



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Regular Meeting Agenda
June 03, 2025 at 5:30 PM
City Council Chambers
383 Main Street
Brawley, California 92227**

This meeting will be broadcast live at https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

Gil Rebollar, Mayor
JJ Galvan, Mayor Pro-Tempore
Timothy Kelley, Council Member
John Grass, Council Member
Perry Monita, Council Member

Ana Gutierrez, City Clerk
William Smerdon, Acting City Treasurer
William S. Smerdon, City Attorney
Jimmy Duran, City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

2. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One Case

PUBLIC EMPLOYEE APPOINTMENT

Title: City Manager

3. 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. The Mayor will recognize you, and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous, or which may invade an individual's personal privacy. Please direct your questions and comments to the City Council.

Any member of the public is invited to submit public comments in advance of the meeting to be read at the meeting. Please email your questions to valerie.sonico@brawley-ca.gov or call 760-351-3048 any time before 2:30 PM, June 03, 2025.

- a. Public Comments for Items not on the Agenda
- b. Proclamation Honoring the 10th Anniversary of Ordination to the Priesthood of Father Bernardo Lara presented by Mayor Gil Rebollar.
- c. Proclamation in Recognition of Brawley Elks Lodge #1420 for Establishing the Antlers Youth Program presented by Mayor Gil Rebollar.
- d. Presentation by Ramiro Urias, Chief Executive Officer of the Brawley Chamber of Commerce, providing an update on the Chamber's current initiatives, ongoing activities, and future goals.

4. 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 City Council Meeting Minutes: May 20, 2025
(1 attachment)
- b. Approve demand check registers processed from May 03, 2025, to May 16, 2025.
(2 attachments)
- c. Approve Second Reading of Ordinance 2025-__ establishing installation of four-way stop signs for the intersection of South Eastern Avenue and I Street.
(2 attachments)
- d. Approve Second Reading of Ordinance 2025-__ establishing a no parking zone on the south side of Malan Street, at the intersection with South 5th Street.
(2 attachments)

5. CITY MANAGER REPORT

6. REGULAR BUSINESS

- a. Potential Action to adopt City of Brawley Policy No. 153-65, which establishes the framework and requirements for holding public hearings and reporting on the City's workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill ("AB") 2561. Presented by Shirley Bonillas, Human Resources Administrator.
(4 attachments)
- b. Potential Action to adopt City Council Policy No. 153-65, which establishes the framework and requirements for holding public hearings and reporting on the City of Brawley's workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill ("AB") 2561. (Gov. Code § 3502.3.) Presented by Shirley Bonillas, Human Resources Administrator.
(4 attachments)

7. INFORMATIONAL REPORTS

8. CITY COUNCIL MEMBER REPORTS

9. CITY ATTORNEY REPORT

ADJOURNMENT: *Regular Meeting June 17, 2025* @ 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 @ 760-351-3048.

Ana Gutierrez, City Clerk

CITY OF BRAWLEY
May 20, 2025

4a

The City Council of the City of Brawley, California, met in regular session at 5:30 p.m. in the City Council Chambers. The date, time, and place of said meeting were duly established. The City Clerk attests to the agenda's posting pursuant to Cal. Govt. Code § 54954.2.

REGULAR MEETING:

Mayor Rebollar called the meeting to order at 5:30 p.m.

PRESENT: Monita, Grass, Kelley, Galvan, Rebollar,
PRESENT VIA ZOOM: None
ABSENT: None

INVOCATION: Reverend Mike Neciuk

PLEDGE OF ALLEGIANCE: Mayor Pro Tempore Galvan

1. APPROVAL OF AGENDA

The Agenda was approved. **m/s/c Kelley/Galvan/5-0**

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

2. CLOSED SESSION

PUBLIC EMPLOYEE APPOINTMENT

Title: City Manager

Nothing to Report.

3. PUBLIC APPEARANCES/COMMENTS: (Not to exceed four 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. The Mayor will recognize you, and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments that are slanderous or that may invade an individual's personal privacy. Please direct your questions and comments to the City Council.

Any member of the public is invited to submit public comments in advance of the meeting, to be read at the meeting. Please email your questions to valerie.sonico@brawley-ca.gov or call 760-351-3048 anytime before 2:30 PM on May 20, 2025.

a. Public comments for items not on the Agenda.

Ryan Brandt – Traffic Safety Measures on Plaza.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

- b. Presentation of Proclamation in Recognition of National Public Works Week. Presented by Mayor Gil Rebollar.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

4. CONSENT AGENDA:

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

m/s/c Grass/Monita/5-0

- a. **Approved** City Council Meeting Minutes: May 6, 2025.
- b. **Approved** Accounts Payable: April 19, 2025, to May 2, 2025.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

5. CITY MANAGER REPORT:

1. Border Patrol Operation in the City.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

2. Cristhian Barajas, Development Services Director, to present new employee, Luis Sosa, Associate Civil Engineer and Adrian Opal Planning Technician.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

6. REGULAR BUSINESS:

- a. Potential action to appoint Shirley Bonillas as Extra Help Retired Annuitant to serve as Human Resources Extra Help effective July 8, 2025. Presented by Sylvia Vizcarra, Human Resources Generalist.

m/s/c Grass/Monita/5-0

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

- b. Potential action to Approve First Reading of Ordinance 2025-__ Establishing a four-way Stop at the intersection of South Eastern Avenue and I Street. Presented by Rom Medina, Public Works Director.

m/s/c Kelley/Galvan/5-0

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

- c. Potential action to approve First Reading of Ordinance 2025-__ Establishing a No Parking Zone on the south side of Malan Street, at the intersection with South 5th Street. Presented by Rom Medina, Public Works Director.

m/s/c Grass/Galvan/5-0

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

- d. Potential action to award a Contract in the amount of \$147,721.00 to Standard Industries for the Hinojosa Water Tower Demolition. Presented by Rom Medina, Public Works Director.
m/s/c Grass/Kelley/5-0
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1
- e. Potential action to Approve Resolution No. 2025-__ to incorporate proposed projected funded by Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017. Presented by Rom Medina, Public Works Director.
m/s/c Kelley/Monita/5-0
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1
- f. Request an amendment to the previously approved agenda item and seek approval by Resolution for the utilization of Development Impact Funds toward a partial renovation of the police station, as well as the awarding of the project bid to Andrade Construction. Presented by Jonathan Balckstone, Assistant Chief of police.
m/s/c Kelley/Monita/5-0
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1
- g. Potential action to approve Resolution to Accept a Memorandum of Understanding between Imperial Community College District (ICCD) and the City of Brawley to allow the use of the City's facilities. Presented by Emmet Fried, Assistant to the City Manager.
m/s/c Galvan/Grass/5-0
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

7. INFORMATIONAL REPORTS

- a. Monthly Staffing Report for May 1, 2025. Presented by Shirley Bonillas, Human Resources Administrator.
Comments may be heard here:
https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

8. CITY COUNCIL MEMBER REPORTS:

The City Council reports are available on the City of Brawley's website and on the City's audio record of the meeting.

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

9. CITY ATTORNEY REPORT:

Comments may be heard here:

https://brawley-ca.granicus.com/ViewPublisher.php?view_id=1

The meeting was adjourned at 7:26 p.m. (Back to Closed Session)

City of Brawley

City Council
June 03, 2025
Agenda Item No.

STAFF REPORT



To: City Council
From: Rocio Enriquez, Assistant Finance Director
Prepared by: Jesse Sanchez, Sr. Accounting Assistant
Subject: Demand check registers processed from May 03, 2025 to May 16, 2025

RECOMMENDATION:

Approve demand check registers processed from May 03, 2025 to May 16, 2025.

BACKGROUND INFORMATION:

Routine bills and payroll processed between Council meetings included the following:

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	227	119	0.00	877,482.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-171,757.67
Bank Drafts	30	30	0.00	1,032,040.70
EFT's	13	9	0.00	85,211.85
	270	160	0.00	1,822,976.93

Utility refunds included the following:
None.

FISCAL IMPACT:

No additional fiscal impact to approve these reports.

ALTERNATIVES:

None.

4b

ATTACHMENTS:

1. Check Report by Check Number

REPORT COORDINATED WITH (other than person preparing the staff report):

None.

