



AGENDA

Regular Meeting of the Calipatria City Council

**City Council Chambers
125 North Park Avenue
Calipatria, CA 92233**

**Tuesday, January 27, 2026
Closed Session at 5:00 pm
Open Session at 6:00 pm**

Michael Luellen, Mayor
Fred Beltran, Mayor Pro-Tem
Javier Amezcua, Council Member
Sylvia Chavez, Council Member
Jesse Rivas, Council Member

Laura Gutierrez, City Manager
Gilbert G. Otero, City Attorney
Jane Hurtado, City Clerk

Christopher Hanks, Acting Fire Chief
Cheryl Fowler, Police Chief
Edgar Self, Public Work Director

NOTICE TO THE PUBLIC

This is a public meeting. Any member of the public is invited to attend. The Calipatria City Council welcomes public input during the **Public Comment** period of the sessions.

5:00 P.M. CLOSED SESSION

CALL TO ORDER:

ROLL CALL:

PUBLIC COMMENTS FOR CLOSED SESSION ITEMS: Any member of the public wishing to address the City Council on any items appearing on the closed session agenda may do so at this time. 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*) There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

CITY COUNCIL ADJOURNS TO CLOSE SESSION

CONFERENCE WITH LEGAL COUNSEL:

1. CONFERENCE WITH LEGAL COUNSEL -

Initiation of litigation pursuant to paragraph (4) subdivision (d) of Section

54956.9

Number of Potential Cases: 2

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (SECTION 54956.8)

I. APN: 023-484-028-000, 023-484-029-000, 023-484-030-000, 023-484-031-000, 023-484-032-000, 023-484-033-000, 023-484-034-000, 023-484-035-000, 023-484-036-000, 023-484-037-000, 023-484-038-000, 023-484-039-000, 023-486-001-000, 023-486-002-000, 023-486-003-000, 023-486-004-000, 023-486-005-000, 023-486-006-000, 023-486-007-000, 023-486-008-000, 023-486-009-000, 023-486-010-000, 023-486-011-000, 023-486-012-000, 023-486-013-000, 023-486-014-000, 023-486-015-000, 023-486-016-000, 023-486-017-000, 023-486-018-000, 023-485-007-000

Agency Negotiator: City Manager
 Negotiating Parties: Desert Pro Ventures, LLC.
 Property Address: Desert Lane, Arroyo Seco Lane
 Negotiation: Price Sale/Lease and Terms

3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (SECTION 54957(b)(1))

Title of Position: Fire Chief

CITY COUNCIL CONVENES TO OPEN SESSION

6:00 P.M. OPEN SESSION

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE & INVOCATION:

CITY ATTORNEY: REPORT ON CLOSED SESSION ACTION

ADJUSTMENTS TO THE AGENDA:

The City Council will discuss the order of the agenda, may amend the order, add urgent items and or remove items from the consent calendar prior to that portion of the agenda. For the purpose of the official city record, the City Council may take care of these issues by entertaining a formal motion.

MOTION: SECOND:

ROLL CALL VOTE: FB ____ JR ____ ML ____ SC ____ JA ____

PUBLIC COMMENTS:

The City Council welcomes your input. **Please remember to shut off all cell phones.** Now is the time for any member of the public to speak to the Council. If there is an item on the agenda on which you wish to be heard, at this time, please step to the podium and state your name and address for the record.

For matters not appearing on the agenda: If you wish to address the City Council concerning a matter and/or any item not on the agenda but is within the City Council's jurisdiction you may do so now. At this time, please step to the podium and 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 in writing 48 hours before the meeting.

PRESENTATION:

1. RECOGNIZING BRIANA LARIOS FOR HER SERVICE AS FFA ADVISOR AND AGRICULTURAL EDUCATOR IN CALIPATRIA.

CONSENT AGENDA:

The items appearing under the Consent Agenda will be acted upon by the City Council in one motion without discussion. Should any Council Member or other person wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the REGULAR BUSINESS Agenda.

