provide information by obtaining relevant information and responding to public inquiries; follow up complaints to assure violations have been corrected; attend related meetings.
- Compile information and prepare and maintain a variety of records, reports and files related to code enforcement, inspections, citations, warnings, violations and assigned activities; prepare and distribute correspondence to property owners and/or responsible persons or parties regarding violations.

- Investigate complaints and locate violations of the City's zoning ordinance; seek abatement of violations through both verbal and written contract with the public.
- Conduct inspections for special event permits and temporary use permits including tent sales, to assure possession of appropriate permits and business license by businesses, vendors, organizations and individuals; inspect commercial banners placed on building to ensure that proper permits are obtained and that approved conditions are being met.
- Assist in the prosecution of citations, misdemeanor complaints or injunctive actions related to City Code violations; and testify, if necessary, in criminal and/or civil proceedings on behalf of the City concerning City Code violations.
- Communicate with City personnel, various outside agencies and the public to exchange information, coordinate activities and resolve issues or concerns.
- Collaborate with fire and police personnel in the enforcement of weed and abandoned vehicle abatement codes and requirements; prepare and distribute notices to property owners as needed.

May work varying schedules and attend various meetings when directed by the Building Official

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

- Operate a variety of office equipment including a copier, fax machine, digital camera, two-way radio, computer and assigned software.
- Knowledge of practices, techniques, and procedures of municipal and building code enforcement.
- Knowledge of applicable laws, codes, rules, requirements and regulations related to assigned activities including the City Code and City Ordinances.
- Knowledge of practices, techniques, and procedures of zoning code enforcement.
- Knowledge of City organization, operations, policies and objectives.
- Knowledge of City Code, sign and zoning ordinances and related City requirements.
- Knowledge of record-keeping and report preparation techniques.
- Knowledge of legal enforcement procedures.
- Knowledge of correct English usage, grammar, spelling, punctuation and vocabulary

ABILITY TO:

- Ability to communicate and work cooperatively with staff, vendors, contractors, architects, and public and private representatives
- Ability to complete legible and accurate records and correction notices.
- Operate standard office equipment and inspection tools.
- Able to perform a variety of municipal code enforcement duties to assure compliance with City Code, and City standards and policies regulating construction, business licenses, zoning, land use and housing.

- Able to provide information and assistance to other departments and the public regarding code enforcement, City Code requirements and other assigned functions.
- Ability to locate and investigate violations of the City Code and related standards and policies.
- Ability to conduct business license and other inspections to ensure businesses, vendors, organizations and individuals comply with established codes, requirements, standards and policies.
- Ability to identify and explain violations, recommend corrective actions and issue citations as appropriate.
- Able to understand and work within scope of authority
- Able to interpret, apply and explain applicable laws, codes, rules, ordinances and regulations.
- Able to maintain records and prepare reports.
- Able to determine appropriate action within clearly defined guidelines.
- Able to meet schedules and time lines.
- Able to operate a variety of office equipment including a computer.
- Able to communicate effectively both orally and in writing.
- Able to establish and maintain cooperative and effective working relationship with others.

EDUCATION AND EXPERIENCE:

- High School diploma or equivalent
- Shall possess a minimum of two years of Code Enforcement or related law enforcement experience.
- Current PC 832 Certification is required.
- Valid Class C California driver's license and an acceptable driving record.

WORKING CONDITIONS:

ENVIRONMENT:

- Work is routinely performed in outdoor environments with constant exposure to inclement weather and varying temperatures.

PHYSICAL DEMANDS:

- Subject to standing, walking, sitting, bending, reaching, kneeling, climbing ladders and occasional lifting of objects up to 15 pounds.



CITY OF BRAWLEY

CLASS TITLE: Communications Associate

BASIC FUNCTION:

This position assists with the communication efforts for the City of Brawley both internally and externally. Duties and responsibilities broadly support the overall messaging of the City.

