



**AGENDA
CITY OF EL CENTRO
CITY COUNCIL
TUESDAY, DECEMBER 3, 2024**

City Hall

Regular Meeting

4:00 PM

**CITY HALL
COUNCIL CHAMBERS
1275 MAIN STREET
EL CENTRO, CA 92243**

The public may attend in person. Any member of the public attending in person and wishing to make a comment is asked to complete a speaker slip and follow the instructions below regarding "Notice to the Public". Any member of the public is invited to submit public comments in advance of the meeting to be answered at the meeting. Please email your questions to CityClerk@cityofelcentro.org or call 760-337-4515 by December 3, 2024.

COUNCIL MEMBERS, STAFF AND THE PUBLIC MAY ATTEND VIA ZOOM.

To participate and make a public comment in person, via Zoom or telephone, please raise your hand, speak up and introduce yourself.

Join Zoom Meeting:

<https://us06web.zoom.us/j/4180375132?pwd=Rmo5UjZ1cWdyV1VoWUhSZWp6R0tVZz09&omn=82906800499>

Optional dial-in number: (669) 444-9171

Meeting ID: 418 037 5132 Passcode: 5iHJYM

Public comments via zoom are subject to the same time limits as those in person.

Mayor and Council Members may be reached at (760) 336-8989

Mayor:

Interim Mayor Pro-tem:

Council Members:

Sylvia Marroquin

Martha Cardenas-Singh

Tomás Oliva

Sonia Carter

Edgard Garcia

City Manager: Cedric Ceseña

City Attorney: Elizabeth Martyn Evans

City Clerk: Norma Wyles

4:00 PM - CLOSED SESSION - CONFERENCE ROOM "A":

ROLL CALL (Open Session):

CLOSED SESSION PUBLIC COMMENT:

Any person wishing to address the City Council on any matter appearing at the Closed Session may do so at this time. Unless the Mayor extends the time limit, remarks shall be limited to

three (3) minutes. Additional opportunities for Public Comment will be given during and at the end of the meeting.

CITY COUNCIL ADJOURNS INTO CLOSED SESSION:

CITY COUNCIL CLOSED SESSION:

Closed Session with Real Property Negotiator pursuant to Govt. Code Section 54956.8

Property: El Centro Regional Medical Center and Associate Properties

Negotiators: Eric Newsom and Megan Rooney, Sheppard Mullin

Under Negotiation: Price and Terms

Closed Session pursuant to Govt. Code Section 54957

Public Employment

Interim City Manager

NOTICE TO THE PUBLIC

This is a public meeting. If there is an item on the agenda on which you wish to be heard, you are asked to complete a blue speaker slip and submit it to the City Clerk prior to the start of the meeting. **Persons wishing to address the Council are not required to identify themselves (Gov't Code § 54953.3); however, this information assists the Mayor by ensuring that all persons wishing to address the Council are recognized and also assists the City Clerk in preparing the City Council meeting minutes.** When the item is announced and your name is called by the Mayor, please step to the podium and state your name for the record. Unless the Mayor extends the time, there is a three (3) minute time limit for each public presentation. If you wish to address the Council concerning any other matter not appearing on the agenda, you may do so during the public comment portion of the agenda. **However, you may not show a visual presentation without review of that material. If you do so, you will be considered out of order.**

* Any information provided on the "Speaker Slip" is voluntary and will be public record

6:00 PM - OPEN SESSION

ALL TIMES ARE APPROXIMATE AND MAY VARY:

CALL TO ORDER:

ROLL CALL BY CITY CLERK:

PLEDGE OF ALLEGIANCE:

INVOCATION:

CITY ATTORNEY REPORT ON CLOSED SESSION:

6:10-6:15 PM - (TIME MAY VARY) PUBLIC COMMENTS:

The City Council welcomes your input. At this time, members of the public may address the City

Council on any matter not listed on the posted agenda. Pursuant to the Brown Act, no action will be taken on any issue brought forth under Public Comments. We ask that you please complete a "Speaker Slip" and submit it to the City Clerk prior to the start of the meeting. Although you are not required to identify yourself (Gov't Code §54953.3); this information on the "Speaker Slip" assists the Mayor that all persons wishing to address the Council are recognized and also assists the City Clerk in preparing the City Council meeting minutes. Unless the Mayor extends the time, there is a three (3) minute time limit for each public presentation. * Any information provided on the "Speaker Slip" is voluntary and will be public record.

6:25-6:30 PM - CONSENT AGENDA (ITEMS 1-7):

1. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE PURCHASE OF A DUMP TRUCK FOR COLLECTIONS/DISTRIBUTION DIVISION BASED UPON INFORMAL BIDS.
2. 2nd Reading and Adoption of Ordinance No. 24-05, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, AMENDING CHAPTER 4 "AMUSEMENTS", ARTICLE III "POOLROOMS, BOWLING ALLEYS AND CARD, ETC., ROOMS", waive reading and adopt by title only.
3. 2nd Reading and Adoption of Ordinance No. 24-06, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING CITY CODE SECTION 29-61 OF DIVISION 3, ARTICLE II OF CHAPTER 29 RELATING TO CARDROOMS, waive reading and adopt by title only.
4. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-69, BETWEEN THE CITY OF EL CENTRO AND THE GENERAL EMPLOYEES' UNIT TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER FOR THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.
5. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-70, BETWEEN THE CITY OF EL CENTRO AND THE SUPERVISORY, PROFESSIONAL AND TECHNICAL EMPLOYEES ASSOCIATION TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.
6. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-71 BETWEEN THE CITY OF EL CENTRO AND THE EL CENTRO FIREFIGHTERS ASSOCIATION EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.
7. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING PRIOR RESOLUTIONS FOR ALL UNREPRESENTED EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD.

6:30-6:45 PM - PUBLIC HEARING:

8. Public hearing for discussion and any necessary action regarding Cardroom Fees.

Presentation: Angel Hernandez, Director of Community Development

Recommendation:

Adopt Resolution No. 24- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, ADOPTING, UPDATING AND CONFIRMING CERTAIN CARDROOM FEES.

6:45-8:00 PM - NEW BUSINESS:

9. Annual Fiscal Year 2025 Final Budget

Presentation: Elizabeth Fuchen, Interim Finance Director

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA ADOPTING A FINAL ANNUAL BUDGET FOR FUNDS FOR FISCAL YEAR 2024-25.

10. Discussion and Any Necessary Action Regarding the Award of the 2023 ATP Cycle 5 Improvements Project

Presentation: Abraham Campos, Public Works Director/City Engineer

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2023 ATP CYCLE 5 IMPROVEMENTS PROJECT.

11. Award of Bid - Landscaping & Lighting Maintenance District (LLMD) Contract for General Landscaping Services.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LIGHTING AND LANDCAPE MAINTENANCE DISTRICTS.

12. Award of Bid - Large City Parks and Retention Basins Contract for General Landscaping Services.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LARGE CITY PARKS AND RETENTION BASINS.

13. Award of Bid - Execution of a Contract for Routine Janitorial Maintenance for Parks and Other Public Areas.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR ROUTINE JANITORIAL MAINTENANCE FOR PARKS AND OTHER PUBLIC AREAS.

14. Award of Bid - Small Parks and Various City Facilities Contract for General Landscaping Services.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT VARIOUS PARKS AND FACILITIES.

15. Discussion and Any Necessary Action Regarding a Master Tax Share and Fiscal Impact Agreement Between the County of Imperial and City of El Centro

Presentation: Angel Hernandez, Director of Community Development

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A MASTER TAX AND FISCAL IMPACT AGREEMENT WITH THE COUNTY OF IMPERIAL FOR THE EXCHANGE OF PROPERTY TAX REVENUES UPON ANNEXATION OF TERRITORY TO THE CITY.

16. Agreement between the City of El Centro and the American Red Cross for Use of City Facilities.

Presentation: Joseph Bernal, Fire Chief

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AN UPDATED AGREEMENT WITH THE AMERICAN RED CROSS FOR TEMPORARY USE OF CITY FACILITIES TO PROVIDE SERVICES DURING A DISASTER.

17. Approving the purchase of a Rosenbauer Viper Fire Truck.

Presentation: Joseph Bernal, Fire Chief

Recommendation:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE EL CENTRO FIRE DEPARTMENT TO PURCHASE ONE STOCK ROSENBAUER 109' VIPER AERIAL APPARATUS.

8:00 - 8:10 PM - DEPARTMENT PRESENTATION:

18. Presentation of Automatic Aid Pilot Program Agreement.

Presentation: Joseph Bernal , Fire Chief

Recommendation:

Presentation to City Council regarding the Automatic Aid Pilot Program Agreement. Presentation only.

LEGISLATIVE ACTION:

INFORMATIONAL ITEM:

19. Old City Library Electrical Emergency Repairs

8:10-8:40 PM - TASK FORCE REPORTS AND MAYOR - COUNCIL MEMBER REPORTS:

8:40-8:50 PM - CITY MANAGER REPORT:

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet will be available for public inspection at the Office of the City Clerk, 1275 Main Street, El Centro, California 92243, Monday-Friday during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of the City Clerk at (760)337-4515. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangement to assure accessibility to this meeting.



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-240)

Item: 1.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Elizabeth Zarate, Analyst

Department Head: Abraham Campos

DOC ID: 2024-240

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE PURCHASE OF A DUMP TRUCK FOR COLLECTIONS/DISTRIBUTION DIVISION BASED UPON INFORMAL BIDS.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE PURCHASE OF A DUMP TRUCK FOR COLLECTIONS/DISTRIBUTION DIVISION BASED UPON INFORMAL BIDS.

FISCAL IMPACT:

The total purchase price is \$143,815.00 is within the approved FY 2025 budget of \$150,000.

\$75,000 was budgeted from the Wastewater System Maintenance Fund 502-9520-73104 and \$75,000 from the Water System Maintenance Fund 501-9510-730104.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Environmental Sustainability & Infrastructure

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

N/A

BACKGROUND:

During the budget process staff identified the need for a dump truck. Funding was approved within the budget for this purchase. The dump truck will serve the water distribution and sewer collection system crews.

DISCUSSION:

The Water & Wastewater System Maintenance division obtained informal quotes for the dump truck. Per City Code section 2-174, equipment purchases over \$50,000 require Council approval. El Centro Motors and Empire Truck & Trailer provided quotes for a Dump Truck meeting the City's requirements for the expected City use. Staff reviewed the quotes and would like to proceed with purchasing the 2024 Dump Truck from El Centro Motors, which is the low bid meeting city equipment requirements.

Staff obtained the following three informal bids:

- Empire Truck and Trailer quote for \$166,705 for a 2024 Freightliner M2 Dump Truck;
- Empire Truck and Trailer quote for \$149,385.00 for a 2024 Ford F750 Dump Truck;
- El Centro Motors quote for \$143,815.00 for a 2024 Ford F-650 Crew Cab Dump Truck.

The dump truck is within approved fiscal year 2025 budget.

CONCLUSION:

Staff recommends the City Council approval of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE PURCHASE OF A DUMP TRUCK FOR COLLECTIONS/ DISTRIBUTION DIVISION BASED UPON INFORMAL BIDS.

ATTACHMENTS:

1. Resolution
2. El Centro Motors - Quote Dump Truck

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE PURCHASE OF A DUMP TRUCK FOR COLLECTIONS/DISTRIBUTION DIVISION BASED UPON INFORMAL BIDS

WHEREAS, the City of El Centro (the “City”) Collection/Distribution Division existing 2020 Peter Built Dump Truck must be replaced; and

WHEREAS, the City Code Section 2-174 requires competitive bidding for amounts of \$50,000 which may be waived by the City Council; and

WHEREAS, the City Code Section 2-173 allows a more informal bid for amounts up to \$50,000, which amount may be waived by resolution; and

WHEREAS, staff obtained three informal bids and determined to proceed with El Centro Motors’ quote in the amount of \$143,815.00 (One hundred forty-three thousand, eight hundred fifteen dollars and zero cents) for a 2024 Ford F650 Crew Cab Dump Truck; and

WHEREAS, in order it is necessary for the City Manager, Purchasing Officer and City Council to approve and authorize the purchase of the Dump Truck for the Collection/Distribution Division and waive the provisions of City Code Sections 2-173 and 2-174 for the bidding process; and

WHEREAS, the City Council finds that its approval of the purchase on these terms and conditions is in the best interest of the City

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council finds that it is appropriate to waive the monetary limits and process set out in the City Code and on that basis to approve the purchase.
3. That the City Manager and Purchasing Agent approve the purchase as provided under Code Section 2-173.
4. That the City Manager is hereby authorized to sign any documents related to the purchase of the equipment if needed, a copy of which is on file in the office of the City Clerk, on behalf of the City and to take all necessary steps to implement such purchase.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the forgoing Resolution No. 24- was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024, by the following vote:

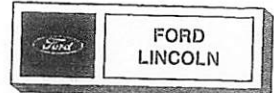
AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk



EL CENTRO MOTORS

1520 West Ford Drive
EL CENTRO, CA 92243
760-336-2100



Date 11/1/2024
Purchaser CITY of El Centro Soc. Sec. # _____ Res. Phone _____
Address 1275 Main St City El Centro State CA ZIP 92243
Salesperson Alfredo Miranda Bus. Phone _____

MOTOR VEHICLE PURCHASE ORDER

I hereby agree to purchase from you under the terms and conditions specified, the following: Delivery is to be made _____
or as soon thereafter as possible. It is agreed, however, that neither you nor the Manufacturer will be liable for failure to effect delivery. 11, 2024

VEHICLE	NEW <u>1</u>	Quantity <u>1</u>	Year <u>24</u>	Make <u>FORD</u>	Series Name <u>F-650</u>	Body Style <u>CREW-CAB</u>	Engine	Stock No. <u>240020</u>
	USED	Color <u>White</u>		Trim	VIN <u>1FDNW6DCL1RDF06272</u>	Key No's. <u>2</u>	Mileage at Delivery <u>25</u>	

ACCESSORIES	(1) 2024 FORD F-650 Crew Cab Dump Truck	Cash Price of Vehicle	129,206	69

DESCRIPTION OF TRADE-IN			CREDITS			
Year	Make	Cyl.	Payoff to		Documentary Preparation Charge (not a government fee)	85.00
Series Name	Body Style		Used Trade-In Allowance		ESP - Cash Price of Vehicle and Accessories	3815.00
License No.	Tab No.		Less Balance Owed On Trade-In		Sales Tax	10,666.56
Serial or Engine No.			Net Trade-In Allowance		Lic., Trans., Reg. & Other Fees	41.75
Extra Equipment			Cash Down Payment		Total Cash Price	143,815.00
Mileage					① Less Total Credits	5.00
			① Total Credits		Unpaid Cash Balance Due	143,815.00

WARNING - Unless a charge is included in this agreement for Public Liability or Property Damage Insurance, payment for such coverage is not provided by this agreement.
Notice to the buyer: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled-in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement.

The front and back of this order comprise the entire agreement pertaining to this purchase and no other agreement of any kind, verbal understanding or promise whatsoever, will be recognized. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature.

RECEIPT OF A FILLED-IN COPY OF THIS AGREEMENT IS HEREBY ACKNOWLEDGED BY PURCHASER

I have read, and I understand and accept all provisions of the Manufacturer's Warranty Statement covering this new vehicle that I am ordering.

aler's Name _____ Purchaser's Signature _____
epted [Signature] 92244-3250 Purchaser's Signature _____
This order is valid only when signed by the purchaser.



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-246)

Item: 2.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head: Norma Wyles

DOC ID: 2024-246

2nd Reading and Adoption of Ordinance No. 24-05, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, AMENDING CHAPTER 4 "AMUSEMENTS", ARTICLE III "POOLROOMS, BOWLING ALLEYS AND CARD, ETC., ROOMS", waive reading and adopt by title only.

CITY MANAGER'S RECOMMENDATION:

2nd Reading and Adoption of Ordinance No. 24-05, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, AMENDING CHAPTER 4 "AMUSEMENTS", ARTICLE III "POOLROOMS, BOWLING ALLEYS AND CARD, ETC., ROOMS", waive reading and adopt by title only.

FISCAL IMPACT:

N/A

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

N/A

BACKGROUND:

N/A

DISCUSSION:

N/A

CONCLUSION:

N/A

ATTACHMENTS:

1. ORDINANCE NO. 24-005 CARDROOM ORDINANCE

ORDINANCE NO. 24-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, AMENDING CHAPTER 4 “AMUSEMENTS”, ARTICLE III “POOLROOMS, BOWLING ALLEYS AND CARD, ETC., ROOMS”

The City Council of the City of El Centro finds as follows:

SECTION 1. Chapter 4, Article III, Division 2 of the City of El Centro Municipal Code contains regulations for the licensing and operation of one cardroom and was last updated in 1999 pursuant to Ordinance 99-9.

SECTION 2. Tommy’s Casino and Saloon located at 459 Main St., which operated as the only licensed cardroom in the City of El Centro (“City”), ceased operations in 2018.

SECTION 3. State law provides that the operation of cardrooms may continue with certain conditions when permitted by local ordinance.

SECTION 4. The City Council has determined to continue cardrooms within the City and update Chapter 4, Article II, Division 2 of the City Code to allow a cardroom operation that is a successor in interest to Tommy’s Casino and Saloon to operate within the City as allowed by law and with the approval of the California Department of Justice Bureau of Gambling Control and the California Gambling Control Commission.

THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA HEREBY ORDAIN AS FOLLOWS:

SECTION 5. Chapter 4, Article III, Division 1, “Poolrooms, Bowling Alleys and Card etc. Rooms, is amended to read as follows:

(a) Section 4-63 entitled “When music may not be played in poolroom or bowling alley” is repealed in its entirety.

SECTION 6. Chapter 4, Article III, Division 2 is repealed in its entirety and amended to read as follows:

DIVISION 2. CARDROOM LICENSE

Sec. 4-76.1. Required.

It shall be unlawful for any person to engage in the business of maintaining or conducting games played with cards, dominoes or other devices involving the use of a table or tables or similar equipment, either by maintaining or conducting such business alone or in connection with another business or businesses, unless such person first shall have obtained from the City a license so to do as provided in this division. As used here, “cardroom” includes any public place

within the City used for the playing of a card game. “House” means the gambling enterprise and any owner, shareholder, partner, key employee or landlord thereof as defined in Business and Professions Code Section 19805(t). “Gambling enterprise” means a natural person or an entity, whether individual, corporate or otherwise, that conducts a gambling operation and that by virtue is required to hold a state gambling license, as defined in Business and Professions Code Section 19805(m).

Sec. 4-76.2. Concurrent regulation with state.

It is the stated intent of this chapter to regulate cardrooms and tables in the City of El Centro concurrently with the State of California, to the extent authorized by, and as required by, the Gambling Control Act codified at Business and Professions Code, section 19800 et seq., the regulations of the State of California Department of Justice Bureau of Gambling Control, and the regulations of the California Gambling Control Commission, as those may be amended from time to time. To the extent not otherwise defined or addressed in this Chapter 4, Article III, the definitions set out in the Gambling Control Act shall apply.

Sec. 4-76.3. Licenses and employee permit required.

- (a) *State gambling license.* Any person or entity must receive a license from the California Gambling Control Commission prior to owning or operating a cardroom within the City of El Centro.
- (b) *City cardroom license required.* In addition, no person shall establish, maintain or operate any cardroom or permit or suffer any cardroom to be established, maintained or operated, upon or within any building, structure, premises or place owned, occupied or controlled by it, unless such cardroom is maintained and operated pursuant to a valid, unexpired and unrevoked City cardroom license issued pursuant to the provisions of this chapter.
- (c) *Cardroom employee permit required.* No person shall serve as an employee of any cardroom which is located within the City, without having a City cardroom employee permit therefor, as provided in this chapter. It is also unlawful for the licensee of any cardroom licensed under this chapter to employ any person without such person having a valid cardroom employee permit issued pursuant to this chapter.

Sec. 4-76.4. City cardroom license—Application.

Only a person or entity operating a cardroom licensed pursuant to the provisions of this chapter by the City of El Centro as of January 1, 1998, or that person or entity’s lawful successor in interest to the same cardroom operation, is eligible to apply for a City cardroom license. Application for the required license shall be made to the City Finance Department. The application shall certify the contents of the application under penalty of perjury, and shall be signed by the applicant. To the extent allowed by law, the information received by the City Finance Department pursuant to the provisions of this section shall be treated as confidential and shall be accessible only to the City Finance Department, Police Department, and the City cardroom license applicant. The application shall contain all of the following:

- (a) The location of the business for which the City cardroom license is sought, including a specific description of the building or structure within which the cardroom is to be situated, and the specific portion of such building or structure for which a cardroom

license is requested. If the entire building or structure is proposed to be used as a cardroom, the application shall so state and shall request a license for the entire building or structure. If only a portion of the building or structure is proposed to be used as a cardroom, the application shall so state, shall describe such portion, and shall request a City license for only such portion. No City cardroom license shall be deemed issued for any portion of any building when the application fails to state what portion is to be used for cardroom purposes, or for any portion for which the application fails specifically to request a license therefor;

- (b) The true and complete name(s), social security number(s), residential address(es), and date(s) of birth of the owner or owners of the building or structure (as shown on the most recent title report) within which the cardroom is proposed to be maintained;
- (c) The true and complete name(s), social security number(s), residential address(es), and date(s) of birth of the person or persons to whom a City cardroom license is requested to be issued;
 - (1) If the proposed licensee is an individual, the application shall set forth that individual's name, residential and business addresses, social security number, and date of birth;
 - (2) If the proposed licensee is a corporation, the application shall set forth the complete name of the corporation and the state within which it is incorporated, together with its home address and its local address. In addition, the names, addresses, social security numbers, and dates of birth of the president and secretary, and the names, addresses, social security numbers, and dates of birth of each shareholder who owns or will own more than ten (10) percent of all outstanding shares of the corporation shall be provided;
 - (3) If the proposed licensee is a corporation, the application shall include confirmation that the corporation is authorized to do business in California and is in good standing;
 - (4) If the proposed licensee is a partnership, the application shall set forth the full name of all of the partners, and the firm name under which they do business, and the addresses, social security numbers, and dates of birth of all such partners shall also be given;
 - (5) If the proposed licensee is a trust, the application shall set forth the full name, address, social security number, and date of birth of all the trustees;
 - (6) If the proposed licensee is a limited liability company, the application shall set forth the full name, address, social security number, and date of birth of all the officers, managers, members, and owners of the limited liability company;
 - (7) If the proposed licensee is a business organization other than a corporation, partnership, trust, or limited liability company, the application shall set forth the full name, address, social security number, and date of birth of all the officers, managers, members, owners, or other individuals who own, manage, direct, or control the organization;

- (d) A set of clearly identifiable fingerprints and photographs of all of the persons required to be named in the application;
- (e) A statement of any other cardroom licenses or cardroom employee permits issued to the proposed licensee or permittee within the past five (5) calendar years that identifies the issuing jurisdiction as well as any licenses or permits which have been revoked;
- (f) A statement that the applicant understands and agrees that any business or activities conducted or operated under such application shall be operated in full conformity with all the laws of the state, and with the applicable laws and regulations of the City, and that any violation of any such laws or regulations in such a place of business, or in connection therewith, shall render any City cardroom employee permit and City cardroom license therefor subject to suspension or revocation;
- (g) A statement that the applicant understands and agrees that if a license is issued, the Chief of Police or designee ("Chief of Police") shall have authority to inspect the premises and record of any licensee without a search warrant. Those City agencies designated to investigate the cardroom premises shall have reasonable access to the premises and applicants to enable those agencies to properly and thoroughly conduct their investigation;
- (h) A listing of any other businesses operated by the proposed City cardroom licensee;
- (i) Payment of the license fee or renewal fee as established by resolution of the City Council of the City of El Centro;
- (j) For renewal, evidence of payment to the City of all fees due.

Sec. 4-76.5. City cardroom license—Investigation—Grant or denial

- (a) Upon receipt of a complete application for a City cardroom license, the City Finance Department shall forward a copy to the Chief of Police with a request that an investigation of the applicant be conducted. To the extent allowed by law, the information received by the Police Department pursuant to the provisions of this section shall be treated as confidential, shall not be mixed or included in any criminal history files, and shall be accessible only to the City Finance Director, Police Department, and the City cardroom license applicant. The City Finance Director or designee ("Finance Director"), shall not issue a City cardroom license without the clearance of the applicant by the Chief of Police. The clearance shall not be issued for any applicant if any of the following circumstances apply:
 - (1) The applicant does not possess a current state license in good standing from the California Gambling Control Commission to operate a cardroom.
 - (2) Either the applicant or any person specified in section 4-76.4(c)(1), (2) or (4):
 - a. Is under the age of twenty-one (21) years;
 - b. Has had a previous state or local cardroom license or cardroom employee permit revoked for cause by any jurisdiction within the past five (5) years; or
 - c. Has been convicted of any crime involving gambling, a misdemeanor involving dishonesty or moral turpitude (as described in California Business and Professions Code section 19859(d)) within the past ten (10) years, or has been convicted of a

felony, including a conviction by a federal court or a court in another state for a crime that would constitute a felony if committed in California, except that a conviction of a felony for the possession of cannabis, the facts of which would not constitute a felony or misdemeanor under California law on the date the application for a license is submitted, shall not constitute a basis to deny the clearance pursuant to this section.

- (3) The applicant has knowingly made a false statement in the application for the Cardroom employee permit or City cardroom license.
- (b) Applicants denied a City cardroom license shall be notified in writing by the Finance Director of the reason(s) for such denial.
- (c) A City cardroom license shall be renewed as provided in Sec. 4-76.30. A Cardroom employee permit shall be renewed as provided in Sec. 4-76.9.

Sec. 4-76.6. Revocation of City cardroom license.

A City cardroom license shall be revoked or suspended for any of the following reasons:

- (a) The California Gambling Control Commission revokes or suspends the owner or operator's state license.
- (b) The owner or manager of the cardroom consistently has violated any of the provisions in this chapter.
- (c) The owner or manager of the cardroom is convicted of any crime involving gambling, a misdemeanor involving dishonesty or moral turpitude (as described in California Business and Professions Code section 19859(d)), or a felony, including a conviction by a federal court or a court in another state for a crime that would constitute a felony if committed in California, except that a conviction of a felony for the possession of cannabis, the facts of which would not constitute a felony or misdemeanor under California law on the date the application for a license is submitted, shall not constitute a basis to revoke or suspend a City cardroom license pursuant to this section.
- (d) The owner fails to inform the Finance Director of any change in employment status of an employee required to have a Cardroom employee permit within ten (10) calendar days of a change in employment status. "Change in employment status" shall include termination of employment, leave of absence, promotion or other change in job title.

Sec. 4-76.7. Cardroom employee permit—Application.

- (a) Application for the Cardroom employee permit required pursuant to section 4-76.3(c) hereof shall be made to the Chief of Police on forms to be provided by the Police Department. The application shall certify the contents of the application under penalty of perjury, and shall be signed by the applicant.
- (b) Each and every applicant, prior to the beginning of any employment in a cardroom, shall submit an application for a cardroom employment permit to the Police Department during normal business hours.
- (c) Each applicant shall also:
 - (1) Be fingerprinted for the purpose of completing a criminal background check;

- (2) Be photographed;
- (3) Provide any other information that the Chief of Police may require.
- (d) To the extent allowed by law, the information received by the Police Department pursuant to the provisions of this section shall be treated as confidential, shall not be mixed or included in any criminal history files, and shall be accessible only to the Police Department and the City cardroom licensee affiliated with the cardroom employee permit.

Sec. 4-76.8. Cardroom employee permit—Investigation—Grant or denial.

- (a) Upon receipt of all information required pursuant to section 4-76.7, the Chief of Police shall investigate the applicant. That investigation shall include but shall not be limited to making contact with the California Department of Justice Bureau of Gambling Control. Within thirty (30) days after receipt of the above information and the results of the criminal background check made pursuant to section 4-76.7, the Chief of Police shall either grant or deny a Cardroom employee permit to the applicant. A permit shall not be issued to any person who:
 - (1) Would be disqualified based on any of the applicable licensing criteria set forth in California Business and Professions Code section 19859;
 - (2) Has had a previous cardroom license or employee permit revoked for cause by any jurisdiction within the past five (5) years; or
 - (3) Has been objected to in writing by the California Department of Justice Bureau of Gambling Control; or
 - (4) Has been convicted of any crime involving gambling, a misdemeanor involving dishonesty or moral turpitude (as described in California Business and Professions Code section 19859(d)) within the past ten (10) years, or has been convicted of a felony, including a conviction by a federal court or a court in another state for a crime that would constitute a felony if committed in California, except that a conviction of a felony for the possession of cannabis, the facts of which would not constitute a felony or misdemeanor under California law on the date the application for a license is submitted, shall not constitute a basis to deny the permit pursuant to this section.
- (b) Applicants denied a Cardroom employee permit shall be notified in writing by the Chief of Police or designee, of the reason(s) for such denial.
- (c) When the Chief of Police approves the application of any person for a Cardroom employee permit, the Chief of Police shall issue such person an identification card, which such person shall wear in sight at all times while in or on the cardroom premises.

Sec. 4-76.9. Cardroom employee permit—Scope—Renewal.

- (a) Each Cardroom employee permit shall allow employment by the permit holder only at the cardroom therein specified.
- (b) Each Cardroom employee permit issued shall be valid only for the fiscal year for which it was issued, and must be renewed for each subsequent fiscal year. In connection with the renewal of each such permit, the permit holder shall furnish the permit renewal fee established by City Council resolution, and the Chief of Police may require that a complete

new application form be filed, pursuant to the requirements of section 4-76.7, and the Chief of Police may carry out an investigation as specified in section 4-76.8.

- (c) A Cardroom employee permit shall not be renewed if the cardroom therein specified does not have a current City business license and City cardroom.

Sec. 4-76.10. Hearing and denial, suspension or revocation.

- (a) Any applicant, licensee, or permittee who is aggrieved by any action taken in regard to a City cardroom license or Cardroom employee permit shall request an initial appeal before the City Manager. Request for such hearing shall be in writing and filed with the City Clerk no later than ten (10) calendar days after the final action appealed from was taken, and shall state the grounds upon which the aggrieved party claims there was improper denial, suspension or revocation of the City cardroom license or Cardroom employee permit. The City Manager may request a meeting with the applicant, licensee or permittee and also may request additional information. The City Manager shall provide a written decision within 30 calendar days of any meeting and receipt of all requested information. There shall be no fee for appeal to the City Manager. The City Manager at the City Manager's sole discretion may stay any suspension or revocation pending resolution of an appeal.
- (b) The applicant, licensee, or permittee may appeal the decision of the City Manager. Upon receipt of a request for a hearing, the matter shall be set for hearing before the City Council or any person, body or board designated by the City Council to hear such appeal. The appeal shall be heard no later than thirty (30) calendar days after the matter is set for hearing. Written notice of the time and place of hearing on the matter shall be given by the City Clerk to the aggrieved party.
- (c) There shall be a written report of the appeal hearing. Upon receipt of such report, the City Council may take such action or make such orders as the Council deems just and proper in the disposition of the matter.