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency

Jimmy Duran, Chief of Police/Interim City Manager

Silvia Luna, Finance Director

Status – Date of Status

Approved – 05/23/2025

Approved – 05/20/2025



City of Brawley

Check Report

By Check Number

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: US Bank-US Bank Operating Account						
02405	Brawley Analytical Inc.	05/08/2025	EFT	0.00	4,114.00	952
001048	Invoice	05/06/2025	Water Testing/Labs 4/2/25	0.00	450.00	
001066	Invoice	05/06/2025	Water Testing/Labs 4/8/25	0.00	450.00	
001083	Invoice	05/21/2025	Water testing/Labs March 31/April 8 &16	0.00	1,154.50	
001103	Invoice	05/06/2025	Water Testing/Labs 4/22/25	0.00	2,059.50	
00925	Johnson Controls Security Solutions	05/08/2025	EFT	0.00	365.41	953
41151101	Invoice	05/06/2025	Alarm Monitoring/Admin/April 2025	0.00	365.41	
02508	Magnet Forensics, LLC	05/08/2025	EFT	0.00	12,410.00	954
SIN080740	Invoice	05/07/2025	MAGNET Q-355420	0.00	12,410.00	
02543	Western State Builders, Inc.	05/08/2025	EFT	0.00	4,904.84	955
App2-Retention	Invoice	05/06/2025	Project Scott Pace Park/Retention Release	0.00	4,904.84	
02405	Brawley Analytical Inc.	05/15/2025	EFT	0.00	1,770.00	956
001015	Invoice	05/13/2025	Water Testing/Labs 2/4/25 & 2/5/25	0.00	1,770.00	
00478	Delta Dental	05/15/2025	EFT	0.00	9,674.87	957
BE006534476	Invoice	05/09/2025	May 2025 Dental Insurance	0.00	9,674.87	
00575	Enterprise FM Trust	05/15/2025	EFT	0.00	47,358.87	958
FBN5319153	Invoice	05/09/2025	R & M Cost/Unit Leases/Maintenance Fee...	0.00	47,358.87	
02571	Health and Human Resource Center Inc	05/15/2025	EFT	0.00	333.90	959
E0345089	Invoice	05/09/2025	Employee Assistance Program/June 2025	0.00	4.20	
E0345090	Invoice	05/09/2025	Employee Assistance Program/June 2025	0.00	329.70	
02299	Infosend Inc.	05/15/2025	EFT	0.00	4,279.96	960
285631	Invoice	05/14/2025	FY24-25 UB Mailing Services- Year 3	0.00	4,279.96	
00240	Brawley Public Safety Employee	05/05/2025	Regular	0.00	1,920.00	306017
INV0005880	Invoice	05/02/2025	Union Dues	0.00	70.00	
INV0005897	Invoice	05/02/2025	Union Dues	0.00	1,850.00	
00287	California State Disbursement	05/05/2025	Regular	0.00	1,564.94	306018
INV0005883	Invoice	05/02/2025	Child Support Deductions	0.00	1,564.94	
00799	Imperial County Sheriff Civil Division	05/05/2025	Regular	0.00	50.00	306019
INV0005884	Invoice	05/02/2025	Earnings Withholdings	0.00	50.00	
01717	United Way of Imperial County	05/05/2025	Regular	0.00	5.00	306020
INV0005895	Invoice	05/02/2025	United Way Deductions	0.00	5.00	
00009	AA Electric	05/09/2025	Regular	0.00	845.63	306021
2498	Invoice	05/06/2025	Replace Head Unit on A/C/Service	0.00	845.63	
00040	Airwave Communications Ent Inc	05/09/2025	Regular	0.00	19,305.43	306022
450556	Invoice	05/07/2025	AIRWAVE COMM QUOTE 8417	0.00	19,305.43	
00073	Alliant Insurance Services Inc	05/09/2025	Regular	0.00	358.00	306023
4-25Insurance	Invoice	05/06/2025	Special Event Insurance/1/1/25 - 3/31/25	0.00	358.00	
00075	Allied Waste Services #467	05/09/2025	Regular	0.00	139,095.86	306024
0467-001744602	Invoice	05/06/2025	Solid Waste Services/April 2025	0.00	139,095.86	
00076	Allstar Fire Equipment Inc	05/09/2025	Regular	0.00	19,212.45	306025
262521	Invoice	05/06/2025	Leather Boots	0.00	1,169.55	

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
263126	Invoice	05/06/2025	Flow Tests/Repairs	0.00	1,086.99	
263187	Invoice	05/07/2025	Firefighting Brush Coats	0.00	15,625.91	
263489	Invoice	05/06/2025	Cylinder Hydro Labor Charge & Parts	0.00	1,330.00	
00084	Alsco American Linen Div Steiner Corp	05/09/2025	Regular	0.00	206.35	306026
LYUM1878617	Invoice	05/06/2025	Cleaning Services/Supplies/WTP	0.00	77.14	
LYUM1879333	Invoice	05/05/2025	Cleaning Services/Supplies/WWTP	0.00	129.21	
00176	Auto Zone Inc #2804	05/09/2025	Regular	0.00	14.01	306027
2804020106	Invoice	05/06/2025	Wiper Blade	0.00	14.01	
02006	Axon Enterprise Inc	05/09/2025	Regular	0.00	1,790.00	306028
252863	Invoice	05/07/2025	AXON TASER Instructor Course/M. Garcia ...	0.00	1,790.00	
00184	Babcock Laboratories Inc	05/09/2025	Regular	0.00	1,794.52	306029
CD51645-10480	Invoice	05/06/2025	Water Testing/Labs	0.00	1,794.52	
00194	Bavco Backflow & Valve Co	05/09/2025	Regular	0.00	2,046.18	306030
324231	Invoice	05/05/2025	BackFlow Preventer	0.00	1,441.98	
325713	Invoice	05/05/2025	Water Valve Repair Kit	0.00	604.20	
00203	Behavioral Analysis Training Inc.	05/09/2025	Regular	0.00	575.00	306031
IV00664	Invoice	05/07/2025	BATI Investigator Training/D. Sarabia/May...	0.00	575.00	
00228	Brawley Ace Hardware	05/09/2025	Regular	0.00	2,069.76	306032
A57811/2	Invoice	05/02/2025	Spray Bottle	0.00	8.25	
A58530/2	Invoice	05/05/2025	Aluminum Scoop Shovel	0.00	95.68	
A58611/2	Invoice	05/07/2025	Back Support Belt/Lawn Mower with Kit	0.00	674.23	
A58803/2	Invoice	05/05/2025	Padlocks	0.00	32.60	
A58924/2	Invoice	05/05/2025	Duplicate Keys/Key Bands	0.00	9.09	
A59085/2	Invoice	05/05/2025	PVC Cement	0.00	14.13	
A59462/2	Invoice	05/05/2025	Ant Killer/Hornet Killer Spray	0.00	56.51	
A59638/2	Invoice	05/05/2025	Chain Oil Lubricant/Protective Chaps Pants	0.00	151.14	
A59722/2	Invoice	05/05/2025	Hand trowel/Tie Fence/Tie Wire	0.00	29.98	
A59747/2	Invoice	05/05/2025	Hornet Killer Aerosol	0.00	4.35	
A61789/2	Invoice	05/06/2025	Plastic Cord Organizer	0.00	30.44	
A61819/2	Invoice	05/02/2025	Showerhead/Hose Clamp/Compr. Tube/Bo..	0.00	86.24	
A62122/2	Invoice	05/06/2025	Paint Roller/Brush	0.00	35.83	
A62228/2	Invoice	05/05/2025	Drill Bit Set/Fasteners	0.00	50.57	
A62337/2	Invoice	05/05/2025	Screwdriver Set/Anti-Corrosion Lubricant	0.00	43.48	
A62353/2	Invoice	05/05/2025	Automobile Cleaning Supplies	0.00	54.32	
A62378/2	Invoice	05/06/2025	Coupling/PVC Valve	0.00	50.00	
A62455/2	Invoice	05/02/2025	Paint	0.00	39.79	
A62786/2	Invoice	05/05/2025	Electrical Conduit/Steel Strap/Connector	0.00	98.48	
A62852/2	Invoice	05/06/2025	Wood Stain/Tape/Staples/Multiscrew	0.00	53.23	
A63100/2	Invoice	05/06/2025	Car Wash Supplies/Windshield Bug Cleaner	0.00	57.15	
A63218/2	Invoice	05/06/2025	Plastic Anchor/Hand Trowel	0.00	25.62	
A63265/2	Invoice	05/05/2025	Engine Oil	0.00	15.57	
A63564/2	Invoice	05/06/2025	Pickup Tool	0.00	69.58	
A63675/2	Invoice	05/06/2025	Battery Pack/Painting Trayset	0.00	27.99	
A64951/2	Invoice	05/06/2025	Heat Gun/Multimeter	0.00	125.04	
A65704/2	Invoice	05/06/2025	Lantern/Power Bank/LED Collapsible Lante...	0.00	130.47	
	Void	05/09/2025	Regular	0.00	0.00	306033
00269	CalPERS Health Insurance	05/09/2025	Regular	0.00	171,757.67	306034
100000017896584	Invoice	05/06/2025	Medical Insurance Premium/Pres/May 20...	0.00	171,757.67	
00269	CalPERS Health Insurance	05/09/2025	Regular	0.00	-171,757.67	306034
00299	Canon Financial Services Inc	05/09/2025	Regular	0.00	470.18	306035
39162946	Invoice	05/06/2025	Maintenance/Contract Charge/Parks&Rec...	0.00	343.33	
39894329	Invoice	05/05/2025	Copier Usage/Contract Charge/WWTP/Apr...	0.00	126.85	
02692	Christina Pence-Espinoza	05/09/2025	Regular	0.00	65.00	306036

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
5-25Refund	Invoice	05/07/2025	Girls Youth Softball/Withdrawn M. Espino...	0.00	65.00	
00362	City Clerk's Association of CA	05/09/2025	Regular	0.00	250.00	306037
300004418	Invoice	05/07/2025	CCAC Member/A.Gutierrez	0.00	250.00	
00458	David Pham	05/09/2025	Regular	0.00	137.70	306038
5-25Travel	Invoice	05/07/2025	Travel Adv/TASER Instructor Cert./D. Pham	0.00	137.70	
00485	Department of Justice	05/09/2025	Regular	0.00	295.00	306039
793562	Invoice	05/07/2025	Fingerprint Apps/FBI/CCW/January 2025	0.00	125.00	
808223	Invoice	05/05/2025	Fingerprint Apps/FBI/Apps-Billed/March 2...	0.00	170.00	
02142	Dorian Sarabia	05/09/2025	Regular	0.00	1,210.60	306040
5-25Travel	Invoice	05/07/2025	Travel Adv/Investigate Interview_Course/...	0.00	1,210.60	
00531	EA Electric	05/09/2025	Regular	0.00	3,193.38	306041
INV273	Invoice	05/06/2025	Pump Selector Switch Replacement/Mater...	0.00	3,193.38	
00570	Employment Check Inc	05/09/2025	Regular	0.00	12.50	306042
254334	Invoice	05/06/2025	Credit Report/Empl. Verif. Fees/M. Martin...	0.00	12.50	
02468	Eric Franklin	05/09/2025	Regular	0.00	300.00	306043
4-25Softball	Invoice	05/07/2025	Girls Softball 2025/Rec/April 28, 29 & 30	0.00	300.00	
00629	Federal Express Corp	05/09/2025	Regular	0.00	87.01	306044
8-798-86928	Invoice	05/07/2025	Postage	0.00	41.96	
8-834-17901	Invoice	05/07/2025	Postage	0.00	31.69	
8-834-17902	Invoice	05/07/2025	Postage	0.00	13.36	
02081	Frederic A. Nichols	05/09/2025	Regular	0.00	2,800.00	306045
2025-9833092-01	Invoice	05/06/2025	SB 90/State Mandated Cost Consulting Ser...	0.00	2,800.00	
00720	GovConnection Inc	05/09/2025	Regular	0.00	729.71	306046
76210486	Invoice	05/06/2025	Ipad Pro 11	0.00	729.71	
00727	Green Patch Landscaping Inc	05/09/2025	Regular	0.00	441.15	306047
16136	Invoice	05/07/2025	Tree/Sisso Tree	0.00	441.15	
00741	Hach Company Inc	05/09/2025	Regular	0.00	295.86	306048
14461262	Invoice	05/05/2025	Wiper/Replacement/UV/ORG	0.00	295.86	
02516	Home Depot	05/09/2025	Regular	0.00	10,259.65	306049
H1059-415978	Invoice	05/07/2025	HOME DEPOT QT H1059-415843	0.00	10,259.65	
00838	International Code Council	05/09/2025	Regular	0.00	408.36	306050
1002061382	Invoice	05/06/2025	International Code Tabs Soft/Complete Set	0.00	140.29	
1002061599	Invoice	05/06/2025	IBC Code & Sudy Pack SC	0.00	268.07	
00861	Jade Security Systems Inc	05/09/2025	Regular	0.00	62.99	306051
0222552	Invoice	05/06/2025	Monitoring Electronic Fire System/FD#2	0.00	62.99	
01904	Juan Morales	05/09/2025	Regular	0.00	1,276.00	306052
5-25Travel	Invoice	05/07/2025	Travel Adv/Post Management Course Mod...	0.00	1,276.00	
00995	Kaz-Bros Design Shop	05/09/2025	Regular	0.00	1,260.33	306053
12045	Invoice	05/05/2025	Polo Shirts/Patch	0.00	1,260.33	
01022	L.N. Curtis & Sons	05/09/2025	Regular	0.00	5,742.87	306054
INV928352	Invoice	05/07/2025	Wildland firefighting boots-PPE	0.00	5,742.87	
01025	LaBrucherie Irrigation Supp LLC	05/09/2025	Regular	0.00	1,497.39	306055
OM46772	Invoice	05/05/2025	Water Valve/Pop-up Rotor	0.00	548.62	
OM46819	Invoice	05/05/2025	Cap/Hose Clamps/Barb Brass Insert	0.00	13.22	
OM46855	Invoice	05/05/2025	Water Sprinkler	0.00	44.90	
OM46884	Invoice	05/05/2025	Glue/Lap Joint Diagonal Pier	0.00	66.83	
OM46949	Invoice	05/05/2025	Plumbing Supplies	0.00	162.41	

