



AGENDA

Regular Meeting of the Calipatria City Council

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

**Tuesday, November 25, 2025
Closed Session at 4:30 pm
Open Session at 6:00 pm**

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

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

Jesse Llanas, 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.

4:30 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: 3

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (SECTION 54957(b)(1))
Title of Position: Police Chief

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (SECTION 54956.8)

- I. APN: 023-070-007 (portion of)
Property Address: 440 W Main Street
Agency Negotiator: City Manager
Negotiating Parties: Imperial Trucking, LLC
Negotiation: Lease and Terms

- II. APN: 023-470-005
Property Address: Date Street / Railroad Avenue
Agency Negotiator: City Manager
Negotiating Parties: Desert Pro Ventures, LLC.
Negotiation: Potential Purchase

- III. APN: 023-251-010 (portion of)
Property Address: 210 N Railroad
Negotiation: Potential for Lease and Terms

- IV. 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
Property Address: Desert Lane, Arroyo Seco Lane
Negotiation: Potential for Sale/Lease and Terms

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.

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: October 28, 2025
2. Warrants: October 1-31, 2025
3. St. Patrick's Catholic Church Procession on 12/07/2025.
4. The Holt Group ~ Grant Administration and Project Management Services for Delta Street Pump Station Rehabilitation Project not to exceed \$95,000.
5. Approval of Resolution No. 25-35 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA DESIGNATING THE CITY MANAGER AS THE CITY OF CALIPATRIA'S OFFICIAL LABOR COMPLIANCE OFFICER.

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

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

1. Approve/Disapprove: RESOLUTION NO. 25-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA APPROVING THE AWARD OF CONSTRUCTION CONTRACT AND AWARD OF CONSTRUCTION MANAGEMENT SERVICES CONTRACT FOR THE SOUTH BROWN AVENUE ROADWAY AND PEDESTRIAN FACILITIES IMPROVEMENT PROJECT BETWEEN MAIN STREET/SR 115 AND CHURCH STREET (PROJECT I); AND MAIN STREET IMPROVEMENTS BETWEEN INTERNATIONAL BOULEVARD AND LAKE AVENUE (PROJECT II).

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

DISCUSSION/DIRECTION (RECOMMEND/DENY):

- 1. Discussion/Direction: Discussion review of 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.

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, December 9, 2025, at 6:00 pm

Close meeting at _____.

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

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: November 21, 2025



CONSENT - ITEM # 1

TENTATIVE MINUTES

**Regular Meeting of the Calipatria City Council
and
Successor Agency to the Former Redevelopment Agency**

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

**Tuesday, October 28, 2025
Closed Session at 5:30 pm
Open Session at 6:00 pm**

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

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

Jesse Llanas, 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.

5:30 P.M. CLOSED SESSION

CALL TO ORDER: 5:37 PM

ROLL CALL: *Fred Beltran, Jesse Rivas, Michael Luellen, and Sylvia Chavez*
Absent/Late: Javier Amezcua

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: 3

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (SECTION 54956.8)

APN: 023-070-007 (portion of)

Property Address: 440 W Main Street

Agency Negotiator: City Manager

a. Negotiating Parties: Imperial Trucking, LLC
Negotiation: Potential for Lease and Terms

b. Negotiating Parties: Imperial Valley Resource Management Agency
Negotiation: Potential for Lease and Terms

CITY COUNCIL CONVENES TO OPEN SESSION

6:00 P.M. OPEN SESSION

CALL TO ORDER: 6:16 PM

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

PLEDGE OF ALLEGIANCE & INVOCATION: *Eric Reyes/Gilbert Otero*

CITY ATTORNEY: REPORT ON CLOSED SESSION ACTION

Five (5) matters

Direction given to staff

More next City Council Meeting

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.

Move Consent Agenda Minutes: September 29, 2025- Special Meeting and October 14, 2025, and placed on regular business Agenda #3

MOTION: *Jesse Rivas*

SECOND: *Fred Beltran*

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

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.

Hector Cervantes-240 East Barbara Street, Calipatria, CA: Wanted to thank the City, City Council, Public Works and Fire Department, they helped them out last week with the Cancer Walk, they had a good turnout, over 100 people, and this next week we will be having our Trunk or Treat here in town in calibration with the City, on Friday we will be hosting it at the park.

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. ICTC-TOD Grant Letter of Support for Communities without Transit Centers

MOTION: *Javier Amezcua* SECOND: *Fred Beltran*
 ROLL CALL VOTE: *FB-Y, JR-Y, ML-Y, SC-Y, JA-Y* 5-0

2. *Minutes: September 29, 2025- Special Meeting and October 14, 2025*

JR: Correction needed on page 13

MOTION: *Javier Amezcua* SECOND: *Sylvia Chavez*
 ROLL CALL VOTE: *FB-N, JR-N, ML-Y, SC-Y, JA-Y* 3-2

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

1. Approve/Disapprove: Appointment of City Representative to the County of Imperial Airport Land Use Commission

LGutierrez: In August 2025, we received a letter of resignation from Councilwoman Sylvia Chavez from the Airport Land Use Commission. City advertised and we received one (1) Letter of Interest from Hector Cervantes, the Airport Land Use meets once a month, the third Wednesday at 6:00 PM, Staff is recommending the appointment of Mr. Hector Cervantes.

JRivas: He is with the AB617, he is a big part of that, so with his experience, that puts him for that position,

MLuellen: You have more than enough experience for this position and if there are no more comments, motion to nominate Mr. Hector Cervantes to the Airport Land Use.

MLuellen: Congratulations Mr. Hector Cervantes

LGutierrez: We will notify the Airport Land Use Commission.

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

2. Approval of Lease Agreement with the County of Imperial for the Meyer Memorial Library

LGutierrez: The Agreement expired in 2011, and the County has been on a month-to-month lease since, the County has requested a new lease agreement for five (5) years with an automatic renewal of two (2) additional five (5) year term. The only changes, they are responsible for the custodial supplies for the building, we will still incur the cost for janitorial services, currently we have Fabiola one (1) day a week for three (3) hours, we have a fiscal cost of about \$3,000, in addition, the County is investing \$642,000 to the library for some much-needed improvements.

MLuellen: I know they are making renovations on the building, do we know the specifics of that project, is it a couple of rooms,

LGutierrez: Indoor improvements, windows, walls, roof, they are also improving the Internet, there is a Plan- showing the design of what they are doing inside.

SChavez: has Mr. Otero had an opportunity of reviewing it the Agreement?

LGutierrez: Yes. We have also added property coverage, as previously the property was not insured. We are also requiring the County to provide us with a Certificate of coverage.

Jamezcua: is it a 15-year agreement?

LGutierrez: the agreement is for five (5) years with an automatic renewal of two (2) additional five (5) year terms,

Jamezcua: are we going to be able to tap on their Internet,

LGutierrez: we would like to have the Internet accessible on the outer side of the library,

JRivas: HVAC system, how old is that system, there is a lot of money going in, the inside is going to be beautiful, but, how old is that unit that's up there,

LGutierrez: Its going to be replaced with that \$642,000 grant.

JRivas: I'm asking because the school had some air conditioners changed due to the IID Grant Funding,

LGutierrez: Public Works is taking the project to landscape the front of the building, looking to find plants that are low maintenance

SChavez: can't wait to see it all done.

MOTION: *Sylvia Chavez*

SECOND: *Jesse Rivas*

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

5-0

DISCUSSION/DIRECTION (RECOMMEND/DENY):

1. Discussion/Direction: Unsolicited, proposal Letter of Intent for Solar and Energy Conservation program via a No Cost Energy Generation, and IT Assessment for the City of Calipatria.

Elias Cortez from Syserco Energy Solutions gave a presentation on Sustainability, Energy Efficiency and Infrastructure Improvement Project, SES has proposed a NO-COST Energy Audit to identify Energy Conservation Measures and select priority Infrastructure Upgrades that the City needs. CA GC 4217 allows Cities to utilize Design-Build for Projects where the Savings pays for the Project Costs. The purpose of this Letter of Intent is to set forth the mutual understanding of the principal terms and conditions whereby CIOPROUSA-GREENROCK-IDG-SES will provide a detailed Energy and Technology Assessment to assist in the design

and engineering of a Smart Cities Energy and Technology Assets shovel ready implementation and Management Plan. This Plan will include an Investment Grade Review (IGR) via that will allow CIOPROUSA-GREENROCK-IDG-SES to work with The City in prioritizing, energy savings, cost management, and cost allocation to enhance The City's Energy asset portfolio. The IGR will enable the City to also apply for financing and or grant or funding, and mutually agreed upon, which requires submission of an energy conservation review with the application(s).

FBeltran: When is the deadline for this project,

ECortez: We have to have an assessment before the end of this fiscal year, you have to initiate a discussion to move forward, tax credit in, you have to have construction started before next July, initiate the project before the end of the year,

JRivas: what projects have you worked with IID,

ECortez: trying to get multiple projects, City projects is a perfect example, proposing with Imperial Irrigation District (IID), not only solution for the Cities, they are also doing residential solar and battery solutions, for residence themselves, the needy ones, medically challenged, low income that can't afford AC.

SChavez: The project in Norwalk, when was that completed,

ECortez: last spring,

ECortez: kids at the park to have Wi-Fi is a major success but the bigger success is Public Safety and cameras, it improved public safety in all the parks,

JRivas: how good is the battery storage you are proposing, safe non lithium and lithium Solid State is more expensive.

LGutierrez: With this, can we get direction, if you wish for us to proceed in getting an assessment,

SChavez: no cost for the assessment

ESelf: save some money

FBeltran: comes in handy for the Eastside park

LGutierrez: All our parks

JRivas: its beneficial, the kids play basketball, does the assessment include the solar panels for the building,

ECortez: assessment includes solar panels, we assess all the energy, and meter assessment is our cyber security.

FBeltran: 24-hour monitors?

LGutierrez: it will be monitored by public safety, Police Department or dispatch services.

**SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY
(DISCUSSION/ACTION):**

1. Approve/Disapprove: RESOLUTION NO. 2025-01-SA

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY TO THE CALIPATRIA REDEVELOPMENT AGENCY APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE 26-27 A & B FOR THE PERIOD OF JULY 2026 THROUGH JUNE 2027 AND APPROVING CERTAIN RELATED ACTIONS

LGutierrez: This is standard every year it's a process, it's due to the county in January, we want to get it submitted, the only items are the Continued Disclosure Services, Admin funding, and interest payment. Requesting approval to submit to the County.

MOTION: *Javier Amezcua*

SECOND: *Sylvia Chavez*

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

5-0

STAFF and COUNCIL REPORTS:

ESelf: Sewer, Church and date, replace sewer broken pipes, Delta Pump, rebuild pipes, CHanks: 70 calls in September, October- 60 calls today.

GOtero: Nothing to report

JHurtado: Nothing to report

LGutierrez: Reminder of Strategic Plan Special Meeting Thursday. The Strategic Plan Workshop will be at the Community Center from 11:00-2:00. We will also be applying for the AB617, (3) projects: parking lot at Airport Park, Elder Street, and Freeman Street. Staff continues working with GAFCON and Dempsey on the design of the new building for the Airport Community Center.

MLuellen: Are there any additional funds with NADBank

ESelf: Gafcon-new airport project. We were talking to them about making it sustainable, making it pay for itself, Chamber gets rented out a lot, being able to host events, we have a full-size Sport facility and large conference room, offices and kitchen, we will be able to rent the space out. The building is going to be the key to the Project: they do not want to downsize the Airport Community Center

FBeltran: Do we have Code Enforcement available,

LGutierrez: yes we do. The white Unit was painted for Code Enforcement.

JRivas: regarding the 300 days for the Lift Station, where are we at, I would like to know, Code Enforcement, Humane Society, we had a contract for \$500.00 a month for five (5) dogs, on October 20, 2025 – on the AB617, one of the things that came up was that there is a Carb Grant Funding, and I saw funds for the school filters, maybe the City can benefit from that, attended the Home Coming Parade, Senior Event, Thanking everyone involved with getting a new Doctor in town, especially his wife Gloria Rivas, she advocated for that. Thank you, Doctor Mohsen El Ramah, the ribbon cutting will be on November 6, 2025.

SChavez: Code Enforcement, he will needs to go to Code Enforcement Academy, Glow Grant with IID, 10 lights, we were already approved, we talked about merging money for the Basketball court

LGutierrez: we set aside \$80,000 for the basketball court.

JAmezcua: Nothing to report

MLuellen:

ADJOURNMENT:

The next regular scheduled meeting of the City of Calipatria City Council is Tuesday, November 11, 2025, at 6:00 pm

Close meeting at 7:57 PM.

MOTION: *Javier Amezcua*

SECOND: *Jesse Rivas*

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

5-0

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: October 24, 2025



Warrants for Council Meeting

Tuesday, November 25, 2025

OPERATING ACCOUNT:

AMOUNTS:

US Bank ~ General Account #5465

10/06/25	CK# 7579 - 7579	\$400.00
10/07/25	CK# 7580 - 7580	\$380.53
10/24/25	CK# 7581 - 7622	\$62,009.26

Grand Total: \$62,789.79

VOIDED CHECKS:

INFORMATION CARRY OVER:

10/24/25 CK# 7582

ABSTAIN:

PAYROLL ACCOUNT:

AMOUNTS:

US Bank ~ Payroll Account #0532

10/03/25	CK# 17806 - 17847	\$41,409.09
10/17/25	CK# 17848 - 17884	\$41,277.63
10/31/25	CK# 17885 - 17921	\$40,260.67

Grand Total: \$122,947.39

Michael Luellen, Mayor

Javier Amezcua, Mayor Pro-Tem

Sylvia R. Chavez, Councilmember

Fred Beltran, Councilmember

Jesse Rivas, Councilmember

OPERATING ACCOUNT BY FUND:

AMOUNTS:

US Bank ~ General Account #5465	
Fund 01 - General Fund	\$38,735.24
Fund 06 - Wastewater Fund	\$20,505.86
Fund 10 - Gas Tax Fund	\$1,825.47
Fund 14 - Cliff Hatfield Memorial Airport	\$113.72
Fund 19 - SB821	\$425.96
Fund 77 - Airport Community Center / Park	\$1,123.50
Fund 78 - CHP Cannabis Grant	\$60.04