1. Minutes: January 13, 2026

MOTION: SECOND:
 ROLL CALL VOTE: FB JR ML SC JA

ACTION ITEMS NEW/REGULAR BUSINESS (DISCUSSION/ACTION):

1. **Approve/Disapprove:** New Mandator Driver / Operator Endorsement for Fire Apparatus Policy

MOTION: SECOND:
 ROLL CALL VOTE: FB JR ML SC JA

2. **Approve/Disapprove:** New EMT Certification Policy

MOTION: SECOND:
 ROLL CALL VOTE: FB JR ML SC JA

3. **Approve/Disapprove:** RESOLUTION 26-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA
 APPOINTING A VOTING DELEGATE FOR THE 2026 SOUTHERN
 CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL
 ASSEMBLY -THURSDAY MAY 7th AND FRIDAY MAY 8th

MOTION: SECOND:
 ROLL CALL VOTE: FB JR ML SC JA

4. **Approve/Disapprove:** Request to transition Part-Time Administrative Assistant to Full-Time Administrative Assistant

MOTION: SECOND:

ROLL CALL VOTE: FB ____ JR ____ ML ____ SC ____ JA ____

STAFF and COUNCIL REPORTS:

ADJOURNMENT:

The next regular scheduled meeting of the City of Calipatria City Council is Tuesday, February 10, 2026, at 6:00 pm

Close meeting at _____.

MOTION:

SECOND:

ROLL CALL VOTE: JR ____ SC ____ ML ____ JA ____ FB ____

I, *JANE HURTADO*, City Clerk of the City of Calipatria, California, DO HEREBY CERTIFY that the agenda was duly posted at Calipatria City Hall, 125 N Park Avenue, Calipatria, California and on the City of Calipatria's website not less than 72 hours prior to the meeting per Government Code 54954(2).

Dated: January 23, 2026



TENTATIVE MINUTES

Regular Meeting of the Calipatria City Council

City Council Chambers
125 North Park Avenue
Calipatria, CA 92233

Tuesday, January 13, 2026
Closed Session at 5:00 pm
Open Session at 6:00 pm

Michael Luellen, Mayor
 Fred Beltran, Mayor Pro-Tem
 Javier Amezcua, Council Member
 Sylvia Chavez, Council Member
 Jesse Rivas, Council Member

Laura Gutierrez, City Manager
 Gilbert G. Otero, City Attorney
 Jane Hurtado, City Clerk

Christopher Hanks, Acting Fire Chief
 Cheryl Fowler, Police Chief
 Edgar Self, Public Work Director

NOTICE TO THE PUBLIC

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5:00 P.M. CLOSED SESSION

CALL TO ORDER: *F. Beltran, J. Rivas, M. Luellen, S. Chavez and J. Amezcua*

ROLL CALL: *5:01PM*

PUBLIC COMMENTS FOR CLOSED SESSION ITEMS: Any member of the public wishing to address the City Council on any items appearing on the closed session agenda may do so at this time. 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*) There is a time limit of three (3) minutes for anyone wishing to address the City Council on these matters.

CITY COUNCIL ADJOURNS TO CLOSE SESSION

CONFERENCE WITH LEGAL COUNSEL:

1. CONFERENCE WITH LEGAL COUNSEL -

Initiation of litigation pursuant to paragraph (4) subdivision (d) of Section

Number of Potential Cases: 2

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (SECTION 54956.8)

I. APN:	023-251-010 (portion of)
Property Address:	210 N Railroad
Agency Negotiator:	City Manager
Negotiating Parties:	Best S.T.E.P. Forward
Negotiation:	Lease and Terms
II. APN:	023-484-028-000, 023-484-029-000, 023-484-030-000, 023-484-031-000, 023-484-032-000, 023-484-033-000, 023-484-034-000, 023-484-035-000, 023-484-036-000, 023-484-037-000, 023-484-038-000, 023-484-039-000, 023-486-001-000, 023-486-002-000, 023-486-003-000, 023-486-004-000, 023-486-005-000, 023-486-006-000, 023-486-007-000, 023-486-008-000, 023-486-009-000, 023-486-010-000, 023-486-011-000, 023-486-012-000, 023-486-013-000, 023-486-014-000, 023-486-015-000, 023-486-016-000, 023-486-017-000, 023-486-018-000, 023-485-007-000
Agency Negotiator:	City Manager
Negotiating Parties:	Desert Pro Ventures, LLC.
Property Address:	Desert Lane, Arroyo Seco Lane
Negotiation:	Price Sale/Lease and Terms