Sec. 4-76.11. Alcoholic beverages and cannabis.

- (a) No cardroom owner, operator, licensee, permittee, or employee shall allow alcoholic beverages to be stored, sold, served or consumed without a valid license from the California Alcohol and Beverage Control Board.
- (b) No cardroom owner, operator, licensee, permittee, or employee shall allow the storage, sale, service, or consumption of cannabis on the premises by any person.

Sec. 4-76.12. Intoxicated persons prohibited.

No cardroom owner, operator, licensee, permittee, or employee shall permit any person to play any cardroom game while such person is obviously under the influence of intoxicating beverage or drug.

Sec. 4-76.13. Location requirements.

In the interest of promoting the public peace, safety and general welfare, cardrooms shall be prohibited in any of the following locations:

- (a) Any area with residential zoning.

- (b) Within a six hundred (600) foot radius of the following uses:
 - (1) A public or private preschool or K-12 school, including but not limited to a charter school;
 - (2) A licensed hospital, medical clinic, alcohol or other drug abuse recovery or treatment facility, or community care residential facility providing mental health and social rehabilitation services;
 - (3) A public park or playground; or
 - (4) A public library.

Sec. 4-76.14. Wagering limits.

- (a) No cardroom owner, operator or employee shall permit a person making aggregate bets in excess of two hundred forty-nine dollars (\$249.00) in the same hand. However, simultaneous hands or betting squares by the same player is permitted.

Sec. 4-76.15. Required posting.

The following information must be posted in a conspicuous place in the cardroom:

- (a) The minimum buy in, table limits, and any other charges assessed of players at a table. Players shall not be charged based on the amount of the bets made, the size of the "pot," the winnings collected, or the amount of money changing hands.
- (b) A set of detailed rules applicable to the games played, which shall be posted in the form of a printed rule book.
- (c) A copy of the current valid City cardroom license and the state license issued by the California Gambling Control Commission under the Gambling Control Act.
- (d) Copies of the identifying badges of each owner, operator, licensee, permittee and employee.
- (e) Each cardroom's hours of operation.
- (f) A notice that doors of the cardroom shall remain unlocked during all hours of operation.
- (g) A notice of the wagering limits established pursuant to section 4-76.14 of this chapter.

Sec. 4-76.16. Identification.

Each owner, operator, licensee, permittee, and employee of a cardroom shall wear an identifying badge approved by the Chief of Police and bearing on its face a legend identifying the bearer, while the person is in or around the cardroom premises. The badge shall be worn in a location visible to the public. If a person required to wear a badge is present during a card game, the badge shall be worn in a location easily visible to all persons playing in the card game. That person present cannot participate any card game.

Sec. 4-76.17. Number of card tables permitted.

A maximum of five (5) card tables within the City of El Centro shall be permitted. There shall be no more than ten (10) players and one dealer at any table at any time.

Sec. 4-76.18. Number of cardrooms permitted.

A maximum of one cardroom shall be permitted to operate within the City of El Centro.

Sec.4-76.19. Non- assignability of cardroom license

Any time a cardroom changes ownership as defined in Section 4-76.24, the new owner must apply and qualify for a City cardroom license as provided by this chapter. Approval is for the remainder of the term of the current license. No license may be sold, transferred, or assigned by the licensee or by operation of law. Any sale, transfer or assignment, or attempt to sell, transfer or assign the license shall be deemed to constitute a voluntary surrender of such license which shall thereafter be deemed terminated and void. This section does not restrict the right of any cardroom owner to sell, transfer or assign an ownership interest in the cardroom business or building or physical premises where the cardroom is located. As used here, change of ownership means when evidence is provided to the Finance director that the California Gambling Control Commission has approved a change in ownership of a cardroom. .

Sec. 4-76.20. Use of blank checks prohibited.

No cardroom owner, operator, licensee, permittee, or employee shall accept or cash any personal check which does not bear a dollar amount on the face of the check.

Sec. 4-76.21. Gamblers Anonymous literature.

All cardrooms shall make literature published by Gamblers Anonymous easily available in a visible location in the cardroom.

Sec. 4-76.22. Security measures.

All cardrooms shall adopt a written plan, reviewed and approved in advance by the Chief of Police, to provide for the safety and security of patrons. In addition, each cardroom shall take the following security measures:

- (a) The business records, papers, reports, audits, and books of account shall be made available for inspection and copying by the Director of Finance.
- (b) Any owner, operator, licensee, permittee, or employee of the cardroom shall have an affirmative duty to immediately report all crimes occurring on the premises to the Chief of Police.
- (c) A security guard who has a current license or permit under Chapter 16, article IX of this Code shall be on duty on the premises at all times the cardroom is open. Security guards shall be licensed by the California Bureau of Security and Investigation.

Sec. 4-76.23. Hours of operation.

Card tables or cardrooms may operate twenty-four (24) hours a day. It is unlawful for any owner, proprietor, manager or other person having charge or control of any public place kept for the purpose of playing cards to permit any person other than such owner, proprietor or manager and the employees regularly employed in and about the same, to enter, remain or be therein between the hours of 2:00 a.m. and the hour of 6:00 a.m. of each and every day of the week, including Sunday; unless, if during the hours of 2:00 a.m. and 6:00 a.m., when the cardroom is open, a security guard who has a current license or permit under chapter 16, article IX of this

Code is on duty on the premise. The doors of a cardroom shall remain unlocked during all hours of operation.

Sec. 4-76.24. Change in ownership of a cardroom.

- (a) The City will consider a change of ownership of a cardroom when evidence is provided to the Finance Director that the State has approved a change in ownership of a cardroom.
- (b) Changes in ownership of a licensee's business structure or a substantial change in the ownership of a licensee's business entity (changes that result in a change of more than fifty-one (51) percent of the original ownership), must be approved by the Finance Director through the transfer process contained in subsection (b). Failure to comply with this provision is grounds for revocation of the City cardroom license.
- (c) A licensee may change the form of business entity without applying to the Finance Director for a transfer of license, provided that the membership of the new business entity is substantially similar to the original license holder business entity (at least fifty-one (51) percent of the membership is identical). The licensee is required to notify the Finance Director in writing of the change within ten (10) calendar days of the change. Failure to comply with this provision is grounds for license revocation.

Sec. 4-76.25. Prohibited games.

This chapter is not intended to permit or license any business for the playing of any game prohibited by the laws of the State of California, nor to permit or license any employee for such unlawful purpose.

Sec. 4-76.26. Exceptions to chapter regulations.

The provisions set forth in this chapter shall not apply to card tables maintained in any bona fide hotel, or in any private residence or clubroom, where, for the use of which, no consideration is charged.

Sec. 4-76.27. Violation; penalty.

Any person, firm or corporation violating any of the provisions of this chapter is guilty of a misdemeanor, and upon conviction thereof is punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment in the county jail for a period of not more than six (6) months, or by both such fine and imprisonment. Each person is guilty of a separate offense for every day during any portion of which any violation of any provision of this chapter is committed, continued or permitted by such person, firm or corporation and is punishable therefor as provided by this chapter.

Sec. 4-76.28. Card room fees.

The City Council shall establish by such fees as may be required for issuance and renewal of cardroom licenses, issuance and renewal of cardroom employee permits, annual cardroom or cardroom table fees, including but not limited to any community benefit fee.

Sec. 4-76.29. Expiration of card room license for nonuse

- (a) Any City cardroom license granted pursuant to the provisions of this Division but under which the thing herein permitted has not been done, carried on or maintained within six (6) months from the time of the issuance or renewal of such license, shall expire by limitation and cease to be valid for any purpose.

Sec., 4-76.30. Renewal

- a) A City cardroom license shall expire two (2) years after issuance. To renew a City cardroom license, the licensee shall apply in writing to the City Finance Department at least 30 days before the date the City cardroom license will expire. The Finance Director may renew such license upon verification that all requirements of this Division are being met. Such renewal shall be for two (2) years from the date of the issuance of the renewal.

Secs. 4-77—4-93. Reserved.

SECTION 7. Effective Date

This Ordinance shall take effect thirty (30) days from and after its adoption.

INTRODUCED at a regular meeting of the City Council of the City of El Centro, California, held on the 19th day of November, 2024.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Ordinance No. 24 -05 had its first reading on November 19, 2024, and had its second reading on , 2024 and was passed by the following vote:

AYES: Cardenas-Singh, Oliva, Marroquin, Carter
NOES: None
ABSENT: Garcia
ABSTAINED: None

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-247)

Item: 3.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head: Norma Wyles

DOC ID: 2024-247

2nd Reading and Adoption of Ordinance No. 24-06, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING CITY CODE SECTION 29-61 OF DIVISION 3, ARTICLE II OF CHAPTER 29 RELATING TO CARDROOMS, waive reading and adopt by title only.

CITY MANAGER'S RECOMMENDATION:

2nd Reading and Adoption of Ordinance No. 24-06, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING CITY CODE SECTION 29-61 OF DIVISION 3, ARTICLE II OF CHAPTER 29 RELATING TO CARDROOMS, waive reading and adopt by title only.

FISCAL IMPACT:

N/A

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

N/A

BACKGROUND:

N/A

DISCUSSION:

N/A

CONCLUSION:

N/A

ATTACHMENTS:

1. ORDINANCE NO. 24-006 - ZOTA 23-01

ORDINANCE NO. 24-06

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
ELCENTRO AMENDING CITY CODE SECTION 29-61 OF
DIVISION 3, ARTICLE II OF CHAPTER 29 RELATING TO
CARDROOMS

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

SECTION 1. It is necessary to amend Table 29-61.1 titled “Commercial Zone Use Regulations” to include the “Cardroom, as defined in Chapter 4 of the City Code, with a dine-in restaurant” for consistency with the City of El Centro Cardroom License regulations.

SECTION 2. A public hearing was held on the proposed amendment to the zoning code at a regular Planning Commission meeting held on October 10, 2023, where it was unanimously recommended for approval.

SECTION 3. Table 29-61.1 titled “Commercial Zone Use Regulations” shall be amended as follows:

Table 29-61.1
Commercial Zones Use Regulations

Use		Zoning District Regulations					
		CT	CO	CN	CD	CG	CH
(h)	Other uses:						
	...						
	(19) Cardroom, as defined in Chapter 4 of the City Code, with a dine-in restaurant	X	X	X	X	P	X

SECTION 4. Effective Day of Ordinance

This Ordinance shall take effect thirty (30) days from and after its adoption. Within fifteen (15) days after adoption, it shall be published once in a newspaper published and circulated within the City of El Centro, California.

INTRODUCED at a regular meeting of the City Council of the City of El Centro, California, held on the 19th day of November, 2024.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Ordinance No. 24-06 had its first reading on November, 2024, and had its second reading on _____, 2024 and was passed by the following vote:

AYES: Cardenas-Singh, Oliva, Marroquin, Carter
NOES: None
ABSENT: Garcia
ABSTAINED: None

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-251)

Item: 4.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Dulce Bedolla, Human

Resource Director

Department Head: Dulce Bedolla

DOC ID: 2024-251

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-69, BETWEEN THE CITY OF EL CENTRO AND THE GENERAL EMPLOYEES' UNIT TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER FOR THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO.22-69 BETWEEN THE CITY OF EL CENTRO AND THE GENERAL EMPLOYEES' UNIT TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER FOR THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY

FISCAL IMPACT:

No impact on the General Fund. ARPA funds will be used to pay the 3% and the Total Compensation Study.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

BACKGROUND:

The current Memorandum of Understanding (MOU) with the General Employees Unit expires June 30, 2025.

DISCUSSION:

The City and the Unit have met and conferred, and have determined to enter into a Side Letter Agreement. Such agreement provides for a one-time off salary schedule payment of 3% of base pay to be paid in December 2024, and extends the term of the MOU to December 31, 2025, to provide time for the City to complete a total compensation study.

CONCLUSION:

Staff Recommends the City Council Adoption of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-69, BETWEEN THE CITY OF EL CENTRO AND THE GENERAL EMPLOYEES' UNIT TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN

ORDER FOR THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

ATTACHMENTS:

1. GEU MOU Extension General - Resolution
2. GEU Side Letter

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO,
SUPPLEMENTING AND REVISING RESOLUTION NO. 24-69, BETWEEN THE CITY OF
EL CENTRO AND THE GENERAL EMPLOYEES' UNIT TO PROVIDE FOR A ONE-TIME
3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN
ADDITIONAL SIX-MONTH PERIOD IN ORDER FOR THE CITY TO COMPLETE
A TOTAL COMPENSATION STUDY

WHEREAS, on July 5, 2024 the City Council adopted Resolution No. 24-69, A
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EL CENTRO (CITY)
AND THE GENERAL EMPLOYEES' UNIT (UNIT); and

WHEREAS, such MOU currently provides for a June 30, 2025 termination date; and

WHEREAS, the City and the Unit now have met and conferred and have determined to
enter into the Side Letter Agreement attached and incorporated as Exhibit "A"; and

WHEREAS, such side letter agreement provides for a one-time off salary schedule
payment of 3% of base pay to be paid the last pay day of December 2024 and extends the term of
the MOU to December 31, 2025 to provide time for the City to complete a total compensation
study; and

WHEREAS, the City Council finds that it is in the best interests of the City to adopt this
resolution at this time.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO,
CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 . Recitals. The Recitals set forth above are true and correct and are incorporated
into this Resolution by this reference.

Section 2. The Side Letter Agreement attached as Exhibit "A" is adopted, effective
immediately, and the City Manager is authorized to sign it.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____

Norma Wyles, City Clerk

APPROVED AS TO FORM:

By _____
Elizabeth Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California held on the 3rd day of December, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

By: _____
Norma Wyles, City Clerk

**CITY OF EL CENTRO
AND THE
GENERAL EMPLOYEES' UNIT
SIDE LETTER AGREEMENT
TO
JANUARY 1, 2022 – JUNE 30, 2025
MEMORANDUM OF UNDERSTANDING (MOU)**

WHEREAS, the have met and conferred regarding a City-wide compensation study; and

WHEREAS, the parties have agreed to extend the existing MOU by 6 months in exchange for a one-time off salary schedule payment.

NOW THEREFORE, the parties agree to amend the current MOU as follows:

Section 3 SALARY AND PERFORMANCE INCREASES

- a. Pay Range. No employee shall be paid less than Step 1 or more than Step 11. Effective as of the first full period in July 2022, or the first full pay period following City Council approval of this MOU, whichever is later, no employee shall be paid less than Step 1 or more than Step 6.
- b. Step Collapse/Replacement. Effective as of the first full pay period in July 2022, or the first full pay period following City Council approval of this MOU, whichever is later, the City shall collapse the current 11-step salary schedule to 6 steps and implement a 2% cost of living adjustment ("COLA") as follows:
 1. Step Collapse:
 - A. Step 6: Step 11 will receive a 2% COLA and shall become the new Step 6.
 - B. Step 5: Step 10 will receive a 2% COLA and will become the new Step 5.
 - C. Step 4: Step 4 will equal 95% of Step 5.
 - D. Step 3: Step 3 will equal 90% of Step 5.
 - E. Step 2: Step 2 will equal 85% of Step 5.
 - F. Step 1: Step 1 will equal 80% of Step 5.
 2. Step Placement:
 - A. Step 6: Employees at current Step 11 will be at the new Step 6.
 - B. Step 5: Employees currently at Step 10 will be at the new Step 5.
 - C. Step 1-4: All other employees will be placed in the new Step (1-5) that is closest to their current salary (after receiving a 2% salary increase on current pay) without suffering a pay reduction.
- c. Fiscal Year 2023/2024 COLA. Effective as of the first full pay period for July 2023, for fiscal year 2023/2024, employees will receive a COLA of 2% of their base salary as of June 30, 2023.

d. Fiscal Year 2024/2025 COLA. Effective as of the first full pay period for July 2024, for fiscal year 2024/2025, employees will receive a COLA of 2% of their base salary as of June 30, 2024.

e. Merit Increases.

1. Eligibility: From January 1, 2022, to December 31, 2025, employees will be eligible for a step increase on their anniversary date (as defined below), conditioned upon the employee's evaluation rating his/her performance satisfactory or better.

2. Timing: It is expected that the annual evaluation shall occur on an employee's anniversary date. If the evaluation occurs after the anniversary date and the evaluation rates the performance at satisfactory or better, the step increase will be retroactive to the anniversary date.

3. Future Increases: Except for Step 11 (Step 6 after the first full pay period in July 2022), future step increases beyond termination of this MOU on December 31, 2025, must be approved by the Parties in a successor MOU.

f. Step Ranges. Separate salary schedules showing the salary step ranges are shown in Appendix A attached and herein incorporated by reference.

g. Off Salary Schedule Payment:

Employees shall receive a one-time Off Salary Schedule Payment of 3% of base salary effective the last pay day in December 2024.

h. Total Compensation Study:

The City will complete a total compensation study in 2025. The Study will be completed in time for successor MOU negotiations in late 2025.

Section 23 EFFECTIVE DATES

Except as otherwise provided herein, the terms of this agreement are effective upon adoption of this agreement by the City Council by resolution. This agreement shall remain in full force and effective from January 1, 2022, through December 31, 2025, or until a successor resolution is adopted by the City Council.

CITY OF EL CENTRO

GENERAL EMPLOYEES' UNIT

Cedric Ceseña, City Manager

Anthony Picazo

Clara Obeso

Catherine Gutierrez

Jessica Gonzalez



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-252)

Item: 5.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Dulce Bedolla, Human
Resource Director

Department Head: Dulce Bedolla

DOC ID: 2024-252

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-70, BETWEEN THE CITY OF EL CENTRO AND THE SUPERVISORY, PROFESSIONAL AND TECHNICAL EMPLOYEES ASSOCIATION TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-70, BETWEEN THE CITY OF EL CENTRO AND THE SUPERVISORY, PROFESSIONAL AND TECHNICAL EMPLOYEES ASSOCIATION TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY

FISCAL IMPACT:

No impact on the General Fund. ARPA funds will be used to pay the 3% and the Total Compensation Study.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

BACKGROUND:

The current Memorandum of Understanding (MOU) with the Supervisory, Professional and Technical Employees Association expires June 30, 2025.

DISCUSSION:

The City and the SPTEA Unit have met and conferred, and have determined to enter into a Side Letter Agreement. Such agreement provides for a one-time off salary schedule payment of 3% of base pay to be paid in December 2024, and extends the term of the MOU to December 31, 2025, to provide time for the City to complete a total compensation study.

CONCLUSION:

Staff Recommends the City Council Adoption of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING

RESOLUTION NO. 22-70, BETWEEN THE CITY OF EL CENTRO AND THE SUPERVISORY, PROFESSIONAL AND TECHNICAL EMPLOYEES ASSOCIATION TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY

ATTACHMENTS:

1. SPTEA MOU Extension - Resolution
2. SPTEA Side Letter

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO,
SUPPLEMENTING AND REVISING RESOLUTION NO. 24-70, BETWEEN THE
CITY OF EL CENTRO AND THE SUPERVISORY, PROFESSIONAL AND
TECHNICAL EMPLOYEES ASSOCIATION TO PROVIDE FOR A ONE-TIME
3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR
AN ADDITIONAL SIX MONTH PERIOD IN ORDER TO THE CITY TO
COMPLETE A TOTAL COMPENSATION STUDY

WHEREAS, on July 5, 2022 the City Council adopted Resolution No. 24-70, A
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EL CENTRO (CITY)
AND THE SUPERVISORY, PROFESSIONAL AND TECHNICAL EMPLOYEES
ASSOCIATION (ASSOCIATION); and

WHEREAS, such MOU currently provides for a June 30, 2025 termination date; and

WHEREAS, the City and the Association now have met and conferred and have determined
to enter into the Side Letter Agreement attached and incorporated as Exhibit "A"; and

WHEREAS, such side letter agreement provides for a one-time off salary schedule
payment of 3% of base pay to be paid the last pay day of December 2024, and extends the term of
the MOU to December 31, 2025, to provide time for the City to complete a total compensation
study; and

WHEREAS, the City Council finds that it is in the best interests of the City to adopt this
resolution at this time.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO,
CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 . Recitals. The Recitals set forth above are true and correct and are incorporated
into this Resolution by this reference.

Section 2. The Side Letter Agreement attached as Exhibit "A" is adopted, effective
immediately, and the City Manager is authorized to sign it.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:

By _____
Elizabeth Martyn, City
Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California held on the 3rd day of December, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

By: _____
Norma Wyles, City Clerk

**CITY OF EL CENTRO
AND THE
SUPERVISORY, PROFESSIONAL AND
TECHNICAL EMPLOYEES ASSOCIATION
SIDE LETTER AGREEMENT
TO
JULY 1, 2022 – JUNE 30, 2025
MEMORANDUM OF UNDERSTANDING**

WHEREAS, the have met and conferred regarding a City-wide compensation study; and

WHEREAS, the parties have agreed to extend the existing MOU by 6 months in exchange for a one-time off salary schedule payment;

NOW THEREFORE, the parties agree to amend the current MOU as follows:

ARTICLE 3 COMPENSATION

Section 3.1 SALARY AND PERFORMANCE INCREASE

- a. Pay Range. Effective as of the first full pay period in July 2022, no employee shall be paid less than Step 1 or more than Step 6.
- b. Step Collapse/Replacement. Effective as of the first full pay period in July 2022, or the first full pay period following City Council approval, whichever is later, the City shall collapse the current 11-step salary schedule to 6 steps and implement a 2% cost of living adjustment (“COLA”) as follows:
 1. Step Collapse:
 - A. Step 6: Step 11 will receive a 2% COLA and shall become the new Step 6.
 - B. Step 5: Step 10 will receive a 2% COLA and will become the new Step 5.
 - C. Step 4: Step 4 will equal 95% of Step 5.
 - D. Step 3: Step 3 will equal 90% of Step 5.
 - E. Step 2: Step 2 will equal 85% of Step 5.
 - F. Step 1: Step 1 will equal 80% of Step 5.
 2. Step Placement:
 - A. Step 6: Employees at current Step 11 will be at the new Step 6.
 - B. Step 5: Employees currently at Step 10 will be at the new Step 5.
 - C. Step 1-4: All other employees will be placed in the new Step (1-5) that is closest to their current salary (after receiving a 2% salary increase on current pay) without

suffering a pay reduction.

- c. Fiscal Year 2023/2024 COLA. Effective as of the first pay period for July 2023, for fiscal year 2023/2024, employees will receive a COLA of 2% of base salary as of June 30, 2023.
- d. Fiscal Year 2024/2025 COLA. Effective as of the first pay period for July 2024, for fiscal year 2024/2025, employees will receive a COLA of 2% of base salary as of June 30, 2024.
- e. Merit Increases.
 - 1. Eligibility: From January 1, 2022, to December 31, 2025, employees will be eligible for a step increase on their anniversary date (as defined below), conditioned upon the employee's evaluation rating his/her performance satisfactory or better.
 - 2. Timing: It is expected that the annual evaluation shall occur on an employee's anniversary date. If the evaluation occurs after the anniversary date and the evaluation rates the performance at satisfactory or better, the step increase will be retroactive to the anniversary date.
 - 3. Future Increases: Except for Step 11 (Step 6 after the first full pay period in July 2022), future step increases beyond termination of this on December 31, 2025, must be approved by the Parties in a successor MOU.
- f. Step Ranges. Separate salary schedules showing the salary step ranges are shown in Appendix A attached and herein incorporated by reference.
- g. Off Salary Schedule Payment:
Employees shall receive a one-time Off Salary Schedule Payment of 3% of base salary by the last pay day in December 2024.
- h. Total Compensation Study:
The City will complete a total compensation study in 2025. The Study will be completed in time for successor MOU negotiations in late 2025.

ARTICLE 11 COVERAGE AND EFFECTIVE DATES

This MOU applies only to those unit members who are employed by the City at the time when the Council approves this MOU.

Except as otherwise provided herein, this MOU is effective upon adoption. This MOU shall remain in full force and effect January 1, 2022, through December 31, 2025, or until a successor agreement is adopted by the City Council.

CITY OF EL CENTRO

SPTEA

Cedric Ceseña, City Manager

Ruben Martel

Heather Johnson

Nena Herbert



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-253)

Item: 6.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Dulce Bedolla, Human
Resource Director

Department Head: Dulce Bedolla

DOC ID: 2024-253

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-71 BETWEEN THE CITY OF EL CENTRO AND THE EL CENTRO FIREFIGHTERS ASSOCIATION EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-71 BETWEEN THE CITY OF EL CENTRO AND THE EL CENTRO FIREFIGHTERS ASSOCIATION EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

FISCAL IMPACT:

No impact on the General Fund. ARPA funds will be used to pay the 3% and the Total Compensation Study.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

BACKGROUND:

The current Memorandum of Understanding (MOU) with the Firefighters Association expires June 30, 2025.

DISCUSSION:

The City and the Firefighters Association have met and conferred, and have determined to enter into a Side Letter Agreement. Such agreement provides for a one-time off salary schedule payment of 3% of base pay to be paid in December 2024, and extends the term of the MOU to December 31, 2025, to provide time for the City to complete a total compensation study.

CONCLUSION:

STAFF RECOMMENDS THE CITY COUNCIL APPROVAL OF RESOLUTION NO. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-71 BETWEEN THE CITY OF EL CENTRO AND THE EL CENTRO FIREFIGHTERS ASSOCIATION EMPLOYEES TO

PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY.

ATTACHMENTS:

1. Fire MOU Extension - Resolution
2. Fire Side Letter

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING RESOLUTION NO. 22-71 BETWEEN THE CITY OF EL CENTRO AND THE EL CENTRO FIREFIGHTERS ASSOCIATION EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THE TERM OF THEIR MOU'S FOR AN ADDITIONAL SIX MONTH PERIOD IN ORDER TO THE CITY TO COMPLETE A TOTAL COMPENSATION STUDY

WHEREAS, on July 05, 2022, the City Council adopted Resolution No. 22-71, A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EL CENTRO (CITY) AND THE EL CENTRO FIREFIGHTERS' ASSOCIATION (ASSOCIATION); and

WHEREAS, such MOU currently provides for a June 30, 2025 termination date; and

WHEREAS, the City and the Association now have met and conferred, and have determined to enter into the Side Letter Agreement attached and incorporated as Exhibit "A"; and

WHEREAS, such side letter agreement provides for a one-time off salary schedule payment of 3% of base pay to be paid the last pay day of December 2024; and extends the term of the MOU to December 31, 2025 to provide time for the City to complete a total compensation study; and

WHEREAS, the City Council finds that it is in the best interests of the City to adopt this resolution at this time.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 . Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Side Letter Agreement attached as Exhibit "A" is adopted, effective immediately.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____

Norma Wyles, City Clerk

APPROVED AS TO FORM:

By _____
Elizabeth Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the 3rd day of December, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By: _____
Norma Wyles, City Clerk

**THE CITY OF EL CENTRO (CITY)
AND
EL CENTRO FIREFIGHTERS' ASSOCIATION (ASSOCIATION)
SIDE LETTER AGREEMENT
TO
JANUARY 1, 2022 – JUNE 30, 2025
MEMORANDUM OF UNDERSTANDING**

WHEREAS, the parties have met and conferred regarding a City-wide compensation study; and

WHEREAS, the parties have agreed to extend the existing MOU by 6 months in exchange for a one-time off salary schedule payment;

NOW THEREFORE, the parties agree to amend the current MOU as follows:

ARTICLE 3 COMPENSATION

Section 3.1 SALARY AND MERIT INCREASES

- a. Pay Range. Effective as of the first full pay period in July 2022, no employee shall be paid less than Step 1 or more than Step 6.
- b. Step Collapse/Replacement. Effective as of the first full pay period in July 2022, the City shall collapse the current 11-step salary schedule to 6 steps and implement a 2% cost of living adjustment ("COLA") as follows:
 1. Step Collapse:
 - A. Step 6: Step 11 will receive a 2% COLA and shall become the new Step 6.
 - B. Step 5: Step 10 will receive a 2% COLA and will become the new Step 5.
 - C. Step 4: Step 4 will equal 95% of Step 5.
 - D. Step 3: Step 3 will equal 90% of Step 5.
 - E. Step 2: Step 2 will equal 85% of Step 5.
 - F. Step 1: Step 1 will equal 80% of Step 5.

2. Step Placement:

A. Step 6: Employees at current Step 11 will be at the new Step 6.

B. Step 5: Employees currently at Step 10 will be at the new Step 5.

C. Step 1-4: All other employees will be placed in the new Step (15) that is closest to their current salary (after receiving a 2% salary increase on current pay) without suffering a pay reduction.

c. Fiscal Year 2023/2024 COLA. Effective as of the first pay period for July 2023, for fiscal year 2023/2024, employees will receive a COLA of 5% of base salary as of June 30, 2023.

d. Fiscal Year 2024/2025 COLA. Effective as of the first pay period for July 2024, for fiscal year 2024/2025, employees will receive a COLA of 2% of base salary as of June 30, 2024.

e. Merit Increases.

1. Eligibility: From January 1, 2022, to December 31, 2025, employees will be eligible for a step increase on their anniversary date (as defined below), conditioned upon the employee's evaluation rating his/her performance satisfactory or better.

2. Timing: It is expected that the annual evaluation shall occur on an employee's anniversary date. If the evaluation occurs after the anniversary date and the evaluation rates the performance at satisfactory or better, the step increase will be retroactive to the anniversary date.

3. Future Increases: Except for Step 11 (Step 6 after the first full pay period in July 2022), future step increases beyond termination of this MOU on December 31, 2025, must be approved by the Parties in a successor MOU.

f. Step Ranges. Separate salary schedules showing the salary step ranges are shown in Appendix A attached and herein incorporated by reference.

g. Off Salary Schedule Payment:

Employees shall receive a one-time Off Salary Schedule Payment of 3% of base salary effective the last pay day in December 2024.

h. Total Compensation Study:

The City will complete a total compensation study in 2025. The Study will be completed in time for successor MOU negotiations in late 2025.

ARTICLE 10 TERM OF AGREEMENT.

Except as specified otherwise herein, this MOU shall be effective January 1, 2022, and shall remain in full force and effect only until and through December 31, 2025.