Grand Total: \$62,789.79

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status																																																												
7579	C	10/6/2025	1385	Diana Lopez	\$400.00	O																																																												
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>000023 - PD - Message board covers</td> <td>01-25-7017</td> <td>\$400.00</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	000023 - PD - Message board covers	01-25-7017	\$400.00																																																								
Invoice Nbr - Description	GL Account	Amount																																																																
000023 - PD - Message board covers	01-25-7017	\$400.00																																																																
7580	C	10/7/2025	1251	Spectrum VoIP	\$380.53	O																																																												
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>677963/10/1/2025 - Phone service</td> <td>01-80-7013</td> <td>\$103.73</td> </tr> <tr> <td>677963 / 10/1/2025 - Phone service - November 2025 - June 2026</td> <td>01-80-7013</td> <td>\$276.80</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	677963/10/1/2025 - Phone service	01-80-7013	\$103.73	677963 / 10/1/2025 - Phone service - November 2025 - June 2026	01-80-7013	\$276.80																																																					
Invoice Nbr - Description	GL Account	Amount																																																																
677963/10/1/2025 - Phone service	01-80-7013	\$103.73																																																																
677963 / 10/1/2025 - Phone service - November 2025 - June 2026	01-80-7013	\$276.80																																																																
7581	C	10/24/2025	57	Imperial Irrigation District	\$11,929.79	O																																																												
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>50001641/10/9/2025 - City Hall & Fire - 125 Park</td> <td>01-26-7013</td> <td>\$562.34</td> </tr> <tr> <td>50920150/10/9/2025 - C/O Industrial Ave & Alamo St Lift St</td> <td>01-40-7013</td> <td>\$48.78</td> </tr> <tr> <td>50900482/10/7/2025 - 440 W Main St A/PRT HNGR</td> <td>01-50-7013</td> <td>\$145.89</td> </tr> <tr> <td>50508779/10/9/2025 - 402 E California St</td> <td>01-90-7013</td> <td>\$164.44</td> </tr> <tr> <td>50471659/10/9/2025 - 140 W Main St</td> <td>01-25-7013</td> <td>\$690.38</td> </tr> <tr> <td>50001623/10/9/2025 - Sorenson S/O Fern</td> <td>01-90-7013</td> <td>\$18.00</td> </tr> <tr> <td>50001664/10/9/2025 - 286 E Alexandria</td> <td>01-80-7013</td> <td>\$24.30</td> </tr> <tr> <td>50001646/10/9/2025 - 102 E Main St</td> <td>01-90-7013</td> <td>\$18.56</td> </tr> <tr> <td>50001641/10/9/2025 - City Hall & Fire - 125 Park</td> <td>01-80-7013</td> <td>\$562.35</td> </tr> <tr> <td>50675282/10/7/2025 - 106 W Lindsey Rd</td> <td>06-06-7013</td> <td>\$6,104.36</td> </tr> <tr> <td>50291961/10/9/2025 - HWY 111 and Main St Clock</td> <td>10-00-7013</td> <td>\$137.51</td> </tr> <tr> <td>50001651/10/9/2025 - 105 S Lake</td> <td>01-90-7013</td> <td>\$18.28</td> </tr> <tr> <td>50132978/10/7/2025 - 440 W Main St</td> <td>14-00-7013</td> <td>\$18.00</td> </tr> <tr> <td>50001635/10/9/2025 - 515 S Sorenson</td> <td>01-50-7013</td> <td>\$304.32</td> </tr> <tr> <td>50892491/10/7/2025 - 440 W Main St</td> <td>06-06-7013</td> <td>\$305.15</td> </tr> <tr> <td>50001605/10/9/2025 - 190 City Hall</td> <td>01-80-7013</td> <td>\$822.07</td> </tr> <tr> <td>50001609/10/9/2025 - 190 Ball Park</td> <td>01-90-7013</td> <td>\$279.10</td> </tr> <tr> <td>50160541/10/9/2025 - C/O Alexandria and W/S International</td> <td>06-06-7013</td> <td>\$18.00</td> </tr> <tr> <td>50001613/10/7/2025 - St Lighs</td> <td>10-00-7013</td> <td>\$1,687.96</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	50001641/10/9/2025 - City Hall & Fire - 125 Park	01-26-7013	\$562.34	50920150/10/9/2025 - C/O Industrial Ave & Alamo St Lift St	01-40-7013	\$48.78	50900482/10/7/2025 - 440 W Main St A/PRT HNGR	01-50-7013	\$145.89	50508779/10/9/2025 - 402 E California St	01-90-7013	\$164.44	50471659/10/9/2025 - 140 W Main St	01-25-7013	\$690.38	50001623/10/9/2025 - Sorenson S/O Fern	01-90-7013	\$18.00	50001664/10/9/2025 - 286 E Alexandria	01-80-7013	\$24.30	50001646/10/9/2025 - 102 E Main St	01-90-7013	\$18.56	50001641/10/9/2025 - City Hall & Fire - 125 Park	01-80-7013	\$562.35	50675282/10/7/2025 - 106 W Lindsey Rd	06-06-7013	\$6,104.36	50291961/10/9/2025 - HWY 111 and Main St Clock	10-00-7013	\$137.51	50001651/10/9/2025 - 105 S Lake	01-90-7013	\$18.28	50132978/10/7/2025 - 440 W Main St	14-00-7013	\$18.00	50001635/10/9/2025 - 515 S Sorenson	01-50-7013	\$304.32	50892491/10/7/2025 - 440 W Main St	06-06-7013	\$305.15	50001605/10/9/2025 - 190 City Hall	01-80-7013	\$822.07	50001609/10/9/2025 - 190 Ball Park	01-90-7013	\$279.10	50160541/10/9/2025 - C/O Alexandria and W/S International	06-06-7013	\$18.00	50001613/10/7/2025 - St Lighs	10-00-7013	\$1,687.96		
Invoice Nbr - Description	GL Account	Amount																																																																
50001641/10/9/2025 - City Hall & Fire - 125 Park	01-26-7013	\$562.34																																																																
50920150/10/9/2025 - C/O Industrial Ave & Alamo St Lift St	01-40-7013	\$48.78																																																																
50900482/10/7/2025 - 440 W Main St A/PRT HNGR	01-50-7013	\$145.89																																																																
50508779/10/9/2025 - 402 E California St	01-90-7013	\$164.44																																																																
50471659/10/9/2025 - 140 W Main St	01-25-7013	\$690.38																																																																
50001623/10/9/2025 - Sorenson S/O Fern	01-90-7013	\$18.00																																																																
50001664/10/9/2025 - 286 E Alexandria	01-80-7013	\$24.30																																																																
50001646/10/9/2025 - 102 E Main St	01-90-7013	\$18.56																																																																
50001641/10/9/2025 - City Hall & Fire - 125 Park	01-80-7013	\$562.35																																																																
50675282/10/7/2025 - 106 W Lindsey Rd	06-06-7013	\$6,104.36																																																																
50291961/10/9/2025 - HWY 111 and Main St Clock	10-00-7013	\$137.51																																																																
50001651/10/9/2025 - 105 S Lake	01-90-7013	\$18.28																																																																
50132978/10/7/2025 - 440 W Main St	14-00-7013	\$18.00																																																																
50001635/10/9/2025 - 515 S Sorenson	01-50-7013	\$304.32																																																																
50892491/10/7/2025 - 440 W Main St	06-06-7013	\$305.15																																																																
50001605/10/9/2025 - 190 City Hall	01-80-7013	\$822.07																																																																
50001609/10/9/2025 - 190 Ball Park	01-90-7013	\$279.10																																																																
50160541/10/9/2025 - C/O Alexandria and W/S International	06-06-7013	\$18.00																																																																
50001613/10/7/2025 - St Lighs	10-00-7013	\$1,687.96																																																																
7583	C	10/24/2025	96	Golden State Water Company	\$3,899.42	O																																																												
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park</td> <td>01-80-7013</td> <td>\$91.40</td> </tr> <tr> <td>98028300006/9/22/2025 - Police Dept. - 140 W Main</td> <td>01-25-7013</td> <td>\$310.03</td> </tr> <tr> <td>4846569392/9/22/2025 - HNGR - 440 W Main St</td> <td>01-50-7013</td> <td>\$278.11</td> </tr> <tr> <td>90696400002/9/22/2025 - Fire Dept. 125 Park</td> <td>01-26-7013</td> <td>\$412.78</td> </tr> <tr> <td>89834100003/9/22/2025 - Airport - 438 W Main</td> <td>14-00-7013</td> <td>\$95.72</td> </tr> <tr> <td>81075400002/9/22/2025 - W Bonita St & S Park Ave</td> <td>01-90-7013</td> <td>\$262.92</td> </tr> <tr> <td>72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park</td> <td>01-26-7013</td> <td>\$91.39</td> </tr> <tr> <td>51934100002/9/22/2025 - 450 N Brown Ave (E California</td> <td>01-90-7013</td> <td>\$146.36</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park	01-80-7013	\$91.40	98028300006/9/22/2025 - Police Dept. - 140 W Main	01-25-7013	\$310.03	4846569392/9/22/2025 - HNGR - 440 W Main St	01-50-7013	\$278.11	90696400002/9/22/2025 - Fire Dept. 125 Park	01-26-7013	\$412.78	89834100003/9/22/2025 - Airport - 438 W Main	14-00-7013	\$95.72	81075400002/9/22/2025 - W Bonita St & S Park Ave	01-90-7013	\$262.92	72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park	01-26-7013	\$91.39	51934100002/9/22/2025 - 450 N Brown Ave (E California	01-90-7013	\$146.36																																			
Invoice Nbr - Description	GL Account	Amount																																																																
72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park	01-80-7013	\$91.40																																																																
98028300006/9/22/2025 - Police Dept. - 140 W Main	01-25-7013	\$310.03																																																																
4846569392/9/22/2025 - HNGR - 440 W Main St	01-50-7013	\$278.11																																																																
90696400002/9/22/2025 - Fire Dept. 125 Park	01-26-7013	\$412.78																																																																
89834100003/9/22/2025 - Airport - 438 W Main	14-00-7013	\$95.72																																																																
81075400002/9/22/2025 - W Bonita St & S Park Ave	01-90-7013	\$262.92																																																																
72634100001/9/22/2025 - City Hall / Fire Dept. - 125 Park	01-26-7013	\$91.39																																																																
51934100002/9/22/2025 - 450 N Brown Ave (E California	01-90-7013	\$146.36																																																																

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
				50634100007/9/22/2025 - City Yard - 525 S Sorenson	01-50-7013	\$149.47
				25634100009/9/22/2025 - Lift Station - 424 International	06-06-7013	\$65.55
				2207540006/9/22/2025 - N/W/C of Library	01-90-7013	\$615.75
				10934100008/9/22/2025 - Flag Pole - 100 Park Irr	01-90-7013	\$243.53
				00934100009/9/22/2025 - Wellbeing Center - 101 N Lake	01-80-7013	\$57.57
				5207540003/9/22/2025 - Community Center - 150 Park	01-90-7013	\$1,078.84
7584	C	10/24/2025	109	Underground Service Alert/SC		\$28.00 O
	Invoice Nbr - Description		GL Account		Amount	
				920250106 - Regulatory Compliance	06-06-7013	\$28.00
7585	C	10/24/2025	143	Zendejas Hardware		\$245.18 O
	Invoice Nbr - Description		GL Account		Amount	
				K87962 - PW - Repairs	01-50-7606	\$13.77
				887787 - Parks	01-90-7606	\$47.98
				887685 - Fire Dept. Cleaning supplies	01-26-7106	\$11.84
				888356 - PW - sewer supplies	06-06-7606	\$23.68
				888409 - PW - repairs	01-90-7606	\$56.37
				888030 - Dire Dept. Supplies	01-26-7016	\$30.15
				K87958 - PW - Repairs	01-50-7605	\$44.16
				888472 - Fire Dept. Supplies	01-26-7016	\$17.23
7586	C	10/24/2025	165	EI Centro Motors		\$2,240.63 O
	Invoice Nbr - Description		GL Account		Amount	
				6391622/1 - PD - Unit 722 Maintenance	01-25-7606	\$1,963.35
				6392330/1 - PD - Chief vehicle maintenance	01-25-7606	\$277.28
7587	C	10/24/2025	470	McNeece Bros. Oil Company, Inc.		\$2,768.72 O
	Invoice Nbr - Description		GL Account		Amount	
				920352 - Public Works - Fuel	01-90-7015	\$418.59
				920352 - Public Works - Fuel	06-06-7015	\$1,544.23
				920352 - Public Works - Fuel	01-40-7015	\$558.13
				920352 - Public Works - Fuel	01-16-7015	\$247.77
7588	C	10/24/2025	528	USA Blue Book		\$2,400.23 O
	Invoice Nbr - Description		GL Account		Amount	
				INV00821423 - PW - Repair/Maintenance	06-06-7606	\$2,400.23
7589	C	10/24/2025	724	Brenntag Pacific, Inc		\$4,751.08 O
	Invoice Nbr - Description		GL Account		Amount	
				BPI553305 - Chemicals	06-06-7060	\$4,751.08
7590	C	10/24/2025	942	Imperial County Transportation Commission		\$425.96 O
	Invoice Nbr - Description		GL Account		Amount	
				26-03 - 1st Qtr membership fee FY 25/26	19-40-7002	\$425.96
7591	C	10/24/2025	958	Southwest Equipment and Supply, Inc.		\$184.14 O
	Invoice Nbr - Description		GL Account		Amount	

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status	
				42788 - PW - Repairs	01-90-7606	\$121.05	
				42790 - PW - Repairs	01-90-7606	\$43.09	
				42779 - PW - Repairs	01-90-7606	\$6.00	
				42779 - PW - Repairs	01-40-7606	\$8.00	
				42779 - PW - Repairs	06-06-7606	\$6.00	
7592	C	10/24/2025	1020	AM Copiers, Inc		\$119.57	O
				Invoice Nbr - Description	GL Account	Amount	
				IN8410 - Professional fees	01-17-7003	\$119.57	
7593	C	10/24/2025	1038	Special District Risk Management Authority		\$12,485.66	O
				Invoice Nbr - Description	GL Account	Amount	
				H48342 - Benefits expense - October 2025	01-25-6900	\$3,423.72	
				H48342 - Benefits expense - October 2025	01-16-6900	\$2,396.60	
				H48342 - Benefits expense - October 2025	06-06-6900	\$1,797.45	
				H48342 - Benefits expense - October 2025	01-90-6900	\$770.34	
				H48342 - Benefits expense - October 2025	01-26-6900	\$3,070.43	
				H48342 - Benefits expense - October 2025	01-40-6900	\$1,027.12	
7594	C	10/24/2025	1039	Larry R. Bennett Insurance Agency		\$375.00	O
				Invoice Nbr - Description	GL Account	Amount	
				LRB#174 - Admin Fees - October 2025	01-17-7003	\$375.00	
7595	C	10/24/2025	1058	Agricultural Pump Supply		\$91.52	O
				Invoice Nbr - Description	GL Account	Amount	
				12544 - PW - Repairs	01-50-7606	\$91.52	
7596	C	10/24/2025	1080	NAPA AUTO PARTS		\$51.60	O
				Invoice Nbr - Description	GL Account	Amount	
				545418 - Vehicle/ Equipment	01-90-7606	\$17.20	
				545418 - Vehicle/ Equipment	06-06-7606	\$17.20	
				545418 - Vehicle/ Equipment	01-40-7606	\$17.20	
7597	C	10/24/2025	1120	Penguin Management, Inc		\$732.00	O
				Invoice Nbr - Description	GL Account	Amount	
				84529 - FD - eDispatches annual service	01-26-7002	\$732.00	
7598	C	10/24/2025	1130	Babcock Laboratories, Inc.		\$573.50	O
				Invoice Nbr - Description	GL Account	Amount	
				CI51017-9802 - Regulatory Testing	06-06-7107	\$573.50	
7599	C	10/24/2025	1140	Raul Bernal		\$31.50	O
				Invoice Nbr - Description	GL Account	Amount	
				September 2025 - Mileage reimbursement	06-06-6015	\$31.50	
7600	C	10/24/2025	1144	AT & T Mobility		\$152.23	O
				Invoice Nbr - Description	GL Account	Amount	
				287298593833X09102025 - Wifi - Standby phone	01-16-7013	\$40.24	
				287298593833X09102025 - Wifi - Standby phone	06-06-7013	\$33.60	
				287298593833X09102025 - Wifi - Standby phone	01-40-7013	\$44.79	

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
			287298593833X09102025 - Wifi - Standby phone	01-90-7013	\$33.60	
7601	C	10/24/2025	1155	VESTIS	\$213.80	O
			Invoice Nbr - Description	GL Account	Amount	
			5220585863 - PW uniforms	06-06-7929	\$6.42	
			5220580498 - PW - uniforms	01-80-7106	\$16.78	
			5220580498 - PW - uniforms	01-80-7929	\$6.33	
			5220580498 - PW - uniforms	06-06-7929	\$7.38	
			5220580498 - PW - uniforms	01-90-7929	\$32.70	
			5220580498 - PW - uniforms	01-40-7929	\$9.83	
			5220580498 - PW - uniforms	01-50-7929	\$10.40	
			5220585863 - PW uniforms	01-80-7929	\$2.31	
			5220582910 - PW - uniforms	01-50-7929	\$10.40	
			5220585863 - PW uniforms	01-40-7929	\$8.56	
			5220585863 - PW uniforms	01-50-7929	\$10.40	
			5220582910 - PW - uniforms	01-80-7106	\$16.78	
			5220582910 - PW - uniforms	01-80-7929	\$3.81	
			5220582910 - PW - uniforms	06-06-7929	\$7.20	
			5220582910 - PW - uniforms	01-90-7929	\$22.46	
			5220582910 - PW - uniforms	01-40-7929	\$9.60	
			5220585863 - PW uniforms	01-90-7929	\$15.66	
			5220585863 - PW uniforms	01-80-7106	\$16.78	
7602	C	10/24/2025	1184	Capital One Trade Credit	\$182.61	O
			Invoice Nbr - Description	GL Account	Amount	
			B38030/2 - WWTP items	06-06-7017	\$19.54	
			B35097/2 - WWTP	06-06-7017	\$82.79	
			B26112/2 - WW - supplies	06-06-7017	\$64.87	
			B29732/2 - WW - supplies	06-06-7017	\$5.43	
			B31579/2 - WW - supplies	06-06-7017	\$9.98	
7603	C	10/24/2025	1201	LaBrucherie Irrigation Supply	\$1,251.50	O
			Invoice Nbr - Description	GL Account	Amount	
			OM50662 - PW - Supplies for parks	01-90-7606	\$1,251.50	
7604	C	10/24/2025	1236	Jacob's Air Conditioning	\$1,740.00	O
			Invoice Nbr - Description	GL Account	Amount	
			09458 - A/C Repair - Library	01-80-7606	\$550.00	
			09462 - A/C Service/Maintenance City Buildings	01-80-7104	\$1,190.00	
7605	C	10/24/2025	1253	Navitas Credit Corp.	\$586.64	O
			Invoice Nbr - Description	GL Account	Amount	
			41199576/10/10/2025 - Phone System - October 2025	01-80-7013	\$146.66	
			41199576/10/10/2025 - Phone System - October 2025	06-06-7013	\$146.66	
			41199576/10/10/2025 - Phone System - October 2025	01-25-7013	\$146.66	
			41199576/10/10/2025 - Phone System - October 2025	01-26-7013	\$146.66	