CITY COUNCIL CONVENES TO OPEN SESSION

6:00 P.M. OPEN SESSION

CALL TO ORDER: 6:04 PM

ROLL CALL: *F. Beltran, J. Rivas, M. Luellen, S. Chavez and J. Amezcua*

PLEDGE OF ALLEGIANCE & INVOCATION: *Mr. McBroom/Mr. Otero*

CITY ATTORNEY: REPORT ON CLOSED SESSION ACTION

1. **Direction given to staff on two items**
2. **Direction given to City Manager regarding properties**

ADJUSTMENTS TO THE AGENDA:

The City Council will discuss the order of the agenda, may amend the order, add urgent items and or remove items from the consent calendar prior to that portion of the agenda. For the purpose of the official city record, the City Council may take care of these issues by entertaining a formal motion.

No adjustments

MOTION: SECOND:
 ROLL CALL VOTE: JR SC ML JA FB

PUBLIC COMMENTS:

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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 in writing 48 hours before the meeting.

Bonnie Zendejas: 321 W. Alamo, she thanked everyone who helped with the Catholic Procession.

Mark McBroom: thanked the Fire Department for response to fire incident on his property.

CONSENT AGENDA:

The items appearing under the Consent Agenda will be acted upon by the City Council in one motion without discussion. Should any Council Member or other person wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the REGULAR BUSINESS Agenda.

1. Minutes: December 23, 2025
2. Warrants: December 1-31, 2025

MOTION: *Sylvia Chavez* SECOND: *Javier Amezcua*
 ROLL CALL VOTE: *JR-N, SC-Y, ML-Y, JA-Y, FB-Y* on Minutes *N* on Warrants

ACTION ITEMS NEW/REGULAR BUSINESS (DISCUSSION/ACTION):

1. **Approve/Disapprove:** RESOLUTION 26-01

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA
 APPROVING THE 2026 CITY COUNCIL CALENDAR**

Request from Chavez to schedule May 16, 2026, Budget workshop at 1:00 PM

MOTION: *Jesse Rivas* SECOND: *Sylvia Chavez*
 ROLL CALL VOTE: *JR-Y, SC-Y, ML-Y, JA-Y, FB-Y* 5-0

2. **Approve/Disapprove:** RESOLUTION 26-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA
 APPROVING THE ACCEPTANCE OF STATE CITIZENS OPTIONS FOR**

PUBLIC SAFETY (COPS) PROGRAM FUNDING FOR FISCAL YEAR 2025-2026 (ALLOCATION)

MOTION: *Fred Beltran*

SECOND: *Javier Amezcua*

ROLL CALL VOTE: *JR-Y, SC-Y, ML-Y, JA-Y, FB-Y*

5-0

3. Approve/Disapprove: Approval to Declare the Fire Chief Helmet Surplus Property and Establish its Value

MOTION: *Fred Beltran for \$1.00*

SECOND: *Michael Luellen*

ROLL CALL VOTE: *JR-Y, SC-N, ML-Y, JA-N, FB-Y*

3-2

DISCUSSION/DIRECTION (RECOMMEND/DENY):

1. Discussion/Direction: New Mandator Driver / Operator Endorsement for Fire Apparatus Policy

Hanks presented new policy for the Fire Department.

Motion: Sylvia Chavez

Second: Fred Beltran

5-0

2. Discussion/Direction: New EMT Certification Policy

Hanks presented new policy for the Fire Department.

Motion: Sylvia Chavez

Second: Jesse Rivas

5-0

3. Discussion/Direction: Update to Ordinance 07-002 (AN ORDINANCE OF THE CITY OF CALIPATRIA REGULATING THE SALE AND USE OF FIREWORKS AND OTHER EXPLOSIVE DEVICES WITHIN THE CITY OF CALIPATRIA)

Holds, Tenants Land Lords and Property Owners Accountable.

Gutierrez presented requested updates by Councilmember Beltran.

