

CITY OF BRAWLEY
June 2, 2020

The City Council of the City of Brawley, California met in special session at 9:00 AM, City Council Chambers, 383 Main, Brawley, California, the date, time and place duly established for the holding of said meeting. The City Clerk attests to the posting of the agenda pursuant to G.C. §54954.2.

Mayor Kastner-Jauregui called meeting to order @ 9:03AM

PRESENT: Couchman, Hamby, Kastner-Jauregui, Nava, Wharton
ABSENT: None

INVOCATION CM Hamby

PLEDGE OF ALLEGIANCE CM Wharton

1. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Couchman/Hamby 5-0

Item 3. (c) Approve Resolution No. 2020- : Resolution of the City of Brawley, California to update the Conflict of Interest Code for the City of Brawley pulled from consent agenda and moved to regular business.

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) this is the time for the public to address the Council on any item not appearing on the agenda that is within the subject matter jurisdiction of the City Council.

To maintain social distancing, in person attendance is strongly discouraged. Should a member of the public wish to provide public comments, please submit written comments via email to abenavides@brawley-ca.gov or contact the City Clerk's Office at 760/351.3080. The deadline to submit written comments or schedule telephonic participation is 3PM on June 1, 2020.

No comments were received by email or phone.

3. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

The consent agenda was **approved** as amended. m/s/c Wharton/Couchman 5-0

AYES: Couchman, Hamby, Kastner-Jauregui, Nava, Wharton
NAYES: None
ABSENT: None
ABSTAIN: None

- a. **Approved** Accounts Payable May 21, 2020 and May 29, 2020.
- b. **Approved** City Council Minutes April 21, 2020.
- c. **Approved** the Purchase of Ultra Violet (UV) Lamps, Ballasts and a Pump Kit Modular Bearing for the Wastewater Treatment Plant UV Disinfection System from DC Frost Associates, Inc. in the amount of \$36,000.00.

- d. **Approved** City Council Resolution No. 2020: Budget Adjustment Resolution of the City Council of the City of Brawley for the Parks & Recreation Department in the amount of \$6,659.08.

4. REGULAR BUSINESS

- a. Approved Resolution No. 2020- : Resolution of the City of Brawley, California to Update the Conflict of Interest Code for the City of Brawley.

CA Smerdon clarified a couple of points raised by Teamsters Local Union 542.

The City Council **approved** Resolution No. 2020-32: Resolution of the City Council of the City of Brawley, California to Update the Conflict of Interest Code for the City of Brawley. m/s/c Nava/Wharton 5-0

- b. Update on City of Brawley Declaration of Local Emergency as a Result of COVID-19 Pandemic.

Overall Outlook Presented by Fire Chief Mike York

Fire Chief York provided an update on the current numbers provided by Imperial County Health Department. A total of 11,131 people have been tested. Of that number, there are 1,751 positive cases, 791 remain active, 931 have recovered, and 29 deaths have resulted from COVID.

The 70-79 age group has been hit the hardest. The 2 hospitals combined currently have a surge capacity of 2 beds. A federal medical station has been established at IVC gym to assist.

For Mexicali, there are 5,063 positive cases and 868 deaths reported.

The region and Brawley have received personal protective equipment, facemasks and bulk hand sanitizers. PPE is being shared appropriately and to protect first responders in daily operations.

CM Couchman mentioned that he had toured the IVC Facility and that they have 80 beds setup in the main gym and they have like two separate inflatable tents for more severe patients which can serve up to 120 in total.

Mayor Kastner-Jauregui asked the Fire Chief as far as the numbers and criteria to move on. What is 7 day percentage right now?

FC York stated that yesterday they were 16.8%, trending downward for what's attributed to the Mother's Day spike.

With reference to to the highly attended demonstration recently in El Centro, it was well-coordinated but spikes are anticipated based on that kind of activity. The operational area EOC is monitoring and working with public safety and civilian partners. They are coordinating these events to ensure that masks are worn, social distancing is observed etc.

Mayor Kastner-Jauregui said that her understanding that it was a peaceful protest abut obviously it is very difficult to do social distancing when you have something like that. Were facemasks observed?

FC York mentioned he wasn't on site but he monitored several live streams that were coming from the site. It was reported that the event was very well managed and as far as social distancing goes, it wa largely observed.

