



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Emergency Meeting Agenda
Thursday, March 19, 2020 10AM
City Council Chambers
383 Main Street
Brawley, California 92227**

This emergency meeting will be videotaped and/or audio recorded for posting on the City website at www.brawley-ca.gov before 5PM on March 19, 2020.

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

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

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

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 9AM on March 19, 2020.

State of California Governor Gavin Newsom waived specific portions of the Brown Act by Executive Order for the period that social distancing measures are recommended and required by state and local public health officials. The waiver of Brown Act provisions requires:

- a. Members of the public are allowed to observe and address public meetings telephonically or through other electronic means.
- b. Procedures "swiftly" accommodate any reasonable request to accommodate access by disabled individuals to meetings that are accessible telephonically or through other electronic means in accordance with the Americans with Disabilities Act ("ADA").
- c. Notice of the procedure is provided for making requests for such reasonable accommodation with the notice for any public meeting.

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.

- a. Approve Annual Planning Report and Progress of the General Plan Year for Year 2019.

4. REGULAR BUSINESS

- a. Discussion and Potential Action to Adopt Resolution No. 2020- : Resolution of the City Council of the City of Brawley Declaring a Local State of Emergency in Response to COVID-19.

5. CITY COUNCIL MEMBER REPORTS

6. CITY MANAGER REPORT

- a. Potential for Postponement of Activities, including Republic Services Community Clean Up Day on April 18, 2020

ADJOURNMENT Regular Meeting, Tuesday, April 7, 2020 @ 6:00 PM, City Council Chambers, 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 at 760/351.3080.

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: March 17, 2020

City Manager: 

PREPARED BY: Gordon R. Gaste, AICP CEP

PRESENTED BY: Gordon R. Gaste, AICP CEP

SUBJECT: Annual Planning Report (APR) and Progress of the General Plan Year for Year 2019

CITY MANAGER RECOMMENDATION: Accept the report.

DISCUSSION: Per Government Code, Section 65400, the State of California Office of Planning and Research (OPR) mandates that cities submit an annual report on the status of the General Plan and progress in its implementation to legislative bodies. The Annual Progress Report (APR) provides local legislative bodies with information regarding the implementation of the General Plan. The Housing Element portion is required for submittal to the State of California Department of Housing and Community Development (HCD). Per HCD requirements, the APR must be presented publically to the local legislative body for its review and acceptance.

FISCAL IMPACT: Staff preparation time

ATTACHMENTS: General Plan Annual Progress Report

CITY OF BRAWLEY ANNUAL PLANNING REPORT AND STATUS OF THE GENERAL PLAN 2019

Submitted To: City of Brawley City Council
383 Main Street
Brawley, California 92227

City of Brawley Planning Commission
383 Main Street
Brawley, California 92227

Governor's Office of Planning and Research
State Clearinghouse and Planning Unit
P.O. Box 3044
Sacramento, California 95812-3044

Department of Housing and Community Development
Housing Policy Division
1800 Third Street, Room 430
Sacramento, California 95814

Prepared By: City of Brawley Planning Department
205 South Imperial Avenue
Brawley, California 92227

Date Submitted: March 22, 2020

2019 Annual Planning Report and Status of the General Plan

- I. Executive Summary
- II. City of Brawley Overview
- III. City Council Role and Responsibility
- IV. Planning Commission Role and Responsibility
- V. Development Review Committee
- VI. Planning Division Role and Responsibility
- VII. Land Use Permits
- VIII. General Plan Update
- IX. Housing Element Progress

I. EXECUTIVE SUMMARY

The annual planning report and status of the General Plan for the calendar year 2019 is hereby submitted to the City of Brawley City Council, Planning Commission, and State Office of Planning and Research (OPR).

During the 2019 Calendar Year, the staff, the Planning Commission, and the City Council addressed a variety of challenging and progressive land-use related projects and/or issues. New applications are steady and consistent with last year's levels. Again, there was an increase in residential developments, some that were already entitled and require no further land use applications.

As Director of the Development Services Department, I sincerely thank the City Council and the Planning Commission for their assistance and support in my sixteenth full year with the City of Brawley. A sincere thank you is also given to the staff of the Planning Department, Community Development Services, and Public Works Department for their coordination and assistance in carrying out the year's projects. A particular thank you is also given to the members of the Development Review Committee (DRC) for working with the Planning Department on all the projects listed herein.