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
7606	C	10/24/2025	1257	Brawley Analytical, Inc,	\$818.00	O
Invoice Nbr - Description					GL Account	Amount
001458 - Regulatory testing					06-06-7107	\$409.00
001486 - Regulatory Testing					06-06-7107	\$409.00
7607	C	10/24/2025	1260	Gold Coast Enviroment	\$1,582.76	O
Invoice Nbr - Description					GL Account	Amount
14949 - WWTP					06-06-7606	\$1,582.76
7608	C	10/24/2025	1273	US Bank	\$2,461.55	O
Invoice Nbr - Description					GL Account	Amount
10/7/2025 - League of California Conference					01-16-7004	\$431.48
SO-SD105661 - PD - Uniforms					01-25-7929	\$349.10
034 - PD - Hitch for trailer					78-25-7016	\$60.04
10/7/2025 - League of California Conference					01-25-7004	\$431.48
10/7/2025 - League of California Conference					01-01-7004	\$431.49
9/29/2025 - Supplies					01-17-7017	\$10.81
9/29/2025 - Supplies					01-25-7017	\$45.46
10/7/2025 - League of California Conference					01-01-7004	\$701.69
7609	C	10/24/2025	1304	Centurion Coin & Emblem	\$852.75	O
Invoice Nbr - Description					GL Account	Amount
25-09-001 - PD - Patches					01-25-7929	\$852.75
7610	C	10/24/2025	1323	Leonardo Rios	\$1,030.00	O
Invoice Nbr - Description					GL Account	Amount
498473 - PD Unit car wash					01-25-7606	\$310.00
498474 - PD Unit car wash					01-25-7606	\$320.00
498475 - PD Unit - Door replacement					01-25-7606	\$400.00
7611	C	10/24/2025	1338	Architectural Resources Group	\$1,626.25	O
Invoice Nbr - Description					GL Account	Amount
54787 - Calipatria Flagpole California Landmark Nomination					01-17-7003	\$185.00
54892 - Calipatria Flagpole California Landmark Nomination					01-17-7003	\$1,441.25
7612	C	10/24/2025	1362	Amazon Capital Services	\$63.43	O
Invoice Nbr - Description					GL Account	Amount
114-6247943-8290616 - Items for Down Syndrome & Breast Cancer Awareness					01-17-7017	\$31.12
114-2459792-5318625 - Supplies - Ipad charge					01-17-7001	\$32.31
7613	C	10/24/2025	1366	SCS Engineers	\$1,123.50	O
Invoice Nbr - Description					GL Account	Amount
0551641 - Enviromental Site Assessment					77-90-7003	\$1,123.50
7614	C	10/24/2025	1376	Dario Toledo	\$307.70	O
Invoice Nbr - Description					GL Account	Amount
10/26/25-10/29/25 - Aride Training Meal Expense & Mileage					01-25-7004	\$307.70

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Outstanding Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status																								
7615	C	10/24/2025	1376	Dario Toledo	\$197.95	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>10/30/25-10/31/25 - SFST Training Meal Expense & Mileage</td> <td>01-25-7004</td> <td>\$197.95</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	10/30/25-10/31/25 - SFST Training Meal Expense & Mileage	01-25-7004	\$197.95																				
Invoice Nbr - Description	GL Account	Amount																												
10/30/25-10/31/25 - SFST Training Meal Expense & Mileage	01-25-7004	\$197.95																												
7616	C	10/24/2025	1378	Primo Brands	\$149.82	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>0518730278175 - Drinking water</td> <td>01-80-7013</td> <td>\$149.82</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	0518730278175 - Drinking water	01-80-7013	\$149.82																				
Invoice Nbr - Description	GL Account	Amount																												
0518730278175 - Drinking water	01-80-7013	\$149.82																												
7617	C	10/24/2025	1379	Joseph Medina	\$55.30	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>September 2025 - Mileage reimbursement</td> <td>06-06-6015</td> <td>\$55.30</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	September 2025 - Mileage reimbursement	06-06-6015	\$55.30																				
Invoice Nbr - Description	GL Account	Amount																												
September 2025 - Mileage reimbursement	06-06-6015	\$55.30																												
7618	C	10/24/2025	1384	County of Imperial Clerk Recorder's Office	\$3,030.75	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>9/24/2025 - East side specific plan / Fish and Game NOD</td> <td>01-05-7003</td> <td>\$3,030.75</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	9/24/2025 - East side specific plan / Fish and Game NOD	01-05-7003	\$3,030.75																				
Invoice Nbr - Description	GL Account	Amount																												
9/24/2025 - East side specific plan / Fish and Game NOD	01-05-7003	\$3,030.75																												
7619	C	10/24/2025	1386	ICC	\$170.00	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Q15.000034873 - Member # 10463420 Membership Dues</td> <td>01-05-7002</td> <td>\$170.00</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	Q15.000034873 - Member # 10463420 Membership Dues	01-05-7002	\$170.00																				
Invoice Nbr - Description	GL Account	Amount																												
Q15.000034873 - Member # 10463420 Membership Dues	01-05-7002	\$170.00																												
7620	C	10/24/2025	1068	Natasha Saucedo	\$34.99	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>10/9/2025 - Reimbursement - cake</td> <td>01-16-7017</td> <td>\$34.99</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	10/9/2025 - Reimbursement - cake	01-16-7017	\$34.99																				
Invoice Nbr - Description	GL Account	Amount																												
10/9/2025 - Reimbursement - cake	01-16-7017	\$34.99																												
7621	C	10/24/2025	1171	Fabiola Barraza	\$10.99	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>10/19/2025 - Reimbursement - cleaning supplies</td> <td>01-80-7106</td> <td>\$10.99</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	10/19/2025 - Reimbursement - cleaning supplies	01-80-7106	\$10.99																				
Invoice Nbr - Description	GL Account	Amount																												
10/19/2025 - Reimbursement - cleaning supplies	01-80-7106	\$10.99																												
7622	C	10/24/2025	1273	US Bank	\$1,033.24	O																								
<table border="1"> <thead> <tr> <th>Invoice Nbr - Description</th> <th>GL Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>9/26/2025 - Light bulbs & supplies for PD</td> <td>01-25-7017</td> <td>\$8.24</td> </tr> <tr> <td>Oct 26-31, 2025 - Ofc Toledo SFST & Aride training</td> <td>01-25-7004</td> <td>\$674.57</td> </tr> <tr> <td>9/25/2025 - Light bulbs & supplies for PD</td> <td>01-80-7104</td> <td>\$108.22</td> </tr> <tr> <td>9/25/2025 - Light bulbs & supplies for PD</td> <td>01-25-7001</td> <td>\$100.17</td> </tr> <tr> <td>10/2/2025 - Light bulbs & supplies for PD</td> <td>01-25-7017</td> <td>\$27.96</td> </tr> <tr> <td>9/26/2025 - Light bulbs & supplies for PD</td> <td>01-25-7001</td> <td>\$38.94</td> </tr> <tr> <td>1000970686 - Light bulbs & supplies for PD</td> <td>01-25-7929</td> <td>\$75.14</td> </tr> </tbody> </table>					Invoice Nbr - Description	GL Account	Amount	9/26/2025 - Light bulbs & supplies for PD	01-25-7017	\$8.24	Oct 26-31, 2025 - Ofc Toledo SFST & Aride training	01-25-7004	\$674.57	9/25/2025 - Light bulbs & supplies for PD	01-80-7104	\$108.22	9/25/2025 - Light bulbs & supplies for PD	01-25-7001	\$100.17	10/2/2025 - Light bulbs & supplies for PD	01-25-7017	\$27.96	9/26/2025 - Light bulbs & supplies for PD	01-25-7001	\$38.94	1000970686 - Light bulbs & supplies for PD	01-25-7929	\$75.14		
Invoice Nbr - Description	GL Account	Amount																												
9/26/2025 - Light bulbs & supplies for PD	01-25-7017	\$8.24																												
Oct 26-31, 2025 - Ofc Toledo SFST & Aride training	01-25-7004	\$674.57																												
9/25/2025 - Light bulbs & supplies for PD	01-80-7104	\$108.22																												
9/25/2025 - Light bulbs & supplies for PD	01-25-7001	\$100.17																												
10/2/2025 - Light bulbs & supplies for PD	01-25-7017	\$27.96																												
9/26/2025 - Light bulbs & supplies for PD	01-25-7001	\$38.94																												
1000970686 - Light bulbs & supplies for PD	01-25-7929	\$75.14																												
					Cleared	\$0.00																								
					Outstanding	\$62,789.79																								
					Void	\$0.00																								

Accounts Payable Check Register Report - US Bank Branch-158300185465

For The Date Range From 10/1/2025 To 10/31/2025

For All Vendors And For Voided Checks - Computer Generated

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
7582	C	10/24/2025	57	VOID FOR OVERFLOW	\$0.00	V

Invoice Nbr - Description	GL Account	Amount
---------------------------	------------	--------

Cleared \$0.00

Outstanding \$0.00

Void \$0.00



City of Calipatria **CONSENT - ITEM # 3**

125 North Park
Calipatria, Ca 92233
Office (760) 348-4141/Fax (760) 348-7035
www.calipatria.com

St. Patrick's Catholic Church
Tax ID # 27-4004404

Facility Use Application

Last Name: Carter First Name: Ricardo
Address: 459 E. Barbara St. City/Zip Code: Calipatria, Ca 92233
Home Phone: 4422973056 Cell Phone: 760 7913456 Work Phone: _____
Email Address: rcarter21@hotmail.com Alternate Contact: Bonnie Zendejas 559-9042937
Organization Name: Asociacion de Guadalupeanas
Organization Address: 133 East Church St. St. Patrick's City/Zip Code: 92233
Activity Date(s): December 7, Sunday Activity Hours: 11:30 AM to 1:30 PM
Description of Event: Religious small Procession - 10 cars or less,
25 People walking in back of lead car/truck

Requested Park Location:

- Rademacher Park Caldwell Park Hernandez Park Mikesell Park

Type of Activity:

- Athletic Practice Athletic Game Birthday Party Company Picnic
 Reunion Tournament Other Procession

Estimated total attendance (including adults and children): 40 including 10 cars or less
People

Requested Park Amenities/Facilities (Usage - Non-Refundable) Per Day Fee:

Usage fees are waived for Calipatria Non-Profit organizations with IRS Tax Exemption Notice. Fee is waived only if rental use is for free community-based event(s).

- Community Center \$100 Well-Being Center \$100 Gazebo \$50 Park Shelter \$25
 Athletic Field Lights \$10 Power \$10 Water \$10

Please let us know how Much?

Refundable Deposit of \$100 required for all reservations for the below:

- Cleaning Fee \$65 Restrooms Fee \$25 Key Fee \$10

*** No Alcoholic Beverages Allowed at any Parks and/or Facilities***

Applicants must provide insurance at the following minimal limits: \$1,000,000 combined single limit. Should any portion of the event be held on public property, this certificate of Insurance must name the City as an additional insured throughout the event or duration of request. The Certificate of Insurance, including limits of insurance, must be attached to this application upon completion.

Community Center Capacity 75 People

Hold Harmless

The applicant will, at its sole expense, provide the City with evidence of insurance for general liability and Workers' Compensation benefits for accidents or injuries which or are sustained in the course of carrying out this contract. The Applicant agrees to indemnify, defend, and save City harmless from any and all liability, claims, damages, or injuries to any person, including injury to Applicant's employees, and all claims which arise or are connected with the negligent performance of or failure to perform work or negligent acts of the City, its agents or employees, and all expenses of investigating and defending against same.

Applicant Signature: [Signature] Date: 10-20-25
Receipt No. _____ Cash /Check # _____ Usage/Deposit/Both Fee(s) Paid: \$ _____

Rec'd By: _____ Date: _____

Contact: 559-904-2937
Bonnie Zendejas



CALIPATRIA CITY COUNCIL AGENDA ITEM

Date Submitted: November 17, 2025
Submitted By: Laura Gutierrez, City Manager/CFO
Council Meeting Date: November 25, 2025

Discussion / Action

Subject: Approval of The Holt Group ~ Grant Administration and Project Management Services for Delta Street Pump Station Rehabilitation Project

Background:

The City issued Request for Proposals for Grant Administration and Project Management Services for the Delta Street Pump Station Rehabilitation Project on August 13, 2025, with a deadline of September 2, 2025.

The City of Calipatria intends to rehabilitate/improve the Delta Street Pump Station to address existing deterioration issues to promote residential development with the Eastside Specific Plan Area. Improvements include the installation of an updated electrical control system, new blower system to remove corrosive gases, upgrading centrifugal pumps, and rehabilitating the wet-well concrete and steel support members. Design of Improvement Plans were completed in September 2024 and are ready to proceed with construction. The project will be completed in one phase and will be completed within 300 calendar days following the issuance of a Notice to Proceed, prior to June 30, 2026, deadline. This work scope will enhance the longevity of equipment and ensure public safety and boost needed infill housing development by increasing the capacity of households that sewage infrastructure can accommodate and serve. This will also advance resiliency within the community, as it will have been determined what is needed to reduce damage and invest accordingly to satisfy the needs of our current residents while simultaneously preparing to be better equipped to serve the needs of our future residents.

The City only received one (1) proposal by the deadline. The proposal received is attached from The Holt Group.

Recommendation:

Staff recommends the City Council approve Proposal submitted by The Holt Group.

Fiscal Impact:

Not to exceed \$95,000 (SCAG ~ Grant Funded)

September 2, 2025

Ms. Laura Gutierrez
City of Calipatria
125 North Park Avenue
Calipatria, California 92233

RE: Grant Administration and Project Management Services for the Delta Street Pump Station Rehabilitation Project

Dear Ms. Gutierrez,

The Holt Group, Inc. is pleased to submit this proposal to the City of Calipatria. It is our understanding that the City is seeking a qualified consultant to administer and manage the City's \$1.5 million RUSH grant for the Delta Street Pump Station Rehabilitation Project. The City of Calipatria requires the assistance of a professional consulting firm to comply with statutory requirements of the grant to ensure that funds are expended in accordance with the terms of the grant agreement, and to complete task items outlined in the grant agreement.

The Holt Group is an Engineering and Land Use Planning consulting firm with over 40 years of experience in serving the Imperial Valley. Our corporate office, located locally in El Centro, can provide the City of Calipatria with immediate response. Our extensive experience with grant agencies such as the U.S. Bureau of Reclamation, U.S. Department of Agriculture (USDA), California Natural Resources Agency (CNRA), State Department of Housing and Community Development (HCD) allow us to administer grants in a cost-effective manner. We have assisted cities and other municipal agencies in the Imperial County obtain over \$200 million in grants for water and wastewater projects, housing programs, creation of new parks, and many others.