STAFF and COUNCIL REPORTS:

Self: Nothing to report

Hanks: provided department update

Corales: provided department update

Otero: Happy New Years, thank you for your participation,

Hurtado: Happy New Years, Nothing to report

Gutierrez: provided updates and response to Council questions

Beltran: Nothing to report

Rivas: provided community activities update

Chavez: provided community activities update

Amezcua: provided community activities update

Luellen: requested update on prior city issues

Meeting recording available upon request to the City Clerk.

ADJOURNMENT:

The next regular scheduled meeting of the City of Calipatria City Council is Tuesday, January 27, 2026, at 6:00 pm

Close meeting at 7:23 PM.

MOTION: *Fred Beltran*

SECOND: *Sylvia Chavez*

ROLL CALL VOTE: *JR-Y, SC-Y, ML-Y, JA-Y, FB-Y*

I, *JANE HURTADO*, City Clerk of the City of Calipatria, California, DO HEREBY CERTIFY that the agenda was duly posted at Calipatria City Hall, 125 N Park Avenue, Calipatria, California and on the City of Calipatria's website not less than 72 hours prior to the meeting per Government Code 54954(2).

Dated: January 9, 2026



CALIPATRIA CITY COUNCIL AGENDA ITEM

Date Submitted: January 8, 2026

Submitted By: Christopher Hanks, Fire Chief 

Council Meeting Date: January 27, 2026

Discussion / Action

Subject: New Driving policy

Background:

This policy requires all applicable personnel to obtain the required driver/operator endorsement or license to operate fire department apparatus within established timeframes.

Recommendation:

Staff recommends the City Council's approval of the attached policy and authorize the Fire Chief to start the new policy.

Fiscal Impact:

\$0

CITY OF CALIPATRIA

Policy Name:

MANDATORY DRIVER / OPERATOR ENDORSEMENT FOR FIRE APPARATUS POLICY

Application: Emergency Response Personnel ~ Fire Department

Date Approved: January 27, 2026

Effective: February 1, 2026

1. Purpose

The purpose of this policy is to ensure that all fire department personnel who operate fire apparatus are properly licensed, trained, and qualified to safely operate department vehicles in compliance with state law and departmental safety standards.

2. Policy Statement

All fire department personnel shall be required to obtain and maintain the appropriate driver/operator endorsement or license required to operate fire department apparatus within the established timeframe by this policy as a condition of continued employment.

3. Scope

This policy applies to all fire department personnel who are required, or may be required, to operate fire department apparatus, including but not limited to engines, ladders, tankers, rescues, and other emergency vehicles.

4. Requirements for New Hires

All newly hired personnel shall successfully complete the required six (6) month probationary period prior to operating fire apparatus independently and must obtain the required apparatus driver/operator endorsement or license within one (1) year of their date of hire.

5. Requirements for Current Employees

All personnel employed by the department prior to the effective date of this policy shall obtain the required apparatus driver/operator endorsement or license within six (6) months of the policy's effective date.

6. Licensing Standards

- a. The endorsement or license must be issued by the appropriate state licensing authority and must authorize the operation of fire department apparatus as defined by state law.
- b. The endorsement or license must remain valid and in good standing at all times.

7. Training and Qualification

- a. The department may, when feasible, provide access to approved driver training programs, apparatus operation courses, and supervised behind-the-wheel training.
- b. Personnel must successfully complete all required departmental driver/operator training prior to operating apparatus independently.

- c. Final authorization to operate fire department apparatus rests with the Fire Chief or designee.

8. Extensions

Extensions may be granted on a case-by-case basis for documented extenuating circumstances, including but not limited to medical leave or military deployment. All extensions require written approval by the Fire Chief or designee.

9. Compliance and Enforcement

- a. Failure to obtain the required endorsement or license within the specified timeframe will be in disciplinary action in accordance with department policies, labor agreements, and applicable laws.
- b. Employees must provide proof of endorsement or license to the department upon initial issuance and upon each renewal.

10. Maintenance of License

- a. Personnel are responsible for maintaining their endorsement or license, including compliance with any continuing education or renewal requirements.
- b. Any suspension, revocation, or lapse of a required endorsement or license must be reported immediately to the department.

11. Review and Revisions

This policy shall be reviewed periodically and revised as necessary to ensure continued compliance with legal requirements, safety standards, and operational needs.