Gordon R. Gaste, AICP CEP
Development Services Director

II. CITY OF BRAWLEY OVERVIEW

The City of Brawley, incorporated April 6, 1908, is located in the southeast corner of the State of California, in the agriculturally rich Imperial Valley.

Brawley is located 210 miles southeast of Los Angeles, 290 miles southwest of Las Vegas, Nevada, 120 miles east of San Diego, 60 miles west of Yuma, Arizona, and 23 miles north of Mexicali, Baja California, Mexico.

Brawley's climate is characterized as arid with hot summers and mild winters. The City lies 113 feet below sea level and receives approximately 3 inches of rain per year. The average annual temperature is 73.2 degrees. Brawley also has more days of sunshine per year than San Diego making the area ideal for outdoor recreation.

Brawley's 2019 California Department of Finance population figures estimate 27,337 residents. The City encompasses 8.09 square miles giving the city a population density of 3,379 persons per square mile.

III. CITY COUNCIL ROLE AND RESPONSIBILITY

The City of Brawley is a General Law City operating under the laws of the State of California. There are five (5) Council members elected at large who serve four-year terms. This Council is the community legislative body. It sets policies, approves the budget, and determines tax rates.

2019 Brawley City Council

Norma Kastner-Jauregui (Mayor)

Luke Hamby (Mayor Pro-Tempore)

Sam Couchman

George A. Nava

Donald L. Wharton

IV. PLANNING COMMISSION ROLE AND RESPONSIBILITY

California Government Code, Section 65101, authorizes the creation of a Planning Commission by the City Council. The Planning Commission consists of seven (7) members, appointed by City Council for a term of four years.

One of the Planning Commission's primary roles is to prepare and recommend to the City Council, a comprehensive, long-term general plan for the physical development of the City. The Planning Commission also rules on matters from individual citizens pertaining to the enforcement of zoning.

2019 Brawley Planning Commission

Kevan Hutchinson (Chairman)

Darren Smith (Vice Chairman)

Eugene Bumbera

Jay Goyal

George A. Marquez

Robert Palacio

Juan Tavares

V. DEVELOPMENT REVIEW COMMITTEE ROLE AND RESPONSIBILITY

The Development Review Committee (DRC) is an internal decision-making body that consists of six (6) voting members representing the following departments and divisions:

- Development Services (2):
 - Building Division
 - Planning Division
- Public Works
- Police
- Fire

The Committee also consists of advisory members to include the following:

- Administrative Services
- Library
- Parks and Recreation
- Brawley Airport Advisory Commission
- Utilities (Imperial Irrigation District, Southern California Gas Company, Time/Warner Communications, AT&T, Union Pacific Railroad, Imperial Valley Telecommunications Authority)
- School Districts (Brawley Union High School District and Brawley Elementary School District)
- California Department of Transportation (CALTRANS) District 11
- California Fish & Game Region 6
- County of Imperial (LAFCO/ALUC/Planning & Development Services, Air Pollution Control District)
- Naval Air Facility – El Centro

The Department Heads serve on the committee or may choose alternates to represent their departments.

The role of the DRC is to make recommendations and decisions on projects subject to the California Environmental Quality Act (CEQA) and projects requiring close coordination with other agencies. It also approves site plans and adjustment plats not requiring a zone change, general plan amendment, conditional use permit, variance, or subdivision.

VI. PLANNING DIVISION ROLE AND RESPONSIBILITY

Planning is an approach to problem solving, a process to formulate future plans and ordinances, ensuring full public participation, and providing all advisory bodies (e.g., Planning Commission) and the legislative body (City Council) with the necessary information to make intelligent and informed decisions.

Through the California Constitution, the State has delegated the responsibility of implementing local policies and development to each City through the City General Plan.

Some of the specific functions of the Planning Division are to revise the General Plan, made up of seven (7) mandatory elements and one (1) optional element, review of specific plans, amending the General Plan, keeping the Zoning and Subdivision Ordinances current through amendments thereto, handling Conditional Use Permits, Specific Plans, Zone Changes, Variances, Major/Minor Subdivisions (Tract Maps/Parcel Maps), Site Plans, Adjustment Plats (Lot Line Adjustments, Lot Mergers) and Certificates of Compliance among others. The Planning Division also works with other city departments, providing administrative and technical assistance to their projects.