CITY

ASSOCIATION

Patrick Clark, Labor Relations Consultant

Michael McGill, Attorney at Law



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-255)

Item: 7.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Dulce Bedolla, Human

Resource Director

Department Head: Dulce Bedolla

DOC ID: 2024-255

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING PRIOR RESOLUTIONS FOR ALL UNREPRESENTED EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THEIR MOU'S FOR AN ADDITIONAL SIX-MONTH PERIOD.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING PRIOR RESOLUTIONS FOR ALL UNREPRESENTED EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THEIR MOU'S FOR AN ADDITIONAL SIX MONTH PERIOD.

FISCAL IMPACT:

No impact on the General Fund. ARPA funds will be used to pay the 3% and the Total Compensation Study.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKES, INSURANCE, ETC.:

BACKGROUND:

All current unrepresented employee resolutions expire June 30, 2025.

DISCUSSION:

The City has determined that the termination date will be extended to December 31, 2025, in consideration of a one-time payment to each unrepresented employee in the amount of 3% current base pay, such amount to be paid during the month of December 2024, to provide time for the City to complete a total compensation study.

CONCLUSION:

Staff Recommends the City Council Adoption of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING PRIOR RESOLUTIONS FOR ALL UNREPRESENTED EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THEIR MOU'S FOR AN ADDITIONAL SIX MONTH PERIOD.

ATTACHMENTS:

1. Unrep EEs Extension (1)

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, SUPPLEMENTING AND REVISING PRIOR RESOLUTIONS FOR ALL UNREPRESENTED EMPLOYEES TO PROVIDE FOR A ONE-TIME 3% PAYMENT AND EXTENSION OF THEIR MOU'S FOR AN ADDITIONAL SIX MONTH PERIOD

WHEREAS, the City has the following unrepresented bargaining units:

Unrepresented Confidential Employees, Resolution 22-90, dated August 16, 2022

Unrepresented Management Employees, Resolution 22-89, dated August 16, 2022

Police Chief, Resolution No. 22-118, dated November 1, 2022

Fire Chief, Resolution 22-119, dated November 1, 2022

Deputy Police Chief, Resolution No. 23-15, dated February 21, 2023

Unrepresented Police Commander, Resolution No. 23-100, dated October 17, 2023

Unrepresented Police Lieutenants– Resolution No. 23-22, dated March 21, 2023

Unrepresented Fire Management– Resolution No.22-116, dated November 1, 2022

City Clerk, Resolution No. 23-04, dated January 17, 2023

Community Services Director, Resolution No.22-78, dated July 19, 2022

Director of Human Resources, Resolution 22-82, dated July 19, 2022

Library Director, Resolution 23-80, dated August 15, 2023

Director of Public Works and City Engineer, Resolution 22-81, dated July 19, 2022

Community Development Director, Resolution 22-78, dated July 19, 2022

Assistant Director of Community Development, Resolution 22-87 dated August 16, 2022; and

WHEREAS, all such MOU's provide for a June 30, 2025 termination date; and

WHEREAS, the City has determined that the termination date will be extended to December 31, 2025, in consideration of a one-time payment to each unrepresented employee in the amount of 3% current base pay, such amount to be paid during the month of December 2024; and

WHEREAS, such amount is not subject to deductions for PERS contributions, but otherwise will be reported as compensation; and

WHEREAS, the payment of such amounts has been authorized by the Council; and

WHEREAS, the City Council finds that it is in the best interests of the City to adopt this resolution at this time.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 . Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The MOU's listed in this Resolution shall be extended to December 31, 2025 on the same terms and conditions.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED TO FORM:

By _____
Elizabeth Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California held on the 3rd day of December, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-180)

Item: 8.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Angel Hernandez,

Director of Community Development

Department Head: Angel Hernandez

DOC ID: 2024-180

Public hearing for discussion and any necessary action regarding Cardroom Fees.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, ADOPTING, UPDATING AND CONFIRMING CERTAIN CARDROOM FEES.

FISCAL IMPACT:

If approved, the proposed fees would partly offset the City's labor and material costs in permitting and licensing a cardroom establishment.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Not Applicable

BACKGROUND:

The City of El Centro has a Cardroom Ordinance that regulates the operation of one cardroom in El Centro and requires that applicants obtain licenses and permits for their establishment and employees. An update to the Cardroom Ordinance was approved by the City Council on November 19, 2024, which restated that fees for services related to regulating a licensed cardroom be established by the City Council. Such fees serve as part of a general cost recovery strategy that local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole but provide services to those who purchase them.

DISCUSSION:

Pursuant to Resolution No. 19-13, adopted on March 19, 2019, the City of El Centro adopted a new, comprehensive user fee study prepared by Willdan Financial Services. The fee study resulted in the adoption of the basis of calculation for various fees by computing the fully burdened hourly rates for City employee time as required by Proposition 218. Pursuant to that Resolution, the fees are set out to increase annually by CPI capped at 3% per year.

On November 19, 2024, the City Council approved Ordinance No. 24-05 (Cardroom Ordinance), which amended Chapter 4, Article III related to the licensing and permitting of a cardroom operating in the City of El Centro. The Cardroom Ordinance states that fees for the issuance and renewal of cardroom licenses, issuance and renewal of cardroom employee permits, annual cardroom or cardroom table fees, including but not limited to any community benefit fee is to be established by the City Council.

Fees for the processing of the cardroom licenses and cardroom employee permits are derived from the methodology approved in the User Fee Study. This was accomplished by calculating cost estimates for the labor hours of City staff associated with the issuance and renewal of permits and licenses. Additionally, all cardroom fees are proposed to increase using the CPI escalator, not to exceed 3% per year at the beginning of each fiscal year.

Cardroom table fees were established by City Council in Resolution 2000-19. Staff is recommending that the City Council authorize the City Manager to negotiate and approve a Community Benefit Fee Agreement between the applicant and the City of El Centro to replace the table fees set out in Resolution 2000-19.

As required by law, a public hearing on the cardroom fees is scheduled for the December 3rd, 2024 City Council meeting. A public hearing notice was published in the Imperial Valley Press on November 22, 2024. Also, a copy of the fee study report (attached as Exhibit A) was made available for public inspection.

CONCLUSION:

Adopt Resolution No. 24- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, ADOPTING, UPDATING AND CONFIRMING CERTAIN CARDROOM FEES.

ATTACHMENTS:

1. Exhibit A - Cardroom Fee Report
2. Exhibit B - Resolution Cardroom Fees

CALCULATION OF UPDATED EL CENTRO CARDROOM FEES

On November 19, 2024 the City Council approved Ordinance No. 24-05, which amended Chapter 4, Article III related to the licensing and permitting of a cardroom operating in the City of El Centro. Furthermore, the Ordinance included that fees for the issuance and renewal of cardroom licenses, issuance and renewal of cardroom employee permits, annual cardroom or cardroom table fees, including but not limited to any community benefit fee is to be established by the City Council.

Two categories of cardroom fees are new: the cardroom license fee and the cardroom employee permit fee. For those, the fee calculation is based upon cost estimates for the labor hours of City staff associated with the issuance and renewal of permits and licenses and is set out on Exhibit "A" included in this report. Fees were calculated in accordance with the User Fee Study prepared by Willdan Financial Services and approved by Resolution No. 19-13 adopted on March 19, 2019. These fees will be subject to a CPI escalator capped at 3% as set out in Resolution No. 19-13.

The third type of fee is the cardroom table fee. The current cardroom table fees were set in 2000 and are one thousand two hundred dollars (\$1,200) upon granting the application and one hundred fifty dollars (\$150) per month for all tables not exceeding three (3) and forty-five dollars (\$45) per month for each table in excess of three (3). The fees have not been updated since 2000. After consideration of how to set the fees, the City Council shall designate the City Manager to negotiate the terms and conditions of a community benefit fee agreement with the applicant for a City cardroom license to replace the cardroom table fees last set in 2000.

These fees shall remain in effect until revised by resolution of the City Council.

For questions or comments, please contact Angel Hernandez, Community Development Director, at 760-337-4545.

EXHIBIT “A”
CITY OF EL CENTRO
CARDROOM FEES
FY 2024-2025

CARDROOM LICENSE	
Cardroom License – New	\$ 410
Cardroom License - Renewal	\$ 345
CARDROOM EMPLOYEE PERMIT	
Cardroom Employee Permit – New & Renewal	\$ 227
COMMUNITY BENEFIT FEE	
As determined by a Community Benefit Agreement	

RESOLUTION NO. 24-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL
CENTRO, CALIFORNIA, ADOPTING, UPDATING AND
CONFIRMING CERTAIN CARDROOM FEES

WHEREAS, California general law cities impose user fees and regulatory fees for services and activities they provide through provisions of the state Constitution as well as applicable law; and

WHEREAS, cities may perform broad activities related to their local police power and other service authority as defined in Cal Constit. Article XI, Section 7 and 9 and cities also may establish fees for service through the framework defined in Article XIIC, Section 1; and

WHEREAS, at the direction of the City Council, in order to provide for such allowable cost recovery, in 2019 the City contracted with Willdan Financial Services to conduct an independent, comprehensive analysis of City services, the costs reasonably borne by providing those services, the beneficiaries of those services, and the revenues produced by those paying fees for such services (the “User Fee Study”); and

WHEREAS, the User Fee Study provided the methodology to calculate user fees throughout the City pursuant to Proposition 218 based upon the fully-burdened hourly rates of City personnel; and

WHEREAS, the City Council also approved an annual fee adjustment on July 1 of each year, as defined by the Consumer Price Index (San Diego area for all Urban Consumers) with a cap of 3% (the “automatic escalator”) which the Council finds will maintain such City fees as the reasonable cost of service provided, plus overhead; and

WHEREAS, the City Council adopted Ordinance No. 24-05, which amended Chapter 4, Article III related to the licensing and permitting of a cardroom operating in the City; and

WHEREAS, Ordinance 24-05 now includes fees for the issuance and renewal of cardroom licenses, issuance and renewal of cardroom employee permits, annual cardroom or cardroom table fees, including but not limited to any community benefit fee is to be established by the City Council; and

WHEREAS, the fees for services related to licensing, permitting, and regulation now must be set or confirmed pursuant to the User Fee Study specifically for the following: cardroom license, and cardroom employee permit fees; and

WHEREAS, fees for these services have been determined by applying the methodology for fee determination in the User Fee Study and the rates for such services have been determined as set out in Exhibit “A”, attached and incorporated; and

WHEREAS the cardroom table fees are set at the discretion of the City Council for the privilege of operation a cardroom within the City; such fees were last set in 2000 and the City Council designates the City Manager to negotiate the terms and conditions of a community benefit fee agreement with the applicant for a City cardroom license to replace the cardroom table fees; and

WHEREAS, the City Council has conducted a duly noticed public hearing on the adoption of the employee permit and cardroom license fees; and

WHEREAS, notice of this public hearing on such fees was published as required by law and the Rate Study made available to the public as of the date of publication; and

WHEREAS, the City Council carefully has reviewed and considered the information and fees provided in Exhibit “A”; and

WHEREAS, the City Council now finds from its review of the service fees and the other documents on file for this matter (which are made a part of the record of this hearing) that the proposed cardroom fees for employee permits and cardroom licenses are related to a service or activity on which the rate is imposed that is under the control of the City which is imposing service fees; that the amounts of those fees as set out in Exhibit “A” do not exceed the reasonable cost of services provided, plus direct and indirect overhead; that these service fees fall outside requirements for the imposition of taxes, special taxes or fees imposed as incidences of property ownership pursuant to the provisions of State law and are not regulatory fees disallowed by Proposition 26; that such program fees are not charges for traditional governmental services and that the City Council may and has taken into consideration market rates for such programs; and

WHEREAS, the City Council further finds that the adoption and restatement of such service fees is for the purpose of meeting operating expenses of the City and that such action therefore is statutorily exempt from CEQA under Public Resources Code Section 21080 (b)(8) and Section 15273 of the CEQA guidelines; and

WHEREAS, the City Council also finds that the cardroom table fees were appropriately set.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. RECITALS. The Recitals set out above are true and correct.

SECTION 2. CEQA EXEMPTION. The adoption of the cardroom fees, rates and charges as set out on Exhibit “A” is statutorily exempt from CEQA and staff is directed to take all necessary actions to prepare and file a Notice of Exemption immediately after adoption of this Resolution.

SECTION 3. FEES DETERMINED AND ADOPTED. The cardroom fees as set out in and marked as Exhibit “A” to this Resolution hereby are adopted.

SECTION 3. COMMUNITY BENEFIT FEE AGREEMENT. The City Council does hereby authorize the City Manager or designee to negotiate and approve a community benefit fee agreement that shall be approved by the City Manager and applicant for a cardroom license prior to the issuance of any cardroom license.

SECTION 4. The fees adopted pursuant to Exhibit “A” are subject to the CPI adjustment set out in Resolution 19-13 as of July 1, 2025, unless otherwise provided by action of the City Council.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED, AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California held on the 3rd day of December, of 2024.

CITY OF EL CENTRO

By _____

Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the forgoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____ 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-238)

Item: 9.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Presentation

Prepared by: Elizabeth Fuchen, Interim

Finance Director

Department Head: Elizabeth Fuchen

DOC ID: 2024-238

Annual Fiscal Year 2025 Final Budget

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA ADOPTING A FINAL ANNUAL BUDGET FOR FUNDS FOR FISCAL YEAR 2024-25.

FISCAL IMPACT:

Appropriations recommended for the revised budgets for all funds discussed herein are balanced with anticipated revenues and use of fund balances / reserves as required.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

N/A

BACKGROUND:

As a means to provide the City of El Centro with a spending plan for Fiscal Year 2024-25, the City Council adopted a Preliminary Budget on June 27, 2024 and a Revised Budget for selected funds on July 29, 2024. Over the course of the last three months, the City has engaged a Financial Services Consultant who has worked with staff to review and update all 88 citywide budgeted funds and financial reporting systems – focusing on the City's revenue and expenditure streams to identify areas of improvement that could bolster the City's budget.

DISCUSSION:

Total appropriations recommended in the Citywide Fiscal Year 2024-25 Revised Budget are \$180,046,975. Updates to the previously adopted and revised budgets; in addition to formal budgets for all funds have been prepared for all City funds. High-level updates to each of the major operating funds (General Fund, Measure P, and the City's Enterprise Funds) as well as comprehensive updates to citywide fund groups calling out pertinent information are briefly discussed below and will form the basis for a presentation to the City Council during the November 19, 2024 City Council Meeting.

General Fund Budget

FY 2024-25 General Fund Final Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	\$ 37,597,797	\$ 34,605,286
FY 2024-25 Final	\$ 38,719,519	\$ 38,569,246

Budget

The FY 2024-25 General Fund Final Budget has not changed from the Revised Budget presented in July 2024; and reflects revenues of \$38,719,519 and expenditures of \$38,569,246. The General Fund Final Budget is presented as a balanced budget with an anticipated surplus of \$150,273 being generated by year-end. Specific revenue and expenditure impacts to the City's Final General Fund for FY 2024-25 are noted below.

FY 2024-25 budgeted revenue of \$38,719,519 reflects an approximate \$1.1 million increase from revenues anticipated to be collected in FY 2023-24, primarily due to:

- Anticipated 3.0% increase in Property Taxes consistent with current housing market activity and increase in State CPI;
- Anticipated collections of Sales Tax consistent with staff expectations given the current state of the local economy;
- Slight increase in Transient Occupancy Taxes as room rates are projected to rise due to inflation and consistent with current activity;
- Conservative projections for development- and recreation-related fees and charges; and
- A \$2.1 million Transfer-In from the Measure P Fund to cover anticipated FY 2024-25 General Fund costs for all Public Safety (Police and Fire) Materials and Services / Capital and Outlay costs.

FY 2024-25 budgeted expenditures of \$38,569,246 reflect an approximate \$4.0 million increase from expenditures anticipated to be incurred in FY 2023-24, primarily due to:

- Accounting for all staff positions in the General Fund as being filled for the entirety of the fiscal year with the exception of reducing these amounts for an implied "vacancy savings" factor equal to 50% of the existing vacancies (\$1.7 million) in the General Fund;
- An increase of \$881,000 for the General Fund portion of the CalPERS Unfunded Liability amortization cost;
- A reduction in the amount of Worker's Compensation costs allocated to each position from 11% to 9% based on estimated premiums to be paid during FY 2024-25 (results in savings of approximately \$200,000);
- An increase of approximately \$369,000 for the City's Liability and Property insurance costs (note: a portion of these costs are allocated to other funds consistent with the City's cost allocation methodology);
- An increase of approximately \$113,000 in costs transferred out of the General Fund and into the Water and Sewer Funds consistent with the cost allocation methodology;
- A \$141,000 increase in energy costs related to the City's Streetlighting Program; and
- Nominal increases to department base budgets where required to account for inflationary increases / increased costs to provide ongoing City services.

Based on the information noted above, the recommended Final General Fund Budget is

balanced. Total General Fund reserves are anticipated to be approximately \$32.2 million at the end of FY 2024-25. Projected reserve levels as of June 30, 2025 are expected to include:

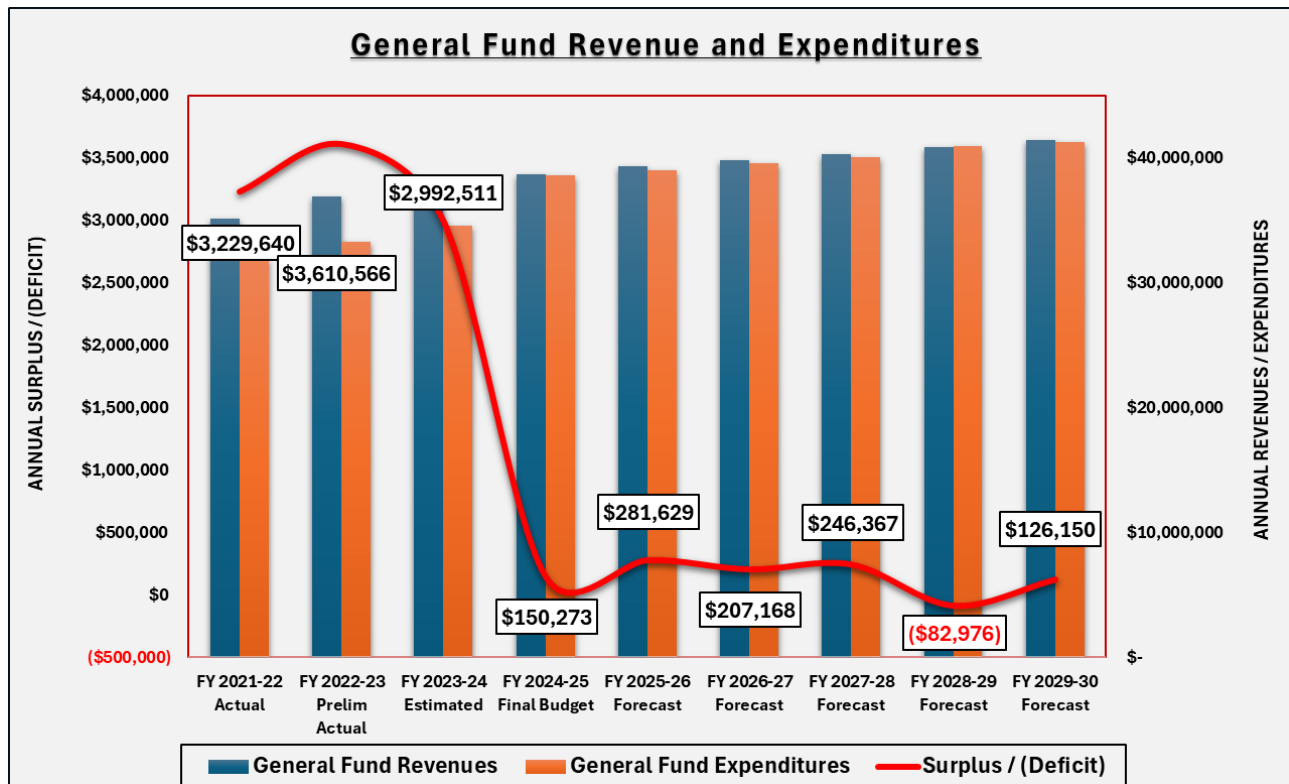
\$ 3,892,006	Restricted Reserve for PARS Retirement Trust
<u>28,312,487</u>	Undesignated Reserves
<u>\$ 32,204,493</u>	Total General Fund Reserves

General Fund Multi-Year Forecast

As a means to gauge the future ability to provide a consistent level of citywide services and programs, a Multi-Year Forecast has been developed for the City's General Fund – the fund where the vast majority of non-enterprise services are accounted for.

The General Fund forecast has been developed to create a forward-looking, conservative baseline budgetary outlook for the City's General Fund and related fund balance under a given set of revenue and expenditure growth assumptions. The forecast has been built as a "base-case" model in which future years only focus on ongoing revenues and expenditures; and known one-time fiscal activity (eliminates all other one-time revenues and expenditures).

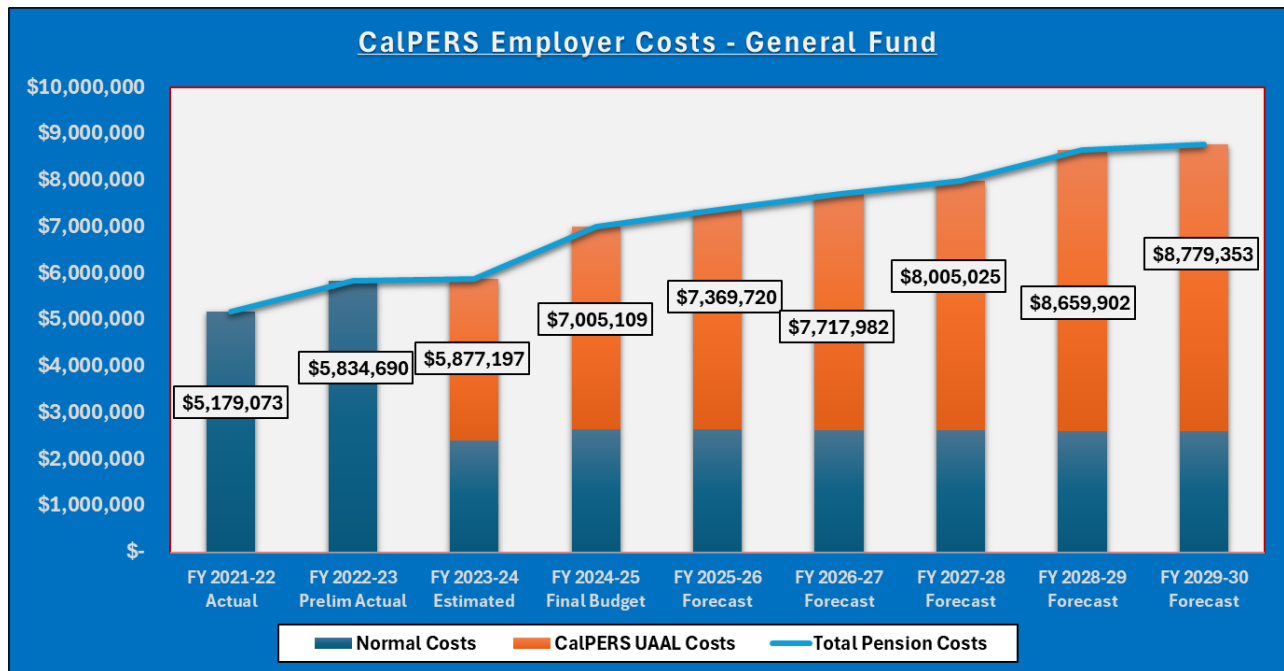
The General Fund forecast is meant to serve as only one tool to measure fiscal sustainability into the future. The model below incorporates known cost drivers, including any negotiated salary increases, CalPERS retirement cost increases, annual appropriation credits for salary savings and cost allocations, and a conservative increase in all other operating expenditures. The model also assumes conservative growth in discretionary revenue sources, including property tax, sales tax, transient occupancy tax and other fees and charges. The model is developed to demonstrate the ability to sustain the existing levels of service provided citywide.



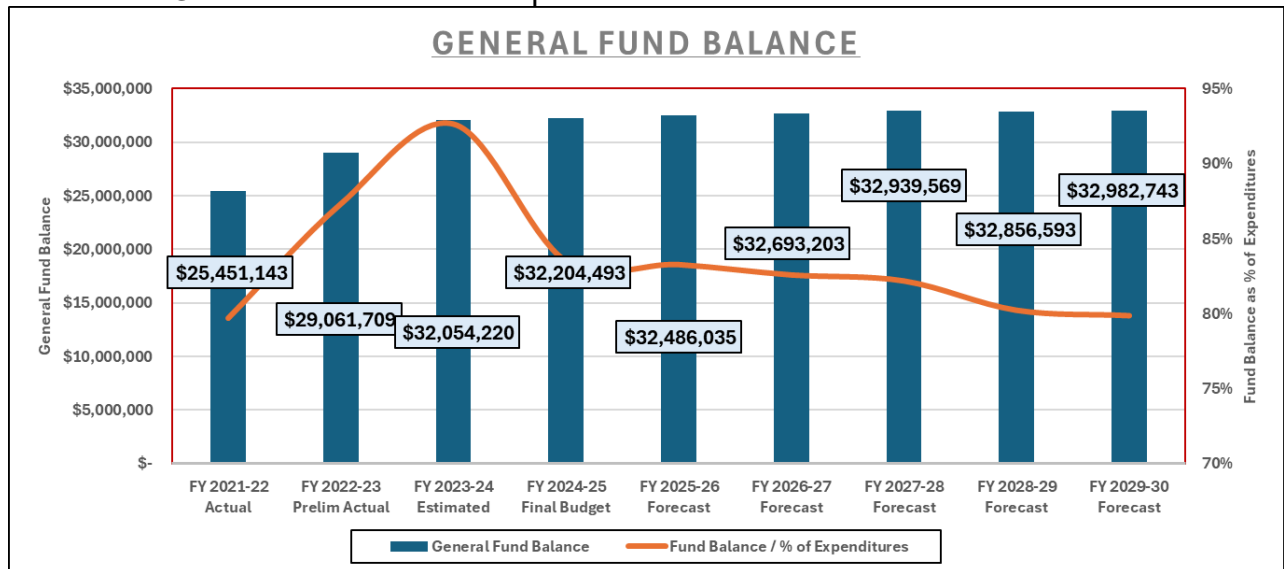
As indicated in the model above, a slight surplus of \$150,273 is anticipated in the revised General Fund budget for FY 2024-25. Future forecasts indicate continued surpluses and one year with a small deficit of \$82,976 (FY 2028-29). Although each year in the forecast assumes growth factors for both revenues and expenditures, growth in core payroll is not assumed as there are currently no labor increases that have been negotiated for FY 2025-26 and beyond.

An overview of the General Fund Multi-Year Forecast will be provided during the November 19, 2024 City Council Meeting.

As shown in the graph below, total expenditures for CalPERS-related costs are anticipated to increase by \$1.7 million over the next five years. Total CalPERS costs of just over \$7 million for FY 2024-25 represents approximately 22% of the entire expenditure base in the General Fund.



Forecast – General Fund Balance impacts:



As noted above, to the extent forecasted amounts of revenues and expenditures come to fruition under a given set of assumptions, General Fund Balance (reserves) will fluctuate between \$32.2 and \$32.9 million each year. These reserves include a \$3.9 million restricted reserve for the PARS Retirement Trust, which may be used for any future CalPERS retirement cost. The unobligated reserve amount of approximately \$28.1 million expected as of June 30, 2025 represents 73% of the General Fund expenditure base budgeted for FY 2024-25.

Measure P Fund

FY 2024-25 Measure P Fund Final Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	\$ 8,996,478	\$ 10,390,924
FY 2024-25 Final	\$ 8,511,000	\$ 22,335,092

Budget

The Measure P Fund accounts for a 30-year ½-cent transaction and use tax (general purpose tax) approved by the electorate in 2017 that is used to support an array of City services including police, fire protection, library, parks and recreation, senior programs, and street maintenance and upgrades.

FY 2024-25 Measure P Fund revenues are currently projected to be slightly lower than amounts anticipated to be collected during FY 2023-24, primarily due to flat collections in sales tax offset by a reduction in interest earnings for FY 2024-25. FY 2024-25 Measure P Fund expenditures are recommended to be approximately \$11.96 million higher than those estimated for FY 2023-24 primarily due to an increase to debt service costs related to the Police Station (\$596,000); a transfer out to the General Fund for all public safety (Police and Fire) materials and services costs budgeted for FY 2024-25 (\$2.13 million); and an \$8.82 million increase in capital projects appropriations. The majority of the increase in capital projects appropriations can be attributed to \$7 million allocated for the construction of the new police station and \$1.7 allocated for the demolition of Valley Center Point.

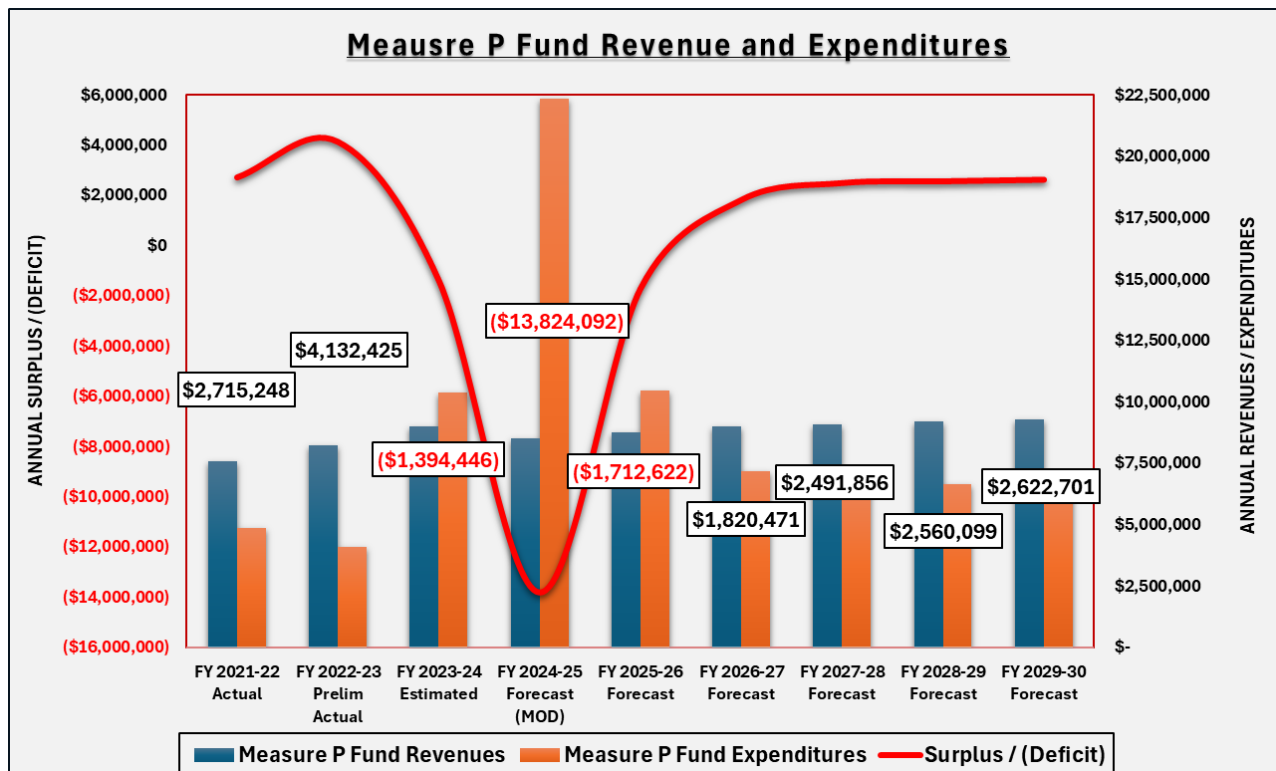
The Measure P Fund has \$16.02 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Measure P Fund will have \$6,310,577 remaining in Fund Balance at the end of FY 2024-25.