CALIPATRIA CITY COUNCIL AGENDA ITEM

Date Submitted: January 8, 2026

Submitted By: Christopher Hanks, Fire Chief

Council Meeting Date: January 27, 2026

A handwritten signature in blue ink that appears to read "CH".

Discussion / Action

Subject: New EMT policy

Background:

This policy mandates that all fire department personnel are required to obtain their California Emergency Medical Technician licenses within 1 year of this policy's release date or within 1 year of their hiring date. It also mandates they keep their certification up to date and not let it lapse.

Recommendation:

Staff recommends the City Council's approval of the attached policy and authorize the Fire Chief to start the new policy.

Fiscal Impact:

\$0

CITY OF CALIPATRIA

EMT (EMERGENCY MEDICAL TECHNICIAN) CERTIFICATION POLICY

Application: Emergency Response Personnel ~ Fire Department

Date Approved: January 27, 2026

Effective: February 1, 2026

1. Purpose

The purpose of this policy is to ensure that all fire department personnel possess the necessary medical training to effectively respond to emergency incidents, enhance public safety, and meet the evolving service demands of the community.

2. Policy Statement

All fire department personnel shall be required to obtain and maintain a valid Emergency Medical Technician (EMT) license within a specified timeframe as a condition of continued employment.

3. Scope

This policy applies to all emergency response personnel, including but not limited to firefighters, engineers, captains, and new hires, unless otherwise exempted in writing by the Fire Chief.

4. Requirements for New Hires

All personnel hired on or after the effective date of this policy must obtain a valid EMT license within one (1) year of their date of hire.

5. Requirements for Current Employees

All personnel employed prior to the effective date of this policy must obtain a valid EMT license within one (1) year of the policy's effective date.

6. Licensing Standards

- a. The EMT license must be issued by the appropriate state or nationally recognized certifying authority
- b. The license must remain current and in good standing at all times.

7. Training and Support

- a. The department may, when feasible, provide access to approved EMT training programs, study resources, or reasonable scheduling accommodations.
- b. Employees are responsible for successfully completing all required education, examinations, and licensing requirements within the prescribed timeframe.

8. Extensions

Extensions may be granted on a case-by-case basis for documented extenuating circumstances,

including but not limited to medical leave or military deployment. All extensions require written approval by the Fire Chief or designee.

9. Compliance and Enforcement

- a. Failure to obtain the required EMT license within the established timeframe will result in disciplinary action in accordance with department policies, labor agreements, and applicable laws.
- b. Employees must provide proof of EMT certification to the department upon initial issuance and upon each renewal.

10. Maintenance of Certification

- a. Personnel are responsible for maintaining their EMT license, including completion of required continuing education and timely renewal.
- b. Any lapse, suspension, or revocation of an EMT license must be reported immediately to the Fire Chief.

11. Review and Revisions

This policy may be reviewed periodically and may be revised as necessary to reflect changes in operational needs, legal requirements, or certification standards.



CALIPATRIA CITY COUNCIL AGENDA ITEM

Date Submitted: January 23, 2025

Submitted By: Jane Hurtado, City Clerk

Council Meeting Date: January 27, 2025

Discussion / Action

Subject: **Approval of Resolution 26-03**

Appointment of Delegate/Alternate for the Annual General Assembly for Southern California Association of Governments (SCAG)

Background:

The City Council on an annual basis appoints a Delegate and an Alternate for the Annual General Assembly for Southern California Association of Governments (SCAG). Last year, the delegate was Councilmember Jesse Rivas and the alternate was Councilmember Sylvia Chavez. The conference will be held on Thursday, May 7 – 8, 2026, at the JW Marriott Desert Springs Resort & Spa.

SCAG has deadline for the City's appointments is 5:00 pm, Friday, February 6, 2026.

Staff Recommendation:

Recommendation is for the appointment of Delegate and Alternate for the Annual General Assembly.