One of the necessary functions of the review for any project submitted to the Planning Division is the California Environmental Quality Act (CEQA) application. Through the preparation of an "Initial Study", the City determines whether or not a particular project may create a significant impact on the environment.

Policies of the General Plan and city ordinances must be consistently applied across the board without regard as to who the applicant is and what the project may be.

Planning Division Staff

Gordon R. Gaste, AICP CEP, Development Services Director

Andrea Montano, Planning Technician

VII. LAND USE PERMITS

The City of Brawley processed a significant number of land use applications. The applications have remained stable for the last four years.

Below are brief definitions of the various permits, standard procedures, and the number of permits processed during the 2019 Calendar Year. The definitions are not comprehensive; therefore, they should only be used as a reference.

Subdivision: Generally, a subdivision is any division of land for the purpose of sale, lease, or financing and is governed by the State Subdivision Map Act (Government Code, Section 66410).

Major Subdivision: With a few exceptions, a major subdivision is the division of five or more lots. During the 2018 Calendar Year, the Planning Department processed 0 Major Subdivision applications.

Minor Subdivision: A minor subdivision consisting of four or fewer parcels that requires a parcel map. During the 2018 Calendar Year, the Planning Department processed 5 Minor Subdivision applications.

Zone Change: Zoning is a state-mandated requirement and all properties within the City are classified into various zones or “zoning districts.” Zoning regulations establish groups of permitted uses that vary from district to district. If a property owner desires to conduct a land use upon his property that is not permitted in the existing zoning district, he or she may apply for a Zone Change. During the 2018 Calendar Year, the Planning Department processed 0 Zone Change applications.

Conditional Use Permit: A procedure established whereby an applicant can request a certain land use to be permitted in an area in which it is not usually permitted by the Zoning Ordinance, and where such uses are deemed essential or desirable to the public convenience and welfare, and are compatible with the various elements or objectives of the General Plan. During the 2018 Calendar Year, the Planning Department processed 1 Conditional Use Permit application.

Variance: A procedure established by state law and the ordinances of the City of Brawley whereby an applicant can request a deviation from the provisions of the minimum property development standards established relating to building height, lot area, structural coverage, building setbacks, or accessory structures (e.g., carports, signs). During the 2018 Calendar Year, the Planning Department processed 1 Variance application.

Adjustment Plat: Lot Line Adjustment and Lot Merger. These are required to adjust property lines between adjacent parcels when no new parcels are created. During the 2018 Calendar Year, the Planning Department processed 3 Adjustment Plat applications.

General Plan Amendment: During the 2018 Calendar Year, the Planning Department processed 0 General Plan Amendment applications.

Site Plan Review: A procedure for review of site-specific requirements for a project. A site plan review may be an ordained requirement or mandated by a condition of approval. During the 2018 Calendar Year, the Planning Department processed 2 Site Plan Review applications.

Cumulatively, the Planning Department processed 12 land use permit applications for the 2018 Calendar Year. This is comparable to the last four year's numbers and the same as last year's total.

VIII. THE GENERAL PLAN UPDATE

The City of Brawley, in 2008, prepared a revised General Plan that serves to guide future development. The Housing Element was last updated in 2013 and is being implemented to achieve regional housing needs. The City is preparing to update the Housing Element and proposes to have it completed by the required adoption date of October 2021.

The objective of the General Plan is to promote orderly growth and development and to maintain and improve the kind of environment that makes Brawley an excellent place to live, work, and enjoy leisure time. The General Plan contains information on the physical, economic, and social environment of Brawley.

The California Government Code requires that the plan be long-term, clearly written, comprehensive, and the policies of the plan must be internally consistent.

The City of Brawley General Plan is an official statement by the City Council. It can be viewed as the constitution for the City's physical development, for the protection of the environment, and for the enhancement of the quality of life in Brawley. It is used by the Planning Commission and City Council to support their decisions on major land use, zoning, and future public/private projects. The General Plan policies and programs shall also provide information and guidance to the general public. In context, the General Plan addresses the following mandatory plans and other optional elements:

- Land Use Element
- Infrastructure Element
- Resource Management Element
- Open Space/Recreation Element
- Public Safety/Noise Element
- Economic Development Element
- Housing Element
- Implementation Element

The City adopted a Non-Motorized Transportation Plan in May 2013.