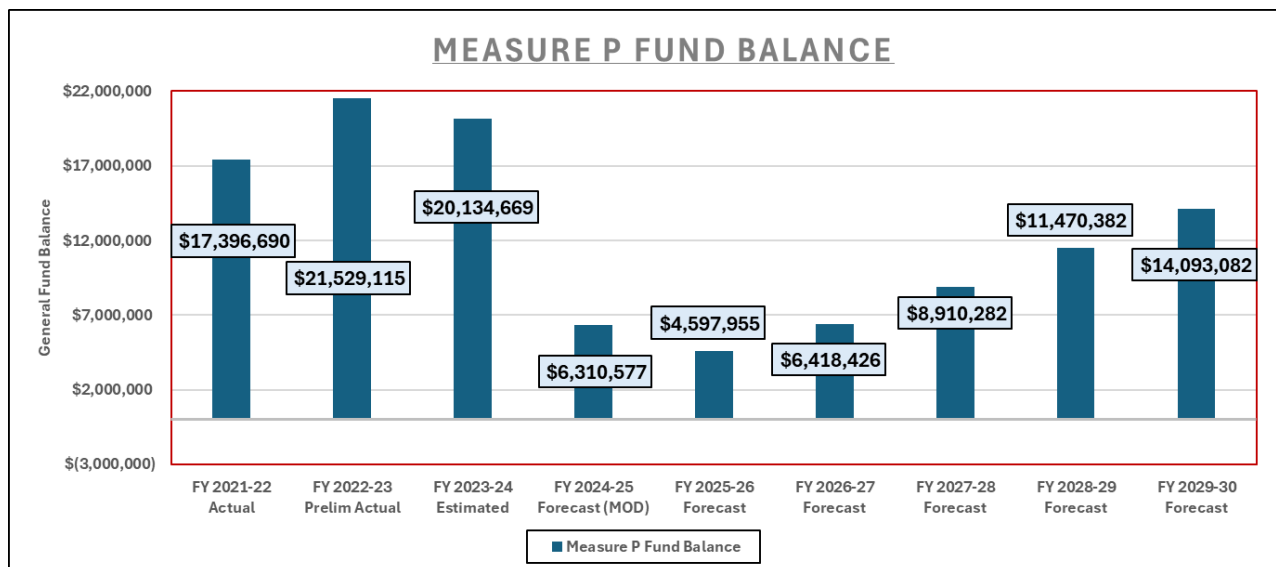
Similar to the General Fund, a long-term forecast was developed for the Measure P Fund as a gauge for fiscal sustainability. The Measure P forecast includes the following assumptions:

- Transactions and use Tax revenues expected to generate approximately \$8.1 - \$8.7 million annually (expected to grow each year)
- Interest Earnings funded @ \$350,000 annually
- Annual base expenditure budget includes \$6.2 - \$6.6 million for towards following:
 - \$663,500 for non-public safety department ongoing costs
 - \$2.25 million for public safety department ongoing costs
 - ~ \$3.3 - \$3.7 million for Police Station / Library Debt Service costs

As shown in the long-term forecast for Measure P below, it is anticipated that approximately \$1.8 - \$2.6 million will be available annually for one-time costs (additional capital projects, other expenditures).



Expected impacts to Measure P Fund balances are noted below:



Water Fund(s)

FY 2024-25 Water Fund Final Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	\$ 9,483,350	\$ 9,428,141
FY 2024-25 Final Budget	\$ 9,365,000	\$ 11,209,057

FY 2024-25 Water Fund revenues are currently projected to be slightly lower than

amounts anticipated to be collected during FY 2023-24, primarily due to lower anticipated collections of late fees and water capacity fees, which are difficult to project. FY 2024-25 Water Fund expenditures are recommended to be approximately \$1.78 million higher than those estimated for FY 2023-24 primarily due to accounting for fully-loaded staff costs (no vacancy savings assumed); a \$50,000 increase in CalPERS Unfunded Liability amortization costs; higher anticipated energy costs (electricity); a \$209,000 increase in overhead cost allocation; and a \$1 million increase in capital projects appropriations.

The Water Fund has \$1.52 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Water Fund(s) will have \$26,815,012 in Fund Balance / Working Capital at the end of FY 2024-25. Amounts expected to be available on June 30, 2025 are noted below:

	\$ 2,608,609	Water Capacity Fees (Fund 511)
	1,289,763	Rate Stabilization (Fund 513)
	2,093,223	Restricted for Debt Service
	<u>20,823,417</u>	Undesignated Reserves / Working

Capital

\$ 26,815,012 **Total Water Fund(s) Reserves /**
Working Capital

Wastewater Fund(s)

FY 2024-25 Wastewater Fund Final Budget:

	Revenues	Expenditures
FY 2023-24	\$ 11,055,762	\$ 11,761,496
Estimated		
FY 2024-25 Final	\$ 10,898,500	\$ 19,223,098
Budget		

FY 2024-25 Wastewater Fund revenues are currently projected to be slightly lower than amounts anticipated to be collected during FY 2023-24, primarily due to lower anticipated collections of interest earnings and wastewater capacity fees. FY 2024-25 Wastewater Fund expenditures are recommended to be approximately \$7.46 million higher than those estimated for FY 2023-24 primarily due to accounting for fully-loaded staff costs (no vacancy savings assumed); a \$50,000 increase in CalPERS Unfunded Liability amortization costs; higher anticipated energy costs (electricity); a \$199,000 increase in overhead cost allocation; and a \$6.59 million increase in capital projects appropriations. The majority of the capital cost increase can be attributed to a \$4.5 million appropriation towards the Southern Pump Station.

The Wastewater Fund has a total of \$9.95 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Wastewater Fund(s) will have \$19,937,185 in Fund Balance / Working Capital at the end of FY 2024-25. Amounts expected to be available on June 30, 2025 are noted below:

512)	\$ 2,651,686	Wastewater Capacity Fees (Fund
	3,636,896	Rate Stabilization (Fund 514)
	<u>13,648,603</u>	Undesignated Reserves / Working

Capital

Working Capital \$ 19,937,185 **Total Wastewater Fund(s) Reserves /**

Solid Waste Fund

FY 2024-25 Solid Waste Fund Final Budget:

	Revenues	Expenditures
FY 2023-24	\$ 2,539,488	\$ 2,337,608
Estimated		
FY 2024-25 Final Budget	\$ 2,505,000	\$ 2,509,000

FY 2024-25 Solid Waste Fund revenues are currently projected to be approximately the same as those anticipated to be collected during FY 2023-24. FY 2024-25 Solid Waste Fund expenditures are recommended to be approximately \$171,000 higher than those estimated for FY 2023-24 primarily due to higher costs associated with solid waste collection activities.

It is anticipated that the Solid Waste Fund will have \$368,996 in Fund Balance / Working Capital at the end of FY 2024-25.

Special Revenue Funds – Transportation

There are eight (8) Special Revenue Funds that account for transportation-related costs and projects. These funds consist of the following:

- | | |
|---------------------------------------|--------------------------------|
| - Gas Tax Fund | - RMRA SB-1 Fund |
| - TDA – Article 3 Fund | - Bus Shelters Fund |
| - Local Transportation Authority Fund | - FHWA Grants Fund |
| - I-8 / Imperial Ave. Overpass Fund | - LTA Transportation Bond Fund |

Sources of funding to these funds include state gas taxes, allocations of funding through the regional transportation authority and transportation-specific grants and bonds. Total revenues anticipated to be received for these eight funds combined are just under \$7.5 million during FY 2024-25. When added to estimating beginning fund balance of approximately \$11.1 million, there is a total of \$18.6 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the transportation-related Special Revenue Funds are approximately \$9.7 million. Of this amount, \$7.1 million is allocated towards transportation-related capital projects including the following major projects:

- La Brucherie Widening - \$1,025,000 (RMRA SB-1 Fund)
- Imperial Avenue Extension - \$582,737 (RMRA SB-1 Fund / I-8 / Imperial O-Pass Fund)
- Bicycle & Pedestrian Facilities - \$250,000 (TDA – Article 3 Fund)
- Street Improvements - \$1,605,000 (Local Transportation Authority Fund)
- ATP-5 Imperial Avenue - \$1,568,000 (Local Transportation Authority Fund)

- Dogwood & Main Intersection - \$300,000 (Local Transportation Authority Fund)
- Miscellaneous Street Improvements - \$804,000 (LTA Transportation Bond Fund)

Assuming all funding anticipated to received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$8.9 million available in total fund balances for future transportation-related expenditures.

Special Revenue Funds – Other

There are twelve (12) Special Revenue Funds that account for funding related to specific programs for which these funds may only be used. These funds consist of the following:

- | | |
|--|----------------------------|
| - American Rescue Plan Act (ARPA) Fund | - CARES Act Revolving Fund |
| - Home Key Fund | - EDA Revolving Fund |
| - IID Project Jobs Fund | - Permanent Local Housing |

Alloc. Fund

- | | |
|-----------------------|-----------------------------|
| - PLHA – Colonia Fund | - 2011-C Bonds Fund |
| - 2011 A&B Bonds Fund | - Public Works SB-1383 Fund |
| - EDA Grants Fund | - Capital Construction / |

Annexation Fees Fund

Sources of funding to these funds include revenues collected from local, state and federal agencies which can only be used for specific purposes. Total revenues anticipated to be received for these twelve funds combined are approximately \$1.3 million during FY 2024-25 – the majority of which accrue to the Permanent Local Housing Allocation / PLHA Colonia Funds.

When added to estimated beginning fund balance of approximately \$11.9 million, there is a total of \$13.2 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the other Special Revenue Funds are just under \$12.3 million. Of this amount, \$10.3 million is specifically related to the American Rescue Plan Act (ARPA) Fund. It should be noted that the City Council approved an updated spending plan for the balance of ARPA Funding in October 2024. Other major appropriations in these funds include \$150,000 in potential loans from the CARES Act Revolving Loan Fund and \$618,843 towards a City building in the 2011 A&B (bond proceeds) Projects Fund.

Assuming all funding anticipated to received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$932,000 available in total fund balances for future fund-specific expenditures.

Special Revenue Funds – Police-Related

There are five (5) Special Revenue Funds that account for funding received for Police-related services. These funds consist of the following:

- | | |
|-------------------------------------|----------------------|
| - Asset Forfeiture – State | - OTS Grant Fund |
| - Supplemental Law Enforcement Fund | - Police Grants Fund |
| - Asset Forfeiture - Federal | |

Sources of funding to these funds include revenues collected from local, state and federal agencies which can only be used for Police-related purposes. Total revenues anticipated

to be received for these five funds combined are approximately \$797,000 during FY 2024-25 – the majority of which accrue to the Police Grants and Supplemental Law Enforcement Funds. When added to the estimated beginning fund balance of approximately \$1.7 million, there is approximately \$2.5 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the Police-related Special Revenue Funds are just over \$1.5 million. Of this amount, \$200,000 is allocated for police safety supplies and materials; \$545,000 is allocated for the Police Station Project; \$270,000 is allocated for Police-related staffing costs; and \$409,000 is allocated towards safety equipment and vehicles.

Assuming all funding anticipated to received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$942,000 available in total fund balances for future police-related expenditures.

Special Revenue Funds – Parks- & Recreation-Related

There are four (4) Special Revenue Funds that account for funding received for Parks- and Recreation-related services. These funds consist of the following:

- | | |
|------------------|-----------------------|
| - Parks Grant | - Recreation Projects |
| - Special Events | - Parks Development |

Sources of funding to these funds include revenues collected from local, state and federal agencies which can only be used for Parks- and Recreation-related purposes. Total revenues anticipated to be received for these four funds combined are approximately \$6.2 million during FY 2024-25 – the majority of which accrue to the Parks Grant and Recreation Projects Funds. When added to the estimated beginning fund balance of approximately (-\$105,000), there is approximately \$6.1 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the Parks- and Recreation-related Special Revenue Funds are just over \$6.0 million. Of this amount, just over \$5.2 million is allocated for the Gomez Park Project; approximately \$670,000 is allocated for the Buena Vista Park Project; \$52,000 is allocated towards the Imperial Valley Urban Forest; and \$95,000 is allocated towards special events staffing costs.

Assuming all funding anticipated to received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$40,000 available in total fund balances for future parks- and recreation-related expenditures.

Special Revenue Funds – HUD / CDBG / HOME

There are ten (10) Special Revenue Funds that account for funding received for Federal Department of Housing & Urban Development (HUD), Community Development Block Grant (CDBG) and HOME Federal and State pass-through funding. These funds consist of the following:

- | | |
|-------------------------------|-----------------------------|
| - CDBG COVID-19 | - HOME Grant |
| - HOME Program Income | - HUD Rental Rehabilitation |
| - HUD Entitlement | - CDBG Program Income |
| - Housing – Local Partnership | - Cal HOME Partnership |
| - CDBG Loans | - HOME Program Income |

Administration

Sources of funding to these funds include grants and re-use (loan payback) funding received from federal and state pass-through agencies which can only be used for specific CDBG and HOME re-use program and other HUD entitlement purposes. Total revenues anticipated to be received for these ten funds combined are approximately \$1.14 million during FY 2024-25 – the majority of which accrue to the HUD Entitlement Fund (this is the annual allocation to this fund). Remaining sources of funding include interest earnings and loan repayments in certain funds. When added to the estimated beginning fund balance of approximately \$4.64 million, there is approximately \$5.78 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the HUD / CDBG / HOME Special Revenue Funds are just over \$1.53 million. Of this amount, approximately \$400,000 is allocated for potential loans for specific purposes; and \$1.1 million is allocated for HUD Entitlement Projects – Clearance & Demolition, Administration, Housing and Public Services.

Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$4.24 million available in total fund balances for future HUD / CDBG / HOME expenditures.

Special Revenue Funds – Impact / Mitigation Fees

There are nine (9) Special Revenue Funds that account for funding received for Development Impact and Mitigation purposes. These funds consist of the following:

- | | |
|---------------------------------|----------------------------|
| - Administrative Impact Fee | - Library Impact Fee |
| - Police Impact Fee | - Fire Impact Fee |
| - Streets Impact Fee | - Public Facilities Impact |
| Fee | |
| - Parks & Recreation Impact Fee | - Fire Mitigation Fee |
| - Police Mitigation Fee | |

Sources of funding to these funds include collections of fees related to new development which can only be used consistent with AB-1600 development purposes consistent with needs identified in a Development Impact Report. Total revenues anticipated to be received for these nine funds combined are approximately \$406,000 during FY 2024-25 (note: totals as of the writing of this report only include fees received to date). When added to the estimated beginning fund balance of approximately \$4.52 million, there is approximately \$4.93 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the Impact / Mitigation Fees Special Revenue Funds are just under \$2.5 million which accounts for two projects - \$1.26 million of Police Impact Fees towards the Police Station project and \$1.24 million of Streets Impact Fees towards the La Brucherie Widening and Imperial Avenue projects.

Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$2.43 million available in total fund balances for future Impact / Mitigation Fee program expenditures.

Special Revenue Funds – Lighting & Landscaping / CFD

There are six (6) Special Revenue Funds that account for funding received for Lighting and Landscaping and Community Facilities District (CFD) purposes. These funds consist of the following:

- Buena Vista Lighting & Landscaping
- Legacy Ranch Lighting & Landscaping
- Lotus Ranch Lighting & Landscaping
- Legacy Ranch CFD
- IV Commons CFD
- Town Center Lighting &

Landscaping

Sources of funding to these funds include collections of property assessments consistent with program expenditure requirements outlined in an annually prepared Engineer's Report for each district. Total revenues anticipated to be received for these six funds combined are approximately \$300,000 during FY 2024-25. When added to the estimated beginning fund balance of approximately \$462,000, there is approximately \$762,000 available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation in the Lighting and Landscaping and Community Facilities District Funds are just under \$363,000 consistent with expenditure plans outlined in each District's respective Engineer's Report.

Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$399,000 available in total fund balances for future Lighting & Landscaping and Community Facilities District expenditures.

Capital Projects Funds

There are fourteen (14) Capital Projects Funds that account for specific individual and groups of projects citywide. These funds consist of the following:

Station	- Jacaranda Gardens	- Natural Disasters
	- Federal Highway Administration Projects	- Orange Avenue Lift
	- Drainage Facility	- Lotus Parallel
Improvements	- IID Facility Crossing	- 8 th Street Overpass
	- Colonia / El Dorado Street	- Bridge Road
	- La Brucherie Greenbelt	- Library Bond Project
	- Road Improvements	- Police Bond Project

Sources of funding for the Capital Projects funds include bond proceeds, grants, internal funding, and other revenues. Total revenues anticipated to be received for these fourteen funds combined are approximately \$12.2 million during FY 2024-25. When added to the estimated beginning fund balance of approximately \$38.1 million, there is approximately \$50.3 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation for all Capital Projects Funds are approximately \$37.2 million and reside in only three of the fourteen funds – Jacaranda Gardens, Federal Highway Administration Projects and Police Bond Project. The Jacaranda Gardens Project is funded by an Affordable Housing & Sustainable Communities State Grant (~ \$5.5 million). Federal grants fund more than \$1.5 million appropriated for a variety of citywide streets projects in the Federal Highway Administration Fund; while bond proceeds fund approximately \$30.1 million towards the new Police Station Project.

It should be mentioned that the Natural Disasters Fund currently has a negative fund balance of approximately \$1 million. To the extent future funding sources are not identified for disaster-related expenditures, the General Fund or other appropriate sources may need to cover unreimbursed costs.

Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$13.2 million available in total fund balances for future capital projects expenditures.

Debt Service Funds

There are two (2) Debt Projects Funds that account for debt payments for specific activities. These funds consist of the following:

- 2011-C Bonds Debt Service	- LTA Lease Revenue Bonds
Debt Service	

Sources of funding for the Debt Service funds include available fund balances and transfers in from other funds. Total revenues anticipated to be received for these two funds combined are approximately \$4.2 million during FY 2024-25. When added to the estimated beginning fund balance of approximately \$2.1 million, there is approximately \$6.3 million available for FY 2024-25 expenditures.

Total expenditures recommended for appropriation for both Debt Service Funds are approximately \$4.9 million. Debt service payments for the 2011-C are funded by available fund balance. Debt service payments for the LTA Lease Revenue Bonds are funded by the Measure P Fund.

Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$1.4 million available in total fund balances for future debt service expenditures.

Internal Service Funds

There are four (4) Internal Service Funds that account for citywide costs for specific purposes. The Internal Service Funds consist of the following:

- Worker's Compensation	- OPEB & Unemployment
- Group Health Benefits	- Motor Vehicle / Fleet

Sources of funding for the Internal Service Funds (ISF) are derived from internal charges to other funds which benefit / participate in the services provided by each ISF. The Worker's Compensation and OPEB & Unemployment ISFs are funded through a percentage of payroll charged to each fund that pays for City employees. The Group Health Benefits ISF is funded with charges to funds with payroll costs associated with employee health benefits. The Motor Vehicle / Fleet ISF is funded by funds that use vehicles in the City's fleet to conduct everyday business.

It should be noted that the OPEB & Unemployment pays for approximately \$215,000 in retiree health annually. Although these costs have historically been funded by the charges to other funds, the City may elect to use the more than \$11.1 million available in the CERBT Section 115 Trust to fund retiree health in the future. Over the course of the fiscal year, staff will be reviewing all ISFs to update charges to other funds and assure available

fund balances are used to mitigate the charges to other funds.

Total expenditures recommended for appropriation in the City's Internal Service Funds are approximately \$7.1 million. Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$23.3 million available in total fund balances for future internal service expenditures.

Agency Funds – Successor Agency

There are four (5) Agency Funds related to the City's Successor Agency that account for former redevelopment and housing authority purposes. The Agency – Successor Agency Funds consist of the following:

- | | | |
|-----------------|---------------------------------------|----------------------|
| | - Successor Agency – Revolving | - Successor Agency – |
| Low/Mod Housing | | |
| | - Successor Agency – Administration | - Successor Agency – |
| Debt Service | | |
| | - Successor Agency – Capital Projects | |

Sources of funding for the Successor Agency Funds is provided by the State Department of Finance twice annually based on an approved distribution of former redevelopment property tax increment known as "RPTTF" (Funding from the Redevelopment Property Tax Trust Fund). Distributed funds are based on an approved Recognized Obligation Payment Schedule (ROPS) and may only be used for approved prior debts of the former Redevelopment Agency.

Total expenditures recommended for appropriation in the City's Successor Agency Funds are approximately \$3.0 million and are essentially for debt service and administration of winding-down of redevelopment activities. Assuming all funding anticipated to be received and all recommended appropriations come to fruition during FY 2024-25, there will be approximately \$6.6 million available in total fund balances for future Successor Agency obligations.

CONCLUSION:

ATTACHMENTS:

1. Resolution - 2024-2025 Revised Budget Adoption_CC AH
2. FY 2024-25 Final Revised Budget Schedules 111924

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF EL CENTRO, CALIFORNIA
CORRECTING, AMENDING AND
READOPTING THE ANNUAL BUDGET FOR
FISCAL YEAR 2024-2025

WHEREAS, on or about June 27, 2024, the Finance Director of the City prepared an initial budget for fiscal year 2024-2025 and presented it to the City Council; and

WHEREAS, the budget was presented with the expectation that it would be corrected, updated and amended at a future date; and

WHEREAS, at that meeting, the City Council raised a number of questions concerning the assumptions used for that budget; and

WHEREAS, the City Council approved a Fiscal Year 2024-2025 Revised Budget for certain City funds on July 31, 2024; and

WHEREAS, the City Manager has engaged the services of a financial consultant and has appointed an Interim Finance Director, who now have prepared and submitted to the City Council of the City of El Centro the updated budgets for all funds Citywide for Fiscal Year 2024-2025 and have presented that budget, specifically including the updated numbers; and

WHEREAS, the City Council has reviewed the corrected and amended budgets for fiscal year 2024-2025 at length.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of El Centro, California does hereby adopt the corrected and amended budgets for all Citywide Funds for Fiscal Year 2024-2025 for the City of El Centro as prepared and submitted by the City Manager and as may be modified by the City Council.

PASSED AND ADOPTED by the City Council of the City of El Centro, California held on the 19th day of November, 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:

Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the 19th day of November, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

CITY OF EL CENTRO

FISCAL YEAR 2024-25 BUDGET SCHEDULES (REVISED)



PREPARED / UPDATED: NOVEMBER 19, 2024

City of El Centro
Budgeted Revenues / Expenditures / Fund Balance
Fiscal Year 2024-25 Budget - Revised

	EST. BEGINNING FUND BALANCE July 1, 2024	REVENUES	EXPENDITURES	ENDING FUND BALANCE June 30, 2025	Excess / (Deficit) of Revenues over Expenses	Capital Appropriations
General Fund	\$ 32,054,220	\$ 38,719,519	\$ 38,569,246	\$ 32,204,493	\$ 150,273	\$ -
Measure P Fund	\$ 20,134,670	\$ 8,511,000	\$ 22,335,092	\$ 6,310,578	\$ (13,824,092)	\$ 16,021,115
Enterprise Funds						
501 / 511 / 513 - Water	\$ 28,659,069	\$ 9,365,000	\$ 11,209,057	\$ 26,815,012	\$ (1,844,057)	\$ 1,520,500
502 / 512 / 514 - Wastewater	28,261,783	10,898,500	19,223,098	19,937,185	(8,324,598)	9,950,000
504 - Solid Waste	372,996	2,505,000	2,509,000	368,996	(4,000)	-
Special Revenue Funds - Transportation						
201 - Gas Tax	\$ -	\$ 1,273,102	\$ 1,251,688	\$ 21,414	\$ 21,414	\$ -
202 - RMRA - SB-1	2,360,597	1,230,870	1,400,624	2,190,843	(169,754)	1,400,624
203 - TDA - Article 3	314,025	48,092	250,000	112,117	(201,908)	250,000
204 - Bus Shelters	56,213	99,662	96,400	59,475	3,262	40,000
205 - Local Transportation Authority	7,230,912	4,800,000	5,710,668	6,320,244	(910,668)	4,416,968
207 - FHWA Grants	69,482	1,150	-	70,632	1,150	-
208 - I-8 & Imperial Ave Overpass	272,402	11,000	207,113	76,289	(196,113)	207,113
212 - LTA Transportation Bond	840,006	15,000	816,000	39,006	(801,000)	804,000
Special Revenue Funds - Other						
210 - Capital Const. / Annexation Fees	\$ 120,876	\$ 2,250	\$ -	\$ 123,126	\$ 2,250	\$ -
214 - American Rescue Plan Act	10,309,158	-	10,309,158	-	(10,309,158)	8,731,330
215 - CARES Act Revolving Loan	152,258	77,750	150,000	80,008	(72,250)	-
216 - Home Key	(5,071)	-	-	(5,071)	-	-
248 - EDA Revolving	23,167	750	2,020	21,897	(1,270)	-
251 - IID Project Jobs	7,292	250	-	7,542	250	-
252 - Permanent Local Housing Allocation	245,998	458,981	458,481	246,498	500	-
253 - PLHA - Colonia	216,175	631,595	631,095	216,675	500	-
267 - 2011-C Bonds	4,091	50	-	4,141	50	-
269 - 2011 A&B Bonds	648,981	10,000	618,843	40,138	(608,843)	618,843
284 - Public Works SB-1383	-	123,181	123,181	-	-	-
441 - EDA Grants	192,295	5,000	-	197,295	5,000	-

City of El Centro
Budgeted Revenues / Expenditures / Fund Balance
Fiscal Year 2024-25 Budget - Revised

	EST. BEGINNING FUND BALANCE July 1, 2024	REVENUES	EXPENDITURES	ENDING FUND BALANCE June 30, 2025	Excess / (Deficit) of Revenues over Expenses	Capital Appropriations
Special Revenue Funds - Police-Related						
221 - Asset Forfeiture - State	\$ 111,109	\$ 2,500	\$ 88,000	\$ 25,609	\$ (85,500)	\$ 63,000
222 - OTS Grant	69,975	37,500	35,490	71,985	2,010	-
223 - Supplemental Law Enforcement	657,919	200,000	275,144	582,775	(75,144)	-
225 - Police Grants	183,765	522,629	663,007	43,387	(140,378)	409,512
226 - Asset Forfeiture - Federal	666,742	34,000	482,383	218,359	(448,383)	482,383
Special Revenue Funds - Parks- & Recreation-Related						
260 - Parks Grant	\$ (75,382)	\$ 5,289,125	\$ 5,213,743	\$ -	\$ 75,382	\$ 5,019,125
261 - Recreation Projects	(166,086)	787,406	721,856	(100,536)	65,550	649,856
266 - Special Events	-	95,000	95,000	-	-	-
460 - Park Development	136,427	4,000	-	140,427	4,000	-
Special Revenue Funds - HUD / CDBG / HOME						
217 - CDBG COVID 19	\$ 27,870	\$ 100	\$ 25,000	\$ 2,970	\$ (24,900)	\$ -
240 - HOME Grant	125,007	-	100,000	25,007	(100,000)	-
241 - HOME Program Income	254,347	12,150	229,000	37,497	(216,850)	-
242 - HUD Rental Rehabilitation	343,658	12,000	-	355,658	12,000	-
243 - HUD Entitlement	1,563,192	1,039,700	1,107,914	1,494,978	(68,214)	871,013
244 - CDBG Program Income	720,411	34,524	18,000	736,935	16,524	13,000
245 - Housing - Local Partnership	548,127	20,000	50,000	518,127	(30,000)	-
246 - Cal HOME Partnership	1,018,553	15,905	-	1,034,458	15,905	-
247 - CDBG Loans	-	-	-	-	-	-
250 - HOME Program Income Admin	43,029	1,000	2,500	41,529	(1,500)	-
Special Revenue Funds - Impact / Mitigation Fees						
230 - Administration Impact Fee	\$ 21,704	\$ 750	\$ -	\$ 22,454	\$ 750	-
231 - Library Impact Fee	241,603	58,960	-	300,563	58,960	-
232 - Police Impact Fee	1,335,943	50,824	1,259,217	127,550	(1,208,393)	1,259,217
233 - Fire Impact Fee	15,381	43,074	-	58,455	43,074	-
234 - Streets Impact Fee	1,381,566	44,200	1,239,095	186,671	(1,194,895)	1,239,095
237 - Public Facilities Impact Fee	422,108	79,936	-	502,044	79,936	-
238 - Parks & Recreation Impact Fee	367,008	100,416	-	467,424	100,416	-
270 - Fire Mitigation	235,826	9,000	-	244,826	9,000	-
271 - Police Mitigation	500,420	19,000	-	519,420	19,000	-
Special Revenue Funds - Lighting & Landscape / CFD						
272 - Buena Vista Lighting & Landscaping	\$ 122,640	\$ 71,053	\$ 155,900	\$ 37,793	\$ (84,847)	\$ 60,500
273 - Legacy Ranch CFD	284,934	122,690	114,690	292,934	8,000	-
274 - Legacy Ranch Lighting & Landscaping	3,976	67,829	59,400	12,405	8,429	-

City of El Centro
Budgeted Revenues / Expenditures / Fund Balance
Fiscal Year 2024-25 Budget - Revised