REPRESENTATIVE DUTIES:

- Manage the City's Social Media presence via Facebook, email marketing, Twitter, blogs, etc. as directed by the City Manager
- Assist with coordination of media outreach and coverage with media releases, PSAs, media inquiries
- Coordinate photography for/of events, activities, etc. for use in publications, media etc.
- Assist with a consistent message about the City of Brawley

OTHER DUTIES:

Perform related duties as assigned

KNOWLEDGE AND ABILITIES:

- Highly organized, attention to detail, results orientated
- Exceptional verbal, written and presentation skills
- Bilingual (Spanish)
- Knowledge of electronic media such as websites, Social Media
- Ability to anticipate, manage and resolve conflicts
- Team player with leadership skills, abilities, and desire to interact with people at all levels
- Ability to work effectively with community partners and stakeholders

EDUCATION AND EXPERIENCE:

- Associates degree in public or media relations, communications or related field or a minimum of two years of experience in one or more of these areas
- Proficient in Microsoft Office computer programs

WORKING CONDITIONS:

ENVIRONMENT:

- Office setting

PHYSICAL DEMANDS

- Required to sit for extended periods
- Required to interact with a variety of people
- May be required to bend, stoop, kneel, crawl or crouch
- May occasionally lift and/or move up to 15 pounds

Draft

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR
2017/2018 CITY OF BRAWLEY BUDGET.

Amendment No. 2018-05: Department: Building Inspection

WHEREAS, Minute Order dated June 21, 2017 adopted the Fiscal Year 2017-2018 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2017-2018 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2017-2018 City of Brawley Budget is hereby amended as follows:

REVENUE

<u>BUDGET NUMBERS</u>	<u>ACCOUNT NAME</u>	<u>INCREASE</u>	<u>DECREASE</u>
<hr/>			
			<u>TOTAL</u>

EXPENDITURES

<u>BUDGET NUMBERS</u>	<u>ACCOUNT NAME</u>	<u>INCREASE</u>	<u>DECREASE</u>
101-231.000-700.200	Temporary Salaries	\$23,791	
			<u>TOTAL \$23,791.00</u>

REASON: To hire a temporary Code Enforcement Officer on a 6 Month Trial Basis.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held April 3, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

**STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)**

I, **ALMA BENAVIDES**, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 3rd day of April, 2018 and that it was so adopted by the following roll call vote:

**AYES:
NAYES:
ABSTAIN:
ABSENT:**

DATED: April 3, 2018

Alma Benavides, City Clerk

RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR
2017/2018 CITY OF BRAWLEY BUDGET.

Amendment No. 2018-06: Department: City Manager

WHEREAS, Minute Order dated June 21, 2017 adopted the Fiscal Year 2017-2018 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2017-2018 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2017-2018 City of Brawley Budget is hereby amended as follows:

REVENUE

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
<hr/>			
			TOTAL

EXPENDITURES

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
101-131.000-700.200	Temporary Salaries	\$23,791	
		TOTAL	\$23,791.00

REASON: To hire a temporary Communications Associate on a 6 Month Trial Basis.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held April 3, 2018.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

**STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)**

I, **ALMA BENAVIDES**, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2018- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 3rd day of April, 2018 and that it was so adopted by the following roll call vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

DATED: April 3, 2018

Alma Benavides, City Clerk



March 16, 2018

Ms. Rosanna Bayon Moore
City Manager
City of Brawley
383 Main Street
Brawley, CA 92227

Re: Request for Funds Designation from Transient Lodging Taxes

Dear Ms. Moore:

As the Executive Director for the Brawley Chamber of Commerce, I would like to submit this letter of request for funds equal to 45% of the collected yearly Transient Lodging Tax, also known as the Hotel Occupancy Tax. It is common practice throughout the country to see a sharing of this tax between cities and chambers for the benefit of marketing/advertising/promoting the city.