The Water Master Plan was adopted in September 2012.

The Wastewater Master Plan was adopted in May 2013.

A Climate Action Plan was adopted in November 2019.

An Environmental Justice Element is being prepared and adoption is expected during the 2020 calendar year.

IX. HOUSING ELEMENT PROGRESS

This report contains the data from the new 2013-2021 Housing Element.

Tables A, B, C, D E, F and G are attached.

**RESOLUTION 2020-
A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF BRAWLEY PROCLAIMING
THE EXISTENCE OF A LOCAL EMERGENCY FOR COVID-19**

WHEREAS, in December 2019, an outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19) was first identified in Wuhan, China, impacting more than 75 countries, including the United States; and

WHEREAS, Governor Gavin Newsom declared a State of Emergency by Executive Order on March 4, 2020 based upon the threat of COVID-19 in the State of California; and

WHEREAS, the County of Imperial Board of Supervisors ratified action taken declaring a local health emergency as of March 3, 2020 based on the imminent and proximate threat to public health from the introduction of COVID-19; and

WHEREAS, the Imperial County Health Officer issued orders on March 17, 2020 as a result of the COVID-19 worldwide pandemic with increasing transmission in California and the significant risk of widespread introduction and transmission throughout Imperial County; and

WHEREAS, the spread of COVID-19 at a rate comparable to the rate of spread in other areas, will exceed locally available healthcare resources and create demands beyond the control of the services, personnel, equipment, and facilities of the City of Brawley; and

WHEREAS, Chapter 9 of the Municipal Code for the City of Brawley provides for the preparation and implementation of plans for the protection of persons and property, the direction of the emergency organization and the coordination of emergency functions; and

WHEREAS, the City of Brawley may declare a local emergency when actual or threatened conditions exist that are of extreme peril to the safety of persons and property within the City; and

WHEREAS, taking decisive action to limit the potential spread of COVID-19 is necessary for the City of Brawley to reduce risk to the public and protect community health and safety.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRAWLEY DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted hereby.
2. That this Resolution is adopted and effective immediately and until as such time as revoked by the City Council or City Manager.

3. That the City Manager as the Director of Emergency Services and the Emergency Operations Center Coordinator shall have the authority defined in Chapter 9 of the Municipal Code and as otherwise provided by State law and City policies and procedures.
4. That the City of Brawley Fire Chief and Police Chief shall both serve as Assistant Directors of Emergency Services.

PASSED, APPROVED AND ADOPTED at an emergency meeting of the City Council of the City of Brawley held on the 19th day of March, 2020.

CITY OF BRAWLEY

Norma Kastner-Jauregui, Mayor

ATTEST:

Alma Benavides, City Clerk

State of California}
County of Imperial}
City of Brawley}

I, **Alma Benavides**, Deputy City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Resolution No. 2020- ____ was passed and adopted by the City Council of the City of Brawley, California, at an emergency meeting held on the 18th day of March, 2020, and that it was so adopted by the following roll call vote: m/s/c

AYES;
NAYES;
ABSTAIN:
ABSENT:

DATED:

Alma Benavides, City Clerk

CHAPTER 9. - EMERGENCIES AND DISASTERS.

4. For state law as to oath of allegiance for civil defense workers, see Gov. C., §§ 3100 to 3109.

Secs. 9.1 to 9.13. - Superseded by Ordinance No. 564.

Sec. 9.14. - Purpose of chapter.

The declared purposes of this chapter are to provide for the preparation and carrying out of plans for the protection of persons and property within this city in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this city with all other public agencies, corporations, organizations and affected private persons.

(Ord. No. 653, § 1.)

Sec. 9.15. - "Emergency" defined.

As used in this chapter, "emergency" shall mean the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of this city, requiring the combined forces of other political subdivisions to combat.

(Ord. No. 653, § 2.)

Sec. 9.16. - Disaster council—Created; membership.

The Brawley Disaster Council is hereby created and shall consist of the following:

- (a) The mayor, who shall be chairman.
- (b) The director of emergency services, who shall be vice chairman.
- (c) The assistant director of emergency services.
- (d) Such chiefs of emergency services as are provided for in a current emergency plan of this city, adopted pursuant to this chapter.

Such representatives of civic, business, labor, professional or other organizations having an official emergency responsibility, as may be appointed by the director with the advice and consent of the city council.

(Ord. No. 653, § 3.)