	EST. BEGINNING FUND BALANCE July 1, 2024	REVENUES	EXPENDITURES	ENDING FUND BALANCE June 30, 2025	Excess / (Deficit) of Revenues over Expenses	Capital Appropriations
275 - IV Commons CFD	15,468	2,900	1,000	17,368	1,900	-
280 - Lotus Ranch Lighting & Landscaping	216	8	-	224	8	-
290 - Town Center Lighting & Landscaping	34,514	35,477	31,750	38,241	3,727	-
Capital Projects Funds						
218 - Jacaranda Gardens	\$ (29,179)	\$ 5,536,720	\$ 5,507,541	\$ -	\$ 29,179	\$ 4,712,000
281 - Natural Disasters	(1,061,285)	52,858	-	(1,008,427)	52,858	-
401 - Federal Highway Admin. Projects	(4,892,302)	6,462,241	1,569,939	-	4,892,302	1,569,939
402 - Orange Avenue Lift Station	264,043	8,000	-	272,043	8,000	-
403 - Drainage Facility	322,333	28,000	-	350,333	28,000	-
404 - Lotus Parallel	99,157	13,500	-	112,657	13,500	-
405 - IID Facility Crossing	46,997	5,000	-	51,997	5,000	-
406 - 8th Street Overpass	5,861	500	-	6,361	500	-
407 - Colonia / El Dorado Street	21,990	500	-	22,490	500	-
408 - Bridge Road Improvements	622,067	110,000	-	732,067	110,000	-
409 - La Brucherie Greenbelt	9,812	250	-	10,062	250	-
410 - Library Bond Project	1,151,582	250	-	1,151,832	250	-
411 - Road Improvements	75,728	500	-	76,228	500	-
412 - Police Bond Project	41,514,845	250	30,109,481	11,405,614	(30,109,231)	30,109,481
Debt Service Funds						
268 - 2011-C Bonds Debt Service	\$ 1,441,287	\$ 3,000	\$ 736,581	\$ 707,706	\$ (733,581)	\$ -
300 - LTA Lease Revenue Bonds Debt Service	670,879	4,186,481	4,164,482	692,878	21,999	-
Internal Service Funds						
601 - Worker's Compensation	\$ 4,533,015	\$ 2,090,000	\$ 1,786,947	\$ 4,836,068	\$ 303,053	\$ -
602 - OPEB & Unemployment	12,364,347	1,312,000	574,000	13,102,347	738,000	-
603 - Group Health Benefits	4,668,722	4,265,000	4,195,500	4,738,222	69,500	-
604 - Motor Vehicle / Fleet	658,112	532,488	520,488	670,112	12,000	-

City of El Centro
Budgeted Revenues / Expenditures / Fund Balance
Fiscal Year 2024-25 Budget - Revised

	EST. BEGINNING FUND BALANCE July 1, 2024	REVENUES	EXPENDITURES	ENDING FUND BALANCE June 30, 2025	Excess / (Deficit) of Revenues over Expenses	Capital Appropriations
Agency Funds - Successor Agency						
277 - Successor Agency Revolving	\$ 55,959	\$ 20,000	\$ 75,000	\$ 959	\$ (55,000)	\$ -
278 - Successor Agency - Low/Mod Housing	1,238,044	40,000	-	1,278,044	40,000	-
279 - Successor Agency - Administration	139,506	40,950	24,125	156,331	16,825	-
301 - Successor Agency - Debt Service	3,101,915	3,024,038	2,944,038	3,181,915	80,000	-
442 - Successor Agency - Capital Projects	1,928,520	5,000	-	1,933,520	5,000	-
Total Citywide Budget:	<u>\$ 212,705,520</u>	<u>\$ 115,338,884</u>	<u>\$ 180,046,975</u>	<u>\$ 147,997,429</u>	<u>\$ (64,708,091)</u>	<u>\$ 90,418,614</u>

GENERAL FUND

City of El Centro
Fiscal Year 2024-25 Revised Budget
General Fund Revenue and Expenditure Detail

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
REVENUES				
Property Taxes	\$ 4,197,852	\$ 4,242,048	\$ 4,569,589	\$ 4,621,601
Other Taxes	19,658,966	20,168,552	20,778,288	20,742,261
Licenses & Permits	441,200	441,225	394,757	351,300
Fines & Forfeitures	34,507	57,644	44,454	46,000
Intergovernmental	7,480,153	7,348,127	7,428,852	7,177,287
Charges for Services	1,000,692	1,022,278	1,071,765	920,500
Other Income	1,253,573	2,442,502	2,064,542	1,425,000
Operating Transfers In	1,099,142	1,173,984	1,245,550	3,435,570
Total Revenues	\$ 35,166,085	\$ 36,896,360	\$ 37,597,797	\$ 38,719,519
EXPENDITURES				
1101 - City Council	\$ 139,523	\$ 202,976	\$ 165,426	\$ 187,431
1102 - City Clerk	253,445	327,230	388,541	410,544
1201 - City Manager	482,393	331,572	721,500	811,987
1202 - Public Information Office	19,328	16,631	11,167	44,258
1301 - Human Resources	684,438	592,822	677,769	739,945
1302 - Personnel Appeals Board	-	-	-	9,500
1304 - Information Technology	449,430	521,652	587,198	687,246
1401 - City Attorney	363,776	493,343	363,203	453,271
1501 - Finance Administration	714,486	779,530	747,735	971,275
1502 - Data Processing	3,307	5,164	3,652	7,000
1801 - Facility Maintenance	678,009	776,900	706,214	801,755
1802 - Incubator Buildings	19,000	16,750	17,365	25,300
1901 - Non-Departmental	1,946,281	1,995,955	2,326,084	3,131,909
1902 - Service Credits	(2,044,540)	(2,165,354)	(2,376,351)	(4,564,487)
2101 - Police Services	9,116,865	9,764,324	10,337,728	12,320,506
2102 - Communications	1,124,918	1,251,652	1,303,594	1,385,939
2103 - Animal Control	171,267	172,086	148,268	207,881
2105 - POST	60,537	92,097	88,223	115,000
2301 - Fire Services	7,040,565	7,868,371	7,886,094	8,975,805
2303 - Prevention	8,875	11,022	13,252	22,448
2304 - Emergency Medic	49,708	66,736	44,109	75,488
2305 - Training	6,922	17,224	16,891	18,825
2306 - Hazardous Materials	10,749	42,568	21,186	16,040
3101 - Public Works Admin	95,110	149,905	160,758	148,058
3201 - Streets Maintenance	920,007	1,101,589	1,112,856	1,260,152
3203 - Street Lighting	409,972	421,914	374,631	500,000
3901 - IVRMA	75,345	83,077	95,778	95,000
4101 - Building Regulation	638,326	721,438	802,863	943,878
4301 - Engineering	473,544	478,670	439,111	526,865
4401 - Planning	460,595	373,318	582,857	776,888
4402 - Planning EIR's	49,694	183,605	61,486	70,000
5101 - Parks	1,337,805	1,816,671	1,865,180	1,815,277
5201 - Recreation	371,776	513,079	528,092	551,875
5202 - Community Center	257,498	349,172	293,767	396,803
5203 - PO Pavillion	74,000	48,438	41,474	78,379
5204 - Youth Center	125,231	157,558	188,790	287,624
5205 - Adult Center	115,205	154,666	203,495	181,194
5206 - Aquatic Park	1,115,340	1,273,680	1,358,348	1,337,353
5207 - Day Camp	70,796	68,874	16,201	79,286
5208 - Mini Bike	22,616	33,089	24,436	23,890
5211 - MLK Sports Court	378,337	460,226	391,926	439,078
5213 - Splash Pad	18,318	15,013	10,355	17,900

City of El Centro
Fiscal Year 2024-25 Revised Budget
General Fund Revenue and Expenditure Detail

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
5214 - Skate Park	38,123	49,270	35,945	69,650
5301 - Library - Main	656,557	931,670	1,068,893	1,183,352
6201 - Economic Development	322,053	575,015	584,131	751,851
6202 - Blight Elimination	49,125	67,698	84,877	70,527
6203 - Valley Center Point	8,769	11,682	10,188	14,500
9101 - Transfers Out	2,553,021	65,226	70,000	95,000
Total Expenditures	\$ 31,936,445	\$ 33,285,794	\$ 34,605,286	\$ 38,569,246
Excess / (Deficit) of Revenues over Expenditures	\$ 3,229,640	\$ 3,610,566	\$ 2,992,511	\$ 150,273
Beginning Fund Balance	\$ 22,221,503	\$ 25,451,143	\$ 29,061,709	\$ 32,054,220
Ending Fund Balance	<u>\$ 25,451,143</u>	<u>\$ 29,061,709</u>	<u>\$ 32,054,220</u>	<u>\$ 32,204,493</u>
<i>Less - Fund Balance Restricted for:</i>				
PARS Retirement Trust	<u>\$ 3,892,006</u>	<u>\$ 3,892,006</u>	<u>\$ 3,892,006</u>	<u>\$ 3,892,006</u>
Unassigned Fund Balance	<u>\$ 21,559,137</u>	<u>\$ 25,169,703</u>	<u>\$ 28,162,214</u>	<u>\$ 28,312,487</u>

City of El Centro
General Fund Revenue Detail - FY 2024-25 Revised Budget
General Fund Revenue

Account	Revenue	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
410101	Secured Property Taxes	\$ 3,836,799	\$ 3,880,630	\$ 4,140,196	\$ 4,182,540
410102	Unsecured Property Taxes	361,053	361,418	429,393	439,061
	TOTAL PROPERTY TAXES	\$ 4,197,852	\$ 4,242,048	\$ 4,569,589	\$ 4,621,601
420101	Sales Tax	16,342,832	16,658,352	17,444,210	17,344,408
420102	Transient Occupancy Taxes	2,423,575	2,598,662	2,482,326	2,522,137
420103	Franchise Fees - Natrual Gas	81,256	94,075	115,216	115,216
420104	Franchise Fees - Cable TV	260,444	241,179	207,782	211,000
420105	Business Licenses	430,041	480,855	455,530	455,000
420108	Real Property Transfer Tax	120,818	95,429	73,224	94,500
	TOTAL OTHER TAXES	\$ 19,658,966	\$ 20,168,552	\$ 20,778,288	\$ 20,742,261
430103	Building Permits	340,530	361,693	323,030	280,000
430104	Electrical Permits	51,795	46,094	44,161	42,500
430105	Mechanical Permits	15,180	10,868	8,153	9,000
430106	Plumbing Permits	25,491	15,571	14,290	14,000
430108	Grading Permits	6,976	5,546	3,998	4,500
430109	Oher Building Permits	-	-	-	-
430111	Taxi Stand Permits	1,228	1,453	1,125	1,300
	TOTAL LICENSES & PERMITS	\$ 441,200	\$ 441,225	\$ 394,757	\$ 351,300
440101	Court Fines	26,595	32,969	23,906	25,500
440102	Parking Fines	3,700	13,656	15,303	15,500
440103	Vehicle Code Fines	4,212	11,019	5,245	5,000
	TOTAL FINES & FORFEITURES	\$ 34,507	\$ 57,644	\$ 44,454	\$ 46,000
450101	Motor Vehicle In Lieu Prop Tax	4,918,467	5,162,740	5,432,342	5,538,287
450114	POST Reimbursements	20,128	34,929	-	25,000
450116	Housing Authority	102,746	105,324	112,995	114,000
450200	Other Agencies - Misc.	495,442	558,907	662,192	468,000
450200	- ROPS Residuals	1,143,147	736,781	525,350	750,000
450200	- RDA Passthroughs	290,861	165,256	181,447	182,000
450200	- Strike Team Reimbursements	266,221	206,771	26,187	-
450200	- Insurance Reimbursements	129,641	-	-	-
450200	- Opioid Funding	-	296,101	174,824	-
450300	Federal Grants	1,118	1,274	-	-
450400	State Grants	112,382	80,044	313,515	100,000
	TOTAL INTERGOVERNMENTAL	\$ 7,480,153	\$ 7,348,127	\$ 7,428,852	\$ 7,177,287

City of El Centro
General Fund Revenue Detail - FY 2024-25 Revised Budget
General Fund Revenue

Account	Revenue	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
460101	Zoning & Variance Fees	108,921	93,231	92,591	86,000
460103	Plan Checking Fees	120,575	111,874	142,759	125,000
460105	EIR Fees	44,392	62,990	46,109	60,000
460106	Library Fees	6,201	11,614	16,301	10,000
460109	Code Enforcement Citations	38,783	28,364	36,698	32,500
460110	Animal Shelter Fees	817	1,884	1,232	1,000
460111	Street / Sidewalk Repairs	43,995	31,425	12,570	27,500
460112	Copying Charges	9,316	6,817	11,100	7,500
460115	Swimming Pool Fees	218,488	216,534	176,295	175,000
460116	Recreation Fees	32,509	44,386	59,761	50,000
460117	Community Center Fees	19,264	27,112	34,035	25,000
460120	Day Camp Fees	38,100	57,785	26,303	30,000
460121	NBN Fees	14,796	21,971	31,826	15,000
460124	Police Department Fees	94,564	123,755	61,863	70,000
460125	Fire Department Fees	101,580	111,502	139,116	125,000
460127	Other User Fees	99,391	55,329	164,789	70,000
460129	Contract Instructors	5,330	9,644	12,867	7,500
460130	NFL Fees	-	2,166	-	2,000
460131	Referee Fees	3,670	3,895	5,550	1,500
TOTAL CHARGES FOR SERVICES		\$ 1,000,692	\$ 1,022,278	\$ 1,071,765	\$ 920,500
470121	Interest Earnings	42,788	364,620	743,860	300,000
470113	Other Income	116,766	212,314	91,590	35,000
470114	Proposition 172 Funding	323,065	327,838	335,950	350,000
470116	Insurance Recovery	38,457	-	-	-
470117	Recovery of Expenditures	1,459	164,284	38,626	-
470118	Solid Waste Expense Rec	574,863	739,200	695,458	600,000
470120	Contributions	-	495,000	-	-
470123	Rents & Royalties	156,175	139,246	159,058	140,000
TOTAL OTHER INCOME		\$ 1,253,573	\$ 2,442,502	\$ 2,064,542	\$ 1,425,000
490101	Transfers In - Gas Tax	1,063,592	1,138,434	1,210,000	1,272,000
490101	Transfers In - LTA Admin	23,000	23,000	23,000	23,000
490101	Transfers In - Buena Vista LLD	3,500	3,500	3,500	3,500
490101	Transfers In - Legacy Ranch LLD	3,500	3,500	3,500	3,500
490101	Transfers In - Town Center	5,550	5,550	5,550	5,550
490101	Transfers In - Measure P Fund	-	-	-	2,128,020
TOTAL OPERATING TRANSFERS IN		\$ 1,099,142	\$ 1,173,984	\$ 1,245,550	\$ 3,435,570
TOTAL GENERAL FUND		\$ 35,166,085	\$ 36,896,360	\$ 37,597,797	\$ 38,719,519

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1101 - City Council

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 53,388	73,537	59,627	66,476
520101	Retirement	14,168	16,499	5,488	5,957
520101-U	CalPERS UAL	-	-	7,790	8,947
520104	Group Health Insurance	32,812	64,526	45,476	57,469
520105	Worker's Compensation	5,343	7,360	5,968	5,443
520106	Disability Insurance	-	-	-	-
520109	Life Insurance	537	653	438	100
520110	Medicare	692	719	714	964
Total Personnel Services:		<u>\$ 106,940</u>	<u>163,294</u>	<u>125,501</u>	<u>145,356</u>
Materials & Services					
610103	Telephone	\$ 1,995	2,290	1,918	2,375
610109	Meeting and Travel	26,315	28,080	21,023	25,000
610110	Mayor's Expense	826	2,723	11,470	2,200
610113	Professional Fees / Other	420	34	-	150
610121	Dues & Subscriptions	400	300	700	1,500
610129	Other Expense	2,152	4,280	3,999	9,000
620101	Office Supplies	230	426	332	1,000
620103	Printing	174	231	383	500
620105	Computer Supplies	71	345	100	350
Total Material & Services:		<u>\$ 32,583</u>	<u>38,709</u>	<u>39,925</u>	<u>42,075</u>
Capital Projects / Outlay					
720101	Office Machines	\$ -	420	-	-
720109	Computers	-	553	-	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>973</u>	<u>-</u>	<u>-</u>
Total 1101 - City Council:		<u>\$ 139,523</u>	<u>202,976</u>	<u>165,426</u>	<u>187,431</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1102 - City Clerk

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 135,957	164,705	194,663	203,629
510105	Overtime	-	1,733	2,146	-
520101	Retirement	30,919	40,901	19,082	19,644
520101-U	CalPERS UAL	-	-	22,676	26,081
520104	Group Health Insurance	17,708	20,091	37,382	45,390
520105	Worker's Compensation	14,038	16,581	20,734	17,949
520106	Disability Insurance	641	776	960	1,237
520107	Unemployment Insurance	3,990	7,537	9,425	9,972
520109	Life Insurance	379	377	413	489
520110	Medicare	2,025	2,337	2,701	2,953
Total Personnel Services:		<u>\$ 205,657</u>	<u>255,038</u>	<u>310,182</u>	<u>327,344</u>
Materials & Services					
610103	Telephone	\$ 1,220	1,261	1,369	1,400
610106	Advertising	4,584	5,392	4,610	6,000
610107	Books & Periodicals	4,443	8,793	1,160	8,000
610109	Meeting and Travel	3,460	4,727	6,119	6,500
610113	Professional Fees / Other	28,068	42,846	46,501	53,000
610121	Dues & Subscriptions	4,111	2,528	10,381	6,000
610123	Training	-	-	1,421	-
620101	Office Supplies	1,902	2,231	2,113	2,300
Total Material & Services:		<u>\$ 47,788</u>	<u>67,778</u>	<u>73,674</u>	<u>83,200</u>
Capital Projects / Outlay					
720101	Office Machines	\$ -	576	-	-
720102	Furniture & Fixtures	-	3,533	-	-
720109	Computers	-	305	4,685	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>4,414</u>	<u>4,685</u>	<u>-</u>
Total 1102 - City Clerk:		<u>\$ 253,445</u>	<u>327,230</u>	<u>388,541</u>	<u>410,544</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1201 - City Manager

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 317,105	182,063	429,231	518,294
510103	Salaries - Temporary	-	6,966	18,892	-
510105	Overtime	-	1,482	1,084	-
520101	Retirement	73,844	67,928	38,772	50,845
520101-U	CalPERS UAL	-	-	50,872	58,380
520103	Social Security	-	142	3,418	-
520104	Group Health Insurance	26,006	17,291	42,841	59,954
520105	Worker's Compensation	33,414	20,341	48,299	46,457
520106	Disability Insurance	994	667	1,222	3,174
520107	Unemployment Insurance	9,519	9,246	21,954	25,809
520109	Life Insurance	569	306	326	759
520110	Medicare	4,596	2,691	6,190	7,515
Total Personnel Services:		<u>\$ 466,047</u>	<u>309,123</u>	<u>663,101</u>	<u>771,187</u>
Materials & Services					
610103	Telephone	\$ 3,109	1,849	8,245	3,500
610109	Meeting and Travel	6,111	6,518	-	6,000
610113	Professional Fees / Other	464	223	1,781	-
610121	Dues & Subscriptions	2,182	2,911	1,680	7,300
610123	Training	-	-	5,338	6,000
610129	Other Expense	474	3,316	2,257	2,000
610139	Community Sponsorship	1,200	2,111	6,721	4,000
620101	Office Supplies	1,410	1,257	1,381	1,300
620102	Postage	8	36	82	50
620103	Printing	38	100	611	2,100
620105	Computer Supplies	360	320	1,498	400
630106	Office Machines Maintenance	490	478	490	500
630107	Communications Equipment	-	-	-	1,800
630109	Computer Equipment Maintenance	500	430	1,073	750
630112	Gasoline & Oil	-	-	3,185	3,600
630115	Outside Maintenance	-	-	-	1,500
Total Material & Services:		<u>\$ 16,346</u>	<u>19,549</u>	<u>34,342</u>	<u>40,800</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ -	-	2,378	-
720106	Field Equipment	-	-	4,936	-
720102	Furniture & Fixtures	-	-	6,108	-
720109	Computers	-	2,900	10,635	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>2,900</u>	<u>24,057</u>	<u>-</u>
Total 1201 - City Manager:		<u>\$ 482,393</u>	<u>331,572</u>	<u>721,500</u>	<u>811,987</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1202 - Public Information Office

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610113	Professional Fees / Other	\$ 15,485	13,631	11,167	1,768
610115	Professional Fees / Legal	3,000	3,000	-	40,000
620103	Printing	843	-	-	2,490
<i>Total Material & Services:</i>		\$ 19,328	16,631	11,167	44,258
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 1202 - Public Information Office:		\$ 19,328	16,631	11,167	44,258

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1301 - Human Resources

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 240,554	\$ 286,364	\$ 275,889	\$ 345,044
510103	Salaries - Temporary	2,639	6,612	32,299	-
510105	Overtime	424	292	32,593	-
520101	Retirement	73,121	75,621	30,757	33,455
520101-U	CalPERS UAL	-	-	39,394	45,188
520103	Social Security	178	410	1,478	-
520104	Group Health Insurance	27,847	31,336	53,762	67,134
520105	Worker's Compensation	25,566	31,116	36,411	30,568
520106	Disability Insurance	1,079	1,278	-	2,071
520107	Unemployment Insurance	7,362	14,144	3,220	16,981
520109	Life Insurance	397	418	423	601
520110	Medicare	3,539	4,078	4,716	5,003
Total Personnel Services:		<u>\$ 382,706</u>	<u>451,669</u>	<u>510,942</u>	<u>546,045</u>
Materials & Services					
610103	Telephone	\$ 1,874	2,627	2,280	3,000
610107	Books & Periodicals	952	549	546	1,400
610109	Meeting and Travel	-	43	-	4,500
610113	Professional Fees / Other	215,933	39,139	100,322	100,000
610115	Professional Fees / Legal	15,230	6,495	-	10,000
610121	Dues & Subscriptions	1,338	807	8,289	1,800
610122	Recruiting	30,861	42,171	28,799	30,000
610123	Training	1,941	3,646	2,939	3,500
610129	Other Expense	1,169	886	351	7,700
610132	Medical Services	5,620	5,014	5,632	7,500
610143	Wellness Program	12,837	14,194	8,976	18,000
620101	Office Supplies	3,690	3,620	2,013	4,500
620102	Postage	304	238	445	300
620103	Printing	649	691	54	500
620105	Computer Supplies	-	919	-	-
630106	Office Machines Maintenance	917	922	2,358	1,200
Total Material & Services:		<u>\$ 293,315</u>	<u>121,961</u>	<u>163,004</u>	<u>193,900</u>
Capital Projects / Outlay					
720101	Office Machines	\$ -	10,933	-	-
720102	Furniture & Fixtures	7,195	2,587	-	-
720109	Computers	1,222	5,672	3,823	-
Total Capital Projects / Outlay:		<u>\$ 8,417</u>	<u>19,192</u>	<u>3,823</u>	<u>-</u>
Total 1301 - Human Resources:		<u>\$ 684,438</u>	<u>592,822</u>	<u>677,769</u>	<u>739,945</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1302 - Personnel Appeals Board

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
610129 Other Expense	\$ -	-	-	9,500
<i>Total Material & Services:</i>	\$ -	-	-	9,500
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Total 1302 - Personnel Appeals Board:	\$ -	-	-	9,500

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1304 - Information Technology

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 188,588	\$ 140,568	\$ 193,961	\$ 223,612
510105	Overtime	688	3,232	2,307	-
520101	Retirement	45,214	43,681	18,892	21,908
520101-U	CalPERS UAL	-	-	25,894	29,721
520104	Group Health Insurance	32,384	17,039	34,809	45,390
520105	Worker's Compensation	20,270	13,991	20,445	20,017
520106	Disability Insurance	952	639	916	1,403
520107	Unemployment Insurance	5,650	6,360	9,293	11,120
520109	Life Insurance	385	196	299	408
520110	Medicare	2,805	2,057	2,702	3,242
Total Personnel Services:		<u>\$ 296,936</u>	<u>227,763</u>	<u>309,518</u>	<u>356,821</u>
Materials & Services					
610103	Telephone	\$ 4,699	4,439	4,295	5,000
610113	Professional Fees / Other	47,484	85,615	75,273	99,400
610121	Dues & Subscriptions	-	70,070	90,347	90,900
610123	Training	-	4,490	1,595	5,000
610129	Other Expense	194	132	373	1,000
620101	Office Supplies	1,734	1,053	389	1,425
620105	Computer Supplies	1,987	2,061	2,784	3,500
630107	Comm. Equipment Maintenance	42,000	40,543	57,400	59,200
630109	Computer Equipment Maintenance	52,368	85,486	41,352	65,000
Total Material & Services:		<u>\$ 150,466</u>	<u>293,889</u>	<u>273,808</u>	<u>330,425</u>
Capital Projects / Outlay					
720102	Furniture & Fixtures	\$ 2,028	-	-	-
720109	Computers	-	-	3,872	-
Total Capital Projects / Outlay:		<u>\$ 2,028</u>	<u>-</u>	<u>3,872</u>	<u>-</u>
Total 1304 - Information Technology:		<u>\$ 449,430</u>	<u>521,652</u>	<u>587,198</u>	<u>687,246</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1401 - City Attorney

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 23,595	\$ 26,939	\$ 14,058	\$ 25,714
510105	Overtime	-	1,482	669	-
520101	Retirement	5,586	6,156	1,368	2,503
520101-U	CalPERS UAL	-	-	3,344	3,791
520104	Group Health Insurance	4,346	4,235	2,106	7,543
520105	Worker's Compensation	2,555	2,907	1,512	2,287
520106	Disability Insurance	136	147	69	153
520107	Unemployment Insurance	728	1,321	687	1,271
520109	Life Insurance	57	49	22	56
520110	Medicare	366	409	211	373
Total Personnel Services:		<u>\$ 37,369</u>	<u>43,645</u>	<u>24,046</u>	<u>43,691</u>
Materials & Services					
610103	Telephone	\$ 696	800	690	1,000
610107	Books & Periodicals	475	475	554	650
610109	Meeting & Travel	595	-	-	400
610116	Professional Fees / Legal	320,526	443,655	334,095	400,000
610121	Dues & Subscriptions	2,557	2,608	2,732	3,200
610129	Other Expense	463	500	161	1,700
620101	Office Supplies	400	319	201	400
620102	Postage	102	36	130	130
620103	Printing	199	150	280	900
630106	Office Machines Maintenance	394	1,155	314	1,200
Total Material & Services:		<u>\$ 326,407</u>	<u>449,698</u>	<u>339,157</u>	<u>409,580</u>
Capital Projects / Outlay					
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 1401 - City Attorney		<u>\$ 363,776</u>	<u>493,343</u>	<u>363,203</u>	<u>453,271</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1501 - Finance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 451,095	\$ 434,738	\$ 418,384	\$ 587,882
510103	Salaries - Temporary	-	19,874	34,392	-
510105	Overtime	2,201	13,350	13,857	-
520101	Retirement	103,538	113,056	43,342	57,374
520101-U	CalPERS UAL	-	-	58,014	66,568
520103	Social Security	-	775	959	-
520104	Group Health Insurance	51,014	41,843	46,910	80,098
520105	Worker's Compensation	46,575	47,706	48,728	52,423
520106	Disability Insurance	2,092	1,982	1,663	3,667
520107	Unemployment Insurance	13,349	21,685	22,149	29,124
520109	Life Insurance	885	680	575	1,065
520110	Medicare	4,411	5,405	6,487	8,524
Total Personnel Services:		<u>\$ 675,160</u>	<u>701,094</u>	<u>695,460</u>	<u>886,725</u>
Materials & Services					
610103	Telephone	\$ 1,938	2,021	2,257	3,500
610107	Books & Periodicals	-	545	-	500
610109	Meeting & Travel	278	-	924	5,000
610113	Professional Fees / Other	-	9,877	482	15,000
610121	Dues & Subscriptions	1,091	990	555	1,500
610123	Training	-	-	1,482	3,000
610128	Auditing	15,820	34,510	18,000	35,000
610129	Other Expense	2,790	2,884	1,582	2,500
620101	Office Supplies	8,820	12,527	8,365	10,000
620102	Postage	394	332	354	550
620103	Printing	8,195	7,084	5,241	8,000
Total Material & Services:		<u>\$ 39,326</u>	<u>70,770</u>	<u>39,242</u>	<u>84,550</u>
Capital Projects / Outlay					
720109	Computers	\$ -	7,666	13,033	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>7,666</u>	<u>13,033</u>	<u>-</u>
Total 1501 - Finance:		<u>\$ 714,486</u>	<u>779,530</u>	<u>747,735</u>	<u>971,275</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1502 - Data Processing

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610114	Professional Fees (D)	\$ -	-	-	3,000
620105	Computer Supplies	3,307	5,164	3,652	4,000
<i>Total Material & Services:</i>		\$ 3,307	5,164	3,652	7,000
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 1502 - Data Processing		\$ 3,307	5,164	3,652	7,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1801 - Facility Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 351,912	\$ 328,342	\$ 355,176	\$ 453,124
510105	Overtime	2,919	9,994	16,016	10,000
520101	Retirement	83,290	88,849	34,429	44,633
520101-U	CalPERS UAL	-	-	48,006	55,044
520104	Group Health Insurance	83,760	66,367	64,392	75,224
520105	Worker's Compensation	37,514	34,260	37,517	40,781
520106	Disability Insurance	1,956	1,784	1,946	2,867
520107	Unemployment Insurance	10,566	15,573	17,053	22,656
520109	Life Insurance	851	653	609	969
520110	Medicare	5,131	4,620	5,149	6,715
Total Personnel Services:		<u>\$ 577,899</u>	<u>550,442</u>	<u>580,293</u>	<u>712,013</u>
Materials & Services					
610103	Telephone	\$ 2,001	2,004	2,155	2,400
610109	Meeting & Travel	90	681	694	2,000
610123	Training	99	-	1,156	400
610125	Uniform Rental	4,543	4,431	2,774	6,000
620101	Office Supplies	1,497	1,426	1,336	1,900
620112	Protective Clothing	2,702	3,506	2,904	4,000
620128	Janitorial Supplies	12,693	11,867	5,477	12,000
620130	Maintenance Supplies	8,896	6,861	4,725	10,000
620131	Painting Supplies	85	72	23	300
620140	Small Tools	1,769	2,985	1,289	2,000
630101	Building Maintenance	24,815	164,383	74,510	20,000
630106	Office Machines Maintenance	1,230	592	472	1,000
630107	Comm. Equipment Maintenance	3,762	3,420	2,565	4,000
630112	Gasoline & Oil	15,511	13,483	13,631	15,000
630115	Outside Maintenance	1,158	127	45	300
630116	Motor Vehicle Expense	7,697	7,697	12,165	8,442
Total Material & Services:		<u>\$ 88,548</u>	<u>223,535</u>	<u>125,921</u>	<u>89,742</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ 4,831	-	-	-
720102	Furniture & Fixtures	6,731	-	-	-
720105	Portable Shop Equipment	-	-	-	-
720109	Computers	-	2,923	-	-
Total Capital Projects / Outlay:		<u>\$ 11,562</u>	<u>2,923</u>	<u>-</u>	<u>-</u>
Total 1801 - Facility Maintenance:		<u>\$ 678,009</u>	<u>776,900</u>	<u>706,214</u>	<u>801,755</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1802 - Incubator Buildings