The request for these funds stems from the need for the Chamber of Commerce to continue its operation specific to the current marketing and promotion of the City of Brawley. The Chamber has carried the cost of these activities for many years and has succeeded in recent years with creating an attraction to our community through the quality community events, business promotions/attraction, educational activities and growth opportunities.

The Chamber works diligently to provide opportunities directly to our City as well as the community at large. These activities currently include but are not limited to the following:

- **Networking Opportunities**, such as Monthly Mixers and Ribbon Cutting Celebrations. - These are an opportunity for the City Council and staff to welcome a new business or welcome the community to an existing business. This is also a venue for the Chamber to publicly announce and welcome our City dignitaries providing a venue for their/City image enhancement.
- **Visibility Opportunities**, such as published articles. - Currently the Chamber holds agreements with several publications which provide us a platform to market the City and put out messaging that highlights the City in the best possible way. Current publications include: IVPress, Desert Review, Beyond Borders Gazette, and IVAlive! Magazine.
- **Learning/Education Opportunities**, such as workshops and Mayor's Breakfast. - Educating the local businesses, both members and non-members is essential to increasing the operating capacity of our area. The Chamber hosts several workshops throughout the year and provides the City an outlet to educate its captive audience.

- **Community Events**, such as Market Nights and Cattle Call. - Community events allow our City to be an attraction point for outsiders to spend their discretionary income. These events are
- 204 S. Imperial Ave. Brawley, CA 92227 • Phone 760.344.3160 • Fax 760.344.7611 • www.brawleychamber.com

PROMOTING BUSINESS GROWTH AND ECONOMIC VITALITY IN OUR COMMUNITY

intensive on the organizational coordination and do not yield much revenue, however, they build the reputation of the City and encourage returned visits from consumers.

- **Business Attraction**, such as actively looking for business to fill vacant properties. - Currently, we are engaged in conversation with business owners who are considering expanding. Our goal is to attract outside business investments to our area and to encourage current businesses to invest in their relative place of business.

These activities, which are currently being performed, are moving us, collectively, in a progressive manner toward increased revenues in the City. However, there is room for us to develop our operating capacity and we have identified untapped opportunities that these funds will allow us to pursue. We have outlined some additional areas where we can collaborate for the benefit of revenue growth below.

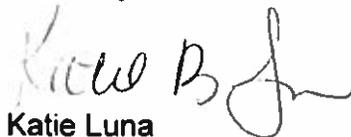
- **Tourism**. - Gather data of untapped tourism. Develop strategic goals around harnessing tourism. Implement promotion of Brawley as is fit for the markets of tourism to the Imperial County.
- **Strategy development for increased sales tax**. - This will be an opportunity for us to identify the sales tax generators, develop an engagement with industries that generate sales tax, secure opportunities for increased sales tax generation.
- **Process development and streamlining**. - This will be an opportunity for us to identify consumer related issues with processes and suggest changes that will be cost saving to all parties.

The request for funds equal to 45% of the collected yearly Transient Lodging Tax which will allow us to continue operating these important activities for the benefit of the City. It is being requested that these funds begin disbursement after the tax value is assessed at the close of the current fiscal year, 2017-2018. It is also requested that these funds be assessed and paid each year for the next three years. Upon completion of payment for year three a new request can be submitted by the Chamber of Commerce and reviewed by the Council.

If these funds are not designated for Chamber use, the level of service provided to the City will be severely impacted and items that have been continuously provided to the community through the Chamber could be affected in drastic ways.

To move forward with funding the request and for ease, I am enclosing a sample resolution/agreement, as is commonly seen with these types of arrangements, which can serve as guideline for generating proper documentation for the request.