Our proposal has been prepared to illustrate our extensive experience in grant management and municipal consulting. The Holt Group has earned the trust of local government agencies as evidenced by our continuing service to the City of Calipatria, City of Holtville, Heber Public Utility District, Imperial Irrigation District, and County of Imperial to name a few. Our clients understand that The Holt Group is committed to excellence and high level of support. The Holt Group is able to provide a level of management expertise that is unequaled by outside firms. George Galvan, who is our Principal Planner



The
Holt
Group, Inc.

with over 28 years of experience, will serve as the Principal-In-Charge, and will work side by side with the City of Calipatria.

We look forward to working with the City of Calipatria on this project, if you have any questions regarding The Holt Group, our team members, or the enclosed proposal, please contact Jeorge Galvan at (760) 337-3883 or jgalvan@theholtgroup.net.

Sincerely,

James G. "Jack" Holt, P.E.
Secretary/Chief Financial Officer



The
Holt
Group, Inc.

Introduction

The Holt Group, Inc., was founded in 1984 and is a full-service consulting firm offering Land Use Planning, Environmental Compliance, Grant Administration, Civil Engineering, and other municipal related professional services to both the private and public sector clients in Southern California. The Holt Group's corporate office is located in El Centro, California, with additional locations in Palm Springs and Blythe, California. All of the Planning Services proposed to be provided under the Grant Administration Services for the City of Calipatria Delta Street Pump Station Rehabilitation Project will be provided out of our El Centro office located at 1601 North Imperial Avenue, El Centro, California.

The Holt Group Planning Department provides services to local government in the areas of environmental documentation, permitting, short- and long-range planning, land planning and development, resources management, policy development and grant administration for State and Federal funding agencies. All key staff assigned to this project will be available on short notice as needed to perform work as directed by the City of Calipatria or as required by the funding agency. If selected, we see our role with the City of Calipatria as the City's advocate and effectively functioning as an extension of City Staff in managing the City's RUSH 2.0 grant. The Holt Group will maintain communication with SCAG staff throughout the project to ensure program guidelines are being met.

Our staff is keenly aware of the unique issues and challenges facing our small communities in the Imperial Valley. We have extensive experience in obtaining and administering millions of dollars in grant funds from local, State, and Federal Agencies. These include programs for the creation of new parks, implementation of housing programs, roadway improvement projects, and water and wastewater infrastructure projects. We have worked with agencies such as the U.S. Bureau of Reclamation, U.S. Department of Agriculture (USDA), California Department of Housing and Community Development (HCD), California Natural Resources Agency (CNRA), Caltrans, Southern California Association of Governments (SCAG), and many others.

The Holt Group has over forty years of experience working alongside the cities and handling many Grant Administration Activities. Recent grant programs administered by The Holt Group include the Calipatria Hernandez Park Improvement Project funded through a grant from the Community Development Block Grant (CDBG) for \$1.1 million; Eastside Stormwater Improvement Project funded by the California Natural Resources Agency for \$3.9 million; Holtville Alamo River Wetlands Project funded by the U.S. Bureau of Reclamation for \$7 million; and the Heber Children's Park and Splashpad project funded by California State Parks for \$700,000.00.

Scope Of Work & Services to be Performed

The Holt Group understands that the City of Calipatria received grant funding from the Southern California Association of Governments (SCAG) and the American Rescue Plan Act (ARPA) to rehabilitate the Delta Street Pump Station which is intended to encourage affordable housing development throughout the City especially the City's east side. There are a number of underdeveloped parcels in the east side and The Holt Group has been assisting the City in implementing housing programs and infrastructure projects to address the needs of the underserved residents and to promote residential development for low and very-low income households. The scope of work to be provided are related to the administration and management of the grant as required by SCAG.

Interpretation of Consultant Services

It is our understanding that the City of Calipatria is seeking a qualified and experienced professional firm in the field of Grant Administration and Project Management that can administer, document, and conduct public outreach for the RUSH grant. The Holt Group, Inc. can carry out all of the administrative, reporting, and other requirements outlined in the City's grant funding agreement. Below is a summary of the expected tasks and services provided that may be essential for adequate grant implementation.

Grant Administration Tasks

1.1 Project Kickoff Meeting

A "Kickoff" meeting with the City of Calipatria will be scheduled. The "Kickoff" meeting deliverables will consist of the agenda, notes, and a list of attendees. It will also include a brief presentation regarding the grant program and grant requirements. Handouts or any other relevant materials pertaining to the project will also be prepared.

1.2 Project Management Plan & Schedule

The Holt Group will develop a comprehensive Project Management Plan (PMP), which outlines the project's scope, objectives, timelines, resources, risk management strategies, and communication plans to ensure effective execution and control. Additionally, it will include creating a detailed Project Schedule, that breaks down tasks, milestones, durations, and dependencies to guide timely project delivery.



1.3 Project Management Meetings

The Holt Group will conduct and document monthly Project Management Team (PMT) meetings to ensure consistent communication and alignment across all stakeholders. The meetings will take place with The Holt Group, the City of Calipatria, SCAG Associates, and representatives of the construction contractor. Meeting minutes will be prepared and distributed to PMT members.

1.4 Monthly Invoicing & Reporting

The Holt Group will prepare and submit monthly invoices and progress reports to ensure financial transparency and track project performance over time. It will include accurate monthly invoices for work completed and detailed progress reports summarizing accomplishments, milestones achieved, issues encountered, and upcoming activities. Invoices will be obtained from the construction contractor and compared against the grant budget. Reimbursement requests will be submitted to SCAG.

1.5 Project Close-Out Files

The Holt Group will compile and submit all final documentation required to formally close the project, ensuring that all contractual obligations have been met and records are properly archived. This also includes comprehensive project close-out files, accompanied by an organized Excel file that summarizes key project data such as deliverables, timelines, budgets, and outstanding items.

1.6 REAP Metrics Data Collection & Reporting

The Holt Group will gather, analyze, and report data related to REAP (Regional Equity Action Plan) metrics to evaluate the project's alignment with equity goals and performance indicators. Additionally, we will include a detailed report that compiles relevant metrics such as community engagement, resource distribution, and equitable outcomes demonstrating progress toward REAP objectives.

Public Outreach Tasks

2.1 Outreach & Engagement Plan

The Holt Group will develop a comprehensive Outreach & Engagement Plan to guide how the project team will inform, involve, and gather input from the public and key stakeholders throughout the project. Additionally, we will include a detailed Public Outreach Plan that

outlines scheduled engagement activities, discussion topics, and clearly defined target audiences to ensure inclusive and effective communication will also be included.

2.2 Outreach Events & Summary

The Holt Group will implement outreach events and obtain input to inform the public of the project's development. This includes a variety of outreach materials such as flyers, one-sheets, posters, and presentations used during events, as well as an Outreach Summary Memo that documents community feedback and explains how that input was integrated into the final plan.

Individuals Authorized To Respond & Key Personnel

The Holt Group has an experienced team of professionals that will be assigned to carry out the scope of work outlined in this proposal and the City's Request for Proposals. Mr. James "Jack" Holt, PE is The Holt Group Chief Financial Officer and will be signatory for the Professional Services Agreement. Mr. George Galvan, AICP will be Principal-In-Charge and will be the main point of contact with regards to performing the scope of work for the City's RUSH Delta Street Pump Station Improvement Project.

A list of key personnel that will be involved in this project is listed below. A copy of their individual resumes is also included.

George Galvan, AICP

Principal Planner

Mr. Galvan has over 28 years of experience in various aspects of grant administration, land use planning, environmental compliance, and housing programs. A list of recent grant acquisition and administration projects completed by Mr. Galvan include \$ 4.5 million for the Holtville Wetlands Project, \$ 3.9 million for the Calipatria East Side Stormwater Improvement Project, \$ 1.1 million for the Calipatria Hernandez Park Irrigation and Improvement Project, and \$ 1.5 million for the Heber Correll Park Improvement Project. Mr. Galvan's involvement in these grant programs include budget tracking and contract management to ensure compliance with the grant requirements and all other State and Federal overlays such as prevailing wage compliance, civil rights compliance, and environmental compliance. Mr. Galvan also has extensive experience in implementing housing programs including updates to various Housing Elements for the cities of Calipatria, Holtville, and Calexico. Other infrastructure projects managed by Mr. Galvan include environmental and contract compliance for the Niland



The
Holt
Group, Inc.

Wastewater Treatment Plant Improvement Project, and Holtville Citywide Street Rehabilitation Project.

Cynthia Mancha

Senior Project Manager, Planner

Ms. Mancha has extensive experience in project management roles for various non-profit organizations, governmental agencies, and private sector clients. She has recently completed grant administration for the Brawley Senior Apartment project which involved the construction of a 32-unit affordable housing project funded by multiple agencies including the California Department of Housing and Community Development. Ms. Mancha also served as a local Project Manager Big Rock Battery Energy Storage System Project coordinating permitting requirements through the County of Imperial. Ms. Mancha previously worked for the Imperial Valley Economic Development Corporation completing various economic development outreach projects, grant compliance activities, and economic impact analysis reports. She is currently assigned as a Consultant City Planner for the City of Brawley where she has been responsible for ensuring compliance with various grant programs.

Francisco Barba

Associate Planner

Mr. Barba is responsible for the processing of numerous environmental compliance reports, grant applications, architectural plan reviews, permit applications, and other project specific planning duties as directed. Mr. Barba's other duties also consist of the creation and presentation of various staff reports, grant applications, and the implementation of various updates and amendments to both the General Plan and Municipal Code of various cities which include the City of Holtville, the City of Calipatria, the City of Calexico, and the City of Brawley. Mr. Barba has successfully and effectively overseen a diverse range of housing and infrastructure projects supported by state and federal funding, showcasing strong skills in project coordination, regulatory adherence, and comprehensive reporting. For the Surface Transportation Block Grant (STBG), he completed annual reports, conducted monitoring activities, and submitted project request forms to ensure compliance with funding requirements. Mr. Barba also worked on Congestion Mitigation and Air Quality (CMAQ) grant applications, where he completed numerous detailed studies in conformance with the California Environmental Quality Act for projects across the cities of Holtville and Calipatria. Documents such as the Initial Study and Mitigated Negative Declaration for the City of Holtville Trestle Bridge project and the City of Calipatria Eastside Specific Plan are among the most notable environmental documents.



The
Holt
Group, Inc.

Melany Amarillas

Associate Planner

Ms. Amarillas is responsible for the processing of numerous environmental compliance reports, grant applications, architectural plan reviews, permit applications, and other project specific planning duties as directed. She is also responsible for grant administration such as the preparation of quarterly/annually reports, reimbursements, and standard compliance to the State and Federal Agencies. Ms. Amarillas has successfully managed a variety of housing and infrastructure projects funded through state and federal programs, demonstrating strong project coordination, regulatory compliance, and reporting capabilities. For the Permanent Local Housing Allocation (PLHA) Program, she completed annual reports, conducted monitoring activities, and submitted project request forms to ensure compliance with funding requirements. Under the HOME Investment Partnerships Program (HOME), she oversaw the project set-up, monitoring, monthly reporting, and reimbursements, managed the project portal, and maintained ongoing communication with the grant agency. For the California Department of Housing and Community Development (HCD) and the U.S. Department of Housing and Urban Development (HUD), she completed CEQA/NEPA documentation, conducted monitoring, prepared quarterly and annual reports, processed reimbursements, managed the project portal, and coordinated the project closeout process while maintaining consistent communication with both agencies. Additionally, for the California Recreational Trails and Greenway Grant Program (CNRA), Ms. Amarillas collaborated with planning staff to prepare an Initial Study and Mitigated Negative Declaration (IS/MND) in accordance with the California Environmental Quality Act (CEQA), ensuring that potential environmental impacts were properly identified and addressed.

Patricia Ramirez

Assistant Planner

Ms. Ramirez is responsible for architectural plan reviews, permit applications, and other project specific planning duties as directed. Ms. Ramirez's other duties also consist of assisting with grant applications and assisting with the implementation of various updates and amendments to both the General Plan and Municipal Code of various cities which include the City of Holtville, the City of Calipatria, and the City of Brawley.

Erika Garcia

Planning Assistant/Auto CAD Technician

Ms. Garcia is responsible for the preparation of Quarterly Reports and Reimbursements for submission to the State and Federal Agencies. She prepares all Caltrans packages and reimbursements for all roadway grants. She also has been assisting the planning department



The
Holt
Group, Inc.

with the design, graphic exhibits as well as map research for various Planning projects. Ms. Garcia translates all documents and marketing material into Spanish in order to implement the programs effectively.

COSTS & FEES

The Holt Group's extensive experience with the City of Calipatria allows us to provide a detailed and all-encompassing service at a cost-effective rate. We are available to provide the City more work at an affordable price. We understand the City's needs and we're able to provide services in a timely manner. The following is a breakdown of the cost to complete the scope of work for the Calipatria Delta Street Pump Station project. The fees outlined below are based on the attached Hourly Rate Schedule. These fees are our discounted rates for municipal clients.

1.0 Project Management & Coordination	
1.1 Project Kick Off Meeting	\$ 10,000.00
1.2 Project Management Plan & Schedule	\$ 10,000.00
1.3 Project Management Meetings	\$ 10,000.00
1.4 Monthly Invoicing & Reporting	\$ 25,000.00
1.5 Project Close-Out Files	\$ 10,000.00
1.6 REAP Metrics Data Collection & Reporting	\$ 10,000.00
2.0 Project Outreach	
2.1 Outreach & Engagement Plan	\$ 10,000.00
2.2 Outreach Events & Summary	\$ 10,000.00
Total	\$ 95,000.00



Hourly Rate Schedule

2025

Municipal Rates

PLANNING	
Principal Planner (AICP)/ Project Manager	\$150.00/Hour
Senior Planner	\$140.00/Hour
Associate Planner	\$135.00/Hour
Assistant Planner	\$100.00/Hour
Planning Designer/AutoCAD Technician	\$95.00/Hour
Planning Clerk	\$70.00/Hour
Senior Labor Standards Compliance Monitor	\$100.00/Hour
Assistant Labor Standards Compliance Monitor	\$85.00/Hour
ENGINEERING	
Principal Engineer P.E./L.S.	\$170.00/Hour
Project Engineer P.E./L.S.	\$150.00/Hour
Associate Project Engineer	\$140.00/Hour
Assistant Project Engineer	\$130.00/Hour
Project Manager	\$150.00/Hour
Civil Designer III	\$105.00/Hour
Civil Designer II	\$100.00/Hour
Civil Designer I	\$90.00/Hour
Senior Plan Checker P.E./L.S.	\$150.00/Hour
Junior Plan Checker	\$120.00/Hour
Resident Engineer	\$140.00/Hour
Assistant Resident Engineer	\$120.00/Hour
Designer III	\$90.00/Hour
Designer II	\$80.00/Hour
Designer I	\$75.00/Hour
SURVEYING	
Survey Project Manager	\$150.00/Hour
2 Man Survey Crew with GPS (Overtime)	\$340.00/Hour
2 Man Survey Crew with GPS	\$270.00/Hour
1 Man Survey Crew with GPS	\$160.00/Hour
Survey Travel Time	Crew Rate x 50%
NOTES:	
1. The minimum time charged for survey project is 1/2 day (4 hours at the crew rates plus travel time).	
2. Crew charges include standard surveying equipment.	
Rental of any special equipment will be charged at cost plus 15%.	
ADMINISTRATIVE SUPPORT SERVICES	
Senior Administrator	\$90.00/Hour
Word Processor	\$65.00/Hour
Office Technician/Courier	\$60.00/Hour
REIMBURSABLE EXPENSES	
Photocopies (each)	\$0.25
Plots (per square foot in color)	\$1.70
Plots (per square foot in black & white)	\$0.85
Computer Plotter	\$19.00/Hour
Postage	Cost + 15%
Vehicle Mileage	\$0.60
Reproduction, Special Photography, Printing, etc. performed by Subcontractor, Aerial Photogrammetry, Delivery Service, Hotel/Motel Per Diem Expenses	Cost + 15%



The
Holt
Group, Inc.

RESUMES

George Galvan, AICP

PRINCIPAL PLANNER

EDUCATION

B.S., Urban and Regional Planning,
1996
California State Polytechnic
University, Pomona

CERTIFICATION

America Institute of Certified
Planners

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.