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
OM46963	Invoice	05/06/2025	Hydrowise Timer	0.00	581.02	
OM46978	Invoice	05/06/2025	Nipple	0.00	32.36	
OM46990	Invoice	05/05/2025	Food Tubbing/Coupling	0.00	21.94	
OM47026	Invoice	05/06/2025	Yellow Caution Tape	0.00	26.09	
02309	Mark Cano	05/09/2025	Regular	0.00	261.80	306056
4-25Reimburse	Invoice	05/08/2025	Inferno Food Service/Shoulder Tap Event/...	0.00	261.80	
01153	Mark Dowden Welding	05/09/2025	Regular	0.00	95.00	306057
26885	Invoice	05/05/2025	Repair on MOLE/Angle Arm with Plate	0.00	95.00	
02418	Michael Garcia	05/09/2025	Regular	0.00	436.62	306058
5-25Travel	Invoice	05/07/2025	Travel Adv/TASER Instructor Cert. 2025/M...	0.00	436.62	
01279	NuCO2	05/09/2025	Regular	0.00	58.45	306059
79855644	Invoice	05/06/2025	CO2 MK9 Detector/Sensor Kit/LC Pool	0.00	58.45	
01289	OK Rubber Tires	05/09/2025	Regular	0.00	143.07	306060
106834	Invoice	05/05/2025	Car Turf Trac/Tire	0.00	143.07	
01282	O'Reilly Auto Parts	05/09/2025	Regular	0.00	24.99	306061
2648-147328	Invoice	05/05/2025	Transmission Fluid	0.00	24.99	
01361	Pro Record Storage Inc	05/09/2025	Regular	0.00	322.40	306062
0032011	Invoice	05/07/2025	Storage/Tracking/Shredding Srvc/City Hall...	0.00	255.58	
0032014	Invoice	05/06/2025	Storage/Tracking/Shredding Srvc/HR/April...	0.00	66.82	
01373	Quadient Finance USA Inc	05/09/2025	Regular	0.00	510.86	306063
4-25Postage	Invoice	05/06/2025	City Hall Postage	0.00	510.86	
01862	Riverside County Office of Education	05/09/2025	Regular	0.00	100.00	306064
4-25Refund	Invoice	05/07/2025	Facility Req. Refund/Preschool Transition/...	0.00	100.00	
01480	Rosa Contreras	05/09/2025	Regular	0.00	110.00	306065
4-25Refund	Invoice	05/07/2025	Girls Youth Softbal/Withdrawn/V. & L. Con...	0.00	110.00	
02328	SD Electric and Hvac/R Inc	05/09/2025	Regular	0.00	1,125.00	306066
1390	Invoice	05/05/2025	Service AC/Teen Center	0.00	1,125.00	
01571	Sierra Air	05/09/2025	Regular	0.00	2,606.82	306067
74592	Invoice	05/05/2025	Pipe Leaking & Sweating Through Wall/Re...	0.00	1,691.82	
74838	Invoice	05/05/2025	Troubleshoot Report/Service for AC Units ...	0.00	915.00	
02005	Sirah Overton	05/09/2025	Regular	0.00	48.00	306068
4-25Softball	Invoice	05/07/2025	Girls Softball 2025/Rec/April 29 & 30	0.00	48.00	
01924	Spectrum	05/09/2025	Regular	0.00	169.99	306069
189457801040725	Invoice	05/05/2025	Internet Service/FD#1/4/8/25 - 5/7/25	0.00	169.99	
01884	Sunbelt Rentals	05/09/2025	Regular	0.00	1,772.15	306070
157422208-0001	Invoice	05/06/2025	Service Repair on Riding Mower	0.00	877.82	
167555560-0001	Invoice	05/06/2025	Service Repair on Backpack Blower	0.00	54.33	
167724917-0001	Invoice	05/06/2025	Service Repair/Commercial Mower Rid	0.00	840.00	
02413	Sylvia Vizcarra	05/09/2025	Regular	0.00	142.22	306071
4-25Reimburse	Invoice	05/07/2025	Lunch Food/Chainsaw Training/4/23/25	0.00	83.80	
5-25Reimburse	Invoice	05/07/2025	Snacks/9X80's Meeting 5/1/2025	0.00	58.42	
01710	Unifirst Corporation	05/09/2025	Regular	0.00	231.96	306072
2340154128	Invoice	05/07/2025	Workshirt/Jean/Jacket	0.00	231.96	
01732	Valley Pest Services Inc	05/09/2025	Regular	0.00	145.00	306073
14349270 MT	Invoice	05/06/2025	Monthly Pest Control/WTP	0.00	85.00	
14349273 MT	Invoice	05/05/2025	Monthly Pest Control/Lawn Service/PW	0.00	60.00	
01733	Valley Petroleum Equipment Inc	05/09/2025	Regular	0.00	220.24	306074

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
68482	Invoice	05/02/2025	Estimate for AV Gas Repairs/Filter & Tank	0.00	220.24	
01768	Wal-Mart Stores Inc #01-1555	05/09/2025	Regular	0.00	299.08	306075
0712 6007 2426...	Invoice	05/06/2025	TV Mount/TV Screen	0.00	299.08	
01772	Waxie Sanitary Supply	05/09/2025	Regular	0.00	902.77	306076
83160896	Invoice	05/05/2025	Paper Tower Rolls	0.00	103.70	
83160899	Invoice	05/05/2025	Janitorial Supplies	0.00	303.17	
83169622	Invoice	05/06/2025	Janitorial Supplies	0.00	495.90	
02228	W-PNP Inc	05/09/2025	Regular	0.00	6,803.25	306077
23974	Invoice	05/07/2025	Gigabyte Wireless link	0.00	6,803.25	
00002	360 Business Products	05/15/2025	Regular	0.00	29.42	306078
WO-46865-1	Invoice	05/14/2025	USB Mouse	0.00	29.42	
00075	Allied Waste Services #467	05/15/2025	Regular	0.00	22,461.28	306079
0467-001745344	Invoice	05/12/2025	Street Sweeping Services/April 2025	0.00	22,461.28	
00084	AlSCO American Linen Div Steiner Corp	05/15/2025	Regular	0.00	387.81	306080
LYUM1868946	Invoice	05/13/2025	Cleaning Srvcs/Supplies/WWTP	0.00	129.21	
LYUM1872623	Invoice	05/13/2025	Cleaning Srvcs/Supplies/WTP	0.00	77.14	
LYUM1878608	Invoice	05/14/2025	Cleaning Srvcs/Supplies/PD	0.00	181.46	
00139	Applied Industrial	05/15/2025	Regular	0.00	1,200.82	306081
7031963248	Invoice	05/14/2025	Pinch Valve	0.00	1,200.82	
00168	AT&T CalNet	05/15/2025	Regular	0.00	1,552.32	306082
4-25ATTCalnet	Invoice	05/12/2025	Telephone Services/Various Depts/3/1/25 ...	0.00	1,552.32	
00184	Babcock Laboratories Inc	05/15/2025	Regular	0.00	59.43	306083
CD51792-2441	Invoice	05/13/2025	Water Testing/Labs	0.00	59.43	
00194	Bavco Backflow & Valve Co	05/15/2025	Regular	0.00	234.57	306084
327307	Invoice	05/13/2025	Test Kit Calibration/Gauge Lab Labor	0.00	234.57	
00228	Brawley Ace Hardware	05/15/2025	Regular	0.00	870.68	306085
A29349/2	Invoice	05/12/2025	Key Duplicate	0.00	7.74	
A31573/2	Invoice	05/13/2025	Towel/Plas.Sheeting/Brush/Tape/Nozze/T...	0.00	153.12	
A58224/2	Invoice	05/14/2025	Graffiti Remover/Paint	0.00	134.33	
A58236/2	Credit Memo	05/14/2025	Paint/Defective	0.00	-43.05	
A58245/2	Invoice	05/14/2025	Concrete Stain	0.00	42.40	
A58373/2	Invoice	05/14/2025	Extension Cord/Clamp	0.00	49.97	
A58991/2	Invoice	05/14/2025	Surge Power Protector/Extension Cord	0.00	45.65	
A62484/2	Invoice	05/14/2025	Tape/Storage Box	0.00	16.50	
A62647/2	Invoice	05/14/2025	Rollers/Hook/Tape/Plastic Sheeting/Paint	0.00	144.85	
A64833/2	Invoice	05/14/2025	Sprinkler Head/Replace Blade/Wood Hand...	0.00	61.72	
A64985/2	Invoice	05/14/2025	Air Filter/Bucket/Cleaner/Gloves/Handle/...	0.00	150.34	
A65495/2	Invoice	05/14/2025	Marking Paint	0.00	97.77	
A65786/2	Invoice	05/13/2025	LED Bulbs Pack	0.00	9.34	
02030	California State Controller	05/15/2025	Regular	0.00	25.58	306086
FTB-00007755	Invoice	05/13/2025	FTB Offsets 2024/FTB/ADMIN/SARD/7/1/...	0.00	25.58	
00299	Canon Financial Services Inc	05/15/2025	Regular	0.00	2,042.51	306087
37629226	Invoice	05/14/2025	Copier Usg/Contract Chrg/City Hall/Library...	0.00	609.25	
38454276	Invoice	05/14/2025	Copier Usg/Contract Chrg/City Hall/Library...	0.00	660.59	
39892719	Invoice	05/14/2025	Copier Usg/Contract Chrg/City Hall/Library...	0.00	663.61	
39894321	Invoice	05/14/2025	Contract Charge/Library/April 2025	0.00	105.36	
39894322	Invoice	05/14/2025	Maintenance Equipment Usage/Library/...	0.00	3.70	
02699	Darion Bawarski	05/15/2025	Regular	0.00	206.55	306088
5-25Travel	Invoice	05/14/2025	Travel Adv/DRE Course/May 12-14	0.00	206.55	
00467	DC Frost Associates Inc	05/15/2025	Regular	0.00	791.08	306089