Sincerely,



Katie Luna
Executive Director
Brawley Chamber of Commerce

CITY OF BRAWLEY AND BRAWLEY CHAMBER OF COMMERCE

SERVICES AGREEMENT (SAMPLE)

THIS AGREEMENT, which takes effect on the (date) day of (month and year), and will remain in place for a period of three fiscal years, beginning in 2018-2019 and ending in fiscal year 2020-2021, is made and entered into by and between the City of Brawley, a municipality (herein referred to as "City"), and the Brawley Chamber of Commerce, a California non-profit corporation (herein referred to as "Chamber").

WHEREAS, pursuant to the provisions of (government code), the City may spend certain monies for the purpose of promotion and business development; and

WHEREAS, the Chamber has the special knowledge and experience, together with available facilities and personnel to serve as a public information center for the advertising and promotion of the City, the businesses of the city, and the citizens thereof, to facilitate and encourage business development of the community; and

WHEREAS, the Chamber and its divisions are willing to undertake and provide the services hereinafter set forth on behalf of the City in the manner and for the purpose hereinafter provided; and

WHEREAS, the Chamber and its personnel are independent contractors and not employees of the city and perform all task as an independent contractor.

NOW, FOR AND IN CONSIDERATION of the mutual covenants promises and agreements contained herein, the City and the Chamber agree as follows:

1. The Brawley Chamber shall, at its discretion, retain its present structure which includes the General Membership, Retail, Industrial, Civic Improvement, Community Relations, Government Affairs, and Ambassadors.
2. As an independent contractor, the Chamber is responsible for its own management. The City's administrative and enforcement of this Agreement shall not be deemed an exercise of managerial control over the Chamber or its personnel.
3. The Chamber agrees to do and perform the following services and activities during the term of this agreement:
 - a. Provide assistance to the City of Brawley and other economic development entities through business retention efforts and business attraction efforts.
 - b. To market and promote the City as a destination for tourists, businesses and residents through a yearly printed business directory, e-mail, social media marketing, relocation packages, and articles/publications.
 - c. To work together with the City in hosting the Mayor's Breakfast and State of the City Address.

- d. Welcome to the community new businesses through ribbon cutting and grand opening celebrations of which the City Council and staff are recognized.
 - e. The Chamber will continue to organize and coordinate the following events
 - Business seminars/workshops
 - Brawley Market Nights
 - Business Mega Mixer
 - Cattle Call Events
 - Chili Cook-off
 - Mariachi Night
 - Cattle Call Parade
 - f. Submit an annual status report of the Chamber of Commerce to coincide with the preparation of budget meetings.
 - g. To continue providing the City with an appointed delegate position on the Chamber of Commerce Board of Directors.
 - h. Continue providing benefits as described in the current Chamber Partner Program Agreement.
4. The City shall compensate the Chamber for services described above at a sum of 45% of the yearly collected Transient Lodging Tax. The compensation will be assessed at the close of the fiscal year and disbursed in a timely manner.
 5. This Agreement may be terminated in whole or in part at any time by either party hereto upon 90 days of written notice to the other whereupon all rights and obligations of both parties hereto shall terminate as to the executor; provisions of this agreement, and the payments from the City to the Chamber hereunder shall be adjusted on a pro rata basis to the date of determination.

IN WITNESS HEREOF, the parties have executed this Agreement on the date written below.

CHAMBER OF COMMERCE

CITY OF BRAWLEY

Katie B. Luna

(Name)

Executive Director

(Title)



Sneaker Ball Scholarship Fundraiser
Sponsorship Packet
Gobi's Restaurant, Heber, California
Saturday, April 14, 2018 at 6:00 pm

Dear Mothers & Men Against Gangs Coalition Partner,

You are cordially invited to join MAG Coalition as a sponsor of the 5th Annual Sneaker Ball Fundraiser being held on Saturday, April 14, 2018 at Gobi's restaurant in Heber, California. Mothers & Men Against Gangs Coalition will be hosting the 5th Annual Sneaker Ball commemorating National Crime Victims' Rights Week and 2 month anniversary of the Parkland, Florida school shooting. Each April, the Office for Victims of Crime helps lead communities throughout the country in their annual observances of National Crime Victims' Rights Week (NCVRW), which will be observed April 8-14, 2018. This year's theme is — Expand the Circle: Reach All Victims - emphasizes the importance of inclusion in victims services. Our 2018 MAG Coalition theme is "Gang Awareness & Prevention for All - #GAP4ALL."