El Centro, California
July 2017 – Present
December 1997 – June 2007

CITY OF IMPERIAL

Imperial, California
July 2007 – July 2017

CITY OF SAN DIMAS

San Dimas, California
September 1994 – November 1997

GENERAL QUALIFICATIONS

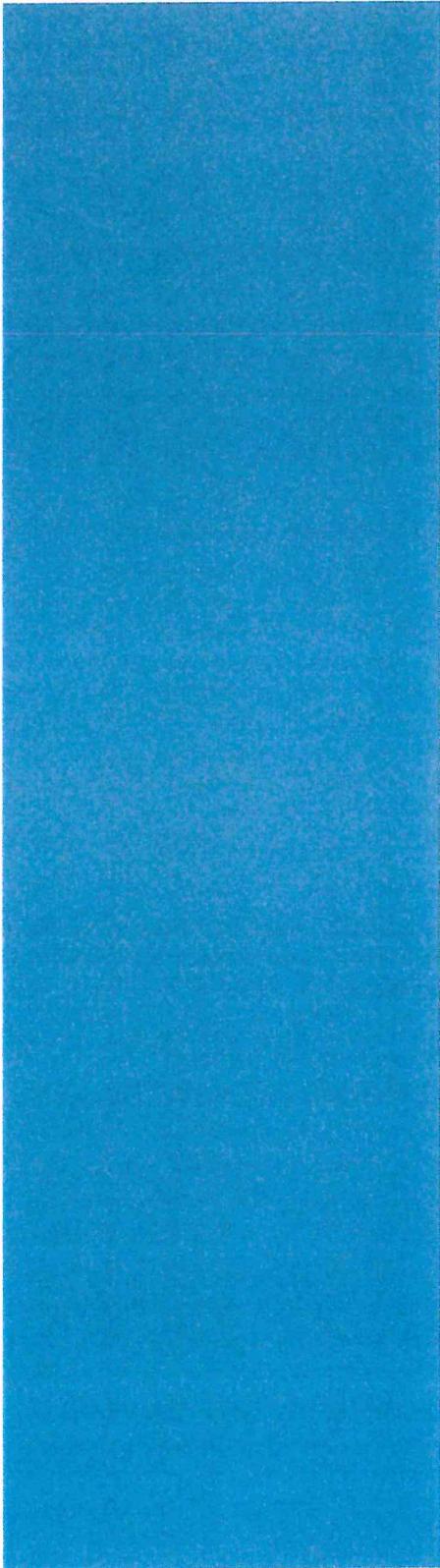
George Galvan has over 28 years of experience in various facets of land use planning, urban design, community development, and economic development. He served as the City of Imperial's Community Development Director for a period of ten (10) years. During his tenure with the City of Imperial, he was responsible for developing and implementing the City's Capital Improvement Program which outlined improvements to the water treatment plant and distribution system, wastewater treatment plant and collection system, roadway widening and extension projects, and other infrastructure improvement projects. He also oversaw the rapid growth of the city and was responsible for transforming and beautifying Downtown Imperial, various park facilities, and the City Library Expansion project.

Mr. Galvan currently serves as the Consultant City Planner for the City of Calipatria, City of Holtville, and Heber Public Utility District where he is responsible for ensuring that all development projects comply with the City's Zoning Code, General Plan, and other related community plans. He works closely with City Staff and developers to ensure that projects are viable and processed in a timely manner. Recent projects include assisting the City of Calipatria obtain a \$7,000,000 grant to build a new park and community center; multiple grants for the community of Heber to construct a new park at Correll Park, install a splashpad at Children's Park, construct and equip the Heber Community Center, install landscaping throughout the community; and obtain funding to construct the Holtville Alamo River Wetlands project to provide new open space and aid in cleaning up the pollution on the Alamo River, and improve the Holtville Trestle Bridge Project to extend the Alamo River Trail system.

RELEVANT EXPERIENCE

Grant Application and Grant Management

- Urban Flood Protection Grant – Calipatria Eastside Stormwater Improvement Project (\$3.9 million)



- California Recreational Trails and Greenway Grant Program – Holtville Alamo River Trestle Bridge Trail (\$1.3 million)
- LEAP Grant Application for the Cities of Holtville and Calipatria
- Statewide Park Program (SPP) Round 3 – Heber Children’s Park (\$700,000)
- Holtville Alamo River Wetlands Project – (\$4.5 million)
- Statewide Park Program (SPP) Round 4 – Heber Correll Park (\$1,579,566)
- US Department of Agriculture (USDA) Community Facilities Grant Program – Heber Community Center
- CMAQ, STBG, and other roadway grants
 - Calipatria North Brown Avenue
 - Calipatria South Brown Avenue
 - Calipatria Main Street
 - Calipatria Date Street
 - Holtville 9th Street
 - Holtville Orchard Road
 - Holtville Cedar Avenue

CEQA/NEPA Environmental Compliance

- Niland Wastewater Treatment Plant Mitigated Negative Declaration
- Melon Residential Development Mitigated Negative Declaration
- NEPA compliance documentation for various FHWA-funded projects including North Brown Avenue Improvement Project, West Date Street Sidewalk Improvement Project, Orchard Road Pavement Rehabilitation Project, and 9th Street Sidewalk Improvement Project.

Housing Elements, General Plans, and Specific Plans

- City of Holtville Housing Element Update
- City of Calipatria Housing Element Update
- City of Calexico Service Area Plan
- Heber Public Utility Service Area Plan



Cynthia Mancha

SENIOR PROJECT MANAGER, PLANNER

EDUCATION

San Diego State University
San Diego, California
B.A., Public Administration, 2007

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.

Senior Project Manager, Planner
Sept 2021 - Present

ECRMC

Business Services Manager
2018-2021

ANZ CLINICS

Business Manager
2016-2018

IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION

Business Development
2008-2016

GENERAL QUALIFICATIONS

Ms. Mancha has over 15 years of experience serving the non-profit, government, and private sectors. In her project management roles, she has facilitated meetings with regional stakeholders, provided updates on economic development projects, met with city and county officials, and created economic impact analysis reports. She has coordinated all aspects of grant funding; administration of projects, executing project timelines and compliance with grant regulations. She provides skilled administrative support in all clerical functions. Her experience has provided her with a solid understanding of Imperial Valley resources, opportunities, and constraints. Her experience in healthcare further cemented her passion to work on projects that promote safe and healthy communities.

RELEVANT EXPERIENCE

Project: Brawley Senior Apartments

Ms. Mancha facilitated the City of Brawley securing \$5,788,142 from the California Department of Housing and Community Development in support of developing affordable senior housing. She coordinated meetings between responsible agencies, stakeholders, and the project owner to streamline the project entitlement process. She continues to monitor compliance with grant requirements.

Project: Project Homeless Outreach Team (HOT)

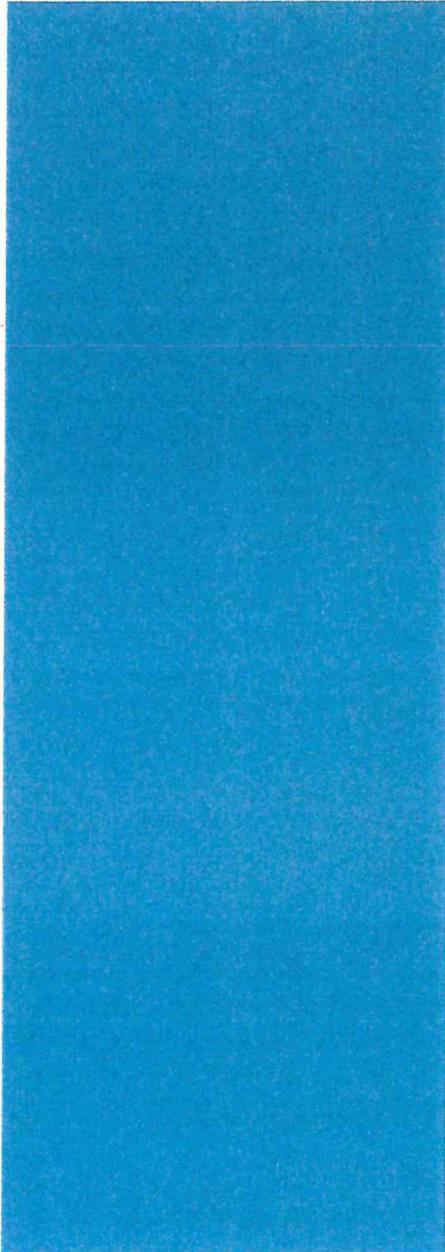
Ms. Mancha facilitated the City of Brawley securing \$592,786 from the California Department of Housing and Community Development in support of creating a homeless outreach team. HOT is an integrated team comprised of law enforcement, mental health professionals, and community-based organizations focused on helping vulnerable unhoused populations gain access to resources. She has been instrumental in grant coordination, administration, and implementation.

Project: Online Permitting

Ms. Mancha secured \$40,000 in funding from the California Energy Commission in support of implementing online permitting for the City of Brawley.

Project: Planning Services, City of Brawley

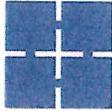
Ms. Mancha processes land use applications including, but not limited to, Site Plans, Adjustment Plats, Zone Changes, Conditional Use Permits, Variances, Parcel Map Waivers, Major and Minor Subdivision Maps, General Plan and Specific Plan



Amendments and Annexations. Provides oversight and implements long range planning documents such as the Brawley Zoning Code Ordinance, General Plan, Specific Plans, etc. Coordinates the revision and update of planning documents as required by State Law. Responds to public and prospective developer questions and requests regarding zoning, allowed land uses, and development standards

Project: Grants

Ms. Mancha coordinates grant activity deliverables, reports grant milestones, maintains program documentation, and submits grant reimbursement requests. She researched and analyzed regional demographic data.



Francisco Barba

ASSOCIATE PLANNER

EDUCATION

San Diego State University
B.A., Public Administration, 2019
M.S., Homeland Security, 2024

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.
Associate Planner
(Jan 2020 – Nov 2023 and Jul 2024 – Present)

CITY OF CALEXICO
Director of Building & Planning Services
(Nov 2023 – Jul 2024)

GENERAL QUALIFICATIONS

Mr. Barba is currently an Associate Planner for The Holt Group, Inc. Planning Department. As an Associate Planner Mr. Barba is responsible for the processing of numerous environmental compliance reports, grant applications, architectural plan reviews, permit applications, and other project specific planning duties as directed. Mr. Barba's other duties also consist of the creation and presentation of various staff reports, grant applications, and the implementation of various updates and amendments to both the General Plan and Municipal Code of various cities which include the City of Holtville, the City of Calipatria, the City of Calexico, and the City of Brawley.

RELEVANT EXPERIENCE

Project: Grant Applications

Mr. Barba was also responsible for the preparation and submission of various grant applications for projects ranging from paving improvements to park development. This work consisted of the preparation and submittal of application packets, cost estimates, budgets, public outreach, project descriptions, and population analysis.

Project: City of Holtville – 6th Cycle Housing Element Update

Mr. Barba coordinated with planning staff in the preparation and development of the City of Holtville 6th Cycle Housing Element. Data collection, population estimates, analysis of housing constraints, and the development of housing goals and objectives were part of the many roles Mr. Barba had on the project.

Project: City of Calipatria – 6th Cycle Housing Element Update

Mr. Barba coordinated with planning staff in the preparation and development of the City of Calipatria 6th Cycle Housing Element by providing an analysis on population and demographic data to affirmatively further fair housing.

Project: City of Calipatria – Eastside Specific Plan

Mr. Barba worked on the Eastside Specific Plan, which is a planning level document which rezones the eastern half of the City of Calipatria into new mixed-use zones with the goal of facilitating housing production within the city.

Project: Zoning Code Updates

Mr. Barba worked in coordination with the State Department of Housing and Community Development to complete numerous



zoning code updates designed to meet the housing element goals of multiple cities (the cities of Holtville, Calipatria, and Calexico) and bring their codes in conformance with state housing laws.

Project: Surface Transportation Block Grant and Congestion Mitigation and Air Quality Improvement program applications

Mr. Barba worked on and completed numerous applications for the Surface Transportation Block Grant and Congestion Mitigation and Air Quality Improvement program administered by the U.S. Department of Transportation in coordination with the Southern California Association of Governments. Under these programs, Mr. Barba successfully completed numerous applications which awarded funding for the construction and rehabilitation of various roadways and pedestrian facilities within the cities of Holtville and Calipatria.

Project: California Environmental Quality Act Studies and Reports

Mr. Barba has completed numerous detailed studies in conformance with the California Environmental Quality Act for projects across the cities of Holtville and Calipatria. Documents such as the Initial Study and Mitigated Negative Declaration for the City of Holtville Trestle Bridge project and the City of Calipatria Eastside Specific Plan are among the most notable environmental documents prepared by Mr. Barba.

Project: City of Calexico – Planning Consultant Services

Mr. Barba served as a planning consultant for the City of Calexico where he, in coordination with the City Manager's Office, processed various architectural reviews, permit applications, environmental compliance forms, and Municipal Code updates. Project: Heber Public Utility District – Statewide Park Development and Community Revitalization Program Application. Mr. Barba coordinated with planning staff in the preparation of the 2021 Statewide Park Development and Community Revitalization Program applications for the proposed development of Correll Park and Amistad Park in Heber. Research, public outreach, project descriptions, and data analysis were some of the roles Mr. Barba played on the project.



Melany Amarillas

ASSOCIATE PLANNER

EDUCATION

San Diego State University
B.A., Public Administration, 2023

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.
El Centro, California
January 2023 to present

San Diego State University – School of Public Affairs
Research Assistant – Case Study on City of San Diego City Council Meetings
(Feb 2022 – Jan 2023)

GENERAL QUALIFICATIONS

Ms. Amarillas is currently an Associate Planner for The Holt Group, Inc. Planning Department. As an Associate Planner Ms. Amarillas is responsible for the processing of numerous environmental compliance reports, grant applications, architectural plan reviews, permit applications, and other project specific planning duties as directed. She is also responsible for grant administration such as the preparation of quarterly/annually reports, reimbursements, and standard compliance to the State and Federal Agencies. Ms. Amarillas's other duties also consist of the creation and presentation of staff reports and the implementation of various updates and amendments to both the General Plan and Municipal Code of several cities which include the City of Holtville, the City of Calipatria, and the City of Brawley.

Grant Administration:

- HOME Investment Partnerships Program (HOME) – Brawley Senior Apartments Project: Completed project set-up, monitoring, monthly reports, reimbursements, management of project portal, and maintained constant communication with grant program.
- California Recreational Trails and Greenway Grant Program (CNRA & CRRSAA) – Holtville Alamo River Trestle Bridge Trail: Completed quarterly/annually reports, monitoring, extension amendments, and reimbursements.
- Permanent Local Housing Allocation Program (PLHA) – Holtville Pine Crossing Apartments Project: Completed annually reports, monitoring, and project request forms.
- Urban Flood Protection Grant: California Natural Resources Agency (CNRA) – Calipatria Eastside Stormwater Improvement Project: Completed reimbursements and project reports.
- Permanent Local Housing Allocation Program (PLHA) – Bonita Place between Brown Avenue and Commercial Avenue Project: Completed annually reports, monitoring, and project request forms.
- Regional Utilities to Support Housing (RUSH) 2.0 (SCAG) – Delta Street Pump Station Project: Worked on assisting with the grant application.
- California Department of Housing and Community Development (HCD) and U.S. Department of Housing and Urban Development – Hernandez Park Irrigation



System and Facility Improvement Project: Completed CEQA/NEPA forms, monitoring, quarterly/annually reports, reimbursements, management of project portal, project closeout, and maintained constant communication with grant program.

- Department of Parks and Recreation: California Natural Resources Agency (CNRA) –
 - City of Calipatria – Community Center Park
 - Heber Public Utility District (HPUD) – Children’s Park
 - Heber Public Utility District (HPUD) – Correll Park
- Completed quarterly/annually reports, reimbursements, and maintained constant communication with grant program.

RELEVANT EXPERIENCE

Project: City of Calipatria – Local Partnership Program Cycle 5 Application

Ms. Amarillas coordinated with planning staff in the preparation of the 2024 Local Partnership Program Cycle 5 applications for a proposed road rehabilitation in Calipatria. Research, public outreach, project descriptions, and data analysis were some of the roles Ms. Amarillas played on the project.