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
44525	Invoice	05/13/2025	Screening Bags/Box	0.00	791.08	
00485	Department of Justice	05/15/2025	Regular	0.00	440.00	306090
801037	Invoice	05/14/2025	Fingts. Apps/FBI/Cust Rcrds/FED LVL/CCW...	0.00	440.00	
00486	Department of Transportation	05/15/2025	Regular	0.00	14,298.78	306091
SL250229	Invoice	05/13/2025	Signals & Lighting Billing/July 2024 - Sept ...	0.00	14,298.78	
02698	DR&G Services, LLC	05/15/2025	Regular	0.00	56.33	306092
5-25Refund	Invoice	05/14/2025	Refund/Hydrant Meter Rental/R00216664	0.00	56.33	
00531	EA Electric	05/15/2025	Regular	0.00	4,662.74	306093
INV274	Invoice	05/14/2025	VFD Cooling Fans Replacement/Materials	0.00	1,342.30	
INV275	Invoice	05/14/2025	Foxboro Pressure Transducer/Malan RTU S..	0.00	3,320.44	
00549	EH Wachs	05/15/2025	Regular	0.00	395.23	306094
INV234531	Invoice	05/14/2025	Tank/V-Belt/Seal Lid	0.00	395.23	
00551	El Centro Motors	05/15/2025	Regular	0.00	58,265.46	306095
1FM5K8ABXSGB...	Invoice	05/14/2025	2025 Ford Explorer Interceptor	0.00	58,265.46	
00569	Empire Southwest LLC	05/15/2025	Regular	0.00	2,794.64	306096
EPWK0621268	Invoice	05/13/2025	Delivered Diesel Fuel/Eviro. Compl.	0.00	2,475.64	
EPWK0652738	Invoice	05/14/2025	Full System Inspection/Jones Tank Genera...	0.00	319.00	
02468	Eric Franklin	05/15/2025	Regular	0.00	480.00	306097
5-25Softball	Invoice	05/13/2025	Girls Softball 2025/Umpire/May 1, 5, 6 & 7	0.00	480.00	
00629	Federal Express Corp	05/15/2025	Regular	0.00	108.16	306098
8-763-84308	Invoice	05/09/2025	Postage	0.00	33.16	
8-791-96155	Invoice	05/12/2025	Postage	0.00	13.39	
8-820-26923	Invoice	05/14/2025	Postage	0.00	33.34	
8-849-18316	Invoice	05/12/2025	Postage	0.00	28.27	
00657	Forensic Drug Testing Services Inc	05/15/2025	Regular	0.00	463.85	306099
2025-1937	Invoice	05/09/2025	Drug Prevention & Program Mgmt (month...	0.00	463.85	
00683	Gametime	05/15/2025	Regular	0.00	23,061.85	306100
PJI-0254465	Invoice	05/14/2025	Jeffrey Thorton Parks Slides and Climbers ...	0.00	23,061.85	
02327	Garda CL West Inc. Lockbox #233209	05/15/2025	Regular	0.00	145.22	306101
20637956	Invoice	05/13/2025	Excess Items Shipped/April 2025	0.00	145.22	
00692	George Mitchell Builders, Inc	05/15/2025	Regular	0.00	22,183.82	306102
10288	Invoice	05/13/2025	Airport Electrical Report/Labor - July, 2024	0.00	1,745.52	
10290	Invoice	05/13/2025	Airport Electrical Supplies - July, 2024	0.00	274.34	
10291	Invoice	05/13/2025	Airport Electrical Report/Labor - August 2...	0.00	819.60	
10292	Invoice	05/13/2025	Airport Electrical Supplies - August, 2024	0.00	174.33	
10314	Invoice	05/13/2025	Airport Electrical Report - September, 2024	0.00	48.00	
10321	Invoice	05/13/2025	Airport Electrical Report - October, 2024	0.00	48.00	
10322	Invoice	05/13/2025	Airport Electrical Report/Labor - Novembe...	0.00	1,025.36	
10324	Invoice	05/13/2025	Airport Electrical Supplies - November, 20...	0.00	102.75	
10325	Invoice	05/13/2025	Airport Electrical Report/Labor - December..	0.00	1,796.96	
10329	Invoice	05/13/2025	Airport Electrical Report/Service - January,...	0.00	665.28	
10334	Invoice	05/13/2025	Airport Electrical Report - February, 2025	0.00	48.00	
10336	Invoice	05/13/2025	Airport Electrical Report - March, 2025	0.00	48.00	
10346	Invoice	05/14/2025	Airplane Crash Repair/12/21/24	0.00	15,387.68	
00720	GovConnection Inc	05/15/2025	Regular	0.00	3,243.60	306103
76362008	Invoice	05/14/2025	MSI Computer/USB DVD Drive	0.00	1,363.31	
76365765	Invoice	05/14/2025	LCD Monitor	0.00	127.07	
76395740	Invoice	05/09/2025	Scanner/PC/External Drive/USB Extension	0.00	1,753.22	
02680	Harvest Technology, LLC	05/15/2025	Regular	0.00	2,423.80	306104

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1028	Invoice	05/13/2025	Drive Shaft/Shock Absorbers/Seal Kit	0.00	2,423.80	
01722	HD Supply, Inc.	05/15/2025	Regular	0.00	2,855.08	306105
INV00685621	Invoice	05/14/2025	Chemicals/Turbimeter/Colormeter/Tester...	0.00	2,855.08	
00748	HDL Coren & Cone	05/15/2025	Regular	0.00	3,409.70	306106
SIN049677	Invoice	05/14/2025	Property Tax Analysis	0.00	3,409.70	
02695	HMS Construction, Inc.	05/15/2025	Regular	0.00	11,875.00	306107
Invoice 1	Invoice	05/14/2025	Traffic Signal Synchronization	0.00	11,875.00	
00794	Imperial County Auditor	05/15/2025	Regular	0.00	66,127.99	306108
2-25HAMonies	Invoice	05/12/2025	Housing Authority Monies FY 2023 - 2024	0.00	66,127.99	
00805	Imperial Irrigation District	05/15/2025	Regular	0.00	82,991.60	306109
4-25CanalWtrMa...	Invoice	05/12/2025	Canal Water/Mansfield/April 2025	0.00	11,772.00	
4-25CanalWtrOKY	Invoice	05/12/2025	Canal Water/OKY 100-001/April 2025	0.00	240.00	
4-25IIDBestRd	Invoice	05/12/2025	PowerBill/Various Depts	0.00	70,979.60	
00809	Imperial Printers	05/15/2025	Regular	0.00	1,166.94	306110
24-3224	Invoice	05/13/2025	Red 12 Hr Trailer Warning	0.00	410.07	
25-1231	Invoice	05/12/2025	Single Receipt Books	0.00	224.32	
25-588	Invoice	05/13/2025	Business Cards/Rebollar/Grass/Kelley/Gal...	0.00	486.22	
25-590	Invoice	05/13/2025	Business Cards/Garcia	0.00	46.33	
02315	Imperial Valley Rifle Pistol Association Inc	05/15/2025	Regular	0.00	1,100.00	306111
12-23Range	Invoice	05/14/2025	Charges for range use/12/20/23 -3/31/25...	0.00	1,100.00	
02685	Jacob Carrillo	05/15/2025	Regular	0.00	206.55	306112
5-25Travel	Invoice	05/13/2025	Travel Adv/DRE Course/May 12 - 14	0.00	206.55	
01904	Juan Morales	05/15/2025	Regular	0.00	1,082.00	306113
6-25Travel	Invoice	05/13/2025	Travel Adv/Post Management Course Mod...	0.00	1,082.00	
01012	Knorr Systems Inc	05/15/2025	Regular	0.00	3,642.17	306114
269141	Invoice	05/12/2025	Alyce Gereaux Splash Pad Maintenance	0.00	3,642.17	
01025	LaBrucherie Irrigation Supp LLC	05/15/2025	Regular	0.00	251.46	306115
OM47161	Invoice	05/14/2025	DJMD Fire Hose	0.00	251.46	
02694	Luis Sosa	05/15/2025	Regular	0.00	275.00	306116
5-25Reimburse	Invoice	05/13/2025	Red Wing/Safety Boots/New Employee/L. ...	0.00	275.00	
02309	Mark Cano	05/15/2025	Regular	0.00	129.40	306117
5-25Reimburse	Invoice	05/13/2025	Burger & I/Lunch/Shoulder Tap Program/5...	0.00	129.40	
01232	MSC Industrial Supply Co., Inc.	05/15/2025	Regular	0.00	3,530.37	306118
76969969	Invoice	05/13/2025	CPVC Plain Pipe	0.00	3,530.37	
01341	Pitney Bowes Inc	05/15/2025	Regular	0.00	392.85	306119
5-25Postage	Invoice	05/14/2025	Postage/PD	0.00	392.85	
01358	Principal Life Insurance Company	05/15/2025	Regular	0.00	3,195.54	306120
5-25LifeInsurance	Invoice	05/09/2025	Life Insurance/May 2025	0.00	3,195.54	
02238	RingCentral Inc.	05/15/2025	Regular	0.00	262.47	306121
CD_001093332	Invoice	05/14/2025	Phone Services/PD/4/10/25 - 12/21/25	0.00	262.47	
01526	San Diego County RCS	05/15/2025	Regular	0.00	206.50	306122
25BRAWPWN10	Invoice	05/13/2025	PW radios on the 800 MHz network/April ...	0.00	206.50	
02328	SD Electric and Hvac/R Inc	05/15/2025	Regular	0.00	14,023.75	306123
1387	Invoice	05/14/2025	Installation; Volunteer Park; Install new 5 ...	0.00	13,898.75	
1409	Invoice	05/13/2025	Electric Work/No Power at some areas/Lib...	0.00	125.00	
01569	Shred-It	05/15/2025	Regular	0.00	133.44	306124