Executive Director Brawley Chamber of Commerce, Katie Luna stated that the Chamber continues to be open and open by appointment only for in person meeting. The Chamber is working with the Imperial County Health Department and gently nudging the discussion of how to push the State to allow for more rapid re-opening of businesses as numbers improve. There is no clear answer yet. Efforts continue through the Imperial Valley Business Recovery Task Force to work with the Health Department and the Local Health Authority as a work group to address some of the demands and needs on the business side. It is helpful for them to hear the message. The positivity rate is trending downward. The skilled nursing PPE availability metric for skilled nursing facilities is also a concern.

Interim Police Chief Scott Sheppard updated on the City's involvement on the demonstration that was held yesterday. There were approximately 300 people and not a single reportable incident of any type of crime or any issues at all. The City brought in the nightshift at 5:00 PM to cover they City and the day shift went down to El Centro to help out in case there was an issue.

The Countywide collaboration among agencies, Police Departments, ICSO, CA Highway Patrol and Border Patrol are extremely valuable. Chiefs and command staff are communicating weekly and in some cases 2 to 4 times a week. The Police Chiefs were communicating almost hourly tracking the related emerging topics, including false reporting. Homeland Security, FBI and DEA helped. There was great teamwork and great collaboration and if there was a problem there was significant preparations and staffing to help with any issues. It went as good as it could go.

5. DEPARTMENTAL REPORTS

- a. Monthly Staff Report for June 2020, Prepared by Personnel & Risk Management Administrator Shirley Bonillas.
- b. Update on Emergency Construction Project at the Brawley Water Treatment Plant to Replace Components of Two Sedimentation Basins , Presented by Public Works Director Guillermo Sillas, PE.
 - 1) The emergency continues. The troughs arrived on June 1st. The contractor will install the Basin No. 2 troughs today and will complete the installation of the flights. The electrical connections of motors will also be performed today. The work should be finalized on Basin No. 2 by June 5th.
- c. Update on Emergency Replacement of Three Failing A/C Units at Brawley Police Department, Presented by Interim Police Chief Scott Sheppard.
 - 1) Installation is complete with a short punch list remaining
- d. Update on 2020 Fireworks Stand Permits, presented by Fire Chief Michael York.
 - 1) Firework stands have been approved for moving forward. The Country Department of Public Health determined that firework stalls would be considered permissible with the guidelines that other retail establishments have such as social distancing, encouraging the avoidance of people gathering and plastic shields between the customer and the seller. This year the City received five applications. The Fire Department is in contact with the vendors and will be moving forward on issuing the permits for the firework stands.

The stands are allowed to be erected no sooner than June 23rd and sales begin on June 28th at 12:00 noon. Safe and sane fireworks are allowed to be possessed between June 28th at noon thru July 6th at noon.

6. INFORMATIONAL REPORTS

- a. Record of Building Permits for April 2020 in the City of Brawley, Prepared by Oscar Escalante, Interim Building Official.

7. COUNCIL MEMBER REPORTS

Wharton: Appreciative of the Imperial Valley’s coordination efforts and collective response to the demonstration at the courthouse. It is an example for other communities.

Nava: Thanked staff for all that they have been doing. Congratulated the graduating High School Seniors.

Couchman: Commended City staff for keeping up with their jobs. A great temporary medical facility at IVC has been set up. The false information on social media about the demonstration in El Centro was interesting. Everyone is working together as best as possible.

Hamby: Appreciates the efforts of City staff. It is a difficult time to get work done. There is a lot of misinformation and rumors that swirl. Everyone is reminded to double check before sharing information. He was impressed with the organization and peacefulness of the group that put together the Black Lives Matter demonstration.

There is misinformation swirling out there about the homeless issue specifically having to do with the voucher program for local motels. He is praying for recovery in Brawley’s business community, and for peace in the City.

Kastner-Jauregui: When the pandemic started, they were unusual times. It is now into the third month. New events have happened. It is more like troubling times. She appreciates the work of City staff and is trying to give the correct information out to the public.

Everyone wants the same thing – to promote peace and unity in the community. It has been difficult trying to stay positive. Everyone has family and relatives that are out there with special occasions coming and going. Keeping them positive and not scared of what the future holds is important. For those who have lost someone with this pandemic, our hearts go out to them.

8. CITY MANAGER REPORT None to report

9. CITY ATTORNE None to report

10. CITY CLERK None to report

12. CLOSED SESSION

POTENTIAL LITIGATION (California Government Code §54956.9)

- a. Conference with Legal Counsel – 2 Cases

11. GENERAL FUND, ENTERPRISE & SPECIAL FUNDS WORKSHOP

- a. Presentation, Discussion & Staff Direction

Power Point Presentation – Rosanna Bayon Moore, City Manager and Tyler Salcido, Finance Director

- Content is available upon request at the Office of the City Clerk.