MAG Coalition initiated this night of recognition to honor those who have facilitated services to the community to improve the atmosphere in which our children live. At this event MAG Coalition will recognize the service, commitment, and dedication that our community members, partners, and friends have accomplished in partnership with MAG Coalition and other agencies. Together, our goal to furthering the safety, prosperity, and future of Imperial County community members will be met. Especially our organization's focus; to ensure a safe and fulfilling life for the youth and the families of the Imperial Valley. MAG Coalition is multifaceted and provides scholarships, youth outreach, family events, and community service programs. All programs are organized to encourage positive action in our community that deter youth from risky behavior.

Your sponsorship at this event will continue to support these efforts. In addition, your contribution will engage youth in positive community activities and disengage them from gang activity. MAG is offering diamond, gold, silver, and bronze select sponsorships this year. Your tax-deductible donation will receive prestigious and valued sponsorship designation, recognition during the program, and scholarship naming possibilities.

Sponsorship levels include:

GO BIG OR GO HOME (DIAMOND, \$1,730)

TOUCHDOWN (GOLD, \$973)

SLAM DUNK (SILVER, \$550)

STEP UP TO THE PLATE (BRONZE, \$243)

Sincerely,
Yulil Alonso Garza
Martin Alberto Garza's Mother
MAG Founder/President

1031 Walnut Street, Brawley, CA 92227 · (760) 791-9125 · MAGCoalition@gmail.com
Facebook/MAGCoalition

Sneaker Ball Scholarship Fundraiser Sponsorship Packet
SPONSOR PACKAGE FORM

Please complete and return this form by April 7, 2018

Yes! I will support MAG Coalition with the following:

 Go Big or Go Home - **Diamond level \$1730**

Diamond sponsorship level includes 1 reserved seating table for eight (8) guests and, featured recognition in event promotions, releases, and materials; Your company/organization name will be prominently displayed on sponsored table. Sponsorship of 4 at risk youth and parent invited by MAG programs to attend this event (total of 16 guests). Partnership and naming of a MAG Scholarship during one of the 7 Valleywide scholarship Senior Award ceremonies. Promotion on the MAG Coalition website throughout the month of April (Child Abuse Prevention Month) and May (Martin Alberto's Birthday month and scholarship awards)

 Touchdown - **Gold level \$973**

Gold sponsorship level includes 1 reserved table for eight (4) guests and featured recognition in event promotions and materials; Your company/organization name will be prominently displayed on sponsored table. Sponsorship of 2 at risk youth and parent invited by MAG programs to attend this event (total of 8 guests). Promotion on the MAG Coalition website throughout the month of April (Child Abuse Prevention Month) and May (Martin Alberto's Birthday month and scholarship awards)

 Slam Dunk - **Silver level \$550**

Silver sponsorship level includes reserved seating for four (4) guests and sponsor listing and recognition during event.

 Step up to the Plate - **Bronze level \$243**

Bronze sponsorship level includes reserved seating for two (2) guests and sponsor listing and recognition during event.

 Reserved seated table of 8-\$430 (\$10 savings)

 Individual tickets \$55

 Other Amount Donation \$_____

 In kind services or silent auction donation

\$_____ value and description of the donation:

Name: _____ **Phone:** _____

Organization or Company: _____

Address: _____

Email: _____

Total Amount

Enclosed: _____

Checks may be made payable to: MAG Coalition. MAG Coalition's Federal Tax ID #464172371 On behalf of MAG Coalition, thank you for your continued support of our events and community partnerships!