Project: City of Holtville – The Alamo River Trail Trestle Bridge Initial Study (IS)/Mitigated Negative Declaration (MND)

Ms. Amarillas coordinated with planning staff in the preparation of an IS/MND for the Holtville Trestle Bridge subject to the California Environmental Quality Act (CEQA). Ms. Amarillas prepared the environmental documentation to ensure that any potential impacts to the environment are identified and addressed.

Project: City of Calipatria – Textual Amendments to the City of Calipatria Zoning Ordinance for Housing Element Compliance

Ms. Amarillas worked alongside planning personnel to help develop the City of Calipatria’s Zoning Ordinance Amendment, aligning it with the objectives and policies established in the 6th Cycle Housing Element. She contributed to drafting updates to the ordinance text, specifically addressing density bonus regulations, accessory dwelling units, and junior accessory dwelling units.



Patricia Ramirez

ASSISTANT PLANNER

EDUCATION

San Diego State University
B.A., Public Administration, 2024

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.
El Centro, California
February 2024 to present

GENERAL QUALIFICATIONS

Ms. Ramirez is currently an Assistant Planner for The Holt Group, Inc. Planning Department. As an Assistant Planner she is responsible for architectural plan reviews, permit applications, and other project specific planning duties as directed. Ms. Ramirez's other duties also consist of the assisting with grant applications and assisting with the implementation of various updates and amendments to both the General Plan and Municipal Code of various cities which include the City of Holtville, the City of Calipatria, and the City of Brawley.

RELEVANT EXPERIENCE

GRANT MANAGEMENT

- HOME Investment Partnerships Program (HOME) – Brawley Senior Apartments Project
- Permanent Local Housing Allocation Program (PLHA) Holtville – Pine Crossing Apartments
- Permanent Local Housing Allocation Program (PLHA) – Bonita Place between Brown Avenue and Commercial Avenue Project
- Active Transportation Program Application (ATP) Cycle 7 – Holton Interurban Bikeway Project
- Local Partnership Formulaic Program (LPP) Cycle 5 – Pine Avenue Bicycle and Pedestrian Improvements between 4th Street and 5th Street
- Local Partnership Formulaic Program (LPP) Cycle 5 – Main Street Roadway Improvement Project between Sorenson Avenue/SR 111 and Park Avenue

Project: City of Holtville – Textual Amendments to the City of Holtville Zoning Ordinance for Housing Element Compliance

Ms. Ramirez coordinated with planning staff in amending the City of Holtville 6th Cycle Housing Element. Ms. Ramirez assisted in preparing textual amendments that related to density bonus provisions, accessory dwelling units and junior accessory dwelling units, and alleviating constraints for the production of a variety of housing types.



Erika Garcia

PLANNING TECHNICIAN

EDUCATION

Universidad Autonoma de Baja
California (UABC)
B.S. Mass Communications, 2002

PROFESSIONAL PRACTICE

THE HOLT GROUP, INC.
El Centro, California
January 2007 to present

GENERAL QUALIFICATIONS

Ms. Garcia has been employed by The Holt Group since 2007 as the AutoCAD Technician and Planning Assistant for the Planning Department. Ms. Garcia is responsible for the preparation of Quarterly Reports and Reimbursements for submission to the State and Federal Agencies. She prepares all Caltrans packages and reimbursements for all roadway grants. She also has been assisting the planning department with the design, graphic exhibits as well as map research for various Planning projects. Ms. Garcia translates all documents and marketing material into Spanish in order to implement the programs effectively. She has experience in agency processes and submittal requirements, noticing, and legal notifications. Her AutoCAD experience includes the preparation of exhibits, site plans, cross sections, elevation views, and various concept projects.

RELEVANT EXPERIENCE

Grant Administration

- Calipatria South Brown Avenue (\$1.9 million)
- Calipatria Main Street Phase I (\$337k)
- Calipatria Main Street Phase II (\$561k)
- Calipatria Bonita Place (\$997k)
- Calipatria Date Street (\$597k)
- Calipatria North Brown Avenue (1.4 million)
- Calipatria South International Blvd. (\$123k)
- Holtville West 9th Street (\$736k)
- Holtville East 9th Street (\$452k)
- Holtville Pine Avenue (\$800k)
- Holtville Cedar Avenue (\$238k)
- Holtville Orchard Road (\$448k)
- Holtville E 9th Street & Beale Avenue (\$374k)
- Holtville W 9th Street Phase III (\$597k)
- Holtville 6th Street (\$787k)
- Holtville North 5th Street (\$262k)
- Holtville Walnut Avenue (\$562k)



City Council Staff Report

To: City of Calipatria City Council
Laura Gutierrez, City Manager

From: Jeorge Galvan, AICP, City Planner

Prepared by: Melany Amarillas, Associate Planner

Date: November 25, 2025

Project: Designating the City Manager as the City of Calipatria Labor Compliance Officer

Summary:

Subject of Report:	Designating the City Manager as the City of Calipatria Labor Compliance Officer
Recommended Action:	Adopt Resolution No. 25-35 designating the City Manager as the City of Calipatria Labor Compliance Officer
Environmental:	Categorically Exempt – §15301 Existing Facilities
Purpose:	Required as part of grant funding from the Department of Housing and Community Development

INTRODUCTION AND BACKGROUND

The City of Calipatria secured funding in the amount of \$64,484 from the California Department of Housing and Community Development (HCD), allocated under the 2020 CARES Act and \$1,100,000 from the Community Development Block Grant (CDBG) Program Income.

The Program Income, also known as a revolving loan fund, was originally granted to the City of Calipatria in the early 2000s in which the City utilized to provide loans to local residents. The program generated income as these loans were repaid, creating a sustainable funding source for future community development activities. Under HCD requirements, once the accumulated program income reaches \$1 million, the City is required to either utilize the funds for eligible projects or return them to the State. To ensure the funds continue to benefit the community, the City elected to develop and implement the Hernandez Park Improvement Project that would effectively expend the program income in accordance with program regulations.

This grant was intended to provide assistance to public services and local programs; public health, emergency response, or temporary housing facilities that addressed COVID-19 impacts, and grant administration. All CDBG funded activities must benefit low- and moderate income (LMI) persons or

meet the CDBG urgent need national objective criteria. The Hernandez Park Improvement Project met the above-mentioned program regulations by benefiting the disadvantaged community through significant improvements to the City's public facilities, enhancing accessibility, safety, and overall quality of life for residents.

Per the standard agreement executed by the City and HCD, the funds were allocated for the following scope of work: the installation of a non-potable water delivery and irrigation system at Hernandez Park, hand washing features at Hernandez Park and Rademacher Park, and hands-free entry ways and restroom features at the Health and Wellbeing Center and City Hall. The City of Calipatria completed the Hernandez Park improvements in March 2025 and successfully submitted the close-out packet in May 2025.

ISSUES FOR DISCUSSION

On October 9, 2025, a meeting was held between HCD and the City of Calipatria to ensure that the CDBG-CV funded project under Standard Agreement 20-CDBG-CV1-00183 is in compliance with federal and state statutory requirements. The meeting, conducted virtually through MS Teams, is a regular routine practiced during a grant closeout process.

City Staff and The Holt Group was able to provide HCD representatives with the recordkeeping documents requested during the annual desktop review. Topics of discussion include the Davis-Bacon Labor Compliance process during the project, a duplication of benefits policy, and project milestones. Following this meeting, HCD issued a monitoring report summarizing two findings and one concern identified during their review and described below:

- **Finding 1:** HCD identified that the City included Section 3 requirements in the project's bid package but did not have documentation demonstrating compliance with Section 3 goals or evidence of efforts to engage targeted Section 3 workers. Additionally, no records of qualitative efforts to meet Section 3 objectives were provided.

Response: To correct this finding, the City has completed the Section 3 Safe Harbor portion of the closeout package, in which it addresses the labor hours practiced by Section 3 workers and the qualitative efforts done by the City. The qualitative efforts conducted by the City are as follows:

- Held one or more job fairs; and
- Provided or connected residents with supportive services that can provide direct services or referrals; and
- Participates in monthly meetings with the Imperial County Transportation Commission; and
- Collaborates with the Imperial Valley Transit Access (IVTA) to establish additional bus stops and enhance transit services on the east side of the City, improving access to education and employment opportunities for Section 3 individuals.

For more information regarding the Section 3 Safe Harbor portion of the closeout package, please refer to **Attachment B**.

- **Finding 2:** HCD noted that the City was unable to provide photographic evidence of the DBRA required postings at the construction site.

Response: To address this finding, the City of Calipatria has obtained a signed affidavit from the Resident Engineer of the Hernandez Park Improvement project that confirms postings were made available and visible to all employees at the construction site. Please refer to **Attachment C** for more information regarding the signed affidavit

- **Concern 1:** HCD indicated that the City lacks a designated Labor Compliance Officer responsible for overseeing labor standards administration and enforcement. HCD noted that without a designated officer, the City may face future compliance challenges in managing and documenting labor compliance activities.

Response: To correct this finding, City staff has identified that the best practice would be to designate the City Manager as the Labor Compliance Officer.

Therefore, the purpose of this meeting is to designate the City Manager as the Labor Compliance Officer, where upon reviewing all relevant information, the City Council will vote to approve or deny the designation. It is important to note that upon the designation of the new Labor Compliance Officer, the City Manager responsible duties will be to interface with the State or any program administrator, oversee, and execute any labor compliance related documentation to ensure continued compliance with federal and state requirements.

PENDING ACTION

After reviewing all pertinent information, the City Council may motion for one of the following actions:

1. Adopt Resolution No. 25-35 designating the City Manager as the City of Calipatria Labor Compliance Officer to address the Department of Housing and Community Development's concern and comply with all State and Federal regulations.

or

2. Not adopt Resolution No. 25-35 designating the City Manager as the City of Calipatria Labor Compliance Officer to address the Department of Housing and Community Development's concern and comply with all State and Federal regulations.

Attachments: Attachment A – City Letter of Response to HCD
Attachment B – Section 3 Safe Harbor (Closeout Report)
Attachment C – Signed Affidavit
Attachment D – Resolution 25-35

Attachment: A – City Letter of Response to HCD



City of Calipatria

125 North Park Ave.
Calipatria, CA 92233
P. (760) 348.4141
F. (760) 348.7035

October 22, 2025

Felicity Lyons Gasser
Community Development Branch Chief
651 Bannon Street, Suite 700
Sacramento, CA 95811

RE: CDBG-CV Monitoring of Standard Agreement 20-CDBG-CV1-00183 Letter, City of Calipatria

To Whom It May Concern,

A meeting was held on October 9, 2025, between the California Department of Housing and Community Development (HCD) and the City of Calipatria to ensure that the CDBG-CV funded project under Standard Agreement 20-CDBG-CV1-00183 is in compliance with federal and state statutory requirements. Following this meeting, HCD issued a monitoring report summarizing two findings and one concern identified during their review. The City of Calipatria appreciates HCD's guidance and remains committed to maintaining full compliance with all program regulations and requirements. Please accept this letter as the formal submittal of the requested documentation for Section 3 workers and Davis-Bacon and Related Acts (DBRA) identified below:

1. **Finding 1** identified that the City included Section 3 requirements in the project's bid package but did not have documentation demonstrating compliance with Section 3 goals or evidence of efforts to engage targeted Section 3 workers. Additionally, no records of qualitative efforts to meet Section 3 objectives were provided. HCD's concern was based on the absence of these critical records, which are necessary to demonstrate compliance with the DBRA and federal labor standards requirements.

Response: To correct this finding, the City has completed the Section 3 Safe Harbor portion of the closeout package, in which it addresses the labor hours practiced by Section 3 workers and the qualitative efforts done by the City. For more information regarding the Section 3 Safe Harbor portion of the closeout package, please refer to **Attachment A**.

2. **Finding 2** noted that the City was unable to provide photographic evidence of the DBRA required postings at the construction site. HCD expressed concern that the omission of this evidence could result in noncompliance with federal requirements related to contract administration and enforcement. To address this finding, the City of Calipatria has obtained a signed affidavit from

the Resident Engineer of the City of Calipatria that confirms postings were made available and visible to all employees at the construction site. Please refer to **Attachment B** for more information regarding the signed affidavit.

3. **Concern 1** indicated that the City lacks a designated Labor Compliance Officer responsible for overseeing labor standards administration and enforcement. HCD noted that without a designated officer, the City may face future compliance challenges in managing and documenting labor compliance activities. In response, the City of Calipatria City Council will proceed to formally designate the City Manager as the Labor Compliance Officer. The City Manager responsible duties will be to interface with the State or any program administrator, oversee, and execute any labor compliance related documentation to ensure continued compliance with federal and state requirements.

The City of Calipatria plans to establish policies and/or procedures to ensure that all future CDBG-funded projects properly document both Federal and State regulations. Should you require further information, please feel free to contact Laura Gutierrez, City Manager via email at l_gutierrez@calipatria.com or via phone at (760) 348-4141.

Sincerely,

Laura Gutierrez, City Manager

Attachments: Attachment **A** – Section 3 Safe Harbor Closeout Package
Attachment **B** – Signed Affidavit

**Attachment: B – Section 3 Safe Harbor
(Closeout Report)**

Section 3 Compliance Acknowledgement

The purpose of Section 3 of the Housing and Urban Development Act of 1968 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.

Section 3 requirements apply to housing rehabilitation, housing construction, or other public construction projects when the total amount of housing and community development assistance for the covered project activity (not including general administration) meets or exceeds a funding threshold, generally \$200,000.

Section 3 compliance requirements should have been established at project set up. Grantees who are uncertain whether Section 3 requirements apply to their project(s) should contact their HCD Representative or Grant Administrator.

1. This project/program was funded prior to November 30, 2020 and is required to comply with the prior HUD Section 3 Rule, found at 24 CFR 135.

Yes (Complete the Section 3 Closeout Report for Contracts Funded **Prior to** November 30, 2020 on the next page.)

No (If “No”, answer Question 2 on this form.)

2. This project/program is required to comply with the HUD Section 3 Final Rule, effective on November 30, 2020, and codified at 24 CFR part 75.

Yes (Complete the Section 3 Closeout Report for Contracts Funded **on or After** November 30,2020.)

No

If you answer “No” to both questions above, skip to the Affidavit of Posting Notice form.

Section 3 Closeout Report

(For Contracts Funded **Prior to November 30, 2020**)

Grantee Name:
Award/Contract Number:
Project Name:
Project Location (Address):
County or Metropolitan Service Area (MSA) Where Project is Located:
Report Date:

Please complete the tables below showing Section 3 hires for Grantee and any subrecipients and contracting opportunities for this project/program. Copy this page and attach to report if you need additional rows.

Job Category	Number of New Hires	Number of Section 3 New Hires	Number of Section 3 Trainees
Category Totals:	0.00	0.00	0.00



This Page is Not Applicable, refer to Page 4.

CDBG – Section 3 Closeout Report (Prior to 11/30/2020)

Construction Contracts		
1	Total dollar amount of construction contracts awarded	
2	Dollar amount of construction contracts awarded to Section 3 businesses	
3	Percentage of total construction contract dollars awarded to Section 3 business (Row 2 divided by Row 1)	0.00%
4	Number of Section 3 businesses that received construction contracts	
Non-Construction Contracts		
1	Total dollar amount of non-construction contracts awarded	
2	Dollar amount of non-construction contracts awarded to Section 3 businesses	
3	Percentage of total non-construction contract dollars awarded to Section 3 businesses (Row 2 divided by Row 1)	0.00%
4	Number of Section 3 businesses that received non-construction contracts	

***Non-construction** contracts are often construction-related contracts for professional services like landscaping, pest control, accounting, architecture, legal services, engineering etc.



Section 3 Closeout Report

(For Contracts Funded **On or After** November 30, 2020)

Grantee Name: City of Calipatria
Award/Contract Number: 20-CDBG-CV1-00183
Project Name: Hernandez Park Water Delivery System and Park Improvements
Project Location (Address): West boundary between East Delta Street and East California Street
County or Metropolitan Service Area (MSA) Where Project is Located: Imperial County
Report Date: 10/15/2025

Please complete the table below showing labor hours on this contract and percentages as of the date of this report. Remember, if you have multiple projects under this contract, this report should show combined (roll-up) hours for the entire contract (program) as well as percentages based on these totals. Individual project information should be maintained in Grantee records.