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
8009996856	Invoice	05/14/2025	STERI-Safe Budget Subscription/March 20...	0.00	66.77	
8010302974	Invoice	05/14/2025	STERI-Safe Budget Subscription/April 2025	0.00	66.67	
02005	Sirah Overton	05/15/2025	Regular	0.00	128.00	306125
5-25Softball	Invoice	05/13/2025	Gils Softball 2025/Rec/May 1, 5, 6 & 7	0.00	128.00	
01601	Sparkletts	05/15/2025	Regular	0.00	1,696.56	306126
9689234 05125	Invoice	05/13/2025	Bulk Water/Cooler Rental/April 2025	0.00	1,696.56	
01884	Sunbelt Rentals	05/15/2025	Regular	0.00	225.14	306127
168280139-0001	Invoice	05/12/2025	Repair/Chainsaw	0.00	45.00	
168281141-0001	Invoice	05/12/2025	Repair/Metal Chop Saw	0.00	45.00	
168491881-0001	Invoice	05/12/2025	Rental Equipment/HYD Rear Tiner Tiller	0.00	135.14	
00496	The Desert Review	05/15/2025	Regular	0.00	2,070.00	306128
4441	Invoice	05/13/2025	Planning Dept. PH NoticePM24-02/Printed...	0.00	360.00	
4469	Invoice	05/13/2025	Notice Invitation/Printed Ad/ April 9 & 16	0.00	1,710.00	
01668	The Holt Group	05/15/2025	Regular	0.00	95,040.00	306129
24-09-550	Invoice	05/14/2025	FY24-25 Interim City Planning Services	0.00	44,307.50	
24-4-300	Invoice	05/14/2025	FY24-25 Interim City Planning Services	0.00	25,902.50	
25-04-550	Invoice	05/14/2025	FY24-25 Interim City Planning Services	0.00	24,830.00	
01649	T-Mobile USA Inc	05/15/2025	Regular	0.00	2,120.90	306130
4-25MobilePD	Invoice	05/13/2025	On Call PD Cell Phone Usage/3/21/25 - 4/...	0.00	2,120.90	
01732	Valley Pest Services Inc	05/15/2025	Regular	0.00	100.00	306131
14348399 MT	Invoice	05/14/2025	Monthly Pest Control/PD	0.00	50.00	
14349272 MT	Invoice	05/14/2025	Monthly Pest Control/PD	0.00	50.00	
01757	Vision Service Plan (CA), I	05/15/2025	Regular	0.00	2,133.18	306132
822714245	Invoice	05/12/2025	Vision Insurance Plan C/May 2025	0.00	1,346.92	
822714249	Invoice	05/12/2025	Vision Insurance Plan B/May 2025	0.00	786.26	
01768	Wal-Mart Stores Inc #01-1555	05/15/2025	Regular	0.00	700.02	306133
0148 8982 7992 ...	Invoice	05/12/2025	Coffe Pots/Bottled Water	0.00	43.22	
1103 2111 6092 ...	Invoice	05/12/2025	Mother's Day/Sr Center Event Supplies	0.00	208.98	
2109 2646 3801 ...	Invoice	05/12/2025	TV Screen/TV Wall Mount	0.00	447.82	
01780	Westair Gases & Equipment Inc	05/15/2025	Regular	0.00	1,918.90	306134
0011924108	Invoice	05/13/2025	Repair Regulator Western Enterprises	0.00	492.21	
0011987578	Invoice	05/13/2025	Repair Compress Gas Regulators	0.00	671.10	
0012007289	Invoice	05/13/2025	Repair Compress Gas Regulators	0.00	755.59	
01801	Wymore, Inc	05/15/2025	Regular	0.00	1,199.55	306135
1239705	Invoice	05/12/2025	Repair/Square Shaft Parts & Labor	0.00	1,199.55	
01802	Xerox Corporation	05/15/2025	Regular	0.00	470.31	306136
023514608	Invoice	05/13/2025	Meter Usage/Charges/Admin/3/30/25 - 4...	0.00	470.31	
01985	Navia Benefit Solutions Inc	05/10/2025	Bank Draft	0.00	200.00	DFT0003813
10971186	Invoice	05/07/2025	Monthly Minimum Fee/April 2025	0.00	200.00	
01611	State WA Resources Control BD	05/09/2025	Bank Draft	0.00	811,850.84	DFT0003819
12-24CW-4502-1...	Invoice	05/07/2025	Clean Wtr St Revolving Fund/Cont 08848/...	0.00	811,850.84	
01784	WEX Bank	05/05/2025	Bank Draft	0.00	21,420.32	DFT0003821
104472959	Invoice	05/09/2025	Monthly Fuel Cost/April 2025	0.00	21,420.32	
00571	Employment Development Dept	05/07/2025	Bank Draft	0.00	1,013.00	DFT0003822
L1769900496	Invoice	05/09/2025	Unemployment Ins. Benefit Charge/Jan - ...	0.00	1,013.00	
01368	CalPERS Employees Retirement	05/06/2025	Bank Draft	0.00	87,386.15	DFT0003823
INV0005919	Invoice	05/09/2025	Retirement Contributions for P/R 5/2/25	0.00	87,386.15	
00031	Aflac Inc	05/16/2025	Bank Draft	0.00	740.40	DFT0003839

Check Report

Date Range: 05/03/2025 - 05/16/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0005927	Invoice	05/16/2025	Cancer/ICU/Disability Withheld	0.00	740.40	
00031	Aflac Inc	05/16/2025	05/16/2025 Bank Draft	0.00	1,076.47	DFT0003840
INV0005928	Invoice	05/16/2025	Cancer/ICU/Disability Withheld	0.00	1,076.47	
01255	National Plan Coordinators	05/16/2025	05/16/2025 Bank Draft	0.00	2,815.00	DFT0003845
INV0005935	Invoice	05/16/2025	Def Compensation/Plan #340233-01	0.00	2,815.00	
01257	Nationwide Retirement Solution	05/16/2025	05/16/2025 Bank Draft	0.00	2,100.00	DFT0003846
INV0005936	Invoice	05/16/2025	Def Compensation/Entity #05270	0.00	2,100.00	
00233	Brawley Firefighters Local #19	05/16/2025	05/16/2025 Bank Draft	0.00	845.00	DFT0003851
INV0005942	Invoice	05/16/2025	Union Dues Fire Assoc	0.00	845.00	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	15,618.10	DFT0003852
INV0005944	Invoice	05/16/2025	Federal Taxes	0.00	15,618.10	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	7,820.14	DFT0003853
INV0005945	Invoice	05/16/2025	Medicare Taxes	0.00	7,820.14	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	33,438.16	DFT0003854
INV0005946	Invoice	05/16/2025	Social Security Taxes	0.00	33,438.16	
00571	Employment Development Dept	05/16/2025	05/16/2025 Bank Draft	0.00	6,825.82	DFT0003855
INV0005947	Invoice	05/16/2025	State Taxes	0.00	6,825.82	
00031	Aflac Inc	05/16/2025	05/16/2025 Bank Draft	0.00	517.36	DFT0003856
INV0005961	Invoice	05/16/2025	Cancer/ICU/Disability Withheld	0.00	517.36	
00031	Aflac Inc	05/16/2025	05/16/2025 Bank Draft	0.00	418.45	DFT0003857
INV0005962	Invoice	05/16/2025	Cancer/ICU/Disability Withheld	0.00	418.45	
01255	National Plan Coordinators	05/16/2025	05/16/2025 Bank Draft	0.00	360.00	DFT0003862
INV0005969	Invoice	05/16/2025	Def Compensation/Plan #340233-01	0.00	360.00	
01257	Nationwide Retirement Solution	05/16/2025	05/16/2025 Bank Draft	0.00	280.00	DFT0003863
INV0005970	Invoice	05/16/2025	Def Compensation/Entity #05270	0.00	280.00	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	9,140.59	DFT0003868
INV0005978	Invoice	05/16/2025	Federal Taxes	0.00	9,140.59	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	4,450.78	DFT0003869
INV0005979	Invoice	05/16/2025	Medicare Taxes	0.00	4,450.78	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	19,030.84	DFT0003870
INV0005980	Invoice	05/16/2025	Social Security Taxes	0.00	19,030.84	
00571	Employment Development Dept	05/16/2025	05/16/2025 Bank Draft	0.00	4,420.44	DFT0003871
INV0005981	Invoice	05/16/2025	State Taxes	0.00	4,420.44	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	48.37	DFT0003881
INV0005987	Invoice	05/16/2025	Federal Taxes	0.00	48.37	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	8.04	DFT0003882
INV0005988	Invoice	05/16/2025	Medicare Taxes	0.00	8.04	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	34.36	DFT0003883
INV0005989	Invoice	05/16/2025	Social Security Taxes	0.00	34.36	
00571	Employment Development Dept	05/16/2025	05/16/2025 Bank Draft	0.00	19.39	DFT0003884
INV0005990	Invoice	05/16/2025	State Taxes	0.00	19.39	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	28.07	DFT0003885
INV0005991	Invoice	05/16/2025	Federal Taxes	0.00	28.07	
00836	Internal Revenue Service	05/16/2025	05/16/2025 Bank Draft	0.00	24.88	DFT0003886