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
610101 Electricity	\$ 3,447	-	155	4,000
610104 Water	6,691	6,469	5,637	8,300
610129 Other Expense	-	963	128	1,000
630101 Building Maintenance	8,862	9,318	11,445	12,000
<i>Total Material & Services:</i>	\$ 19,000	16,750	17,365	25,300
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Total 1202 - Public Information Office:	\$ 19,000	16,750	17,365	25,300

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1901 - Non-Departmental

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610101	Electricity	\$ 87,567	\$ 85,006	\$ 72,826	\$ 90,000
610102	Natural Gas	185	3,588	538	2,000
610103	Telephone	6,992	7,726	7,472	10,000
610106	Advertising	561	188	-	800
610113	Professional Fees / Other	133,019	77,085	195,365	400,000
610121	Dues & Subscriptions	25,943	21,200	23,101	25,000
610126	Chamber of Commerce	3,000	6,000	-	3,000
610127	Housing Authority	61,663	62,434	66,699	70,000
610129	Other Expnese	221,702	188,141	227,820	400,000
610142	Sales Tax Rebate	140,068	141,817	115,576	120,000
620101	Office Supplies	-	121	-	-
620102	Postage	15,000	20,639	14,100	15,000
620103	Printing	6,948	12,982	5,327	10,000
630106	Office Machines Maintenance	1,649	2,833	1,512	3,000
640101	Property Insurance	218,119	255,515	334,048	384,126
640102	Liability Insurance	949,020	1,012,158	1,194,263	1,513,983
640112	Bank Charges	61,843	64,213	66,991	70,000
640119	Election Expense	394	27,538	446	15,000
<i>Total Material & Services:</i>		\$ 1,933,673	1,989,184	2,326,084	3,131,909
Capital Projects / Outlay					
710106	Other Real Property	\$ 12,608	-	-	-
720102	Furniture & Fixtures	-	3,473	-	-
730101	Passenger Vehicles	-	3,298	-	-
<i>Total Capital Projects / Outlay:</i>		\$ 12,608	6,771	-	-
Total 1901 - Non-Departmental:		\$ 1,946,281	1,995,955	2,326,084	3,131,909

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1902 - Service Credits

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Vacancy Savings					
XXXXXX	Vacancy Savings - Miscellaneous	\$ -	\$ -	\$ -	\$ (508,629)
XXXXXX	Vacancy Savings - Police	-	-	-	(722,855)
XXXXXX	Vacancy Savings - Fire	-	-	-	(470,909)
Total Vacancy Savings:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>(1,702,393)</u>
Overhead Transfers					
810101	Overhead - Water Fund	\$ (1,058,755)	(1,148,480)	(1,214,727)	(1,463,026)
610104	Overhead - Sewer Fund	(985,785)	(1,016,874)	(1,161,624)	(1,399,068)
Total Overhead Transfers:		<u>\$ (2,044,540)</u>	<u>(2,165,354)</u>	<u>(2,376,351)</u>	<u>(2,862,094)</u>
Total 1902 - Service Credits:		<u>\$ (2,044,540)</u>	<u>(2,165,354)</u>	<u>(2,376,351)</u>	<u>(4,564,487)</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2101 - Police Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 582,095	\$ 579,229	\$ 606,053	\$ 883,214
510102	Salaries - Sworn	3,424,731	3,688,613	4,039,397	4,873,102
510103	Salaries - Temporary	71,355	31,163	30,023	-
510105	Overtime	759,173	697,549	793,823	650,000
520101	Retirement	2,212,825	2,412,682	993,952	1,084,146
520101-U	CalPERS UAL	-	-	1,505,141	1,956,185
520103	Social Security	4,659	2,151	-	-
520104	Group Health Insurance	598,562	606,293	685,860	922,639
520105	Worker's Compensation	420,986	441,825	489,895	518,068
520106	Disability Insurance	18,185	18,706	20,208	33,323
520107	Unemployment Insurance	118,791	200,498	222,396	279,833
520109	Life Insurance	6,720	5,714	5,976	9,523
520110	Medicare	70,622	69,588	76,499	92,892
Total Personnel Services:		<u>\$ 8,288,704</u>	<u>8,754,011</u>	<u>9,469,223</u>	<u>11,302,925</u>
Materials & Services					
610101	Electricity	\$ 67,712	65,918	67,000	85,000
610102	Natural Gas	1,184	2,028	1,058	1,300
610103	Telephone	67,355	78,905	66,195	85,000
610106	Advertising	-	6,276	3,830	10,000
610109	Meeting & Travel	2,911	1,482	211	2,400
610113	Professional Fees / Other	82,188	68,685	12,891	107,000
610114	Professional Fees / D	68,705	84,948	84,464	75,000
610120	Police Investigations	3,805	2,480	3,227	4,000
610121	Dues and Subscriptions	4,307	6,030	3,893	4,800
610123	Training	(3,000)	-	5,003	-
610124	Uniform Allowance	81,585	69,894	77,353	82,600
610129	Other Expense	15,425	16,702	13,945	17,500
610133	Crime Prevention	2,537	5,695	5,900	5,900
610141	Explorer Program	10,964	21,299	12,336	20,000
620101	Office Supplies	8,585	9,374	14,366	10,000
620102	Postage	5,008	3,677	3,173	5,000
620103	Printing	6,181	6,044	5,320	6,000
620105	Computer Supplies	14,988	6,884	7,386	12,000
620107	Photo & Video Supplies	-	2,392	-	1,500
620108	Flares / Batteries / Film	175	31	196	1,000
620110	Ammunition & Range Supplies	13,232	31,479	39,392	40,000
620112	Protective Clothing	-	-	-	100
620114	Other Safety Supplies	6,046	19,472	10,335	13,000
620128	Janitorial Supplies	5,665	6,333	3,187	7,000
620140	Small Tools	-	-	-	300
620144	K-9 Supplies	16,318	67,625	29,629	35,000
620146	Reserve Volunteer Program	4,045	-	-	15,000
630101	Building Maintenance	25,284	21,811	24,866	25,000
630106	Office Machines Maintenance	5,211	4,846	4,661	5,600
630107	Comm. Equipment Maintenance	4,215	9,911	9,349	12,000
630109	Computer Equipment Maintenance	-	23,567	-	5,000
630112	Gasoline & Oil	181,397	187,881	168,871	190,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2101 - Police Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630115	Outside Maintenance	3,471	11,068	11,594	10,000
630116	Motor Vehicle Expense	112,662	112,662	178,074	123,581
640112	Bank Charges	-	-	800	-
Total Material & Services:		<u>\$ 818,161</u>	<u>955,399</u>	<u>868,505</u>	<u>1,017,581</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ 10,000	-	-	-
720101	Office Machines	-	31,911	-	-
720108	Safety Equipment	-	23,003	-	-
720109	Computers	-	-	-	-
730103	Public Safety Vehicles	-	-	-	-
Total Capital Projects / Outlay:		<u>\$ 10,000</u>	<u>54,914</u>	<u>-</u>	<u>-</u>
Total 2101 - Police Services:		<u>\$ 9,116,865</u>	<u>9,764,324</u>	<u>10,337,728</u>	<u>12,320,506</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2102 - Communications

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 501,523	\$ 541,984	\$ 577,351	\$ 667,698
510103	Salaries - Temporary	-	3,950	-	-
510105	Overtime	133,234	153,144	138,901	155,000
520101	Retirement	132,171	144,233	62,813	65,325
520101-U	CalPERS UAL	-	-	73,938	84,765
520104	Group Health Insurance	109,622	103,715	118,213	145,473
520105	Worker's Compensation	54,135	59,585	63,222	60,093
520106	Disability Insurance	2,763	2,899	3,089	4,027
520107	Unemployment Insurance	15,166	27,084	28,738	33,384
520109	Life Insurance	1,222	1,074	1,018	1,395
520110	Medicare	9,139	9,713	9,915	11,929
Total Personnel Services:		<u>\$ 958,975</u>	<u>1,047,381</u>	<u>1,077,198</u>	<u>1,229,089</u>
Materials & Services					
610103	Telephone	\$ 3,166	3,301	2,629	4,000
610107	Books & Periodicals	-	-	-	750
610113	Professional Fees / Other	6,500	21,237	60,242	58,600
610123	Training	10,594	13,711	13,623	20,000
610124	Uniform Allowance	5,350	3,900	5,000	5,500
610129	Other Expense	73,585	86,629	93,989	2,000
620101	Office Supplies	1,669	1,652	-	1,000
630101	Building Maintenance	8,104	174	4,934	1,000
630106	Office Machines Maintenance	-	-	-	1,000
630107	Comm. Equipment Maintenance	56,975	53,667	45,979	63,000
Total Material & Services:		<u>\$ 165,943</u>	<u>184,271</u>	<u>226,396</u>	<u>156,850</u>
Capital Projects / Outlay					
720111	Communication Equipment	\$ -	20,000	-	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>20,000</u>	<u>-</u>	<u>-</u>
Total 2102 - Communications:		<u>\$ 1,124,918</u>	<u>1,251,652</u>	<u>1,303,594</u>	<u>1,385,939</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2103 - Animal Control

		ACTUAL	ESTIMATED	ESTIMATED	REVISED
		FY 2021-22	ACTUAL	ACTUAL	BUDGET
			FY 2022-23	FY 2023-24	FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 74,555	\$ 78,313	\$ 54,789	\$ 100,940
510105	Overtime	15,467	17,023	24,758	5,000
520101	Retirement	19,606	21,625	5,751	9,765
520101-U	CalPERS UAL	-	-	11,148	12,737
520104	Group Health Insurance	23,583	19,666	15,625	24,141
520105	Worker's Compensation	8,094	8,558	6,027	9,085
520106	Disability Insurance	440	462	324	623
520107	Unemployment Insurance	2,329	3,890	2,652	5,047
520109	Life Insurance	226	173	99	224
520110	Medicare	1,312	1,288	1,079	1,536
Total Personnel Services:		<u>\$ 145,612</u>	<u>150,998</u>	<u>122,252</u>	<u>169,098</u>
Materials & Services					
610121	Dues & Subscriptions	\$ -	100	-	200
610123	Training	154	410	-	2,000
610124	Uniform Allowance	2,070	1,530	1,350	1,800
610129	Other Expense	9,384	4,827	7,536	15,000
620103	Printing	219	-	-	1,000
620114	Other Safety Supplies	-	-	-	900
630101	Building Maintenance	275	18	318	1,500
630112	Gasoline & Oil	5,364	6,014	3,867	5,500
630115	Outside Maintenance	-	-	-	1,900
630116	Motor Vehicle Expense	8,189	8,189	12,945	8,983
Total Material & Services:		<u>\$ 25,655</u>	<u>21,088</u>	<u>26,016</u>	<u>38,783</u>
Capital Projects / Outlay					
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 2103 - Animal Control:		<u>\$ 171,267</u>	<u>172,086</u>	<u>148,268</u>	<u>207,881</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2105 - POST

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610123	Training	\$ 60,537	92,097	88,223	115,000
<i>Total Material & Services:</i>		\$ 60,537	92,097	88,223	115,000
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 2105 - POST:		\$ 60,537	92,097	88,223	115,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2301 - Fire Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 121,341	\$ 142,671	\$ 148,911	\$ 160,074
510102	Salaries - Sworn	2,793,082	3,165,734	3,098,577	3,917,608
510105	Overtime	977,877	875,648	1,079,090	600,000
520101	Retirement	1,704,681	1,977,954	773,664	857,419
520101-U	CalPERS UAL	-	-	1,227,024	1,532,780
520104	Group Health Insurance	399,376	417,978	429,958	575,711
520105	Worker's Compensation	311,150	355,910	350,349	366,991
520106	Disability Insurance	7,292	8,091	8,194	23,643
520107	Unemployment Insurance	88,893	161,777	159,250	201,055
520109	Life Insurance	5,108	4,509	3,430	5,693
520110	Medicare	55,076	57,999	57,829	67,826
Total Personnel Services:		<u>\$ 6,463,876</u>	<u>7,168,271</u>	<u>7,336,276</u>	<u>8,308,800</u>
Materials & Services					
610101	Electricity	\$ 67,315	65,859	63,699	100,000
610102	Natural Gas	5,600	6,354	4,542	6,000
610103	Telephone	24,431	26,010	22,159	28,000
610107	Books & Periodicals	167	-	-	475
610109	Meeting & Travel	1,091	780	468	950
610111	Equipment Rental	-	-	849	200
610113	Professional Fees / Other	35,100	37,413	54,566	60,454
610121	Dues and Subscriptions	3,497	4,677	1,954	7,225
610123	Training	-	558	1,421	475
610124	Uniform Allowance	73,073	45,862	57,261	61,500
610129	Other Expense	12,608	8,475	4,723	10,000
620101	Office Supplies	1,652	2,430	942	2,500
620102	Postage	732	398	593	650
620103	Printing	619	869	169	760
620104	Blueprinting & Drafting	52	-	219	95
620105	Computer Supplies	1,331	1,071	1,395	1,500
620106	Lab Supplies	-	-	-	95
620107	Photo & Video Supplies	45	139	124	95
620108	Flares / Batteries / Film	626	113	298	1,000
620111	Paramedic Supplies	-	-	2,211	95
620112	Protective Clothing	29,997	28,342	24,826	38,000
620114	Other Safety Supplies	1,681	372	304	2,000
620128	Janitorial Supplies	5,580	10,517	8,916	9,000
620129	Laundry Service & Maintenance	6,115	6,619	6,221	6,500
620130	Maintenance Supplies	690	457	649	950
620135	Other Supplies	1,309	1,002	1,650	1,200
620140	Small Tools	133	175	35	95
630101	Building Maintenance	30,139	89,834	34,657	45,000
630103	Ground / Landscaping	423	380	498	500
630106	Office Machines Maintenance	1,385	1,434	1,205	2,000
630107	Comm. Equipment Maintenance	41,039	43,232	36,629	43,000
630108	Field / Shop Equipment Maintenance	9,179	13,788	15,824	15,500
630109	Computer Equipment Maintenance	396	113	418	400
630110	Breathing Apparatus	11,630	13,751	6,277	14,000
630112	Gasoline & Oil	74,726	79,562	57,296	75,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2301 - Fire Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630113	Tires & Batteries	8,166	12,872	9,245	14,000
630114	Parts	2,024	4,466	3,870	6,000
630115	Outside Maintenance	91,004	114,492	74,272	95,000
630116	Motor Vehicle Expense	15,307	15,307	24,195	16,791
Total Material & Services:		<u>\$ 558,862</u>	<u>637,723</u>	<u>524,580</u>	<u>667,005</u>
Capital Projects / Outlay					
710105	Buildings	\$ -	-	10,815	-
710106	Other Real Property	-	4,245	12,150	-
720101	Office Machines	-	40,825	-	-
720102	Furniture & Fixtures	6,422	-	2,273	-
720106	Field Equipment	7,001	17,307	-	-
720109	Computers	4,404	-	-	-
Total Capital Projects / Outlay:		<u>\$ 17,827</u>	<u>62,377</u>	<u>25,238</u>	<u>-</u>
Total 2301 - Fire Services:		<u>\$ 7,040,565</u>	<u>7,868,371</u>	<u>7,886,094</u>	<u>8,975,805</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2303 - Prevention

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
610107 Books & Periodicals	\$ 434	\$ -	\$ 447	\$ 5,317
610109 Meeting & Travel	128	-	-	95
610121 Dues & Subscriptions	2,026	2,202	2,122	4,191
610123 Training	5,261	-	3,409	3,000
610129 Other Expense	354	5,857	6,580	8,000
620101 Office Supplies	376	1,564	88	800
620103 Printing	296	974	287	475
620105 Computer Supplies	-	330	271	475
620107 Photo & Video Supplies	-	95	48	95
630106 Office Machines Maintenance	-	-	-	-
<i>Total Material & Services:</i>	\$ 8,875	11,022	13,252	22,448
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Total 2303 - Prevention:	\$ 8,875	11,022	13,252	22,448

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2304 - Emergency Medic

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610111	Equipment Rental	\$ 2,584	\$ 2,939	\$ 2,040	\$ 2,650
610113	Professional Fees / Other	1,475	2,597	1,000	3,650
610121	Dues & Subscriptions	4,546	5,255	5,117	5,428
610123	Training	33	-	999	1,000
610129	Other Expense	-	232	-	95
620103	Printing	-	-	237	95
620106	Lab Supplies	-	-	-	95
620108	Flares / Batteries / Film	287	1,127	79	1,000
620109	First Aid Supplies	715	1,852	2,567	3,000
620111	Paramedic Supplies	33,758	38,657	31,646	48,000
620114	Other Safety Supplies	-	1,763	424	475
630108	Field / Shop Equipment Maintenance	6,310	12,314	-	10,000
<i>Total Material & Services:</i>		\$ 49,708	66,736	44,109	75,488
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 2304 - Emergency Medic:		\$ 49,708	66,736	44,109	75,488

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2305 - Training

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610107	Books & Periodicals	\$ 446	\$ 53	\$ -	\$ 950
610121	Dues & Subscriptions	-	-	250	660
610123	Training	6,282	16,508	16,641	16,500
620102	Computer Supplies	-	188	-	240
620107	Photo & Video Supplies	194	475	-	475
<i>Total Material & Services:</i>		\$ 6,922	17,224	16,891	18,825
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 2305 - Training:		\$ 6,922	17,224	16,891	18,825

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2306 - Hazardous Materials

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
610107 Books & Periodicals	\$ -	\$ -	\$ -	\$ 200
610123 Training	1,270	407	1,336	1,900
610132 Medical Services	9,450	10,200	19,850	13,000
620105 Computer Supplies	29	85	-	100
620106 Lab Supplies	-	-	-	200
620112 Protective Clothing	-	-	-	200
620114 Other Safety Supplies	-	-	-	240
630111 Other Facility Maintenance	-	31,876	-	200
<i>Total Material & Services:</i>	\$ 10,749	42,568	21,186	16,040
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Total 2306 - Hazardous Materials:	\$ 10,749	42,568	21,186	16,040

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3101 - Public Works Administration

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 56,341	\$ 66,536	\$ 77,383	\$ 83,755
510105	Overtime	-	277	90	500
520101	Retirement	13,082	17,334	7,760	8,193
520101-U	CalPERS UAL	-	-	9,082	10,463
520104	Group Health Insurance	7,091	9,505	13,026	13,995
520105	Worker's Compensation	5,999	7,056	8,390	7,486
520106	Disability Insurance	252	287	349	515
520107	Unemployment Insurance	1,704	3,208	3,814	4,158
520109	Life Insurance	100	96	106	129
520110	Medicare	835	939	1,083	1,214
Total Personnel Services:		<u>\$ 85,404</u>	<u>105,238</u>	<u>121,083</u>	<u>130,408</u>
Materials & Services					
610103	Telephone	\$ 2,430	3,616	3,337	3,300
610106	Advertising	-	-	1	700
610108	Auto Reimbursement	-	50	11	100
610109	Meeting & Travel	681	1,400	565	1,500
610113	Professional Fees / Other	281	292	191	600
610121	Dues & Subscriptions	145	390	144	1,500
610123	Training	200	593	327	1,000
610129	Other Expense	168	33,935	32,775	1,500
620101	Office Supplies	1,534	1,598	1,414	1,900
620102	Postage	58	-	-	-
620103	Printing	227	105	89	350
620105	Computer Supplies	421	182	444	1,000
620108	Flares / Batteries / Film	-	-	-	-
620109	First Aid Supplies	-	-	-	100
620114	Other Safety Supplies	-	100	100	100
620128	Janitorial Supplies	-	-	-	2,000
630101	Building Maintenance	-	-	-	1,000
630107	Comm. Equipment Maintenance	170	180	86	300
630109	Computer Equipment Maintenance	134	200	-	200
630112	Gasoline & Oil	-	-	-	500
Total Material & Services:		<u>\$ 6,449</u>	<u>42,641</u>	<u>39,484</u>	<u>17,650</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3101 - Public Works Administration

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
Capital Projects / Outlay					
720101	Office Mahcines	\$ -	705	-	-
720102	Furniture & Fixtures	-	347	-	-
720109	Computers	3,257	974	191	-
Total Capital Projects / Outlay:		<u>\$ 3,257</u>	<u>2,026</u>	<u>191</u>	<u>-</u>
Total 3101 - Public Works Administration:		<u><u>\$ 95,110</u></u>	<u><u>149,905</u></u>	<u><u>160,758</u></u>	<u><u>148,058</u></u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3201 - Streets Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 358,518	\$ 421,836	\$ 491,770	\$ 539,421
510103	Salaries - Temporary	949	-	372	-
510105	Overtime	34,282	45,777	46,129	40,000
510107	Overtime - Signal Lights	1,253	-	-	-
520101	Retirement	94,462	120,188	47,699	53,133
520101-U	CalPERS UAL	-	-	65,810	75,515
520103	Social Security	59	-	23	-
520104	Group Health Insurance	74,276	91,699	102,477	115,399
520105	Worker's Compensation	38,046	44,068	51,984	48,548
520106	Disability Insurance	2,094	2,367	2,753	3,413
520107	Unemployment Insurance	10,866	19,125	23,282	26,971
520109	Life Insurance	820	776	839	1,161
520110	Medicare	5,577	6,344	7,356	8,402
Total Personnel Services:		<u>\$ 621,202</u>	<u>752,180</u>	<u>840,494</u>	<u>911,963</u>
Materials & Services					
610101	Electricity	\$ 5,574	6,236	5,698	7,500
610103	Telephone	3,110	3,798	3,367	4,500
610107	Books & Periodicals	-	-	-	-
610109	Meeting & Travel	897	753	179	1,000
610111	Equipment Rental	120	1,425	2,084	670
610113	Professional Fees / Other	24,535	31,741	17,570	29,000
610121	Dues & Subscriptions	-	49	95	-
610123	Training	505	327	1,155	1,500
610125	Uniform Rental	2,355	2,229	2,835	3,500
610129	Other Expense	4,390	14,839	3,122	6,000
620101	Office Supplies	2,416	1,798	1,624	3,000
620103	Printing	223	368	157	300
620105	Computer Supplies	320	472	150	475
620108	Flares / Batteries / Film	125	245	39	-
620109	First Aid Supplies	238	548	-	450
620112	Protective Clothing	1,272	4,269	5,880	6,000
620114	Other Safety Supplies	1,385	814	3,611	4,000
620119	Traffic Paint	8,620	10,970	7,161	10,500
620120	Street Construction	82,696	82,878	33,400	70,000
620121	Traffic Sign - HDW	12,901	24,498	13,979	25,000
620126	Traffic Signals	17,981	21,361	(9,629)	30,000
620128	Janitorial Supplies	1,041	891	946	-
620140	Small Tools	4,349	9,904	6,554	8,000
630101	Building Maintenance	1,050	1,050	480	1,050
630106	Office Machines Maintenance	39	-	20	-
630107	Comm. Equipment Maintenance	3,370	3,612	3,474	4,000
630108	Field / Shop Maintenance	613	1,014	1,393	1,500
630109	Computer Equipment Maintenance	321	-	-	500

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3201 - Streets Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630112	Gasoline & Oil	32,242	37,454	31,854	35,000
630115	Outside Maintenance	656	405	83	1,000
630116	Motor Vehicle Expense	85,461	85,461	135,081	93,744
	Total Material & Services:	\$ 298,805	349,409	272,362	348,189
Capital Projects / Outlay					
720109	Computers	\$ -	-	-	-
	Total Capital Projects / Outlay:	\$ -	-	-	-
	Total 3201 - Streets Maintenance:	\$ 920,007	1,101,589	1,112,856	1,260,152

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3203 - Street Lighting

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
610101 Electricity	\$ 409,972	\$ 421,914	\$ 374,631	\$ 500,000
<i>Total Material & Services:</i>	\$ 409,972	421,914	374,631	500,000
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Total 3203 - Street Lighting:	\$ 409,972	421,914	374,631	500,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3901 - IVRMA

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610129	Other Expense	\$ 75,345	\$ 83,077	\$ 95,778	\$ 95,000
<i>Total Material & Services:</i>		\$ 75,345	83,077	95,778	95,000
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 3901 - IVRMA:		\$ 75,345	83,077	95,778	95,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4101 - Building Regulation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 354,682	\$ 386,402	\$ 425,605	\$ 539,936
510103	Salaries - Temporary	-	-	-	9,000
510105	Overtime	956	5,373	7,764	5,000
520101	Retirement	91,517	100,699	42,643	53,006
520101-U	CalPERS UAL	-	-	55,976	64,142
520103	Social Security	-	-	-	558
520104	Group Health Insurance	56,946	63,362	64,515	91,143
520105	Worker's Compensation	38,052	41,608	46,084	48,432
520106	Disability Insurance	1,706	1,879	2,049	3,390
520107	Unemployment Insurance	10,234	18,912	20,947	26,907
520109	Life Insurance	729	637	645	1,019
520110	Medicare	5,106	5,267	5,847	7,829
Total Personnel Services:		<u>\$ 559,928</u>	<u>624,139</u>	<u>672,075</u>	<u>850,362</u>
Materials & Services					
610103	Telephone	\$ 3,278	3,054	2,275	5,000
610107	Books & Periodicals	-	1,572	(142)	2,000
610109	Meeting & Travel	61	2,300	415	4,000
610113	Professional Fees / Other	35,927	36,892	31,994	38,500
610121	Dues & Subscriptions	4,706	2,760	3,572	3,500
610123	Training	2,846	4,772	7,636	8,000
610124	Uniform Allowance	90	210	300	900
610129	Other Expense	2,939	4,097	5,418	3,000
620101	Office Supplies	7,414	5,356	4,530	5,000
620102	Postage	1,940	4,346	593	2,000
620103	Printing	659	1,369	524	700
620105	Computer Supplies	-	76	779	750
620112	Protective Clothing	374	873	600	1,500
620114	Other Safety Supplies	196	100	-	400
620140	Small Tools	163	-	-	300
630106	Office Machine Maintenance	-	-	470	1,100
630107	Comm. Equipment Maintenance	1,368	1,112	1,519	1,600
630112	Gasoline & Oil	7,655	5,639	5,977	6,500
630116	Motor Vehicle Expense	7,992	7,992	12,633	8,766
Total Material & Services:		<u>\$ 77,608</u>	<u>82,520</u>	<u>79,093</u>	<u>93,516</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4101 - Building Regulation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720101	Office Machines	\$ 790	-	-	-
720102	Furniture & Fixtures	-	5,571	-	-
720109	Computers	-	5,306	8,776	-
720111	Communication Equipment	-	3,902	3,109	-
730102	Trucks	-	-	39,810	-
Total Capital Projects / Outlay:		<u>\$ 790</u>	<u>14,779</u>	<u>51,695</u>	<u>-</u>
Total 4101 - Building Regulation:		<u><u>\$ 638,326</u></u>	<u><u>721,438</u></u>	<u><u>802,863</u></u>	<u><u>943,878</u></u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4301 - Engineering

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 259,764	\$ 278,905	\$ 251,694	\$ 301,169
510103	Salaries - Temporary	27,766	15,660	-	-
510105	Overtime	731	-	446	500
520101	Retirement	64,155	68,021	25,006	29,545
520101-U	CalPERS UAL	-	-	34,954	40,032
520103	Social Security	980	-	-	-
520104	Group Health Insurance	30,752	36,973	38,086	45,920
520105	Worker's Compensation	31,234	29,189	22,876	26,995
520106	Disability Insurance	1,311	1,222	1,154	1,862
520107	Unemployment Insurance	8,980	14,131	12,436	14,996
520109	Life Insurance	557	452	369	535
520110	Medicare	3,745	4,092	3,535	4,367
Total Personnel Services:		<u>\$ 429,975</u>	<u>448,645</u>	<u>390,556</u>	<u>465,921</u>
Materials & Services					
610103	Telephone	\$ 1,393	1,246	957	1,300
610107	Books & Periodicals	393	163	637	750
610108	Auto Reimbursement	-	-	-	200
610109	Meeting & Travel	1,475	922	1,886	3,200
610113	Professional Fees / Other	12,667	6,815	17,732	28,500
610121	Dues & Subscriptions	462	180	180	1,000
610123	Training	625	1,965	1,894	2,000
610129	Other Expense	2,308	2,170	2,919	3,400
620101	Office Supplies	2,449	2,131	2,691	2,900
620102	Postage	7	-	14	200
620103	Printing	360	317	1,075	1,100
620105	Computer Supplies	1,067	248	-	1,000
620114	Other Safety Supplies	1,632	1,271	1,098	1,500
620140	Small Tools	19	64	185	400
630106	Office Machines Maintenance	4,534	4,667	4,211	4,800
630107	Comm. Equipment Maintenance	1,453	1,368	1,026	1,800
630112	Gasoline & Oil	941	1,672	1,509	1,600
630116	Motor Vehicle Expense	4,826	4,826	7,629	5,294
Total Material & Services:		<u>\$ 36,611</u>	<u>30,025</u>	<u>45,643</u>	<u>60,944</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4301 - Engineering

		ACTUAL	ESTIMATED	ESTIMATED	REVISED
		FY 2021-22	ACTUAL	ACTUAL	BUDGET
			FY 2022-23	FY 2023-24	FY 2024-25
Personnel Services					
Capital Projects / Outlay					
720101	Office Machines	\$ -	-	-	-
720109	Computers	6,958	-	2,912	-
Total Capital Projects / Outlay:		<u>\$ 6,958</u>	<u>-</u>	<u>2,912</u>	<u>-</u>
Total 4301 - Engineering:		<u><u>\$ 473,544</u></u>	<u><u>478,670</u></u>	<u><u>439,111</u></u>	<u><u>526,865</u></u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4401 - Planning

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 200,197	\$ 172,673	\$ 236,799	\$ 264,728
510105	Overtime	595	1,814	376	2,000
520101	Retirement	54,003	54,214	23,682	25,898
520101-U	CalPERS UAL	-	-	29,024	33,360
520104	Group Health Insurance	17,607	16,795	32,057	33,691
520105	Worker's Compensation	20,963	17,928	25,729	23,664
520106	Disability Insurance	971	808	1,192	1,633
520107	Unemployment Insurance	5,764	8,150	11,695	13,146
520109	Life Insurance	460	304	406	520
520110	Medicare	3,078	2,462	3,308	3,868
Total Personnel Services:		<u>\$ 303,638</u>	<u>275,148</u>	<u>364,268</u>	<u>402,508</u>
Materials & Services					
610103	Telephone	\$ 1,326	1,735	1,012	1,900
610106	Advertising	6,074	8,085	3,942	8,500
610109	Meeting & Travel	320	2,907	1,624	65,250
610113	Professional Fees / Other	137,681	69,763	189,103	289,000
610121	Dues & Subscriptions	813	1,253	1,749	2,470
610123	Training	525	620	2,250	2,000
610129	Other Expense	209	535	1,384	1,650
620101	Office Supplies	6,390	4,078	2,044	2,850
620103	Printing	413	174	275	760
Total Material & Services:		<u>\$ 153,751</u>	<u>89,150</u>	<u>203,383</u>	<u>374,380</u>
Capital Projects / Outlay					
720101	Office Machines	\$ 787	-	9,765	-
720102	Furniture & Fixtures	-	9,020	-	-
720109	Computers	2,419	-	5,441	-
Total Capital Projects / Outlay:		<u>\$ 3,206</u>	<u>9,020</u>	<u>15,206</u>	<u>-</u>
Total 4401 - Planning:		<u>\$ 460,595</u>	<u>373,318</u>	<u>582,857</u>	<u>776,888</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4402 - Planning EIRs