For reference the Section 3 “safe harbor” benchmarks are:

- Section 3 Workers make up at least 25% of the total project’s hours
- AND**
- Targeted Section 3 Workers make up at least 5% of the total project’s hours by the time of project closeout.

	Hours	Percent of Total Labor Hours	Safe Harbor Benchmark Met? (Y/N)
Total Labor Hours to Date:	1,348.50		
Total Section 3 Labor Hours to Date:	0.00	0.00%	N
Targeted Section 3 Labor Hours to Date:	0.00	0.00%	N

Section 3 Qualitative Efforts Description

This form is only required for Grantees whose project was **funded on or after** November 30, 2020 **and** whose labor hour benchmarks for Section 3 Workers (25% of a total project's hours) **AND** Targeted Section 3 Workers (5% of a total project's hours) are not anticipated to be met by the time of project closeout. Grantees should maintain records for HUD review to document any efforts checked.

Award/Contract Number: 20-CDBG-CV1-00183
Contractor/Grantee: City of Calipatria

Please read the following list of qualitative efforts that may be undertaken to comply with Section 3 and **check ALL that applied to your organization during the course of this CDBG project.** Note that these actions are associated with your organization and do not need to be associated with the particular CDBG project. For more information consult the Community Planning and Development (CPD) Notice at <https://www.hud.gov/sites/dfiles/OCHCO/documents/2021-09cpdn.pdf>.

- Outreach efforts to generate job applicants who are Public Housing Targeted Workers
- Outreach efforts to generate job applicants who are Other Funding Targeted Workers
- Direct, on-the-job training including apprenticeships
- Indirect training such as arranging for contracting for, or paying tuition for, off-site training
- Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching)
- Outreach efforts to identify and secure bids from Section 3 business concerns
- Technical assistance to help Section 3 business concerns understand and bid on contracts



CDBG- – Section 3 Qualitative Efforts

- Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns
- Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services
- Held one or more job fairs
- Provided or connected residents with supportive services that can provide direct services or referrals
- Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview coaching, uniforms, test fees, and/or transportation
- Assisted residents with finding childcare
- Assisted residents to apply for or attend community college or a four-year educational institution
- Assisted residents to apply for or attend vocational/technical training
- Assisted residents to obtain financial literacy training and/or coaching
- Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns
- Provided or connected residents with training on computer use or online technologies
- Other (Please describe below.)

- Participates in monthly meetings with the Imperial County Transportation Commission.

- Collaborates with Imperial Valley Transit Access (IVTA) to establish additional bus stops and enhance transit services on the east side of the City, improving access to education and employment opportunities for Section 3 individuals.

Attachment: C – Signed Affidavit



City of Calipatria

125 North Park Ave.
Calipatria, CA 92233
P. (760) 348.4141
F. (760) 348.7035

Affiant: City of Calipatria Resident Engineer
Project: 20-CDBG-CV1-00183
Date: October 28, 2025

RE: Davis-Bacon and Related Acts Affidavit, City of Calipatria

I, Sameer Patel, being duly sworn, depose and say:

I am the Construction Manager for the City of Calipatria Hernandez Park Irrigation Improvement Project (20-CDBG-CV1-00183). In the course of the afore-mentioned project, I conducted an on-site inspection of the construction area and participated in daily activities. During my visit, I verified that all required labor compliance postings—including the applicable wage determinations and Davis-Bacon Act notices—were properly displayed in a location readily visible and accessible to all workers and site visitors.

I confirm that the postings were current and in full compliance with all applicable federal, state, and local regulatory requirements.

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge.

Respectfully,

Sameer Patel, P.E.
Resident Engineer

Cc: Eddie Self, Public Works Director, City of Calipatria
Laura Gutierrez, City Manager, City of Calipatria
James G. "Jack" Holt, P.E., Principal Engineer, The Holt Group, Inc.
Juny Marmolejo, P.E., Resident Engineer, The Holt Group, Inc.

Attachment: D – Resolution 25-35

RESOLUTION NO. CC 25-35

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA
DESIGNATING THE CITY MANAGER AS THE CITY OF CALIPATRIA'S OFFICIAL
LABOR COMPLIANCE OFFICER**

WHEREAS, the City of Calipatria is a Community Development Block Grant-Coronavirus (CDBG-CV) grantee; and

WHEREAS, a meeting with the Department of Housing and Community Development (HCD) and the City of Calipatria was held on October 9, 2025 to assure the City's implementation and administration of CDBG-CV funding is in compliance with applicable federal and state statutory requirements; and,

WHEREAS, Federal and State statutory requirements, regulations, and policies require labor compliance monitoring and enforcement to manage funding; and

WHEREAS, HCD expressed concern with the City of Calipatria in regard to the lack of a designated labor compliance officer responsible for overseeing labor standards administration and enforcement; and

WHEREAS, the City would like to address HCD's concern and proceed with the designation of the City Manager as the Calipatria Labor Compliance Officer and comply with all applicable Federal and State statutory requirements; and

WHEREAS, let it be noted that the City Manager responsible duties will be to interface with the State and/or other grant administrators, oversee the project's labor compliance process, and execute labor compliance documentation; and

WHEREAS, the City of Calipatria remains committed to maintaining full compliance with all program regulations and requirements; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CALIPATRIA DOES HEREBY RESOLVE, DETERMINE AND AUTHORIZE AS FOLLOWS:

1. Certifies that the above recitals are true and correct;
2. Designates the City Manager as the Labor Compliance Officer for the City of Calipatria
3. Designates and authorizes the City Manager or his/her designee to sign, execute and submit all documents including, but not limited to: applications, funds, transfers, agreements, payment requests and any related document to labor compliance monitoring which may become necessary for the administration of Federal and State regulations.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Calipatria, this 25th day of November 2025.

Michael Luellen, Mayor

I, Jane Hurtado, City Clerk of the City of Calipatria, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Calipatria at a meeting thereof held on the 25th day of November 2025 based on the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Jane Hurtado, City Clerk



City Council Staff Report

To: City of Calipatria City Council
Laura Gutierrez, City Manager

From: George Galvan, AICP, City Planner

Prepared By: Melany Amarillas, Associate Planner

Date: November 25, 2025

Subject: **Award Construction Contract and Construction Management Contract for:**

South Brown Avenue Roadway and Pedestrian Facilities Improvement Project Between Main Street/SR 115 and Church Street (Project I); and

Main Street Improvements Between International Boulevard and Lake Avenue (Project II); and

Summary:

Project Location 1:	South Brown Ave between Main Street and Church Street	
Funding Sources:	CMAQ:	\$1,649,000
	Local Match:	\$214,000
	Total:	\$1,863,000
Project Location 2:	Main Street between International Blvd. and Lake Avenue	
Funding Sources:	STBG:	\$298,000
	Local Match:	\$39,000
	Total:	\$337,000
	Project I:	\$1,863,000
	Project II:	\$337,000
	Total Combined:	\$2,200,000
Pending Action:	Award Construction Contract for Project I and Project II	
Most-Qualified Bid for CM:	Nicklaus Engineering, Inc. \$236,874	
Lowest Bid for CON:	Rove Engineering, Inc. \$1,818,000	

INTRODUCTION AND BACKGROUND

The City of Calipatria received funding in the amount of \$1,649,000 for Construction (CON) for FY 2024/25 from the Congestion Mitigation and Air Quality (CMAQ) administered by Caltrans District 11 to rehabilitate and widen the pavement along South Brown Avenue between Main Street/SR 115 and Church Street,

herein identified as “Project I”. The City committed to cover a local match of \$214,000 via the City’s Local Transportation Authority (LTA) funds.

The City of Calipatria also received funding in the amount of \$298,000 for CON for FY 2024/25 from the Surface Transportation Block Grant (STBG) to rehabilitate the section of Main Street between International Boulevard and Lake Avenue, herein identified as Project II. The City committed to cover a local match of \$39,000 via the City’s LTA funds.

In an effort to maximize cost efficiency through economies of scale and receive competitive bids, the City requested permission from Caltrans to bundle the two projects for bid award. While the projects were advertised together on September 24, 2025 and October 1, 2025 and the lowest responsible bidder will be determined based on the combined total bid, each project will remain contractually and procedurally independent throughout the construction.

It is important to note that the same bundling approach was taken with the Request for Proposals (RFP) for Construction Management/Resident Engineering (CM/RE) Services, with each project managed separately but selected through a single competitive process.

ANALYSIS

Project Scope for Project I (South Brown Avenue Roadway and Pedestrian Project):

The proposed project scope includes the rehabilitating and widening of the existing pavement of South Brown Avenue from Main Street/SR 115 to Church Street, including curb and gutter, to designed capacity. The project would involve saw cutting and removing dilapidated segments and replacing them with 3 inches of A.C. (asphalt) Pavement over 9 inches of class 2 base. The pavement will be widened to 45 feet as measured from face-of-curb to face-of-curb and also with 3 inches of A.C. Pavement over 9 inches of 2 class base. The pavement width will accommodate two travel lanes and on-street parking. No new travel lanes will be added. A new 24-inch diameter stormwater pipeline would traverse SR 115 along Brown Avenue (replacing a 15” x 21” corrugated steel arch) similar to the existing pipeline traversing SR 115 at Industrial Avenue (one block to the east). The proposed project scope also includes ancillary items associated with the project including relocating existing water services, raising manhole covers and water valve risers and covers to finish A.C. pavement grade, installing signage, striping, and similar items.

Project Status (Project I)

The Environmental phase of the project was cleared on May 23, 2024, and the project design phase was completed on April 18, 2025. The Right-of-Way certification was cleared on April 4, 2025. A Request for Authorization (RFA) for construction phase was submitted to Caltrans on May 23, 2025. An E-76 (authorization to proceed with construction) was approved on July 15, 2025.

Project Scope for Project II (Main Street Improvement Project):

The proposed project scope includes rehabilitation of the street section on Main Street between Lake Avenue and International Boulevard. The project consists of saw cutting the failed A.C. pavement areas after the cold planing of 2 ½ inches of A.C. asphalt pavement. The conventional A.C. pavement will be placed within the pavement failure areas from the underlying class 2 base to the level of the cold planed surface. A 1-inch leveling course of conventional A.C. pavement will be placed over the cold planed and pavement failure areas. A Class I pavement grid will be placed over the 1-inch leveling course to inhibit reflective cracking. A 1 ½ inch Asphalt Rubber Hot Mix (ARHM) will be placed over the Class I pavement grid and leveling course. Pavement striping is to occur after the placement of the ARHM pavement.

Project Status (Project II)

The Environmental phase of the project was cleared on May 29, 2025, and the project design phase was completed on June 23, 2025. The Right-of-Way certification was cleared on June 18, 2025. A Request for Authorization (RFA) for construction phase was submitted to Caltrans on June 6, 2025. An E-76 (authorization to proceed with construction) was approved on July 22, 2025.

Bid Results for Construction Management Services

As previously mentioned, the same bundling approach was taken with the Request for Proposals (RFP) for Construction Management/Resident Engineering (CM/RE) Services, with each project managed separately but selected through a single competitive process. The City posted the RFP for CM on the City’s webpage on September 24, 2025 and received a total of two (2) bidders. The City will continue to select the bidder through a qualifications-based selection (QBS) process, meaning the city evaluates and chooses the most qualified firm. Thus, the most qualified proposal received for CM Services was Nicklaus Engineering, Inc in the amount of \$169,642 for Project I (South Brown Avenue) and \$67,232 for Project II (Main Street). Only one other bid was received for CM Services from Dynamic Consulting Engineers, Inc.

Bid Results for Construction

The City Engineer was authorized to go out to bid and an addendum was issued to correct/clarify plan discrepancies. The bids were opened on November 6, 2025, from three (3) bidders. The bid results have been received and the lowest and responsive bidder has been verified by the City Engineer. All required paperwork for bid compliance was satisfactorily completed. There were three (3) bids received. The lowest responsive bid was submitted by Rove Engineering, Inc., as noted below in the summary table in bold, and herein considered as the recommendation for award.

Contractor	Project I Bid Amount	Project II Bid Amount	Combined Bid Amount
Rove Engineering, Inc.	\$1,459,000.00	\$359,000.00	\$1,818,000.00
D.J. Miller	\$1,871,483.02	\$435,949.00	\$2,307,432.02
Pyramid Construction and Aggregate, Inc.	\$2,272,043.32	\$526,311.00	\$2,798,354.32

Fiscal Impact

If awarded as presented, the construction cost of \$1,459,000.00 (Project I) would be funded by CMAQ and the construction cost of \$359,000.00 (Project II) would be funded by STBG. Both funding sources require a local match which will be covered with the City’s LTA funds. As shown in the table for Project I below, \$241,000 will remain which will be used for contingency and balancing change orders to ensure that all grant funds are used. An effort will be made to move funding between items to cover any shortage listed below. Additionally, as shown in the table for Project II below, there is a funding shortfall of \$78, 657.29. The City will request additional funds from the Imperial County Transportation Commission (ICTC), as previously done, to cover the project’s total construction costs. In the event that additional funds are not available from ICTC, the City will cover the shortfall from its LTA funds.

Project I: South Brown Avenue Roadway and Pedestrian Facilities Improvement Project Between Main Street/SR 115 and Church Street

FINANCE ITEMS	Contract Amount	CMAQ FUNDS	Local Match (LTA)	AVAILABLE FUNDS
Construction (CON)	\$1,459,000.00	\$1,505,000.00	\$195,000.00	\$241,000.00
Construction Engineering (CE)	\$169,642.00	\$144,000.00	\$19,000.00	<u>-\$6,642.00</u>
GRAND TOTAL	\$1,628,642.00	\$1,649,000.00	\$214,000.00	<u>\$234,358.00</u>

Project II: Main Street Improvements Between International Boulevard and Lake Avenue

FINANCE ITEMS	Contract Amount	STBG FUNDS	Local Match (LTA)	AVAILABLE FUNDS
Construction (CON)	\$359,000.00	\$271,700.00	\$35,300.00	<u>-\$52,000.00</u>
Construction Engineering (CE)	\$67,232.00	\$26,300.00	\$3,700.00	<u>-\$37,232.00</u>
GRAND TOTAL	\$426,232.00	\$298,000.00	\$39,000.00	<u>-\$89,232.00</u>

RECOMMENDATION AND PENDING ACTION

The City Engineer recommends that the City award a contract for the South Brown Avenue Roadway and Pedestrian Facilities Improvement Project between Main Street/SR 115 and Church Street (Project I) and Main Street Improvements between International Boulevard and Lake Avenue (Project II) to Rove Engineering, Inc., for Construction and Nicklaus Engineering, Inc. for Construction Management Services. Staff are requesting the City Council to consider the following actions:

1. Adopt Resolution 25-36 Authorizing the following:
 - a. Award of Construction Contract to Rove Engineering, Inc., in the amount not to exceed \$1,459,000.00 for Project I and \$359,000.00 for Project II (Refer to **Attachment A**); and
 - b. Award of Construction Management Services Contract to Nicklaus Engineering, Inc. in the amount not to exceed \$169,642 for Project I and \$67,232 for Project II

Alternatives

2. Reject Resolution 25-36 Authorizing the following:
 - a. Award of Construction Contract to Rove Engineering, Inc., in the amount not to exceed \$1,459,000.00 for Project I and \$359,000.00 for Project II (Refer to **Attachment A**); and
 - b. Award of Construction Management Services to Nicklaus Engineering, Inc. in the amount not to exceed \$169,642 for Project I and \$67,232 for Project II

Attachments:

- Attachment A – Resolution 25-36
- Attachment B – Bid Tabulation Form

Attachment A – Resolution 25-36

RESOLUTION NO. 25-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIPATRIA APPROVING THE AWARD OF CONSTRUCTION CONTRACT AND AWARD OF CONSTRUCTION MANAGEMENT SERVICES CONTRACT FOR THE SOUTH BROWN AVENUE ROADWAY AND PEDESTRIAN FACILITIES IMPROVEMENT PROJECT BETWEEN MAIN STREET/SR 115 AND CHURCH STREET (PROJECT I); AND MAIN STREET IMPROVEMENTS BETWEEN INTERNATIONAL BOULEVARD AND LAKE AVENUE (PROJECT II)