Fiscal Impact:

-0-

RESOLUTION 26-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA APPOINTING A VOTING DELEGATE FOR THE 2026 SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (SCAG) GENERAL ASSEMBLY - THURSDAY MAY 7th AND FRIDAY MAY 8th

THEREFORE BE IT RESOLVED; that the city council of the City of Calipatria appoint _____ as the City of Calipatria voting delegate and _____ as an alternate voting delegate for the 2026 SCAG General Assembly held at JW Marriott Desert Springs Resort & Spa, Palm Desert, CA

PASSED, APPROVED, AND ADOPTED at a regular held meeting this 27 day of January 2026 by the following vote:

AYES:

NAYES:

ABSENT:

Michael Luellen, Mayor

ATTEST:

I, Jane Hurtado, City Clerk of the City of Calipatria, hereby certify the above and foregoing to be a full, true and correct Resolution 26-03 adopted by said City Council on this 27th day of January 2026.

Jane Hurtado, City Clerk

Jane Hurtado

From: Jonna Hart <hart@scag.ca.gov>
Sent: Thursday, January 8, 2026 4:19 PM
To: Jane Hurtado
Subject: SCAG: Request for Delegate/Alternate Information for the Annual General Assembly on May 7, 2026

CAUTION: This email originated from outside of the organization. Please take care when clicking links or opening attachments.

Dear City, County and Commission Clerks,

PLEASE DISREGARD IF YOU HAVE ALREADY SUBMITTED YOUR DELEGATE/ALTERNATE REPRESENTATIVE.

In anticipation of the Annual Regional Conference & General Assembly on May 7, 2026, the Southern California Association of Governments (SCAG) is working to confirm the Delegate and Alternate Representatives from your city/county/commission in the SCAG region, as well as to determine if there are any policy proposals for review.

SCAG's 2026 Regional Conference & General Assembly

Date: Thursday, May 7, 2026 – Friday, May 8, 2026

Time: TBD

Location: JW Marriott Desert Springs Resort & Spa, 74-885 County Club Drive, Palm Desert, CA 92260

If your city council, county, or commission has already appointed Delegate and Alternative Representatives to SCAG's General Assembly, please reply to hart@scag.ca.gov with their names as soon as possible. As a reminder, if there is a member from your city council, county, or commission serving as the Regional Councilmember for SCAG, that person will be the Delegate Representative.

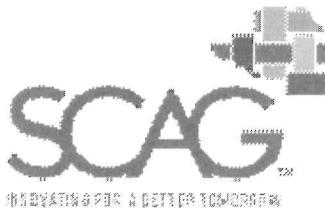
If your city council, county, or commission has not yet made these appointments, please do so as soon as possible. Upon city council, county or commission action, please email a copy of your minutes or action regarding the appointment of the Delegate and Alternate Representatives to hart@scag.ca.gov.

Please do not submit Form 700's at this time. We will contact your Delegate/Alternate after the adjournment of the General Assembly regarding their filing requirements.

Also, each city, county, or commission delegate to SCAG's General Assembly will also have an opportunity to bring any policy matter, in the form of a proposed resolution or proposed SCAG bylaw revision, before the General Assembly for determination. The deadline to submit proposed resolutions and/or SCAG bylaw revisions is **5:00 p.m., Friday, February 6, 2026**. All proposed resolutions and/or bylaw revisions will be reviewed by SCAG's Bylaws and Resolutions Committee and the Regional Council before being considered at the General Assembly business meeting.

Thank you for your attention and cooperation!

Best,



Jonna Hart
Senior Administrative Assistant
Tel: (213) 630-1520
hart@scag.ca.gov

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017



From: Jonna Hart hart@scag.ca.gov
Sent: Thursday, December 4, 2025 2:04 PM
To: Jonna Hart hart@scag.ca.gov
Subject: SCAG: Request for Delegate/Alternate Information for the Annual General Assembly on May 7, 2026

Dear City, County and Commission Clerks,

In anticipation of the Annual Regional Conference & General Assembly on May 7, 2026, the Southern California Association of Governments (SCAG) is working to confirm the Delegate and Alternate Representatives from your city/county/commission in the SCAG region, as well as to determine if there are any policy proposals for review.

SCAG's 2026 Regional Conference & General Assembly

Date: Thursday, May 7, 2026 – Friday, May 8, 2026

Time: TBD

Location: JW Marriott Desert Springs Resort & Spa, 74-885 County Club Drive, Palm Desert, CA 92260

If your city council, county, or commission has already appointed Delegate and Alternative Representatives to SCAG's General Assembly, please reply to hart@scag.ca.gov with their names as soon as possible. As a reminder, if there is a member from your city council, county, or commission serving as the Regional Councilmember for SCAG, that person will be the Delegate Representative.