Please mail completed form to:

MAG Coalition - 1030 Walnut Dr., Brawley, CA 92227



Honorees



VIP's (Very Important PURSE-Sons) –
Honorable Assemblymember Eduardo Garcia and SUPER STAFF



WatchDog - Bad to the Bone Recipients (Organization) - California Crime Victims Coalition

MAGnificent Sponsors: NIKE FACTORY STORE Calexico #336



SmashBro Bear Honoree Unconditional Love for our community - Honorable Judge Juan Ulloa

STEP-UP-To the Plate Family of the Year - Mr. & Mrs. Abe cardenas and Family



(Veteran, educators, law enforcement and community servants)

SWAG (Super Woman Assisting Girls) Nominee - TBA

SmashBro - Big Brother Recipient Nominees - TBA



Fiscal Year 2017 - 18

Monthly Staffing Report for April 1, 2018

Updated: 3/27/2018

Full-time Regular EE Groups	Authorized Positions	Filled Positions	Vacant Positions	Notes
Building & Community Develop.	5	4	1	Building Inspector recruitment continues
Finance	7	5	2	Assistant Finance Director recruitment continues. Utility Billing Supv retired.
Fire	18	18	0	
Personnel & Risk Management	1	1	0	
Information Technology	1	1	0	
Library	3	3	0	
Parks & Recreation	9.5	9.5	0	Director retired - Interim assignment.
Planning	2	2	0	
Police	48	41	7	Police Chief; (5) Police Officers; (2) Dispatchers. Dispatcher interviews held 3/27/2018. Two in backgrounds.
Public Works	38	34	4	Deputy Director; Utility Leadman; WTP Maintenance Worker in backgrounds; Utility Worker I
Records Management/City Clerk	3	3	0	Clerk as 2 positions
Council Members	5	5	0	
Treasurer	1	1	0	
City Manager	1	1	0	
Total	142.5	128.5	14	

Groups	Limited Term Positions	Temp & Part time Positions	Temp Agency Positions	
Planning	0	1	0	
Fire - Reserve/Call Paid	0	8	0	
Library	3	3	0	Library Page, Library Aide, & PT Supv applications in review
Parks & Recreation	0	7	0	Threw temps for parks maintenance; one admin sec and sr ctr coord. One person to turn on and off lights; field supervisor for rec leagues.
Police	0	3	0	P/T Maintenance worker, F/T Graffiti Abatement, P/T Dispatcher
Public Works	0	2	0	Temporary workers in wastewater and pretreatment
Records Management	0	1	0	Currently utilizing temp worker from PD 10 hours per week