General Fund

- Historically distressed fund
- Cost of doing business outpaces revenue growth
- Challenge is to maintain offerings of a full service city with wide array of free, courtesy and low cost fees and charges
- Can count on fiscal constraints worsening over time without change

Difficult decision making required

- Many cities look to freeze COLAs and merits, eliminate capital projects, rely on reserve funds
- Expenditures continue to outpace revenues
- COVID-19 complicates revenue in the horizon and changes what is offered as service programming
- Critically import to restore services with cost recovery components or imbalance will worsen
- Organizational efficiency greatly hindered by antiquated software solution

Need to sort and prioritize

Primary Service	Secondary Services
Law Enforcement	Recreation programming for all ages
Fire safety and prevention	Library and literacy services
Water treatment and distribution	Code Enforcement
Sewer treatment and distribution	Graffiti abatement
Building and planning	
Streets and maintenance	
Property maintenance	

General Fund Budget COVID-19 Assumptions

- Activities on hold thru December and resuming in January
 - 1) Seasonal hiring of Temps at Parks & Recreation
 - 2) Adult and Youth Recreation Programming – City and League
 - 3) Public access / use of Main Branch and Del Rio Branch
 - 4) Public access/use of Senior Center
- Other Assumptions to Close Gap
 - 1) Library staff reductions of two full time permanent staff for 6 months
 - 2) No code enforcement
 - 3) No graffiti abatement
 - 4) No part time janitorial staffing for Admin and no part time maintenance for PD
 - 5) No Lions Center pool re-plastering
 - 6) No Lions Center roof replacement

Current FY2020-2021 GF Draft Budget

\$221,411 remains as the estimated shortfall

Special and Enterprise Funds

- Capital Projects-\$11.7M
- Water Funds, Wastewater & Airport

General Fund – Deep Dive

CM Bayon Moore reviewed the estimated revenues for next year in light of COVID-19.

Issues on the horizon are:

- About 80% of budget is devoted to employee compensation. The City has a good handle on many elements but for those outside of local control, a contingency plan is required. The intention is to get feedback from the Council to confirm the course of action and determine what changes between now and the final budget presentation are needed.

CM Nava stated that it is on course. The City is in a tough situation financially for this coming fiscal year.

CM Wharton said that the overall approach is painful. The City needs to realize some savings. On the deep dive, there are still unknowns. Even with best estimates, predicting the potential impacts of what is in progress is a challenge. Brawley is not the only City. Brawley's approach is to be as mindful of that as possible. What is proposed is difficult. This is the time for to be bold enough to do things not normally done.

It is necessary to pull out all of the stops to protect the City's well-being for the near future or next couple of years. The decisions in this budget are going to be very important. There might be other things to consider and I am in agreement with what has been presented. Brawley needs a better buffer.

CM Couchman mentioned that departments and programs may need to be revisited to look at additional cuts and still maintain a level of service that the public expects. Doing what was done in the past is not going to work. COVID-19 is preparing the City for what it might look like for the future. A quarterly review of the budget might not be a bad idea.

CM Hamby said he is in agreement that there are so many unknowns right now. Quarterly updates are helpful. The City is under water with a lot of programs it offers each year. It was difficult financial times before COVID-19. There are hard decisions to be made about where to pull money from or what services to cut past this cycle.

CM Kastner-Jauregui stated that she is in agreement with the projected budget that has been presented. She has concerns about staffing cuts. She does not see reopening the library before the end of the year. In reviewing the janitorial services for the Administration Office and Police Department is there any way that we could bring back staff. In addition, how about looking at the relinquishment fund for the ERP software program?

CM Bayon Moore indicated that the ERP software has not been built into the budget yet. Additional resources would be needed to address bringing janitorial services back to the Admin Office. A cleaning service is already in place at the PD.

CM Bayon Moore inquired if it is the consensus of the body to move forward with the software upgrade using relinquishment funds for the initial roll out

DIRECTIONS FOR STAFF:

- Consensus of the Council no further cuts other than those proposed
- On course with the assumptions as is and the \$210,000 plus any, additional would be bridged with either reserve or one-time relinquishment funds.

CM Bayon Moore said the current plan is to bring back to the next regular scheduled City Council meeting the final budget. If between now and then, Council has any other thoughts or questions, they are welcome. Council has expressed a potential openness to another conversation if a separate time is needed either inside of this date and the next Council meeting date or creating a special meeting date.

ADJOURNED @ 2:15 pm

Alma Benavides, City Clerk