Sec. 9.17. - Same—Powers and duties; meetings.

It shall be the duty of the disaster council, and it is hereby empowered, to develop and recommend for adoption by the city council, emergency and mutual aid plans and agreements and such ordinances and resolutions and rules and regulations as are necessary to implement such plans and agreements. The disaster council shall meet upon call of the chairman or, in his absence from the city or inability to call such meeting, upon call of the vice chairman.

(Ord. No. 653, § 4.)

Sec. 9.18. - Director and assistant director of emergency services—Offices created.

- (a) There is hereby created the office of director of emergency services. The city manager shall be the director of emergency services.
- (b) There is hereby created the office of assistant director of emergency services, who shall be appointed by the director.

(Ord. No. 653, § 5.)

Sec. 9.19. - Same—Powers and duties.

- (a) The director is hereby empowered to:
 - (1) Request the city council to proclaim the existence or threatened existence of a "local emergency" if the city council is in session or to issue such proclamation if the city council is not in session. Whenever a local emergency is proclaimed by the director, the city council shall take action to ratify the proclamation within seven days thereafter or the proclamation shall have no further force or effect.
 - (2) Request the governor to proclaim a "state of emergency" when, in the opinion of the director, the locally available resources are inadequate to cope with the emergency.
 - (3) Control and direct the effort of the emergency organization of this city for the accomplishment of the purposes of this chapter.
 - (4) Direct cooperation between and coordination of services and staff of the emergency organization of this city and resolve questions of authority and responsibility that may arise between them.
 - (5) Represent this city in all dealings with public or private agencies on matters pertaining to emergencies as defined herein.
 - (6) In the event of the proclamation of a "local emergency" as herein provided, the proclamation of a "state of emergency" by the governor or the director of the state office of emergency services, or the existence of a "state of war emergency," the director is hereby empowered:
 - a. To make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however,

that such rules and regulations must be confirmed at the earliest practicable time by the city council;

- b. To obtain vital supplies, equipment and such other properties found lacking and needed for the protection of life and property and to bind the city for the fair value thereof and, if required immediately, to commandeer the same for public use;
 - c. To require emergency services of any city officer or employee and, in the event of the proclamation of a "state of emergency" in the county in which this city is located or the existence of a "state of war emergency," to command the aid of as many citizens of this community as he deems necessary in the execution of his duties; such persons shall be entitled to all privileges, benefits and immunities as are provided by state law for registered disaster service workers;
 - d. To requisition necessary personnel or material of any city department or agency; and
 - e. To execute all of his ordinary power as city manager, all of the special powers conferred upon him by this chapter or by resolution or emergency plan pursuant hereto adopted by the city council, all powers conferred upon him by any statute, by an agreement approved by the city council, and by any other lawful authority.
- (b) The director of emergency services shall designate the order of succession to that office to take effect in the event the director is unavailable to attend meetings and otherwise perform his duties during an emergency. Such order of succession shall be approved by the city council.
- (c) The assistant director shall, under the supervision of the director and with the assistance of emergency service chiefs, develop emergency plans and manage the emergency programs of this city and shall have such other powers and duties as may be assigned by the director.

(Ord. No. 653, § 6.)

Sec. 9.20. - Emergency organization.

All officers and employees of this city, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations and persons who may be agreement or operation of law, including persons impressed into service under the provisions of Section 9.19, subsection (a) (b)c, be charged with duties incident to the protection of life and property in this city during such emergency, shall constitute the emergency organization of the city.

(Ord. No. 653, § 7.)

Sec. 9.21. - Emergency plan.

The disaster council shall be responsible for the development of the city emergency plan, which plan shall provide for the effective mobilization of all of the resources of this city, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency, and shall provide for the organization, powers and duties, services and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the city council.

(Ord. No. 653, § 8.)

Sec. 9.22. - Expenditures.

Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the city.

(Ord. No. 653, § 9.)

Sec. 9.23. - Certain acts prohibited.

It shall be a misdemeanor, punishable by a fine of not to exceed five hundred dollars or by imprisonment for not to exceed six months, or both, for any person, during an emergency, to:

- (a) Willfully obstruct, hinder or delay any member of the emergency organization in the enforcement of any lawful rule or regulation issued pursuant to this chapter, or in the performance of any duty imposed upon him by virtue of this chapter.
- (b) Do any act forbidden by any lawful rule or regulation issued pursuant to this chapter, if such act is of such a nature as to give or be likely to give assistance to the enemy or to imperil the lives or property of inhabitants of this city or prevent, hinder or delay the defense or protection thereof.
- (c) Wear, carry or display, without authority, any means of identification specified by the emergency agency of the state.