Check Report

Vendor Number
Payable #
[INV0005992](#)

Vendor Name
Payable Type
Invoice
Post Date
05/16/2025

Payment Date
Payable Description
Medicare Taxes
05/16/2025

Date Range: 05/03/2025 - 05/16/2025		
Discount Amount	Payment Amount	Number
0.00	24.88	
0.00	106.40	DFT0003887
0.00	106.40	
0.00		
0.00	3.33	DFT0003888
0.00	3.33	

00836
[INV0005993](#)
Internal Revenue Service
Invoice
05/16/2025
Social Security Taxes
05/16/2025
Bank Draft

00571
[INV0005994](#)
Employment Development Dept
Invoice
05/16/2025
State Taxes
05/16/2025
Bank Draft

Bank Code US Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	227	119	0.00	877,482.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-171,757.67
Bank Drafts	30	30	0.00	1,032,040.70
EFT's	13	9	0.00	85,211.85
	270	160	0.00	1,822,976.93

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	227	119	0.00	877,482.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-171,757.67
Bank Drafts	30	30	0.00	1,032,040.70
EFT's	13	9	0.00	85,211.85
	270	160	0.00	1,822,976.93

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	5/2025	1,822,976.93
			1,822,976.93

City of Brawley

City Council

June 03, 2025

Agenda Item No 4c



STAFF REPORT

To: City Council
From: Romualdo Medina, Public Works Director
Prepared by: Ana Gutierrez, Public Works Analyst
Subject: **2nd Reading for Ordinance establishing a 4-way stop at the intersection of South Eastern Avenue and I Street.**

RECOMMENDATION:

Approve Second Reading of Ordinance 2025- establishing installation of four-way stop signs for the intersection of South Eastern Avenue and I Street.

BACKGROUND INFORMATION:

The City Council received a request for a four-way stop at the intersection of South Eastern Avenue and I Street.

The Traffic Safety Committee considered the request and determined that the intersection meets the traffic accident history criteria for installing a four-way stop.

FISCAL IMPACT:

The cost for materials is \$390.46, labor by staff is \$242.24, for a total cost is \$632.70 from the Streets and Utilities account # 211-312-000-721-200.

ALTERNATIVES:

No alternatives are recommended at this time.

ATTACHMENTS:

1.

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency

Jimmy Duran, City Manager

Silvia Luna, Finance Director

Status – Date of Status

Approved - 5/29/2025

Approved - 5/29/2025

ORDINANCE NO. 2025-___

4c.1

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRAWLEY,
CALIFORNIA, ESTABLISHING THE INSTALLATION OF 4-WAY STOP SIGNS AT
THE INTERSECTION OF SOUTH EASTERN AVENUE AND I STREET

PURSUANT TO CHAPTER 17, SECTION 17.42 OF THE BRAWLEY
MUNICIPAL CODE THE CITY COUNCIL OF THE CITY OF BRAWLEY,
CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: The intersection of South Eastern Avenue and I
Street shall be controlled by 4-way stop signs. Stop signs that
conform to the requirements of the California Manual on Uniform
Traffic Control Devices shall be installed at each entrance to
said intersection

SECTION 2: The Director of Public Works is instructed and
authorized forthwith to indicate such intersection by stop
signs, stop bars, and pavement markings on each leg of the
intersection.

SECTION 3: A violation hereof shall constitute and
infraction and shall be punishable as provided in of the Vehicle
Code as the same now provides or as amended from time to time.

SECTION 4: This ordinance shall be effective thirty (30)
days after its adoption and upon the posting of the appropriate
curb marking and signs.

SECTION 5: The City Clerk shall cause a certified copy of
this ordinance, or a summary thereof, to be published one time
within fifteen (15) days after its adoption in a newspaper of
general circulation printed in the Imperial County and
circulated in the City of Brawley.

APPROVED, PASSED AND ADOPTED at a regular meeting of the
City Council held on the 20th day of May, 2025.

CITY OF BRAWLEY, CALIFORNIA

Gil Rebollar, Mayor

ATTEST:

Ana Gutierrez, City Clerk

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

1st Reading

I, Ana Gutierrez, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Ordinance No. 2025-__ was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 20th day of May, 2025 and that it was so adopted by the following roll call vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

DATED:

Ana Gutierrez, City Clerk

2nd Reading & Adoption

I, Ana Gutierrez, Deputy City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Ordinance No. 2025-__ was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 3rd day of June, 2025 and that it was so adopted by the following roll call vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

DATED:

Ana Gutierrez, City Clerk

City of Brawley

City Council

June 03, 2025

Agenda Item No 4d

STAFF REPORT



To: City Council
From: Romualdo Medina, Public Works Director
Prepared by: Ana Gutierrez, Public Works Analyst
Subject: **2nd Ordinance establishing a no parking zone on the south side of Malan Street, at the intersection with South 5th St.**

RECOMMENDATION:

Approve Second Reading of Ordinance 2025- __ __ establishing a no parking zone on the south side of Malan Street, at the intersection with South 5th Street.

BACKGROUND INFORMATION:

Public Works received a request for no parking zone at the south side of Malan Street, at the intersection with South 5th Street.

The request was considered by the Traffic Safety Committee and the committee determined that the intersection meets the traffic accident history criteria warranting the establishment of a no parking zone at the requested location.

FISCAL IMPACT:

The cost for materials will be \$230.00, and labor by staff will be \$242.24, for a total cost of \$472.24 from the Streets and Utilities account # 211-312-000-721-200.

ALTERNATIVES:

No alternatives are recommended at this time.

ATTACHMENTS:

1.

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency

Jimmy Duran, City Manager

Silvia Luna, Finance Director

Status – Date of Status

Approved - 5/29/2025

Approved - 5/29/2025

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRAWLEY,
CALIFORNIA, ESTABLISHING A NO PARKING ZONE LOCATED AT THE SOUTH
SIDE OF MALAN STREET WHERE IT INTERSECTS WITH SOUTH 5TH STREET

THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA, DOES
HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Chapter 17, Article V, Division 1, Sec. 17.58 of
the Brawley Municipal Code shall be amended to add the
following:

30. No Parking Zone.

a. On the south side of Malan Street beginning at the east
side of the intersection of Malan Street and South 5th Street and
continuing 20 feet east along the south side of Malan Street
from said intersection.

b. On the south side of Malan Street beginning at the west
side of the intersection of Malan Street and South 5th Street ad
continuing 20 feet west along the south side of Malan Street
from said intersection

SECTION 2: The Director of Public Works is instructed and
authorized forthwith to indicate such intersection by installing
red curbs, and if necessary, the appropriate signage.

SECTION 3: A violation hereof shall constitute and
infraction and shall be punishable as provided in of the Vehicle
Code and/or the Brawley Municipal as the same now provides or as
amended from time to time.

SECTION 4: This ordinance shall be effective thirty (30)
days after its adoption and upon the posting of the appropriate
curb marking and signs.

SECTION 5: The City Clerk shall cause a certified copy of
this ordinance, or a summary thereof, to be published one time
within fifteen (15) days after its adoption in a newspaper of
general circulation printed in the Imperial County and
circulated in the City of Brawley.

APPROVED, PASSED AND ADOPTED at a regular meeting of the
City Council held on the 20th day of May, 2025.

CITY OF BRAWLEY, CALIFORNIA

Gil Rebollar, Mayor

ATTEST:

Ana Gutierrez, City Clerk

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

1st Reading

I, Ana Gutierrez, City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Ordinance No. 2025-__ was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 20th day of May, 2025 and that it was so adopted by the following roll call vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

DATED:

Ana Gutierrez, City Clerk

2nd Reading & Adoption

I, Ana Gutierrez, Deputy City Clerk of the City of Brawley, California, **DO HEREBY CERTIFY** that the foregoing Ordinance No. 2025-__ was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 3rd day of June, 2025 and that it was so adopted by the following roll call vote:

4d.1

AYES :

NAYES :

ABSTAIN :

ABSENT :

DATED :

Ana Gutierrez, City Clerk

City of Brawley

City Council

June 03, 2025

Agenda Item No 6a



STAFF REPORT

To: City Council
From: Shirley Bonillas, Human Resources Administrator
Prepared by: Shirley Bonillas, Human Resources Administrator
Subject: **Compliance with New Legal Obligations re: Public Hearing on City of Brawley Vacancies and Recruitment and Retention Efforts (Assembly Bill 2561/Government Code Section 3502.3)**

RECOMMENDATION:

Staff recommends that the City Council adopt City of Brawley Policy No. 153-65, which establishes the framework and requirements for holding public hearings and reporting on the City's workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill ("AB") 2561. (Gov. Code § 3502.3.)

Staff further recommends that the City Council adopt procedures for the public hearing at which the City will report on workforce vacancies, and recruitment and retention efforts and the City's recognized employee organizations will be provided an opportunity to make a presentation on such subjects.

BACKGROUND INFORMATION:

AB 2561 requires public agencies, including the City of Brawley to hold at least one (1) public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. This report discusses the City's legal obligations under the new law, which took effect January 1, 2025. This report recommends the adoption of measures intended to ensure compliance with such legal obligations.

Background:

AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was enacted into law and is codified at Government Code section 3502.3. The new law is effective January 1, 2025.

FISCAL IMPACT:

There is no direct fiscal impact associated with conducting the public hearing required under Government Code section 3205.3. However, addressing recruitment and retention issues may involve future budget and bargaining considerations, which will be presented to the City Council as necessary.

