



# Minutes

## Regular Meeting of the Imperial City Council

City Council Chambers  
220 West 9th Street  
Imperial, CA 92251-1637

**August 2, 2023**

**Closed Session at 06:00 pm**

**Open Session at 07:00 pm**

### 6:00 P.M. CLOSED SESSION

#### **CALL TO ORDER:**

**PUBLIC COMMENT FOR CLOSED SESSION ITEMS ONLY:** The City Council welcomes public input. Members of the public may address the City Council on Closed Session items by contacting the City Clerk's Office at 760-355-3334. Pursuant to State Law, the City Council may not discuss or take action on issues not on the meeting agenda (Government Code Section 54954.2). If you are compensated to communicate with City officials, you may be required to register and/or make certain disclosures as a lobbyist. Please see the City Clerk for additional information. There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

**CONFERENCE WITH LEGAL COUNSEL:** The City Council finds, based on advice from the City Attorney, that discussion in open session of the following described matter(s) will prejudice the position of the City in existing and anticipated litigation.

**A. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION – G.C § 54956.9 (d)(4)**

Number of Cases: (1)

**B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – G.C § 54956.9 (d)(2)**

Number of Cases: (2)

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

Agency Designated Representatives: Dennis Morita, City Manager, Kristen Smith, Human Resources Manager, Diana Quintana, and Finance Manager

Employee Organizations: Teamsters Local Union #542

#### **CITY COUNCIL CONVENES TO REGULAR MEETING**

## **7:00 P.M. REGULAR MEETING**

**CALL TO ORDER:** Mayor Burnworth Called the Meeting to Order at 7:23 p.m.

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

Absent: Mayor Pro Tem Amparano

**PLEDGE OF ALLEGIANCE:** The pledge was led by Kristina Shields.

**ADJUSTMENTS TO THE AGENDA:** The City Council will discuss the order of the agenda, may amend the order, add urgency items, note abstentions or “no” votes on consent calendar items and request consent calendar items be removed from the consent calendar for discussion. The City Council may also remove items from the consent calendar prior to that portion of the agenda. For purposes of the official city record, the City Council may take care of these issues by entertaining a formal motion.

**City Manager, Dennis Morita** stated that there were no adjustments.

### **CITY ATTORNEY REPORT ON CLOSED SESSION ACTIONS:**

**City Attorney, Katherine Turner** reported that the City Council discussed one item Initiation of Litigation listed as item A. The City Council discussed two Anticipated litigation matters and on item one direction was given with no final action; and on the second item, the Council authorization a settlement agreement with no compensation being exchanged. The City Council also discussed an item related to labor negotiations with direction given.

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

**Matters not appearing on the agenda:** If you wish to address the City Council concerning any item within the City Council’s jurisdiction, please raise your hand and be acknowledged by the Mayor. At that time, state your name and address for the record. The Mayor reserves the right to place a time limit of three (3) minutes on each person’s presentation. It is requested that longer presentations be submitted to the City Clerk’s Office in writing 48 hours before the meeting.

**Elizabeth Luevano, Literacy Coordinator** for the Imperial Library talked about the Teen Maker Intern program and introduced the students that had just completed the program.

### **A. SPECIAL PRESENTATIONS:**

- A-1.** Introduction of Imperial Signature Event Series. Presentation by Anthony Lopez, Parks & Recreation Director.

**Tony Lopez, Parks & Recreation Director** Presented a slideshow about Imperial Signature Event Series.

- A-2.** Imperial Valley Regional Chamber of Commerce Legislative Advocacy.

**Shair Kally form the Imperial Valley Regional Chamber** Presented a slideshow and talked about Chamber of Commerce Events.

**B. CONSENT AGENDA:**

All items appearing under “Consent Agenda” will be acted upon by the City Council with one motion without discussion. Should any Council member or other person request that any item be considered separately, that item will then be taken up at the time as determined by the Mayor.

- B-1** Approval of Claims and Warrants Report.
- B-2.** Approval of City Council Meeting Minutes of July 5, 2023.
- B-3.** Continue Emergency Action as Declared by Resolution No. 2023-21 for Repairs to Aten Road & Highway 86 Intersection.
- B-4.** Purchase of Budgeted Sewer Camera for Vactor Track.
- B-5.** Approve Koff & Associates Proposal and Authorize City Manager to Enter into Contract to Perform Classification and Compensation Study.