Prepared by: Shirley Bonillas, Personnel & Risk Management Administrator



RECORD OF BUILDING PERMITS February 2018

3/28/2018

Prepared by: Oscar Escalante, Interim Building Official

DATE ISSUED	PERMIT NUMBER	PERMIT DESCRIPTION	ASSESSOR PARCEL NUMBER	ADDRESS	OWNER	ISSUED TO	COST OF IMPROVEMENTS
02/01/18	27415	Plumbing	047-223-004	1041 "A" Street	Edward & Ida Valdez	Campeinos Unidos, Inc.	N/A
02/01/18	27416	Patio	048-340-071-000	946 Corral Court	Agustin & Sylvia Jardon	Owner	\$14,000.00
02/01/18	27417	Mechanical	047-121-013	464 Magnolia Street	Ramon Maldonado	Baeza Heating & Cooling	N/A
02/01/18	27418	Mechanical	046-191-008	322 West "D" Street	Loretta L. Smith	Baeza Heating & Cooling	N/A
02/01/18	27419	New House	049-150-030-000	965 "K" Street	R. Garcia Construction Co., Inc.	Owner	\$145,000.00
02/01/18	27420	Patio	048-278-006	803 South First Street	Efren & Geneva Matus	Cactus Desert	\$11,500.00
02/05/18	27421	Reroof	046-163-033	340 North El Cerrito Drive	Brenda Barraga	Aguirre's Roofing	\$3,800.00
02/06/18	27422	Demo Slab	047-342-008	566 "E" Street	Wright & Knight	A&N Quality Builders, Inc.	N/A
02/08/18	27423	Reroof	046-201-004	140 West "D" Street	Terry Robertson	Barajas Roofing	\$15,000.00
02/08/18	27424	Solar & Elect. Panel	047-454-011	617 South 16th Street	Mario Garcia	Offgrid Systems, Inc.	N/A
02/08/18	27425	Bathroom Remodel	048-181-012-000	413 South Imperial Avenue	Maria & Hugo Gaytan	Top Builders Constructions	\$5,500.00
02/09/18	27426	Electrical	046-221-005-000	299 Pinner Drive	Joel Sanders	Owner	N/A
02/12/18	27427	Plumbing	047-084-024	1363 River Drive	Albert & Lorena Salazar	Campeinos Unidos, Inc.	N/A
02/13/18	27428	Right of Way	N/A	N. Eastern Ave. & Duarte St.	City of Brawley	AT & T	N/A
02/13/18	27429	House Apartment	046-174-013-000	331 North 2nd Street	R. Garcia Construction Co., Inc.	Owner	\$12,000.00
02/13/18	27430	Sign	047-331-016	180 North Plaza Street, #B	William & Lindsey Haendiges	Owner	\$5.00
02/14/18	27431	Plumbing	046-372-007	911 Jones Street	Maria Lozano	Campeinos Unidos, Inc.	N/A
02/14/18	27432	Mechanical	048-335-008	829 Jennifer Street	Arlene Hernandez	Desert Air Conditioning	N/A
02/14/18	27433	Right of Way	048-271-028	281 Bell Court	I.V. Builders	CRS GC, Inc.	N/A
02/15/18	27434	Inspection Fee Only	046-151-006	454 West "B" Street	Ron Amidon	Aguirre's Roofing	N/A
02/15/18	27435	Inspection Fee Only	046-302-013-000	212 West Duarte Street	Bradley Bush	Brothers Roofing	N/A
02/15/18	27436	New Pool & Spa	046-335-030	1184 Ash Street	Cindy & Daniel Hardie	Exquisite Construction	\$22,500.00
02/15/18	27437	Inspection Fee Only	048-052-003	126 Main Street	John Pernicano	Tenant	N/A
02/15/18	27438	Electrical	047-480-054	1563 Manzanita Street	Jose & Rosa Romero	Milholland Electric	N/A
02/16/18	27439	Solar Panel	046-345-016	856 Eucalyptus Avenue	Omar G. Flores	Tom Watson, Inc.	N/A
02/20/18	27440	New House	046-260-037-000	410 West "D" Street	Sierra-Mare Enterprises	Owner	\$160,216.00
02/20/18	27441	Sign	048-052-010-000	110 Main Street	Allen E. Hom	Carlos Neon Signs	\$3,500.00
02/21/18	27442	Enclose Patio	046-335-005	773 Birch Street	Gilberto Z. Pompa	Owner	\$5,000.00
02/22/18	27443	Solar Panel	049-052-048	1022 "G" Street	Mariana Ramos	Offgrid Systems, Inc.	N/A
02/23/18	27444	Demo House	048-291-047	550 Terrace Circle	Peter & Kim Osterkamp	D.J. Miller, Inc.	N/A
02/23/18	27445	Mechanical	046-260-047-000	405 West Main Street	Rite Aid	Artic Mechanical, Inc.	N/A
02/23/18	27446	Inspection Fee Only	046-171-007-000	104 "B" Street	Sue Casey	Brothers Roofing	N/A
02/23/18	27447	Parking Lot Imprvmnt.	048-061-007	290 Main Street	Union Bank	Summer Systems, Inc.	\$90,000.00