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610113	Professional Fees / Other	\$ 49,694	183,605	61,486	70,000
<i>Total Material & Services:</i>		\$ 49,694	183,605	61,486	70,000
Capital Projects / Outlay					
<i>Total Capital Projects / Outlay:</i>		\$ -	-	-	-
Total 4402 - Planning EIRs:		\$ 49,694	183,605	61,486	70,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5101 - Parks

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 399,845	\$ 386,987	\$ 449,428	\$ 508,016
510103	Salaries - Temporary	32,841	47,706	42,565	40,500
510105	Overtime	8,044	10,346	21,752	15,000
520101	Retirement	98,192	109,644	46,753	49,945
520101-U	CalPERS UAL	-	-	56,202	64,445
520103	Social Security	835	1,160	3,094	2,511
520104	Group Health Insurance	56,930	63,255	77,095	105,461
520105	Worker's Compensation	45,795	45,580	52,437	45,635
520106	Disability Insurance	2,146	2,061	2,456	3,208
520107	Unemployment Insurance	12,841	20,756	23,835	25,353
520109	Life Insurance	912	705	786	1,149
520110	Medicare	6,397	6,163	7,175	7,584
Total Personnel Services:		<u>\$ 664,778</u>	<u>694,363</u>	<u>783,578</u>	<u>868,807</u>
Materials & Services					
610101	Electricity	\$ 45,233	59,975	64,651	70,000
610103	Telephone	4,766	5,309	4,244	6,000
610106	Advertising	-	869	-	3,000
610109	Meeting & Travel	-	5,799	2,412	5,000
610111	Equipment Rental	8,575	10,727	12,987	13,000
610113	Professional Fees / Other	386,241	489,381	537,331	600,000
610121	Dues & Subscriptions	120	1,300	1,390	2,000
610123	Training	558	3,635	404	2,000
610125	Uniform Rental	1,812	1,962	1,881	2,500
610129	Other Expense	782	634	1,187	2,000
620101	Office Supplies	590	477	696	1,000
620108	Flares / Batteries / Film	108	236	177	500
620109	First Aid Supplies	-	-	176	300
620112	Protective Clothing	2,906	4,153	3,983	4,500
620115	Athletic Field Supplies	8,827	4,616	8,945	8,000
620116	Playground Supplies	12	-	3,624	4,000
620123	Irrigation & Sprinklers	23,932	39,832	43,720	40,000
620124	Trees / Plants / Grass	5,833	13,414	16,615	17,000
620125	Chemicals / Fertilizer	6,975	6,697	11,703	10,000
620128	Janitorial Supplies	2,900	5,840	7,725	4,000
620130	Maintenance Supplies	25,773	17,201	15,270	23,000
620131	Painting Supplies	2,722	3,608	7,175	6,000
620132	Construction Materials	13,570	14,035	10,113	14,000
620140	Small Tools	4,168	1,709	4,377	4,000
630101	Building Maintenance	3,546	3,671	1,822	3,800
630105	Other Maintenance	4,800	4,795	2,719	5,000
630107	Comm. Equipment Maintenance	2,394	2,659	2,194	3,000
630108	Field / Shop Maintenance	5,022	2,982	5,224	6,000
630112	Gasoline & Oil	31,558	33,064	29,911	34,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5101 - Parks

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630115	Outside Maintenance	31,426	26,757	19,536	20,000
630116	Motor Vehicle Expense	29,966	29,966	47,364	32,870
Total Material & Services:		<u>\$ 655,115</u>	<u>795,303</u>	<u>869,556</u>	<u>946,470</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ 17,912	267,905	212,046	-
720106	Field Equipment	-	12,882	-	-
730102	Trucks	-	46,218	-	-
Total Capital Projects / Outlay:		<u>\$ 17,912</u>	<u>327,005</u>	<u>212,046</u>	<u>-</u>
Total 5101 - Parks:		<u>\$ 1,337,805</u>	<u>1,816,671</u>	<u>1,865,180</u>	<u>1,815,277</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5201 - Recreation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 129,527	\$ 153,250	\$ 144,016	\$ 162,993
510103	Salaries - Temporary	33,944	97,063	119,867	112,500
510105	Overtime	2,194	10,241	9,934	10,000
520101	Retirement	33,055	39,270	19,349	15,960
520101-U	CalPERS UAL	-	-	19,446	22,291
520103	Social Security	1,257	4,241	4,445	6,975
520104	Group Health Insurance	20,130	25,563	38,471	38,822
520105	Worker's Compensation	17,544	27,038	28,664	14,583
520106	Disability Insurance	640	752	718	998
520107	Unemployment Insurance	5,032	12,328	13,029	8,102
520109	Life Insurance	331	289	241	301
520110	Medicare	1,814	3,072	3,389	4,140
Total Personnel Services:		<u>\$ 245,468</u>	<u>373,107</u>	<u>401,569</u>	<u>397,665</u>
Materials & Services					
610101	Electricity	\$ 79,856	78,494	65,889	75,000
610103	Telephone	1,179	1,801	1,687	2,000
610108	Auto Reimbursement	-	-	-	300
610109	Meeting & Travel	2,195	3,515	1,970	6,000
610113	Professional Fees / Other	9,459	12,000	12,949	15,000
610121	Dues & Subscriptions	1,268	1,901	2,347	3,000
610123	Training	-	1,512	433	2,000
610125	Uniform Rental	713	486	820	1,000
610129	Other Expense	3,111	5,297	4,562	7,000
620101	Office Supplies	2,547	2,521	1,986	2,500
620102	Postage	115	15	-	300
620103	Printing	5,284	6,982	5,920	7,000
620105	Computer Supplies	52	339	636	1,000
620109	First Aid Supplies	-	-	184	500
620112	Protective Clothing	575	189	195	1,000
620115	Athletic Field Supplies	2,415	4,010	3,708	6,000
620128	Janitorial Supplies	1,544	1,930	1,763	2,500
620130	Maintenance Supplies	1,223	1,504	2,616	2,000
620131	Painting Supplies	-	358	908	1,000
630101	Building Maintenance	899	227	1,500	1,500
630107	Comm. Equipment Maintenance	1,026	1,710	1,842	2,100
630112	Gasoline & Oil	9,647	11,202	8,550	11,000
630115	Outside Maintenance	-	769	1,000	1,000
630116	Motor Vehicle Expense	3,200	3,210	5,058	3,510
Total Material & Services:		<u>\$ 126,308</u>	<u>139,972</u>	<u>126,523</u>	<u>154,210</u>
Capital Projects / Outlay					
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 5201 - Recreation:		<u>\$ 371,776</u>	<u>513,079</u>	<u>528,092</u>	<u>551,875</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5202 - Community Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 65,903	\$ 68,497	\$ 61,080	\$ 64,411
510103	Salaries - Temporary	43,214	71,270	46,014	90,000
510105	Overtime	610	2,817	4,756	4,000
520101	Retirement	18,307	22,665	10,789	6,344
520101-U	CalPERS UAL	-	-	8,410	9,705
520103	Social Security	616	112	-	-
520104	Group Health Insurance	11,288	11,561	14,666	15,334
520105	Worker's Compensation	11,662	15,265	11,630	5,797
520106	Disability Insurance	325	343	299	397
520107	Unemployment Insurance	3,326	6,939	5,287	3,221
520109	Life Insurance	150	129	98	99
520110	Medicare	1,033	1,442	1,131	2,297
Total Personnel Services:		<u>\$ 156,434</u>	<u>201,040</u>	<u>164,160</u>	<u>201,605</u>
Materials & Services					
610101	Electricity	\$ 54,441	60,842	54,266	75,000
610102	Natural Gas	652	2,227	769	1,200
610103	Telephone	4,554	5,098	3,953	6,000
610109	Meeting & Travel	72	1,244	476	2,000
610113	Professional Fees / Other	22,685	33,023	27,256	42,500
610121	Dues & Subscriptions	15	76	432	750
610123	Training	-	615	-	800
610125	Uniform Rental	-	569	276	-
610129	Other Expense	3,450	3,574	3,528	4,500
620101	Office Supplies	2,558	2,098	2,591	3,000
620102	Postage	-	-	-	50
620105	Computer Supplies	105	258	1,416	500
620112	Protective Clothing	-	63	205	500
620115	Athletic Field Supplies	1,834	2,546	1,317	40,000
620122	Grounds Landscaping	-	-	-	200
620123	Irrigation & Sprinklers	-	81	-	300
620124	Trees / Plants / Grass	-	-	-	300
620128	Janitorial Supplies	4,412	6,050	5,083	6,000
620130	Maintenance Supplies	336	477	768	1,000
620131	Painting Supplies	-	100	432	1,000
620140	Small Tools	-	-	-	500
630101	Building Maintenance	2,557	2,929	3,913	3,500
630102	Furniture / Fixtures Maintenance	-	-	1,898	500
630106	Office Machines Maintenance	-	-	-	100
630112	Gasoline & Oil	1,116	1,307	1,005	2,000

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5202 - Community Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630115	Outside Maintenance	-	24	549	500
630116	Motor Vehicle Expense	2,277	2,277	3,600	2,498
Total Material & Services:		<u>\$ 101,064</u>	<u>125,478</u>	<u>113,733</u>	<u>195,198</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ -	15,579	-	-
720101	Office Machines	-	7,075	13,218	-
720109	Computers	-	-	2,656	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>22,654</u>	<u>15,874</u>	<u>-</u>
Total 5202 - Community Center:		<u>\$ 257,498</u>	<u>349,172</u>	<u>293,767</u>	<u>396,803</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5203 - PO Pavillion

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ -	\$ -	\$ 616	\$ -
510103	Salaries - Temporary		690	-	18,000
510105	Overtime	-	-	-	-
520101	Retirement	-	31	38	2,260
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security	-	21	15	558
520104	Group Health Insurance	-	11	60	360
520105	Worker's Compensation	-	76	68	1,980
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	-	35	31	900
520109	Life Insurance	-	-	-	-
520110	Medicare	-	10	9	261
Total Personnel Services:		<u>\$ -</u>	<u>874</u>	<u>837</u>	<u>24,319</u>
Materials & Services					
610101	Electricity	\$ 17,450	20,442	18,909	28,000
610102	Natural Gas	180	163	135	250
610103	Telephone	168	193	188	250
610113	Professional Fees / Other	6,468	15,000	13,024	15,000
610129	Other Expense	3,000	742	3,293	3,000
620101	Office Supplies	-	181	-	200
620103	Printing	-	-	-	200
620105	Computer Supplies	-	-	-	240
620115	Athletic Field Supplies	257	4,029	-	475
620122	Grounds Landscaping	-	-	-	475
620123	Irrigation & Sprinklers	-	135	89	285
620124	Trees / Plants / Grass	-	-	-	285
620128	Janitorial Supplies	247	2,941	1,569	1,900
630101	Building Maintenance	1,830	3,738	3,430	3,500
Total Material & Services:		<u>\$ 29,600</u>	<u>47,564</u>	<u>40,637</u>	<u>54,060</u>
Capital Projects / Outlay					
710106	Other Real Property	\$ 44,400	-	-	-
Total Capital Projects / Outlay:		<u>\$ 44,400</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 5203 - PO Pavillion:		<u>\$ 74,000</u>	<u>48,438</u>	<u>41,474</u>	<u>78,379</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5204 - Youth Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ -	\$ 4,940	\$ 38,515	\$ 63,870
510103	Salaries - Temporary	48,747	60,409	45,244	90,000
510105	Overtime	55	-	1,224	1,000
520101	Retirement	1,337	7,231	4,492	6,291
520101-U	CalPERS UAL	-	-	4,798	5,459
520103	Social Security (FICA)	2,117	3,098	2,436	5,580
520104	Group Health Insurance	866	1,639	9,076	16,598
520105	Worker's Compensation	5,362	7,188	9,213	5,748
520106	Disability Insurance	-	31	245	406
520107	Unemployment Insurance	1,796	3,268	4,188	3,194
520109	Life Insurance	-	9	89	168
520110	Medicare	709	947	1,221	2,246
Total Personnel Services:		<u>\$ 60,989</u>	<u>88,760</u>	<u>120,741</u>	<u>200,560</u>
Materials & Services					
610101	Electricity	\$ 38,688	35,780	34,693	50,000
610106	Advertising	100	515	-	600
610109	Meeting & Travel	-	-	1,576	2,500
610111	Equipment Rental	300	450	450	1,000
610113	Professional Fees / Other	5,280	6,018	9,373	8,369
610121	Dues & Subscriptions	615	689	795	700
610123	Training	-	250	-	1,000
610129	Other Expenses	-	-	15	1,000
620101	Office Supplies	547	430	251	500
620103	Printing	897	1,556	1,275	1,500
620105	Computer Supplies	360	436	1,475	475
620108	Flares / Batteries / Film	144	150	32	150
620109	First Aid Supplies	53	160	-	300
620115	Athletic Field Supplies	2,709	2,757	4,438	3,500
620128	Janitorial Supplies	2,044	2,078	1,107	2,500
620130	Maintenance Supplies	1,656	930	627	950
620131	Painting Supplies	566	444	48	500
630101	Building Maintenance	9,550	7,913	5,962	9,000
630106	Office Machines Maintenance	-	-	-	-
630107	Communications Eqpt Mtc	-	-	-	1,520
630112	Gasoline & Oil	733	969	785	1,000
Total Material & Services:		<u>\$ 64,242</u>	<u>61,525</u>	<u>62,902</u>	<u>87,064</u>
Capital Projects / Outlay					
710105	Buildings	\$ -	-	5,147	-
720101	Office Machines	-	7,273	-	-
720111	Computer Equipment	-	-	-	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>7,273</u>	<u>5,147</u>	<u>-</u>
Total 5204 - Youth Center:		<u>\$ 125,231</u>	<u>157,558</u>	<u>188,790</u>	<u>287,624</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5205 - Adult Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 28,865	\$ 39,375	\$ 52,607	\$ 57,638
510103	Salaries - Temporary	22,614	26,200	27,192	27,000
510105	Overtime	442	814	2,904	2,000
520101	Retirement	10,126	11,874	10,924	5,677
520101-U	CalPERS UAL	-	-	-	6,672
520103	Social Security (FICA)	-	12	-	1,674
520104	Group Health Insurance	13,637	21,424	27,953	21,249
520105	Worker's Compensation	5,638	7,213	8,580	5,187
520106	Disability Insurance	182	245	301	347
520107	Unemployment Insurance	1,704	3,279	3,900	2,882
520109	Life Insurance	91	93	87	141
520110	Medicare	751	872	1,092	1,227
Total Personnel Services:		<u>\$ 84,050</u>	<u>111,401</u>	<u>135,540</u>	<u>131,694</u>
Materials & Services					
610101	Electricity	\$ 984	933	661	1,000
610102	Natrual Gas	444	519	278	500
610103	Telephone	638	1,167	1,044	1,400
610106	Advertising	-	1,200	20	1,500
610109	Meeting & Travel	-	1,993	1,888	2,000
610113	Professional Fees / Other	18,454	17,992	17,156	20,000
610121	Dues & Subscriptions	174	227	543	1,000
610123	Training	-	775	150	1,000
610129	Other Expense	3,190	7,951	4,916	7,000
620101	Office Supplies	557	1,044	877	1,300
620102	Postage	-	11	-	100
620103	Printing	844	748	890	1,000
620105	Computer Supplies	219	(130)	268	500
620109	First Aid Supplies	67	-	108	100
620115	Athletic Field Supplies	1,874	2,586	3,052	3,500
620124	Trees / Plants/ Grass	71	-	-	300
620128	Janitorial Supplies	1,971	1,985	2,075	2,500
620129	Laundry Service & Supply	-	276	977	500
620130	Maintenance Supplies	197	345	399	1,000
620131	Painting Supplies	125	95	385	500
630101	Building Maintenance	449	3,548	3,225	2,500
630102	Furniture & Fixtures	897	-	4,543	300
Total Material & Services:		<u>\$ 31,155</u>	<u>43,265</u>	<u>43,455</u>	<u>49,500</u>
Capital Projects / Outlay					
720109	Computers	\$ -	-	24,500	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>24,500</u>	<u>-</u>
Total 5205 - Adult Center:		<u>\$ 115,205</u>	<u>154,666</u>	<u>203,495</u>	<u>181,194</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5206 - Aquatic Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 232,882	\$ 249,659	\$ 278,885	\$ 297,012
510103	Salaries - Temporary	298,622	338,254	439,521	337,500
510105	Overtime	6,638	8,408	6,243	5,000
520101	Retirement	61,718	70,287	34,031	29,256
520101-U	CalPERS UAL	-	-	33,790	38,819
520103	Social Security (FICA)	16,202	15,548	22,276	21,094
520104	Group Health Insurance	39,820	40,407	38,829	54,445
520105	Worker's Compensation	57,576	64,022	76,294	26,731
520106	Disability Insurance	1,280	1,269	1,071	1,882
520107	Unemployment Insurance	16,904	28,665	34,085	14,850
520109	Life Insurance	575	545	454	611
520110	Medicare	8,181	8,506	10,292	9,273
Total Personnel Services:		<u>\$ 740,398</u>	<u>825,570</u>	<u>975,771</u>	<u>836,473</u>
Materials & Services					
610101	Electricity	\$ 65,016	66,463	67,284	80,000
610102	Natrual Gas	50,390	79,489	42,689	35,000
610103	Telephone	6,768	6,833	5,275	6,000
610106	Advertising	15,031	20,615	15,885	20,000
610109	Meeting & Travel	5,154	6,172	5,324	9,000
610113	Professional Fees / Other	39,429	46,155	75,233	65,000
610121	Dues & Subscriptions	5,151	6,017	3,280	7,780
610123	Training	2,013	7,305	5,049	6,000
610125	Uniform Rental	886	1,318	1,438	1,500
610129	Other Expense	28,703	17,000	16,729	23,000
620101	Office Supplies	2,446	5,500	4,839	5,000
620103	Printing	2,864	2,533	2,651	4,000
620105	Computer Supplies	410	-	431	600
620106	Lab Supplies	1,442	4,550	629	2,000
620109	First Aid Supplies	3,075	3,000	913	3,000
620112	Protective Clothing	5,000	3,956	6,408	6,000
620114	Other Safety Supplies	4,066	5,439	2,203	4,000
620115	Athletic Field Supplies	4,679	1,831	4,696	5,000
620128	Janitorial Supplies	6,426	6,361	5,390	7,000
620130	Maintenance Supplies	2,207	5,748	1,796	2,500
620131	Painting Supplies	-	-	-	2,000
620133	Swimming Pool Supplies	16,789	33,032	18,592	60,000
620136	Treatment Chemicals	104,699	113,478	86,647	140,000
630101	Building Maintenance	1,375	1,527	-	1,500
630107	Comm. Equipment Maintenance	154	1,124	701	1,000
630112	Gasoline & Oil	-	-	811	1,000
630115	Outside Maintenance	769	2,664	1,906	3,000
Total Material & Services:		<u>\$ 374,942</u>	<u>448,110</u>	<u>376,799</u>	<u>500,880</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5206 - Aquatic Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
<u>Capital Projects / Outlay</u>					
720102	Furniture & Fixtures	\$ -	-	4,498	-
720109	Computers	-	-	1,280	-
<i>Total Capital Projects / Outlay:</i>		<u>\$ -</u>	<u>-</u>	<u>5,778</u>	<u>-</u>
Total 5206 - Aquatic Park:		<u>\$ 1,115,340</u>	<u>1,273,680</u>	<u>1,358,348</u>	<u>1,337,353</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5207 - Day Camp

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	\$ 50,646	\$ 49,261	\$ 20,129	\$ 49,500
510105	Overtime	135	476	205	-
520101	Retirement	482	1,233	1,508	12,429
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	2,820	2,222	319	-
520104	Group Health Insurance	742	579	142	719
520105	Worker's Compensation	5,571	5,419	2,214	5,445
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	1,829	2,463	1,006	2,475
520109	Life Insurance	-	-	-	-
520110	Medicare	737	721	295	718
Total Personnel Services:		<u>\$ 62,962</u>	<u>62,374</u>	<u>25,818</u>	<u>71,286</u>
Materials & Services					
610129	Other Expense	\$ 2,701	2,500	(6,506)	3,000
620115	Athletic Field Supplies	5,133	4,000	(3,111)	5,000
Total Material & Services:		<u>\$ 7,834</u>	<u>6,500</u>	<u>(9,617)</u>	<u>8,000</u>
Capital Projects / Outlay					
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 5207 - Day Camp:		<u>\$ 70,796</u>	<u>68,874</u>	<u>16,201</u>	<u>79,286</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5208 - Mini Bike

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	\$ 2,627	\$ 5,015	\$ 5,432	\$ 9,000
510105	Overtime	42	-	-	-
520101	Retirement	229	265	-	1,130
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	10	129	337	279
520104	Group Health Insurance	46	40	46	360
520105	Worker's Compensation	289	552	598	990
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	128	251	272	450
520109	Life Insurance	-	-	-	-
520110	Medicare	39	72	78	131
Total Personnel Services:		<u>\$ 3,410</u>	<u>6,324</u>	<u>6,763</u>	<u>12,340</u>
Materials & Services					
610109	Meeting & Travel	-	-	-	500
610113	Professional Fees / Other	4,397	494	434	1,000
610121	Dues & Subscriptions	-	2,074	-	1,700
610123	Training	-	84	-	1,000
610129	Other Expense	7,584	4,716	2,488	3,000
620101	Office Supplies	86	600	-	200
620103	Printing	-	300	-	300
620105	Computer Supplies	-	249	-	-
620109	First Aid Supplies	-	100	-	150
620112	Protective Clothing	-	1,289	1,307	1,500
620115	Athletic Field Supplies	6,136	16,772	12,961	1,500
620140	Small Tools	200	87	183	200
630112	Gasoline & Oil	63	-	300	500
Total Material & Services:		<u>\$ 18,466</u>	<u>26,765</u>	<u>17,673</u>	<u>11,550</u>
Capital Projects / Outlay					
720102	Furniture & Fixtures	\$ -	-	-	-
720109	Computers	740	-	-	-
Total Capital Projects / Outlay:		<u>\$ 740</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 5208 - Mini Bike:		<u>\$ 22,616</u>	<u>33,089</u>	<u>24,436</u>	<u>23,890</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5211 - MLK Sports Court

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 53,697	\$ 61,542	\$ 63,029	\$ 86,510
510103	Salaries - Temporary	156,377	212,255	179,159	180,000
510105	Overtime	1,913	5,682	3,256	2,000
520101	Retirement	21,743	26,639	21,019	8,521
520101-U	CalPERS UAL	-	-	-	8,795
520103	Social Security (FICA)	3,836	4,802	4,453	11,160
520104	Group Health Insurance	11,135	11,276	10,401	24,141
520105	Worker's Compensation	22,938	29,916	26,583	7,786
520106	Disability Insurance	310	331	337	719
520107	Unemployment Insurance	6,987	13,598	12,066	5,754
520109	Life Insurance	111	97	89	224
520110	Medicare	3,225	4,016	3,515	3,893
Total Personnel Services:		<u>\$ 282,272</u>	<u>370,154</u>	<u>323,907</u>	<u>339,503</u>
Materials & Services					
610101	Electricity	\$ 49,902	54,279	42,902	60,000
610102	Natrual Gas	484	593	339	500
610103	Telephone	1,662	1,635	1,410	2,000
610106	Advertising	60	150	25	150
610109	Meeting & Travel	-	4,378	1,554	3,000
610113	Professional Fees / Other	26,083	7,598	3,761	8,500
610121	Dues & Subscriptions	890	984	836	1,000
610123	Training	-	255	-	250
610125	Uniform Rental	265	731	203	300
610129	Other Expense	2,301	2,031	1,114	2,000
620101	Office Supplies	518	1,399	527	1,500
620102	Postage	27	90	-	100
620105	Computer Supplies	394	536	488	1,000
620112	Protective Clothing	186	535	343	400
620115	Athletic Field Supplies	6,003	7,400	2,242	5,000
620122	Grounds Landscaping	-	-	1,985	2,000
620123	Irrigation & Sprinklers	119	5	-	500
620124	Trees / Plants / Grass Seed	96	98	35	100
620128	Janitorial Supplies	2,337	4,187	2,501	4,000
620130	Maintenance Supplies	1,122	825	636	1,000
620131	Painting Supplies	217	-	438	500
630101	Building Maintenance	2,538	1,721	1,421	3,000
630102	Furniture / Fixtures Maintenance	711	487	790	500
630107	Office Machines Maintenance	-	-	-	475
630112	Gasoline / Oil	150	89	137	300
630115	Outside Maintenance	-	66	-	1,500
Total Material & Services:		<u>\$ 96,065</u>	<u>90,072</u>	<u>63,687</u>	<u>99,575</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5211 - MLK Sports Court

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
710105	Buildings	\$ -	-	4,332	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>4,332</u>	<u>-</u>
Total 5211 - MLK Sports Court:		<u>\$ 378,337</u>	<u>460,226</u>	<u>391,926</u>	<u>439,078</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5213 - Splash Pad

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services					
610113	Professional Fees / Other	\$ 7,370	\$ 10,818	\$ 3,119	10,000
610123	Training	-	-	-	1,400
610129	Other Expense	10,948	4,047	160	6,000
620130	Maintenance Supplies	-	148	-	500
<i>Total Material & Services:</i>		<u>\$ 18,318</u>	<u>15,013</u>	<u>3,279</u>	<u>17,900</u>
Capital Projects / Outlay					
720102	Furniture & Fixtures	\$ -	-	7,076	-
720107	Parks & Recreation Equipment	-	-	-	-
<i>Total Capital Projects / Outlay:</i>		<u>\$ -</u>	<u>-</u>	<u>7,076</u>	<u>-</u>
Total 5213 - Splash Pad:		<u>\$ 18,318</u>	<u>15,013</u>	<u>10,355</u>	<u>17,900</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5214 - Skate Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	\$ 1,800	\$ 1,864	\$ -	\$ 4,500
510105	Overtime	-	630	-	500
520101	Retirement	104	112	-	565
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	40	39	-	140
520104	Group Health Insurance	31	117	-	360
520105	Worker's Compensation	198	205	-	495
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	90	93	-	225
520109	Life Insurance	-	-	-	-
520110	Medicare	26	36	-	65
Total Personnel Services:		<u>\$ 2,289</u>	<u>3,096</u>	<u>-</u>	<u>6,850</u>
Materials & Services					
610101	Electricity	\$ 5,636	6,371	6,563	7,500
610113	Professional Fees / Other	26,324	37,433	27,984	50,000
620115	Athletic Field Supplies	134	1,155	-	1,000
620123	Irrigation & Sprinklers	90	128	300	300
620130	Minatenance Supplies	3,650	1,087	1,098	4,000
Total Material & Services:		<u>\$ 35,834</u>	<u>46,174</u>	<u>35,945</u>	<u>62,800</u>
Capital Projects / Outlay					
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 5214 - Skate Park:		<u>\$ 38,123</u>	<u>49,270</u>	<u>35,945</u>	<u>69,650</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5301 - Library

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 219,311	\$ 190,856	\$ 421,532	\$ 508,016
510103	Salaries - Temporary	80,647	106,108	69,434	81,000
510105	Overtime	59	239	-	-
520101	Retirement	72,956	90,883	48,612	49,945
520101-U	CalPERS UAL	-	-	34,106	39,122
520103	Social Security (FICA)	60	226	409	5,022
520104	Group Health Insurance	40,493	32,338	61,768	105,461
520105	Worker's Compensation	32,597	32,322	53,601	45,635
520106	Disability Insurance	1,166	1,070	2,214	3,208
520107	Unemployment Insurance	9,264	14,692	24,365	25,353
520109	Life Insurance	533	418	857	1,149
520110	Medicare	3,217	3,583	6,925	8,541
Total Personnel Services:		<u>\$ 460,303</u>	<u>472,735</u>	<u>723,823</u>	<u>872,452</u>
Materials & Services					
610101	Electricity	\$ 20,175	51,079	55,281	70,000
610102	Natural Gas	-	5,382	2,312	7,000
610103	Telephone	6,500	20,832	11,219	12,000
610106	Advertising	-	156	2,141	3,000
610107	Books & Periodicals	54,762	36,413	45,194	55,000
610108	Auto Reimbursement	333	-	-	-
610109	Meeting & Travel	204	310	1,995	5,000
610113	Professional Fees / Other	37,596	191,297	104,363	65,000
610121	Dues & Subscriptions	44,875	43,825	42,886	40,000
610123	Training	-	1,000	2,020	2,000
610129	Other Expense	5,397	24,104	13,892	10,000
620101	Office Supplies	12,107	26,782	23,680	20,000
620102	Postage	44	1,120	1,236	1,500
620103	Printing	2,819	1,382	2,327	4,000
620105	Computer Supplies	685	2,019	331	400
620107	Photo & Video Supplies	2,838	-	-	-
620128	Janitorial Supplies	2,904	4,481	4,542	5,000
620130	Maintenance Supplies	302	1,014	128	1,000
630101	Building Maintenance	2,497	4,646	13,363	8,000
630106	Office Machines Maintenance	-	2,021	8,515	2,000
640112	Bank Charges	-	3,685	8,100	-
Total Material & Services:		<u>\$ 194,038</u>	<u>421,548</u>	<u>343,525</u>	<u>310,900</u>
Capital Projects / Outlay					
720102	Furniture & Fixtures	\$ -	-	-	-
720109	Computers	2,216	-	1,545	-
730101	Passenger Vehicle	-	37,387	-	-
Total Capital Projects / Outlay:		<u>\$ 2,216</u>	<u>37,387</u>	<u>1,545</u>	<u>-</u>
Total 5301 - Library:		<u>\$ 656,557</u>	<u>931,670</u>	<u>1,068,893</u>	<u>1,183,352</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6201 - Economic Development