WHEREAS, the proposed improvements for South Brown Avenue Roadway and Pedestrian Facilities Improvement Project between Main Street/SR 115 and Church Street (Project I) received **\$1,649,000.00** through the Congestion Mitigation and Air Quality (CMAQ); and Main Street Improvements between International Boulevard and Lake Avenue (Project II) received **\$298,000.00** through the Surface Transportation Block Grant (STBG) for the construction phase; and

WHEREAS, the improvement plans, specifications have been prepared and have been reviewed and approved by the State of California Department of Transportation (Caltrans) District 11; and

WHEREAS, the City of Calipatria received the approved E-76 Form (Authorization to Proceed with Construction and Construction Management) for the construction phase; and

WHEREAS, the City went out to bid for Construction in November 2025 and received three (3) bids total with the lowest bid being in the amount of \$1,459,000.00 for Project I and \$359,000.00 for Project II with a combined total amount of **\$1,818,000.00**; and

WHEREAS, the City posted a Request for Proposal (RFP) for Construction Management Services in September 2025 and received two (2) bids total with the most qualified-based selection being in the amount of \$169,642 for Project I and \$67,232 for Project II; and

WHEREAS, a local match of **\$214,000** from the Local Transportation Authority (LTA) funds was committed by the City for the construction phase of the South Brown Avenue Roadway and Pedestrian Facilities Improvement Project between Main Street/SR and Church Street (Project I); and a local match of **\$39,000.00** for the Main Street Improvements between International Boulevard and Lake Avenue (Project II); and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CALIPATRIA DOES HEREBY RESOLVE, DETERMINE AND AUTHORIZE AS FOLLOWS:

1. Certifies that the above recitals are true and correct; and
2. **Approve an Award of Construction Contract to Rove Engineering, Inc. for the following:**
 - a. **Project I** (South Brown Avenue Roadway and Pedestrian Facilities Improvement Project between Main Street/SR 115 and Church Street to rehabilitate and widen the pavement) in the amount not to exceed \$1,459,000.00; and
 - b. **Project II** (Main Street Improvements between International Boulevard and Lake Avenue to rehabilitate the road and include pavement striping) in the amount not to exceed \$359,000.00); and

- c. The total contract amount to Rove Engineering, Inc. for both projects shall not exceed \$1,818,000.00
- 3. Approve an Award of Construction Management Services Contract to Nicklaus Engineering, Inc. in an amount not to exceed \$169,642 for Project I (South Brown Avenue) and \$67,232 for Project II (Main Street); and
- 4. Approve submittal for additional funding to ICTC for \$78,000, and if the fund request is not approved by ICTC, the City approves expenditure in the same amount from LTA funds; and
- 5. Delegates and authorizes the City Manager to sign, execute and submit all documents including, but not limited to applications, funds transfers, agreements, payment requests and amendments which may become necessary for the completion of the grant application and approval process for the project; and
- 6. Authorize the City Manager to approve any and all change orders so long as the total construction amount does not exceed the total grant funds available; and
- 7. Certifies that the City will have the necessary local match amount for the project using local funds for the given fiscal year(s) as well as sufficient funds to operate and maintain the project; and
- 8. Directs its management and engineering staff to ensure all federal and state-funded projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the City Council.

PASSED, APPROVED, AND ADOPTED this 25th day of November 2025 by the following vote:

Michael Luellen, Mayor

ATTEST:

I, Jane Hurtado, City Clerk of the City of Calipatria, DO HEREBY CERTIFY that the foregoing resolution No. 2025-36 was duly passed, approved, and adopted by the City Council of said City of Calipatria at a regular meeting thereof held on the 25th day of November 2025, and that the same was approved by the Mayor of said City of Calipatria on said date, and that the same was adopted by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Jane Hurtado, City Clerk

Attachment B – Bid Tabulation Form



City of Calipatria

125 North Park Ave.
Calipatria, CA 92233
P. (760) 348.4141
F. (760) 348.7035

BID OPENING – BID TABULATION FORM

PROJECT I: City of Calipatria - South Brown Avenue Roadway and Pedestrian Facilities Improvement Project Between Main Street/SR 115 and Church Street - CML 5243 (018)

PROJECT II: City of Calipatria - Main Street Roadway Improvements Between Lake Avenue and International Boulevard

DATE: NOVEMBER 6, 2025 TIME: 2:00 P.M.

LOCATION: CALIPATRIA CITY HALL
125 NORTH PARK AVENUE
CALIPATRIA, CA 92233

ENGINEER'S ESTIMATE: \$ 1,977,921 (= \$ 1,670,921 (PROJECT I) + \$ 307,000 (PROJECT II))

<u>NO.</u>	<u>ENTITY</u>	<u>PROJECT I TOTAL BID AMOUNT</u>	<u>PROJECT II TOTAL BID AMOUNT</u>	<u>COMBINED TOTAL BID AMOUNT</u>
1.	D.J. Miller 608 Terrace Cir Brawley, CA 92227 Phone: (760) 455-6104 Contact: Jess Johnson Email: Jess@Djmgrading.com	\$ <u>1,871,483.02</u>	\$ <u>435,949.00</u>	\$ <u>2,307,432.02</u>
2.	LC Paving & Sealing, Inc. 620 Alpine Way Escondido, CA 92029 Phone: (760) 752-1743 Contact: Shawn Wittenberg Email: shawn@lcpaving.com	\$ <u>No Bid</u>	\$ <u>No Bid</u>	\$ <u>No Bid</u>

<u>NO.</u>	<u>ENTITY</u>	<u>PROJECT I TOTAL BID AMOUNT</u>	<u>PROJECT II TOTAL BID AMOUNT</u>	<u>COMBINED TOTAL BID AMOUNT</u>
3.	Masters Construction 1610 E. Main Street Brawley, CA 92227 Phone: (760) 344-7400 Contact: Karen Blue Email: kblue@calgrade.com	\$ <u>No Bid</u>	\$ <u>No Bid</u>	\$ <u>No Bid</u>
4.	Pyramid Construction and Aggregates, Inc. 839 Dogwood Road Heber, CA 92249 Phone: (760) 482-8379 Contact: Archie Abeyta Email: archie@pyramidca.com	\$ <u>2,272,043.32</u>	\$ <u>526,311.00</u>	\$ <u>2,798,354.32</u>
5.	Radco, Inc. 615A US Highway 111 Brawley, CA 92227 Phone: (760)-752-1743 Contact: Ron Swerdfeger Email: ron@radcoinc.net	\$ <u>No Bid</u>	\$ <u>No Bid</u>	\$ <u>No Bid</u>
6.	Rove Engineering, Inc. P.O. Box 2108 El Centro, CA 92244 Phone: (760) 604-4299 Contact: Francisco Duffy Email: fduffy@roveengineering.com	\$ <u>1,459,000.00</u>	\$ <u>359,000.00</u>	\$ <u>1,818,000.00</u>

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

The City Council of the City of Calipatria does ordain as follows:

Section 1. Definitions:

a. The term “dangerous fireworks” shall have the same definition as provided in California Health & Safety Code Section 12505 and shall include any device classified as such by the State Fire Marshall;

b. The term “exempt fireworks” shall have the same definition as provided in California Health & Safety Code Section 12508 and shall include any device classified as such by the State Fire Marshall;

c. The term “model rocket” shall have the same definition as provided in California Health & Safety Code Section 12519;

d. The term “model rocket engine” shall have the same definition as provided in California Health & Safety Code Section 12520;

e. The term “public display of fireworks” shall have the same definition as provided in California Health & Safety Code Section 12524;

f. The term “pyrotechnics operator” shall have the same definition as provided in California Health & Safety Code Section 12527;

g. The term “pyrotechnics operators license” means a license issued by the State Fire Marshall pursuant to California Health & Safety Code Section 12578 to a person who by examination, experience, and training, has demonstrated the required skill and ability in the use and discharge of fireworks;

h. The term “retail sales license” shall have the same definition as provided in California Health & Safety Code Section 12574;

i. The term “safe and sane fireworks” shall have the same definition as provided in California Health & Safety Code Section 12529 and shall include any device classified as such by the State Fire Marshall pursuant to California Health & Safety Code Section 12562; and

j The term “Uniform Fire Code” shall mean the current Uniform Fire Code.

Section 2. Possession and/or Use of Dangerous or Exempt Fireworks Prohibited:

It shall be a misdemeanor for any person other than a licensed pyrotechnical operator to use or possess dangerous or exempt fireworks within the City Limits of the City of Calipatria.

Any person in violation of this Section may be punished by a fine of not more than \$1,000 and/or a period of confinement in the County Jail not to exceed six months.

Dangerous and exempt fireworks other those in the lawful possession of a licensed pyrotechnics operator are hereby declared a public nuisance and shall be subject to confiscation and proper destruction by any peace officer, the City Fire Chief, and his or her designates.

Section 3. Possession and/or Use of Safe and Sane Fireworks Permitted:

The use of safe and sane fireworks as designated by the State Fire Marshall shall be permitted within the City Limits of the City of Calipatria, provided the following conditions are met:

1. Children under the age of eighteen years old may not use or possess safe and sane fireworks unless they are supervised by an adult over the age of twenty-one;
2. Safe and sane fireworks may not be used within 50 feet of a structure;
3. When using safe and sane fireworks, a method to extinguish small fires, such as an approved fire extinguisher, a garden hose, or a large bucket of water must be immediately at hand;
4. Safe and sane fireworks must not be used within 50 feet of any dry vegetation;
5. Safe and sane fireworks must not be used within 100 feet of any flammable liquid; and
6. On the Fourth of July, safe and sane fireworks displays may occur on City Streets in residential neighborhoods. However users of safe and sane fireworks must not unreasonably impede traffic;

Anyone using safe and sane fireworks in a manner inconsistent with the foregoing, or in a manner deemed unsafe by the Fire Chief, his or her designate, or any peace officer with jurisdiction in the City of Calipatria shall be creating a public nuisance. Any peace officer, the Fire Chief or his or her designate may confiscate and properly destroy any

and all safe and sane fireworks in the possession of any person creating a public nuisance as described herein.

If any peace officer with jurisdiction within City of Calipatria, the Fire Chief or his or designate witnesses a fireworks display wherein any dangerous or exempt firework is used, the use of said fireworks shall be deemed a public nuisance. In that event, any peace officer with jurisdiction within the City Limits of the City of Calipatria, the Fire Chief or his or her designate shall immediately confiscate any and all fireworks in the possession of the individuals participating or observing said fireworks display, regardless of classification. The confiscated fireworks shall be disposed of properly by the Calipatria Fire Department.

Section 4. Sale of Safe and Sane Fireworks:

The City Council of the City of Calipatria may issue permits to sell safe and sane fireworks within the City Limits of the City of Calipatria to any person or entity that possesses a retail sales license issued by the State Fire Marshall.

Any licensed retailer wishing to obtain a permit for the sale of safe and sane fireworks within the City Limits of the City of Calipatria shall apply for and obtain a City Business license. Thereafter, the licensed retailer shall submit to an interview with the Fire Chief. At that interview, the licensed retailer shall provide the Fire Chief proof of a retailers license issued by the State Fire Marshall, proof a liability policy with coverage limits of not less than one million dollars, and shall demonstrate his or her familiarity with the provisions of the California Health & Safety Code, and the regulations promulgated by the State Fire Marshall as they pertain to the sale of safe and sane fireworks. Following successful completion of that interview, the Fire Chief shall place the licensed retailer's request for a permit on the City Council's agenda for the next available regularly scheduled meeting.

Whenever a licensed retailer's request to obtain a permit to sell safe and sane fireworks shall be before the City Council, the Fire Chief shall attend the meeting and make a report and recommendation to the City Council regarding the request. The report shall consist of the results of the applicant's interview, and a report of any past problems or lack thereof experienced by the Fire Department or Police Department with the applicant. The Fire Chief shall make a recommendation to the Council regarding whether or not a permit should be issued. The decision to issue the permit shall be within the sole discretion of the City Council.

The City Council by resolution may establish limits on the number of permits that shall be issued for sale periods established by the State Fire Marshall. In no event shall the City Council issue more than four permits for any sale period established by the State Fire Marshall.

A permit issued by the City Council is non-transferable. The permit shall be specifically

Ord07002

3/6

applicable to a specific sale period established by the State Fire Marshall. The permits are non-renewable. Applicants must re-apply for any subsequent sales period established by the State Fire Marshall.

All properly permitted licensed retailers must comply with all applicable provisions of the California Health & Safety Code, the regulations promulgated by the State Fire Marshall and the Uniform Fire Code.

By accepting a permit to sell safe and sane fireworks in the City of Calipatria the licensed retailer consents to the inspection and search of his or her retail fireworks stand and storage facility at anytime by the Fire Chief, his or her designate, or any peace officer with jurisdiction within the City Limits of the City of Calipatria.

Any permitted licensed retailer that is found to be in violation of any provision of the California Health & Safety Code, the regulations promulgated by the State Fire Marshall or the Uniform Fire Code, shall be maintaining a public nuisance and said licensed retailer's permit shall be subject to immediate revocation by the Fire Chief.

All permitted licensed retailers selling safe and sane fireworks within the City Limits of the City of Calipatria shall be required to provide a flyer to each and every purchaser of fireworks summarizing the provisions of this ordinance applicable to the use of safe and sane fireworks and the prohibition against dangerous and exempt fireworks. The required text of said flyer shall be provided to the retailer upon issuance of the permit. Reproduction of the flyer shall be at the retailer's expense.

Section 5. Public Displays of Fireworks:

The City Council may issue permits for public displays of fireworks to any individual, entity or organization wishing to stage a public display of fireworks within the City Limits of the City of Calipatria.

Any applicant wishing to obtain a permit for a public display of fireworks must submit to an interview with the Fire Chief prior to applying to the City Council. The Fire Chief shall insure that the public display of fireworks will be supervised by a licensed pyrotechnics operator, and shall determine the nature, extent and location of the public display planned by the applicant. Thereafter, the Fire Chief shall place the request on the agenda for Council consideration.

When the matter comes before the City Council for consideration, the Fire Chief shall make a report and recommendation regarding the issuance of the permit and any conditions that should be imposed on the issuance of the permit.

Conditions that may be recommended by the Fire Chief include, but are not limited to: requiring the applicant to pay for standby fire suppression equipment, requiring the

applicant to provide liability insurance naming the City as additional insured, requiring the applicant to provide traffic control, and requiring the display to be held at a location established by the Fire Chief.

Section 7. Model Rockets:

The use of model rockets as defined by California Health & Safety Code Section 12519 and model rocket engines as defined by California Health & Safety Code Section 12520 is permitted only after obtaining permission of the Fire Department.

Any person wishing to fly model rockets within the City Limits of Calipatria must contact the Fire Department and explain when and where said applicant intends to fly his or her rockets. If the time and location are reasonably calculated to avoid a hazard to persons and property then the Fire Department may issue the applicant a permit.

FIRST READING WAS PASSED AND APPROVED at a regular meeting of the city council of the City of Calipatria on this 13th day of February 2007 by the following vote:

AYES: Nelson, Beltran, Vasquez, Navarro

NAYES: None

ABSENT: O'Malley



Raul Navarro, Mayor

ATTEST:

By 
Catherine Hoff, City Clerk

I, Catherine Hoff, City Clerk of the City of Calipatria, California, do hereby certify that the **SECOND READING** of Ordinance 07-002 was duly and regularly adopted at a regular meeting of the city council of the City of Calipatria, California held on the 27th day of February 2007 by the following vote:

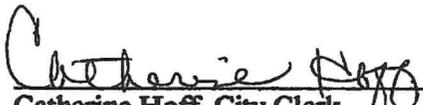
AYES: Nelson, O'Malley, Beltran, Vasquez, Navarro

NAYES: None

ABSENT: None

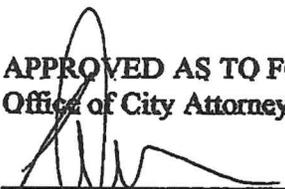


Raul Navarro, Mayor



Catherine Hoff, City Clerk

APPROVED AS TO FORM:
Office of City Attorney



William Smerdon, City Attorney

STATE OF CALIFORNIA }
COUNTY OF IMPERIAL }
CITY OF CALIPATRIA }