If your city council, county, or commission has not yet made these appointments, please do so as soon as possible. Upon city council, county or commission action, please email a copy of your minutes or action regarding the appointment of the Delegate and Alternate Representatives to hart@scag.ca.gov.

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Also, each city, county, or commission delegate to SCAG's General Assembly will also have an opportunity to bring any policy matter, in the form of a proposed resolution or proposed SCAG bylaw revision, before the General Assembly for determination. The deadline to submit proposed resolutions and/or SCAG bylaw revisions is **5:00 p.m., Friday, February 6, 2026**. All proposed resolutions and/or bylaw revisions will be reviewed by SCAG's Bylaws and Resolutions Committee and the Regional Council before being considered at the General Assembly business meeting.

Thank you for your attention and cooperation!

Best,



Jonna Hart

Senior Administrative Assistant

Tel: (213) 630-1520

hart@scag.ca.gov

SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017





CALIPATRIA CITY COUNCIL AGENDA ITEM

Date Submitted: January 22, 2026

Submitted By: Laura Gutierrez, City Manager *YB*

Council Meeting Date: January 27, 2026

Discussion / Action

Subject: Request to transition Part-Time Administrative Assistant to Full-Time Administrative Assistant

Background:

In December 2024, the City hired a part-time Receptionist/Clerk for the Police Department. As the responsibilities of the position expanded, the role was transitioned to an Administrative Assistant position in July 2025. Since that time, the workload has continued to increase, including the administration and ongoing management of grants awarded to the Police Department.

Recommendation:

Staff recommends that the City Council approve transitioning the Administrative Assistant position from part-time to full-time to effectively support the operational and administrative needs of the Police Department.

Fiscal Impact:

\$14,439.43

City of Calipatria
Employee Salary / Benefits
Fiscal Year 2025

Safety Classic	16.59%	11.23%	Safety PEPPRA
Misc Classic	10.19%	7.96%	Misc PEPPRA

Fiscal Year 2022-2023						Fiscal Year 2023-2024			Fiscal Year 2024-2025			
DOH / DOP	Range/Step	Position	Employee	Current Rate		Salary	FICA/MC	PERS	PEPRA	Medical	UI	Total
12/9/2024	Range 26, Step 2	Receptionist/Clerk	Rodriguez, Cecilia	17.22		980	16,875.60	1,290.98	0.00	0.00	0.00	451.50
						2,080	7.65%	10.85%	6.45%			18,618.08

Range 29, Step 2	Administrative Assistant	Rodríguez, Cecilia	18.54		418	7,749.72	592.85	0.00	0.00	0.00	451.50	8,794.07
Range 29, Step 2	Administrative Assistant	Rodríguez, Cecilia	18.54		880	16,315.20	1,248.11	0.00	1,298.69	3,920.00	451.50	23,233.50

Effective February 2, 2026

	July 1, 2025 - December 31, 2025	July 1, 2024 - June 30	July 1, 2023 - June 30	July 1, 2022 - June 30	July 1, 2021 - June 30	July 1, 2020 - June 30
	2026	2025	2024	2023	2022	2021
Animal Control	1,120.00	570.00	0.00	0.00	0.00	0.00
Citations	1,744.22	2,278.47	230.98	0.00	1,000.00	0.00
Grants	6,095.89	0.00	0.00	0.00	22,700.00	742.67
POST Reimbursement	5,753.46	7,384.69	0.00	0.00	0.00	0.00
PROP 172 1/2 Cent Sales Tax	0.00	60,575.21	20,139.90	0.00	0.00	0.00
Reports/Fingerprints/Misc	4,947.00	3,737.90	1,326.46	36.62	35.61	78.72
Stonegarden	88,433.00	0.00	32,339.24	25,004.00	5,000.00	0.00
Total Fees Police Revenue By FY	108,093.57	74,546.27	54,036.58	25,040.62	28,735.61	821.39

²³ Chief Started May 2024