ALTERNATIVES:

1. Approve the Recommendation: Adopt City Council Policy No. 153-65 and the Procedures for the Public Hearing on City Vacancies and Recruitment and Retention Efforts.
2. Modify the Recommendation: Adjust City Council Policy No. 153-65 or the Procedures for the Public Hearing on City Vacancies and Recruitment and Retention Efforts.
3. Decline the Recommendation: Reject City Council Policy No. 153-65 and Procedures for the Public Hearing on City Vacancies and Recruitment and Retention Efforts, which may result in non-compliance with Government Code section 3502.3 and could have legal and operational repercussions for the City.

ATTACHMENTS:

1. Resolution to Adopt Policy and Procedures Required Under AB2561
2. Policy 153-65 for City of Brawley Public Hearing and Reporting on City Vacancies, Recruitment and Retention Efforts
3. Public Hearing Procedures Regarding AB 2561

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency

Silvia Luna, Finance Director

Jimmy Duran, City Manager

Status – Date of Status

Approved - 5/29/2025

Approved - 5/29/2025

6a.1

**RESOLUTION 2025-
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA
APPROVAL AND ADOPTION OF THE CITY OF BRAWLEY PUBLIC HEARING AND
REPORTING OF VACANCIES, RETENTION AND RECRUITMENT POLICY AND THE
PROCEDURES TO CONDUCT A PUBLIC HEARING FOR THE REPORTING OF
VACANCIES, RETENTION AND RECRUITMENT REPORTING**

WHEREAS, the City of Brawley wishes to comply with Assembly Bill (AB) 2561 by being fully transparent in the City's recruitment and retention efforts; and

WHEREAS, AB 2561 requires the City of Brawley to conduct a public hearing annually to report the recruitment and retention efforts of the City; and

WHEREAS, the City wishes to establish the procedures for such a public hearing and to adopt a policy to follow AB 2561; and

WHEREAS, the City will schedule the Public Hearing at the next Brawley City Council meeting and properly notify all the recognized bargaining units and present the data as required by AB 2561.

NOW, THEREFORE IT IS RESOLVED that the City Council of the City of Brawley hereby adopts the City of Brawley Public Hearing and Reporting of Vacancies, Retention and Recruitment Policy and Adopts the Procedures to Conduct a Public Hearing for the Reporting of Vacancies, Retention and Recruitment Reporting to Comply with AB 2561.

PASSED AND ADOPTED this 3rd day of June 2025, by the following vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

CITY OF BRAWLEY, CALIFORNIA

Gil Rebollar, Mayor

ATTEST:

Ana Gutierrez, City Clerk



6a.2

City of Brawley Personnel Policy

Subject: City of Brawley Public Hearing and Reporting on City Vacancies, and Recruitment and Retention Efforts.

Policy Number: 153 - 65

Purpose:

This policy establishes the framework and requirements for holding public hearings and reporting on the City's workforce vacancies, recruitment, and retention efforts, in compliance with Assembly Bill (AB) 2561 (Gov. Code § 3502.3). The purpose is to ensure transparency, accountability, and responsiveness to community needs regarding the City's staffing and employment practices.

Scope

This policy applies to the City Council of the City of Brawley.

Definitions

- **Public Hearing:** A formal meeting that is open to the public, where City of Brawley representatives present information and accept public comments on specific topics, as required by law.
- **Vacancies:** Unfilled positions within the City of Brawley's workforce that require recruitment efforts to be adequately staffed.
- **Recruitment:** The process of attracting, screening, and selecting qualified candidates for employment with the City of Brawley.
- **Retention:** Efforts to maintain a stable and satisfied workforce by addressing the factors that contribute to workforce stability.

Policy Statement

In accordance with AB 2561 (Gov. Code § 3502.3), the City Council is committed to:

- Holding public hearings on workforce vacancies, recruitment, and retention.
- Addressing any issues in current policies, procedures, or recruitment activities that may hinder hiring efforts.
- Ensuring transparency and public participation in discussions around staffing challenges and solutions.

Public hearings shall be held at least once per fiscal year, with accompanying reports on the status of vacancies, recruitment efforts, and retention initiatives.

Policy Provisions

1. Public Hearing Requirements

- The City Council shall conduct public hearings at least annually (once per fiscal year).
- Hearings will present information on:
 - Workforce vacancies
 - Recruitment and retention efforts
 - Issues in policies or procedures that may hinder hiring
- Public hearings must:
 - Be announced in advance
 - Allow for public comment
 - Permit recognized employee organizations to present information, concerns, and recommendations
- Separate hearings may be scheduled for individual bargaining units or groupings.
- Each hearing shall be documented with minutes and a recording, to be made publicly available within **30 days** of the hearing.

2. Reporting Requirements

At each public hearing, the City Council shall present information on:

1. The current status of workforce vacancies.
2. Ongoing recruitment and retention efforts.
3. Identified obstacles within existing hiring-related policies and procedures.

If the City Council prepares a formal report with this information, it may be made available to the public via the City of Brawley website or in print prior to the hearing.

3. Special Reporting Requirements for High Vacancy Rates

If the vacancy rate within a single bargaining unit equals or exceeds 20% of the total authorized full-time positions, and upon request from a recognized employee organization, the City Council shall include in the hearing:

1. The total number of job vacancies within the affected bargaining unit.
2. The total number of applicants for those vacant positions.
3. The average number of days to complete the hiring process from the date of job posting.



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

62.3

This is an internal document used by agency staff in conjunction with the governing body to develop procedures for the governing body to conduct and administer the public hearings required under Government Code section 3502.3.

Introduction and Scope:

Effective January 1, 2025, Government Code section 3502.3 requires **City of Brawley** to present information on the status of vacancies at the City and the City's recruitment and retention efforts at a public hearing before the City of Brawley's City Council at least once per fiscal year.

Government Code section 3502.3 also requires the **City of Brawley** to identify during the public hearing any necessary changes to City policies, procedures, and recruitment activities that may contribute to obstacles in the City's hiring process.

At the public hearing, a recognized employee organization for a bargaining unit is entitled to make a presentation to the **City of Brawley's City Council** addressing the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

The purpose of these procedures is to establish protocol for the **City of Brawley's** public hearings on vacancies in order to ensure a fair, orderly and efficient hearing process.

The agency should reserve the right to schedule separate public hearings for different bargaining units, and it is not limited to one public hearing to address all vacancies and recruitment and retention efforts within the entire agency.

Notice Requirements:

1. The **City** will notify in writing each recognized employee organization that represents **City** employees that the **City of Brawley's City Council** will hold a hearing pursuant to the obligations set forth under Government Code section 3502.3 (Assembly Bill 2561). The notice will provide each recognized employee organization the opportunity to identify any negotiable impacts/effects regarding the agency's compliance with Government Code section 3502.3 and the agency's board policy.



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

62.3

2. The **City** will notify in writing each recognized employee organization that represents **City employees** of the date, time and place of the hearing at least **ten (10) working days** in advance of the hearing.

In the notice, the **City** will inquire whether the employee organization intends to make a presentation to the **City of Brawley's City Council** at the public hearing. The **City** will request that, for planning purposes, the employee organization provides written notice to the Human Resources Department at least **five (5) working days** in advance of the public hearing indicating whether the employee organization intends to make a presentation at the public hearing.

The notice will also include information about the amount of time that the **City Council** has allotted to employee organizations for each bargaining unit that the organization represents for purpose of making a presentation at the public hearing.

3. In the event the vacancy rate for the bargaining unit is at least 20% of the total number of authorized full-time positions in the bargaining unit, an employee organization may request that the City present "additional information" related to the vacancies as permitted by Government Code section 3502.3. The **City** will request that the employee organization provide a written request for the presentation of such information to the Human Resources Department at least **five (5) working days** in advance of the public hearing. The "additional information" includes the following: (1) the total number of job vacancies within the bargaining unit; (2) the total number of applicants for vacant positions within the bargaining unit; (3) the average number of days to complete the hiring process from when a position is posted; and (4) opportunities to improve compensation and other working conditions.
4. Notice of the hearing to the public will be provided in accordance with the Ralph M. Brown Act. (Gov. Code §§ 54950-54963.)
5. A City staff report regarding vacancies, recruitment, and retention efforts may be published as part of the agenda packet for the meeting.
6. The City and recognized employee organizations may agree to exchange presentation materials in advance of the public hearing.

Order of the Hearing:



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

62.3

The public hearing will proceed in the following order:

1. **City Presentation**: The City presentation will be limited to **ten (10) minutes** for each bargaining unit that it represents. The City may choose to present on all bargaining units at once, or to present data for each bargaining unit separately followed by each applicable employee organization presentation.
2. **Employee Organization Presentation**: Following the agency presentation, each employee organization will have the opportunity to make a presentation for each of the bargaining units that the employee organization represents. For each bargaining unit, the employee organization presentation will be limited to **ten (10) minutes** and should not contain bargaining proposals to the City on matters that have not been presented in bargaining.
3. **Governing Body Questions and Discussion**: The City of Brawley's City Council may ask questions of the City and the employee organization presenters.
4. **Final City Comments**: Final City comments will be limited to **three (3) minutes** per bargaining unit.
5. **Final Employee Organization Comments**: Final employee organization comments will be limited to **three (3) minutes** per bargaining unit.
6. **Public Comment**: Public comment regarding the AB 2561 hearing will be limited to **three (3) minutes** per person.

Standards of Discourse:

The **City of Brawley's City Council** should recognize that engaging with diverse perspectives is vital for effective governance and a vibrant community. To ensure full expression of such diverse perspectives, The **City of Brawley's City Council** should ensure that participants follow the principles of respectful and civil discourse.

City of Brawley

City Council

June 03, 2025

Agenda Item No 6b



STAFF REPORT

To: City Council
From: Shirley Bonillas, Human Resources Administrator
Prepared by: Shirley Bonillas, Human Resources Administrator
Subject: **Assembly Bill (AB) 2561 Policy and Procedures**

RECOMMENDATION:

Staff recommends that the City Council adopt City Council Policy No. 153-65 which establishes the framework and requirements for holding public hearings and reporting on the [City of Brawley's workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill ("AB") 2561. (Gov. Code § 3502.3.)