(Ord. No. 653, § 10.)



COVID-19 Emergency Plan

Prepared by Rosanna Bayon Moore, City Manager

Designated Director of Emergency Services

Effective 18 March 2020

Updated 19 March 2020

Finance / Utility Billing

Meetings by appointment only
Interior waiting area space restricted to no more than 1 customer at a time
Online bill pay and UB drop off encouraged
Inquiries and responses redirected to phone and email
Meeting attendance and travel discontinued or via teleconference unless essential to operations

Library

Meeting attendance and travel discontinued or via teleconference unless essential to operations
Del Rio and Main Branch closures
Automatic extended due dates until further notice; no late fees to accrue
Zip Books by phone and email request
E-books encouraged
Digital library card applications by phone and email
Inquiries and responses redirected to phone and email
Meetings by appointment only

Parks & Recreation

Park restroom closure
Pool closure
Senior Center closure
Skate Park closure
No park and basketball court lights
No youth or adult recreational, league or club play or practices at City properties
No special events
No open gym
No facility rentals for non-essential purposes
No LIVESCAN services
Inquiries and responses redirected to phone and email
Meeting attendance and travel discontinued or via teleconference unless essential to operations
Public commission meetings to be postponed in the absence of critical action items
Meetings by appointment only

Fire

All annual business fire re-inspections postponed
Hangar inspections postponed
All station tours and presentations cancelled/postponed
Special requests for service to be reviewed on case-by-case basis
Meeting attendance and travel discontinued or via teleconference unless essential to operations
Non-employees prohibited from entry to stations
Inquiries and responses redirected to phone and email
Changes in response mode/staffing for incidents for non-life threatening emergencies anticipated
EOC activation pending

PD

No in person non-emergency responses

All station tours and presentations cancelled/postponed

Meeting attendance and travel discontinued or via teleconference unless essential to operations

Development Services (Planning, Building, Code Enforcement, Housing Rehabilitation)

Necessity to meet determined on a case by case basis

Inquiries and responses redirected to phone and email

Meetings by appointment only, including for building permits and planning applications

Alternative meeting formats encouraged

Meeting attendance and travel discontinued or via teleconference unless essential to operations

Administration and City Clerk

Public meetings of various boards and commissions to be postponed in the absence of critical action items

Alternative meeting formats heavily encouraged

Public restroom closure

Meeting attendance and travel discontinued or via teleconference unless essential to operations

Inquiries and responses redirected to phone and email

Meetings by appointment only

Public Works

Public commission meetings to be postponed in the absence of critical action items

Meeting attendance discontinued or via teleconference unless essential to operations

Alternative meeting formats encouraged

Inquiries and responses redirected to phone and email

Meetings by appointment only

Necessity to meet determined on a case by case basis

Personnel & Risk Management

Meeting attendance and travel discontinued or via teleconference unless essential to operations

Alternative meeting formats encouraged

Inquiries and responses redirected to phone and email

Meetings by appointment only

Necessity to meet determined on a case by case basis

Candidates to be steered to City website to access application

Applications accepted via fax, email or U. S. Mail by applicable deadline for transmission / postmark

After hours mail slot option at south facing door to be encouraged for applications in sealed envelopes

Key City Contact Information

Building 760/344.8622

Planning 760/344.8822

Finance / Utility Billing 760/344.8941

Administration 760/351.3048

City Clerk / Records 760/351.3059

Public Works / Animal Control 760/344.5800

Parks & Recreation 760/344.5675
Police 760/344.2111

Library 760/344.1891
Fire 760/351.9110

“Contact Us” tab at www.brawley-ca.gov will route emails to designated City staff

Key Websites

Brawley COVID-19 Emergency Plan
Imperial County Dept. of Public Health
Centers for Disease Control (CDC)

www.brawley-ca.gov
<http://www.icphd.org>
<https://www.cdc.gov/COVID19>

Applicable City of Brawley Municipal Code Reference

https://library.municode.com/ca/brawley/codes/code_of_ordinances?nodemd=CH9EMDI