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

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

**MOTION CARRIES: 4-0-1**

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

- C-1.** Discuss, Approve/Disapprove the Purchase of Budgeted Equipment: Mastic Machine.  
**Staff Report:** Jackie Loper, Public Services Director  
**Recommended Action:** Staff Recommends Approval of Lowest Quote

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

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

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

**ABSTAIN:** NONE  
**ABSENT:** Mayor Pro Tem Amparano

**MOTION CARRIES: 4-0-1**

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

**Staff Report:** Jackie Loper, Public Services Director

**Recommended Action:** Staff Recommends Approval of Lowest Quote

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

**Council Member Tucker** Moved to Approve the Purchase of Budgeted Equipment: CrackPro Machine.  
**Motion Seconded by Council Member Obeso-Martinez.**

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

**MOTION CARRIES: 4-0-1**

**C-3.** Approval of Resolution No. 2023-51, Declaring an Emergency of Manhole in Area of 13<sup>th</sup> Street & C Street and Authorizing the City Manager to Take Such Action as May be Necessary in Response Thereto.

**Staff Report:** Jackie Loper, Public Services Director

**Recommended Action:** Staff Recommends that the Council Declares Emergency and Ratifies Action Already Taken and Approve Resolution.

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

**Council Member Tucker** Moved to Approve Resolution No. 2023-51, Declaring an Emergency of Manhole in Area of 13<sup>th</sup> Street & C Street and Authorizing the City Manager to take Such Action as May be Necessary in Response Thereto. **Motion Seconded by Council Member Obeso-Martinez.**

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

**MOTION CARRIES: 4-0-1**

- C-4.** Approval to Amend the Salary Range for Police Officer from Salary Range 79 to Salary Range 76.

**Staff Report:** Kristen Smith, Human Resources Manager

**Recommended Action (1):** Staff Recommends Approval of Amendment of Classification and Compensation Schedule and IPOA MOU Exhibit A to Correct the Salary Range for Police Officers to Range 76, and;

**Recommended Action (2):** To Approve and Adopt the Police Chief’s Administrative Secretary Job Description and Reclassify One Full-Time Allocation of Administrative Assistant to Police Chief’s Administrative Assistant.

Human Resources Manager, Kristen Smith presented the staff report and answered questions from Council.

**Council Member Obeso-Martinez Moved to Approve Recommended Actions 1 & 2. Motion Seconded by Council Member Tucker.**

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

**MOTION CARRIES: 4-0-1**

- C-5.** Approval of the Assistant to the City Manager Job Description and Authorization to Reclassify the Full-Time Allocation of Assistant City Manager, Salary Range 102 to the Assistant to the City Manager, Salary Range 98.

**Staff Report:** Kristen Smith, Human Resources Manager

**Recommended Action (1):** Staff Recommends to Approve and Adopt the Assistant to the City Manager Job Description and;

**Recommended Action (2):** To Reclassify the Full-Time Allocation of Assistant City Manager to Assistant to the City Manager.

Human Resources Manager, Kristen Smith presented the staff report and answered questions from Council.

**Council Member Obeso-Martinez Moved to Approve Recommended Actions 1 & 2. Motion Seconded by Council Member Tucker.**

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

**ABSENT:** Mayor Pro Tem Amparano

**MOTION CARRIES: 4-0-1**

**C-6.** Approval and Acceptance of Detention Basin (Lot “D”). Mayfield Subdivision Unit 3C

**Staff Report:** Othon Mora, Community Development Director

**Recommended Action:** Staff Recommends Approval and Acceptance of Detention Basin.

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

**Council Member Obeso-Martinez** Moved to Approve both Recommendations as presented. **Motion Seconded by Council Member Tucker.**

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

**NOES:** NONE

**ABSTAIN:** NONE

**ABSENT:** Mayor Pro Tem Amparano

**MOTION CARRIES: 4-0-1**

**D. REPORTS:**

**D-1.** Department Reports:

**Police Sergeant, Max Sheffield** thanked the Public Services Department for their hard work installing security gates around the Police Department.

**Tony Lopez, Parks & Recreation** reported that next Friday from 6:00 p.m. to 9:00 p.m. they will have their end of the year summer bash at the Imperial Pool.

**D-2.** City Manager Report: None

**D-3.** Mayor and Councilmember Reports:

**Council Member Obeso-Martinez** stated she had attended the legislative day put on by Imperial Valley Regional Chamber. She stated they had a lot of great information about grant opportunities and what other cities are doing.

**Council Member Mendoza** thanked staff for their hard work cleaning up the city after the storm.

**ADJOURNMENT:**

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

Mayor Burnworth Adjourned the Regular Meeting of the City Council at **8:22 p.m.**

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, this 28th day of August, 2023.



KRISTINA M. SHIELDS

City Clerk

City of Imperial