Staff further recommends that the City Council adopt procedures for the public hearing at which the City will report on workforce vacancies, and recruitment and retention efforts and the City's recognized employee organizations will be provided an opportunity to make a presentation on such subjects. (Procedures for the Public Hearing on City Vacancies and Recruitment and Retention Efforts are attached.

BACKGROUND INFORMATION:

Executive Summary:

AB 2561 requires public agencies, including the City of Brawley, to hold at least one (1) public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. This report discusses the City's legal obligations under the new law, which took effect January 1, 2025. This report recommends the adoption of measures intended to ensure compliance with such legal obligations.

Background:

AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies present the status of vacancies and recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year. The bill was enacted into law and is codified at Government Code section 3502.3. The new law is effective January 1, 2025.

FISCAL IMPACT:

At this time no fiscal impact is expected. The City has adjusted within the scope of the Appointing Authority to address recruitment concerns as they present themselves.

ALTERNATIVES:

Failure to comply with AB 2561 may result in an unfair labor practice charge against the City. PERB - Public Employment Relations Board will administer and enforce obligations under AB 2561.

ATTACHMENTS:

1. Procedure to Conduct a Public Hearing Under AB 2561
2. Policy to establish requirement for public hearings
3. Resolution to Adopt the Procedures and Policy Concerning AB 2561

REPORT COORDINATED WITH (other than person preparing the staff report):

Staff, Title or Consultant, Agency

, , ,

REPORT APPROVAL(S):

Staff, Title or Consultant, Agency

Jimmy Duran, City Manager

Silvia Luna, Finance Director

Status – Date of Status

Approved - 5/29/2025

Approved - 5/29/2025



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

6b.1

This is an internal document used by agency staff in conjunction with the governing body to develop procedures for the governing body to conduct and administer the public hearings required under Government Code section 3502.3.

Introduction and Scope:

Effective January 1, 2025, Government Code section 3502.3 requires **City of Brawley** to present information on the status of vacancies at the City and the City's recruitment and retention efforts at a public hearing before the City of Brawley's City Council at least once per fiscal year.

Government Code section 3502.3 also requires the **City of Brawley** to identify during the public hearing any necessary changes to City policies, procedures, and recruitment activities that may contribute to obstacles in the City's hiring process.

At the public hearing, a recognized employee organization for a bargaining unit is entitled to make a presentation to the **City of Brawley's City Council** addressing the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

The purpose of these procedures is to establish protocol for the **City of Brawley's** public hearings on vacancies in order to ensure a fair, orderly and efficient hearing process.

The agency should reserve the right to schedule separate public hearings for different bargaining units, and it is not limited to one public hearing to address all vacancies and recruitment and retention efforts within the entire agency.

Notice Requirements:

1. The **City** will notify in writing each recognized employee organization that represents **City** employees that the **City of Brawley's City Council** will hold a hearing pursuant to the obligations set forth under Government Code section 3502.3 (Assembly Bill 2561). The notice will provide each recognized employee organization the opportunity to identify any negotiable impacts/effects regarding the agency's compliance with Government Code section 3502.3 and the agency's board policy.



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

6b.1

2. The **City** will notify in writing each recognized employee organization that represents **City employees** of the date, time and place of the hearing at least **ten (10) working days** in advance of the hearing.

In the notice, the **City** will inquire whether the employee organization intends to make a presentation to the **City of Brawley's City Council** at the public hearing. The **City** will request that, for planning purposes, the employee organization provides written notice to the Human Resources Department at least **five (5) working days** in advance of the public hearing indicating whether the employee organization intends to make a presentation at the public hearing.

The notice will also include information about the amount of time that the **City Council** has allotted to employee organizations for each bargaining unit that the organization represents for purpose of making a presentation at the public hearing.

3. In the event the vacancy rate for the bargaining unit is at least 20% of the total number of authorized full-time positions in the bargaining unit, an employee organization may request that the City present "additional information" related to the vacancies as permitted by Government Code section 3502.3. The **City** will request that the employee organization provide a written request for the presentation of such information to the Human Resources Department at least **five (5) working days** in advance of the public hearing. The "additional information" includes the following: (1) the total number of job vacancies within the bargaining unit; (2) the total number of applicants for vacant positions within the bargaining unit; (3) the average number of days to complete the hiring process from when a position is posted; and (4) opportunities to improve compensation and other working conditions.
4. Notice of the hearing to the public will be provided in accordance with the Ralph M. Brown Act. (Gov. Code §§ 54950-54963.)
5. A City staff report regarding vacancies, recruitment, and retention efforts may be published as part of the agenda packet for the meeting.
6. The City and recognized employee organizations may agree to exchange presentation materials in advance of the public hearing.

Order of the Hearing:



CITY OF BRAWLEY

PUBLIC HEARING REGARDING AB 2561 LOCAL PUBLIC EMPLOYEES VACANT POSITIONS

6b.1

The public hearing will proceed in the following order:

1. **City Presentation**: The City presentation will be limited to **ten (10) minutes** for each bargaining unit that it represents. The City may choose to present on all bargaining units at once, or to present data for each bargaining unit separately followed by each applicable employee organization presentation.
2. **Employee Organization Presentation**: Following the agency presentation, each employee organization will have the opportunity to make a presentation for each of the bargaining units that the employee organization represents. For each bargaining unit, the employee organization presentation will be limited to **ten (10) minutes** and should not contain bargaining proposals to the City on matters that have not been presented in bargaining.
3. **Governing Body Questions and Discussion**: The City of Brawley's City Council may ask questions of the City and the employee organization presenters.
4. **Final City Comments**: Final City comments will be limited to **three (3) minutes** per bargaining unit.
5. **Final Employee Organization Comments**: Final employee organization comments will be limited to **three (3) minutes** per bargaining unit.
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Standards of Discourse:

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6b.2

City of Brawley Personnel Policy

Subject: City of Brawley Public Hearing and Reporting on City Vacancies, and Recruitment and Retention Efforts.

Policy Number: 153 - 65

Purpose:

This policy establishes the framework and requirements for holding public hearings and reporting on the City's workforce vacancies, recruitment, and retention efforts, in compliance with Assembly Bill (AB) 2561 (Gov. Code § 3502.3). The purpose is to ensure transparency, accountability, and responsiveness to community needs regarding the City's staffing and employment practices.

Scope

This policy applies to the City Council of the City of Brawley.

Definitions

- **Public Hearing:** A formal meeting that is open to the public, where City of Brawley representatives present information and accept public comments on specific topics, as required by law.
- **Vacancies:** Unfilled positions within the City of Brawley's workforce that require recruitment efforts to be adequately staffed.
- **Recruitment:** The process of attracting, screening, and selecting qualified candidates for employment with the City of Brawley.
- **Retention:** Efforts to maintain a stable and satisfied workforce by addressing the factors that contribute to workforce stability.

Policy Statement

In accordance with AB 2561 (Gov. Code § 3502.3), the City Council is committed to:

- Holding public hearings on workforce vacancies, recruitment, and retention.
- Addressing any issues in current policies, procedures, or recruitment activities that may hinder hiring efforts.
- Ensuring transparency and public participation in discussions around staffing challenges and solutions.

Public hearings shall be held at least once per fiscal year, with accompanying reports on the status of vacancies, recruitment efforts, and retention initiatives.

Policy Provisions

1. Public Hearing Requirements

- The City Council shall conduct public hearings at least annually (once per fiscal year).
- Hearings will present information on:
 - Workforce vacancies
 - Recruitment and retention efforts
 - Issues in policies or procedures that may hinder hiring
- Public hearings must:
 - Be announced in advance
 - Allow for public comment
 - Permit recognized employee organizations to present information, concerns, and recommendations
- Separate hearings may be scheduled for individual bargaining units or groupings.
- Each hearing shall be documented with minutes and a recording, to be made publicly available within **30 days** of the hearing.

2. Reporting Requirements

At each public hearing, the City Council shall present information on:

1. The current status of workforce vacancies.
2. Ongoing recruitment and retention efforts.
3. Identified obstacles within existing hiring-related policies and procedures.

If the City Council prepares a formal report with this information, it may be made available to the public via the City of Brawley website or in print prior to the hearing.

3. Special Reporting Requirements for High Vacancy Rates

If the vacancy rate within a single bargaining unit equals or exceeds 20% of the total authorized full-time positions, and upon request from a recognized employee organization, the City Council shall include in the hearing:

1. The total number of job vacancies within the affected bargaining unit.
2. The total number of applicants for those vacant positions.
3. The average number of days to complete the hiring process from the date of job posting.

6b.3

RESOLUTION 2025-
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA
APPROVAL AND ADOPTION OF THE CITY OF BRAWLEY PUBLIC HEARING AND
REPORTING OF VACANCIES, RETENTION AND RECRUITMENT POLICY AND THE
PROCEDURES TO CONDUCT A PUBLIC HEARING FOR THE REPORTING OF
VACANCIES, RETENTION AND RECRUITMENT REPORTING

WHEREAS, the City of Brawley wishes to comply with Assembly Bill (AB) 2561 by being fully transparent in the City's recruitment and retention efforts; and

WHEREAS, AB 2561 requires the City of Brawley to conduct a public hearing annually to report the recruitment and retention efforts of the City; and

WHEREAS, the City wishes to establish the procedures for such a public hearing and to adopt a policy to follow AB 2561; and

WHEREAS, the City will schedule the Public Hearing at the next Brawley City Council meeting and properly notify all the recognized bargaining units and present the data as required by AB 2561.

NOW, THEREFORE IT IS RESOLVED that the City Council of the City of Brawley hereby adopts the City of Brawley Public Hearing and Reporting of Vacancies, Retention and Recruitment Policy and Adopts the Procedures to Conduct a Public Hearing for the Reporting of Vacancies, Retention and Recruitment Reporting to Comply with AB 2561.

PASSED AND ADOPTED this 3rd day of June 2025, by the following vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

CITY OF BRAWLEY, CALIFORNIA

Gil Rebollar, Mayor

ATTEST:

Ana Gutierrez, City Clerk