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	\$ 157,625	\$ 302,191	\$ 313,452	\$ 392,615
510103	Salaries - Temporary	1,395	-	-	-
510105	Overtime	354	1,013	220	-
520101	Retirement	43,559	82,769	31,068	38,389
520101-U	CalPERS UAL	-	-	44,950	51,556
520103	Social Security (FICA)	-	-	-	-
520104	Group Health Insurance	30,189	41,837	51,698	73,976
520105	Worker's Compensation	17,917	32,226	33,828	35,076
520106	Disability Insurance	720	1,299	1,460	2,451
520107	Unemployment Insurance	4,986	14,671	15,376	19,487
520109	Life Insurance	403	519	457	720
520110	Medicare	2,261	4,057	4,190	5,693
Total Personnel Services:		<u>\$ 259,409</u>	<u>480,582</u>	<u>496,699</u>	<u>619,963</u>
Materials & Services					
610101	Electricity	\$ 15,604	17,115	16,661	22,000
610103	Telephone	903	11,996	10,678	15,000
610106	Advertising	-	324	1,243	2,000
610107	Books & Periodicals	-	-	-	100
610109	Meeting & Travel	2,891	6,797	2,397	13,000
610113	Professional Fees / Other	10,713	28,454	22,670	45,000
610116	Professional Fees / Legal	-	-	-	500
610121	Dues & Subscriptions	2,235	3,093	4,490	3,300
610123	Training	-	-	853	-
610129	Other Expense	3,538	4,952	2,762	8,500
620101	Office Supplies	4,166	3,017	2,983	4,000
620102	Postage	220	10	99	850
620103	Printing	4,491	1,850	2,062	2,500
630101	Building Maintenance	3,165	6,206	4,356	6,500
630112	Gasoline & Oil	412	735	176	700
630116	Motor Vehicle Expense	2,679	2,678	4,233	2,938
640124	Contributions	2,000	4,000	4,000	5,000
Total Material & Services:		<u>\$ 53,017</u>	<u>91,227</u>	<u>79,663</u>	<u>131,888</u>
Capital Projects / Outlay					
720101	Office Machines	\$ 9,627	283	-	-
720102	Furniture & Fixtures	-	-	2,541	-
720109	Computers	-	2,923	5,228	-
Total Capital Projects / Outlay:		<u>\$ 9,627</u>	<u>3,206</u>	<u>7,769</u>	<u>-</u>
Total 6201 - Economic Development:		<u>\$ 322,053</u>	<u>575,015</u>	<u>584,131</u>	<u>751,851</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Blight Elimination

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	\$ 32,234	\$ 44,583	\$ 55,685	\$ 40,500
510105	Overtime	191	1,099	88	-
520101	Retirement	1,083	2,146	3,725	5,085
520103	Social Security (FICA)	1,303	1,320	1,162	1,256
520104	Group Health Insurance	368	459	231	719
520105	Worker's Compensation	3,546	4,904	6,125	4,455
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	990	2,229	2,784	2,025
520109	Life Insurance	-	-	-	-
520110	Medicare	477	662	809	587
Total Personnel Services:		<u>\$ 40,192</u>	<u>57,402</u>	<u>70,609</u>	<u>54,627</u>
Materials & Services					
610113	Professional Services / Other	\$ -	-	-	5,000
610129	Other Expenses	260	144	4	500
620102	Postage	-	-	-	100
620103	Printing	-	21	-	300
620131	Printing Supplies	8,673	8,883	9,201	10,000
Total Material & Services:		<u>\$ 8,933</u>	<u>9,048</u>	<u>9,205</u>	<u>15,900</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Blight Elimination

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720109	Computers	\$ -	1,248	5,063	-
Total Capital Projects / Outlay:		<u>\$ -</u>	<u>1,248</u>	<u>5,063</u>	<u>-</u>
Total 6202 - Blight Elimination:		<u>\$ 49,125</u>	<u>67,698</u>	<u>84,877</u>	<u>70,527</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Valley Center Point

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
<i>Total Personnel Services:</i>		\$ -	-	-	-
Materials & Services					
610101	Electricity	\$ 8,769	11,682	10,188	12,500
610113	Professional Fees / Other	-	-	-	1,500
620130	Maintenance Supplies	-	-	-	500
<i>Total Material & Services:</i>		\$ 8,769	11,682	10,188	14,500

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Valley Center Point

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
<u>Capital Projects / Outlay</u>				
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 6203 - Valley Center Point:	<u>\$ 8,769</u>	<u>11,682</u>	<u>10,188</u>	<u>14,500</u>

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 9101 - Transfers Out

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Transfers Out					
820101	Transfers Out - PARS Trust	\$ 2,531,000	-	-	-
820101	Transfers Out - Special Events Fund	22,021	65,226	70,000	95,000
Total Transfers Out:		<u>\$ 2,553,021</u>	<u>65,226</u>	<u>70,000</u>	<u>95,000</u>
Total 9101 - Transfers Out:		<u>\$ 2,553,021</u>	<u>65,226</u>	<u>70,000</u>	<u>95,000</u>

MEASURE P

FUND

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
420101 - Sales Tax	\$ 7,519,268	7,989,105	8,175,019	8,161,000
470121 - Interest Earnings	40,159	221,013	821,459	350,000
470126 - Bond Proceeds	-	-	-	-
<i>Total:</i>	<u>\$ 7,559,427</u>	<u>8,210,118</u>	<u>8,996,478</u>	<u>8,511,000</u>
Expenditures:				
1101 - City Council Materials & Services	\$ -	-	45,000	45,000
1102 - City Clerk Materials & Services	\$ -	9,860	650	7,500
1201 - City Manager Materials & Services	\$ -	9,000	-	-
1304 - Information Technology Materials & Services	\$ -	15,600	12,000	-
Capital Projects / Outlay	22,200	176,960	142,809	-
1801 - Facility Maintenance Capital Projects / Outlay	\$ 11,215	70,889	1,518,631	622,825
1802 - Incubator Building Capital Projects / Outlay	\$ -	-	-	76,620
1901 - Non-Departmental Materials & Services	\$ 1,549	38,750	36,932	40,000
Capital Projects / Outlay	-	52,000	-	-
2101 - Police Services Capital Projects / Outlay	\$ 2,170,971	1,254,384	179,619	7,260,000
2301 - Fire Services Capital Projects / Outlay	\$ 1,398,989	126,981	244,946	148,198
3201 - Street Maintenance Capital Projects / Outlay	\$ -	9,916	23,505	70,000
3406 - 7th Street Transfer Station Materials & Services	\$ -	-	53,874	72,250
4101 - Building Regulation Materials & Services	\$ 2,500	-	-	-
Capital Projects / Outlay	77,968	52,759	13,964	1,381,355

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
4301 - Engineering				
Materials & Services	\$ -	-	-	200,000
Capital Projects / Outlay	-	33,584	343,616	650,000
4401 - Planning				
Materials & Services	\$ -	13,821	18,901	17,471
Capital Projects / Outlay	-	-	32,266	-
5101 - Parks				
Materials & Services	\$ 89,280	85,544	285,740	320,000
Capital Projects / Outlay	305,461	190,246	477,611	682,000
5102 - Bucklin Park				
Materials & Services	\$ 46,500	-	-	-
Capital Projects / Outlay	8,936	123,913	-	450,000
5103 - McGee Park				
Capital Projects / Outlay	\$ -	437,817	339,501	10,183
5105 - Swarthout Park				
Capital Projects / Outlay	\$ 45,825	132,376	2,098,743	153,000
5106 - Dog Park Project				
Capital Projects / Outlay	\$ -	-	490,458	61,500
5107 - Debbie Pittman Park				
Capital Projects / Outlay	\$ -	47,698	1,074,179	30,000
5108 - Buena Vista Park				
Materials & Services	\$ -	-	-	50,000
Capital Projects / Outlay	-	-	170,773	1,379,472
5202 - Community Center				
Capital Projects / Outlay	\$ -	39,355	18,124	735,000
5204 - Youth Center				
Capital Projects / Outlay	\$ -	25,850	14,206	21,925
5205 - Adult Center				
Materials & Services	\$ 10,745	20,650	24,358	35,000
Capital Projects / Outlay	-	-	-	500,000
5206 - Aquatic Center				
Capital Projects / Outlay	\$ -	36,271	-	-
5211 - MLK Sports Center				
Capital Projects / Outlay	\$ -	36,969	13,206	63,543

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
5301 - Library - Main				
Materials & Services	\$ -	46,103	-	-
Capital Projects / Outlay	-	-	-	7,994
6201 - Economic Development				
Materials & Services	\$ 117,311	-	-	104,955
Capital Projects / Outlay	-	37,713	9,000	-
6202 - Blight Elimination				
Capital Projects / Outlay	\$ -	-	-	17,500
6203 - Valley Center Point				
Capital Projects / Outlay	\$ -	66,249	9,216	1,700,000
9115 - Transfers Out - Debt Service	\$ 534,729	886,435	2,699,096	3,293,781
9115 - Transfers Out - Public Safety Mat/Svcs	-	-	-	2,128,020
<i>Total:</i>	<u>\$ 4,844,179</u>	<u>4,077,693</u>	<u>10,390,924</u>	<u>22,335,092</u>
Excess (deficit) of revenues over expenditures	\$ 2,715,248	4,132,425	(1,394,446)	(13,824,092)
Beginning Fund Balance	\$ 14,681,443	17,396,691	21,529,116	20,134,670
Ending Fund Balance	<u>\$ 17,396,691</u>	<u>21,529,116</u>	<u>20,134,670</u>	<u>6,310,578</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
General Government	\$ 33,415	299,849	1,661,440	699,445
Public Safety	3,569,960	1,381,365	424,565	7,408,198
Public Works	-	9,916	23,505	70,000
Community Development	77,968	86,343	389,846	2,031,355
Parks and Recreation	360,222	1,070,495	4,696,801	4,086,623
Library	-	-	-	7,994
Economic Development	-	37,713	9,000	17,500
Valley Center Point	-	66,249	9,216	1,700,000
<i>Total:</i>	<u>\$ 4,041,565</u>	<u>2,951,930</u>	<u>7,214,373</u>	<u>16,021,115</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

<u>Personnel Services</u>	<u>ACTUAL FY 2021-22</u>	<u>ACTUAL FY 2022-23</u>	<u>ESTIMATED ACTUAL FY 2023-24</u>	<u>PROPOSED BUDGET FY 2024-25</u>
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
1101 - City Council				
610129 - Other Expense	\$ -	-	45,000	45,000
1102 - City Clerk				
610113 - Professional Fees	\$ -	9,860	650	7,500
1201 - City Manager				
610113 - Professional Fees	\$ -	9,000	-	-
1304 - Information Technology				
610113 - Professional Fees	\$ -	15,600	12,000	-
1901 - Non-Departmental				
610113 - Professional Fees	\$ 1,549	3,495	2,947	5,000
610121 - Dues & Subscriptions	-	35,255	33,985	35,000
3406 - 7th Street Trf Terminal				
610113 - Professional Fees	\$ -	-	53,874	72,250
4101 - Building Regulation				
610113 - Professional Fees	\$ 2,500	-	-	-
4301 - Engineering				
610113 - Professional Fees	\$ -	-	-	200,000
4401 - Planning				
610113 - Professional Fees	\$ -	13,821	18,901	17,471
5101 - Parks				
610113 - Professional Fees	\$ -	-	190,643	200,000
610135 - Special Events	89,280	85,544	95,097	120,000
5102 - Bucklin Park				
610113 - Professional Fees	\$ 46,500	-	-	-
5108 - Buena Vista Park				
610113 - Professional Fees	\$ -	-	-	50,000
5205 - Adult Center				
610113 - Professional Fees	\$ 10,745	20,650	24,358	35,000
5301 - Library - Main				
610113 - Professional Fees	-	46,103	-	-

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
6201 - Economic Development				
640127 - Storefront Program	\$ 117,311	-	-	104,955
Total Material & Services:	<u>\$ 267,885</u>	<u>239,328</u>	<u>477,455</u>	<u>892,176</u>
Capital Projects / Outlay				
1304 - Information Technology				
710106 - Other Real Property	\$ 4,800	7,260	54,471	-
720109 - Computers	-	109,178	88,338	-
720110 - Computer Software	17,400	60,522	-	-
1801 - Facility Maintenance				
710106 - Other Real Property	\$ 11,215	70,889	1,465,383	622,825
720102 - Furniture & Fixtures	-	-	313	-
730102 - Trucks	-	-	52,935	-
1802 - Incubator Building				
710105 - Buildings	\$ -	-	-	76,620
1901 - Non-Departmental				
730101 - Passenger Vehicles	\$ -	52,000	-	-
2101 - Police Services				
710102 - Architecture / Eng.	\$ 1,555,971	277,860	-	-
710105 - Buildings	-	-	-	7,000,000
720108 - Safety Equipment	615,000	286,709	18,935	-
720109 - Computers	-	-	2,500	260,000
730101 - Passenger Vehicles	-	204,011	158,184	-
730103 - Public Safety Vehicles	-	485,804	-	-

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
2301 - Fire Services				
710102 - Architecture / Eng.	\$ -	36,730	-	-
710105 - Buildings	-	-	-	-
720102 - Furniture & Fixtures	-	-	23,609	14,024
720106 - Field Equipment	-	77,139	160,251	17,142
720108 - Safety Equipment	-	-	4,556	-
720109 - Computers	-	-	4,964	-
720111 - Communication Eqpt	-	13,112	51,566	19,032
730103 - Public Safety Vehicles	1,398,989	-	-	98,000
3201 - Street Maintenance				
720106 - Field Equipment	\$ -	4,965	-	-
720108 - Safety Equipment	-	4,951	7,086	-
730104 - Heavy Equipment	-	-	16,419	70,000
4101 - Building Regulation				
710106 - Other Real Property	\$ 77,968	52,759	8,348	1,316,355
720102 - Furniture & Fixtures	-	-	5,616	-
730102 - Trucks	-	-	-	65,000
4301 - Engineering				
710106 - Other Real Property	\$ -	-	343,616	650,000
730102 - Trucks	-	33,584	-	-
4401 - Planning				
730101 - Passenger Vehicles	\$ -	-	32,266	-
5101 - Parks				
710105 - Buildings	\$ -	50,218	386,782	385,000
710106 - Other Real Property	114,257	9,778	90,829	-
720106 - Field Equipment	92,074	-	-	90,000
730102 - Trucks	-	130,250	-	75,000
730104 - Heavy Equipment	99,130	-	-	132,000
5102 - Bucklin Park				
710106 - Other Real Property	\$ -	23,000	-	450,000
720107 - Parks & Rec Eqpt	\$ 8,936	100,913	-	-
5103 - McGee Park				
710106 - Other Real Property	\$ -	437,817	339,501	10,183
5105 - Swarthout Park				
710106 - Other Real Property	\$ 45,825	132,376	2,098,743	153,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
5106 - Dog Park Project				
710106 - Other Real Property	\$ -	-	490,458	61,500
5107 - Debbie Pittman Park				
710106 - Other Real Property	\$ -	47,698	1,074,179	30,000
5108 - Buena Vista Park				
710106 - Other Real Property	\$ -	-	170,773	1,379,472
5202 - Community Center				
710106 - Other Real Property	\$ -	-	-	735,000
720102 - Furniture & Fixtures	-	-	11,800	-
720109 - Computers	-	-	6,324	-
730102 - Trucks	-	39,355	-	-
5204 - Youth Center				
710106 - Other Real Property	\$ -	25,850	14,206	-
720107 - Parks & Rec Eqpt	-	-	-	21,925
5205 - Adult Center				
710106 - Other Real Property	\$ -	-	-	500,000
5206 - Aquatic Center				
730102 - Trucks	\$ -	36,271	-	-
5211 - MLK Sports Center				
710106 - Other Real Property	\$ -	36,969	13,206	-
720107 - Parks & Rec Eqpt	-	-	-	63,543
5301 - Library				
710106 - Other Real Property	\$ -	-	-	7,994
6201 - Economic Development				
720101 - Office Machines	\$ -	-	9,000	-
730102 - Trucks	-	37,713	-	-
6202 - Blight Elimination				
720106 - Field Equipment	\$ -	-	-	17,500

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
6203 - Valley Center Point				
710106 - Other Real Property	\$ -	66,249	-	1,700,000
720106 - Field Equipment	-	-	9,216	-
Total Capital Projects / Outlay:	<u>\$ 4,041,565</u>	<u>2,951,930</u>	<u>7,214,373</u>	<u>16,021,115</u>
Transfers Out				
9115 - Transfers Out - Debt Service				
820101 - T/O to 300 - Library	\$ 534,729	886,435	900,169	898,269
820101 - T/O to 300 - Police Stn	-	-	1,798,927	2,395,512
9115 - Transfers Out - Pub Sfty Exp				
820101 - T/O to 100 - Pub Sfty	\$ -	-	-	2,128,020
Total Transfers Out:	<u>\$ 534,729</u>	<u>886,435</u>	<u>2,699,096</u>	<u>5,421,801</u>
Total Measure P Fund: -	<u>\$ 4,844,179</u>	<u>4,077,693</u>	<u>10,390,924</u>	<u>22,335,092</u>

WATER FUNDS

City of El Centro
Fiscal Year 2024-25 Revised Budget
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470101 - Water Sales Revenues	\$ 8,569,630	8,055,018	7,939,590	8,000,000
450200 - Grant Revenue - State	868,000	-	-	-
470102 - Water Service Installations	58,442	38,360	38,997	40,000
470103 - Other Revenues	248,925	133,532	184,207	150,000
470121 - Interest Revenue	41,789	196,264	300,000	300,000
470121 - Interest Revenue - Fund 511 - Capacity	-	77,931	125,000	125,000
470121 - Interest Revenue - Fund 513 - Stabilization	8,652	42,096	50,000	50,000
470173 - Water - Bad Debt Write-Offs / Late Fees	27,069	15,510	124,094	50,000
480103 - Water Capacity Fees - Fund 511 - Capacity	541,123	872,168	721,462	650,000
<i>Total:</i>	<u>\$ 10,363,630</u>	<u>9,430,879</u>	<u>9,483,350</u>	<u>9,365,000</u>
Expenditures:				
9510 - Water System Maintenance				
Personnel Services	\$ 513,998	532,640	482,657	565,082
Services and Supplies	242,531	289,000	203,230	296,968
Capital Projects / Outlay	129,701	11,095	91,077	585,500
9511 - Water Treatment Plant				
Personnel Services	\$ 1,364,128	1,480,733	1,469,449	1,538,388
Services and Supplies	1,812,581	2,242,211	2,136,395	2,234,518
Capital Projects / Outlay	1,547,780	1,634,722	241,633	730,000
Debt Service	2,292,760	2,314,381	2,317,381	2,321,756
9512 - Water Customer Service				
Personnel Services	\$ 250,652	248,920	275,812	293,690
Services and Supplies	218,923	235,165	179,172	339,843
Capital Projects / Outlay	-	1,975	-	-
9513 - Public Information Office				
Services and Supplies	\$ 19,328	16,631	11,167	44,258
9516 - Administration - Water				
Personnel Services	\$ 333,926	381,285	443,166	498,428
Services and Supplies	129,973	169,341	134,477	92,600
Capital Projects / Outlay	45,459	44,478	187,917	205,000
9519 - Overhead - Water				
Services and Supplies	\$ 1,058,755	1,170,284	1,254,608	1,463,026
<i>Total:</i>	<u>\$ 9,960,495</u>	<u>10,772,861</u>	<u>9,428,141</u>	<u>11,209,057</u>
Excess (deficit) of revenues over expenditures	\$ 403,135	(1,341,982)	55,209	(1,844,057)
Beginning Fund Balance	\$ 29,542,707	29,945,842	28,603,860	28,659,069
Less:				
Fund Balance - Water Capacity Fees (Fund 511)	\$ -	987,147	1,833,609	2,608,609
Fund Balance - Rate Stabilization (Fund 513)	3,497,667	3,539,763	2,789,763	1,289,763
Fund Balance - Restricted for Debt Service	2,093,223	2,093,223	2,093,223	2,093,223
Ending Fund Balance / Working Capital	<u>\$ 24,354,952</u>	<u>21,983,727</u>	<u>21,942,474</u>	<u>20,823,417</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditure Detail				
	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Water System Maintenance	\$ 129,701	11,095	91,077	585,500
Water Treatment Plant	1,547,780	1,634,722	241,633	730,000
Water Customer Service	-	1,975	-	-
Administration	45,459	44,478	187,917	205,000
<i>Total:</i>	<u>\$ 1,722,940</u>	<u>1,692,270</u>	<u>520,627</u>	<u>1,520,500</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9510 - Water System Maintenance				
510101 - Perm. Salaries	\$ 326,175	332,029	311,638	360,158
510102 - Overtime	6,597	11,605	8,742	12,000
520101 - Retirement	28,135	27,067	25,701	28,241
520101 - Retirement - UAL	49,970	60,112	46,532	48,065
520104 - Health Insurance	52,448	47,581	42,949	60,280
520105 - Workers Compensation	33,827	32,253	28,134	33,428
520106 - Disability Insurance	1,665	1,526	1,334	1,914
520107 - Unemployment	9,520	14,661	12,788	15,194
520109 - Life Insurance	541	421	352	580
520110 - Medicare	5,120	5,385	4,487	5,222
9511 - Water Treatment Plant				
510101 - Perm. Salaries	\$ 859,847	913,918	911,977	939,992
510102 - Overtime	16,357	32,223	26,571	25,000
520101 - Retirement	75,801	79,417	90,368	84,987
520101 - Retirement - UAL	126,264	142,466	113,006	144,647
520104 - Health Insurance	151,343	155,869	166,841	176,596
520105 - Workers Compensation	90,839	95,490	98,036	100,596
520106 - Disability Insurance	4,160	4,259	4,256	5,759
520107 - Unemployment	25,845	43,404	44,562	45,726
520109 - Life Insurance	1,435	1,252	1,135	1,455
520110 - Medicare	12,237	12,435	12,697	13,630
9512 - Water Customer Service				
510101 - Perm. Salaries	\$ 144,104	132,731	151,860	153,400
510103 - Temp. Salaries	17,815	22,701	19,242	20,966
510102 - Overtime	425	582	382	1,400
520101 - Retirement	12,998	12,959	15,532	14,256
520101 - Retirement - UAL	21,760	24,276	19,056	24,263
520103 - Social Security	1,043	1,263	902	1,300
520104 - Health Insurance	27,856	26,370	38,481	46,357
520105 - Workers Compensation	16,205	16,457	18,633	19,180
520106 - Disability Insurance	775	768	826	944
520107 - Unemployment	4,847	8,181	8,244	8,718
520109 - Life Insurance	376	311	305	378
520110 - Medicare	2,448	2,321	2,349	2,528

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9516 - Administration - Water				
510101 - Perm. Salaries	\$ 212,894	230,648	287,828	313,933
510103 - Temp. Salaries	6,092	745	-	-
510102 - Overtime	214	1,184	774	1,000
520101 - Retirement	18,032	22,604	28,474	28,964
520101 - Retirement - UAL	30,534	41,182	37,860	49,298
520103 - Social Security	378	46	-	-
520104 - Health Insurance	32,783	41,242	37,204	48,220
520105 - Workers Compensation	22,279	26,610	31,145	34,285
520106 - Disability Insurance	910	1,061	1,274	1,929
520107 - Unemployment	6,451	12,095	14,156	15,584
520109 - Life Insurance	362	371	397	663
520110 - Medicare	2,997	3,497	4,054	4,552
Total Personnel Services:	\$ 2,462,704	2,643,578	2,671,084	2,895,588

Materials & Services

9510 - Water System Maintenance				
610101 - Electricity	\$ 5,092	5,689	5,158	7,000
610103 - Telephone	1,940	3,779	2,878	4,300
610109 - Meeting & Travel	4,271	1,545	1,688	4,500
610111 - Equipment Rental	200	1,426	-	500
610113 - Professional Fees	4,518	16,157	6,663	5,000
610121 - Dues & Subscriptions	-	-	103	500
610123 - Training	555	1,391	51	4,000
610125 - Uniform Rental	2,116	559	1,520	2,000
610129 - Other Expense	4,277	5,699	2,603	4,000
620101 - Office Supplies	1,795	1,074	961	900
620103 - Printing	208	146	157	300
620105 - Computer Supplies	599	119	-	350
620108 - Flares / Batteries	160	150	11	-
620109 - First Aid Supplies	130	702	-	200
620112 - Protective Clothing	1,348	597	1,708	3,000
620114 - Other Safety Supplies	1,988	1,856	3,327	4,000
620128 - Janitorial Supplies	974	712	663	-
620132 - Construction Materials	20,818	22,045	45,892	25,000
620136 - Treatment Chemicals	500	-	-	-
620139 - Pipe Fittings	83,416	126,585	28,182	115,000
620140 - Small Tools	7,209	4,070	8,079	8,500
630101 - Building Maintenance	1,014	1,050	521	1,050
630106 - Office Machines Mtc	33	-	20	-
630107 - Comm. Eqpt. Mtc	3,706	2,415	1,510	2,100
630108 - Field / Shop Eqpt Mtc	2,455	120	1,127	2,000
630109 - Computer Eqpt Mtc	200	-	-	300
630112 - Gasoline / Oil	17,995	17,092	12,346	20,000
630115 - Outside Maintenance	1,200	208	282	1,500
630116 - Motor Vehicle Expense	73,814	73,814	77,780	80,968

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9511 - Water Treatment Plant				
610101 - Electricity	\$ 474,821	477,130	470,192	625,000
610103 - Telephone	9,838	10,716	10,713	12,000
610105 - Leaselines	1,819	1,966	808	2,000
610106 - Advertising	-	-	71	2,000
610107 - Books & Periodicals	-	-	46	-
610109 - Meeting & Travel	4,531	4,038	2,369	5,000
610111 - Equipment Rental	2,969	6,194	1,157	3,500
610113 - Professional Fees	197,941	146,230	124,362	250,000
610117 - Solid Waste Collections	-	30	-	-
610121 - Dues & Subscriptions	2,669	2,968	2,523	3,000
610123 - Training	1,246	742	-	1,500
610125 - Uniform Rental	3,604	3,602	3,798	4,500
610129 - Other Expense	4,759	3,940	7,280	10,000
610131 - Filing Fees	-	48,434	50,988	51,000
620101 - Office Supplies	4,692	6,381	3,262	6,000
620102 - Postage	-	605	517	-
620103 - Printing	145	2,902	500	1,500
620112 - Protective Clothing	4,833	4,213	3,552	4,000
620114 - Other Safety Supplies	4,268	986	5,469	3,000
620122 - Grounds Landscaping	401	3,138	291	2,000
620125 - Chemicals / Fertilizers	737	58	-	750
620128 - Janitorial Supplies	9,672	10,149	6,621	10,000
620130 - Maintenance Supplies	3,833	1,779	1,556	4,000
620131 - Printing Supplies	1,569	730	169	1,000
620132 - Construction Materials	-	2,993	2,711	4,000
620135 - Other Supplies	316	272	494	1,500
620136 - Treatment Chemicals	471,527	806,576	690,763	600,000
620137 - Lab Tests & Supplies	42,089	41,970	60,630	55,000
620138 - Purchased Water	211,658	160,437	145,894	200,000
620139 - Pipe Fittings	8,541	34,536	7,689	9,000
620140 - Small Tools	2,686	9,100	2,319	4,000
630101 - Building Maintenance	297	612	-	1,000
630106 - Office Machines Mtc	1,225	1,021	469	1,000
630107 - Comm. Eqpt. Mtc	11,873	14,567	11,789	14,000
630108 - Field / Shop Eqpt Mtc	1,188	133	518	2,500
630109 - Computer Eqpt Mtc	-	80	37	1,000
630111 - Other Facility Mtc	54,953	116,637	187,689	80,000
630112 - Gasoline / Oil	34,165	30,621	29,946	37,000
630115 - Outside Maintenance	-	670	-	500
630116 - Motor Vehicle Expense	29,417	29,637	30,998	32,268
630117 - Meter Maintenance	91,605	144,990	196,228	100,000
630120 - Water Pumps Mtc	111,080	106,578	69,227	80,000
640112 - Bank Charges	5,614	3,850	2,750	10,000
9512 - Water Customer Service				
610103 - Telephone	\$ 3,617	3,462	2,602	5,500
610109 - Meeting & Travel	-	-	-	3,500
610113 - Professional Fees	26,766	29,738	27,717	79,275
610129 - Other Expense	717	56	211	1,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
610138 - Online Fees	101,420	107,644	53,964	114,000
620101 - Office Supplies	2,242	1,826	2,045	3,500
620102 - Postage	47,022	55,194	55,091	60,848
620103 - Printing	12,301	12,587	10,633	20,300
620105 - Computer Supplies	1,930	2,442	3,713	2,170
630106 - Office Machines	540	622	669	1,050
640122 - Bank Charges	6,641	6,399	3,064	8,700
640116 - Bad Debt Expense	15,727	15,195	19,463	40,000
9513 - Public Information Office				
610113 - Professional Fees	\$ 15,485	13,631	11,167	1,768
610115 - Prof. Fees - Lobby	3,000	3,000	-	40,000
620103 - Printing	843	-	-	2,490
9516 - Administration - Water				
610103 - Telephone	\$ 1,484	1,603	942	1,500
610106 - Advertisement	-	-	-	700
610107 - Books & Periodicals	-	10	-	-
610108 - Auto Reimbursement	40	26	11	100
610109 - Meeting & Travel	681	595	596	2,000
610113 - Professional Fees	49,796	63,481	35,171	62,000
610121 - Dues & Subscriptions	145	299	53	1,500
610123 - Training	900	1,158	3,165	1,500
610129 - Other Expense	74,469	87,556	92,095	17,000
620101 - Office Supplies	1,202	687	1,472	1,000
620102 - Postage	29	-	-	-
620103 - Printing	233	260	142	500
620105 - Computer Supplies	671	609	251	1,000
620109 - First Aid Supplies	-	-	-	50
620114 - Other Safety Supplies	-	100	100	250
620128 - Janitorial Supplies	-	-	-	1,000
630101 - Building Maintenance	-	-	-	1,000
630106 - Office Machines Mtc	17	134	393	250
630107 - Comm Eqpt Mtc	172	180	86	250
630109 - Computer Eqpt Mtc	134	12,643	-	500
630112 - Gasoline & Oil	-	-	-	500
9519 - Overhead - Water				
810102 - Overhead	\$ 1,058,755	1,170,284	1,254,608	1,463,026
Total Material & Services:	\$ 3,482,091	4,122,632	3,919,049	4,471,213
Capital Projects / Outlay				
9510 - Water System Maintenance				
710106 - Other Real Property	\$ -	-	50,182	400,000
720106 - Field Equipment	-	7,043	-	-
720108 - Safety Equipment	10,000	4,052	8,056	-
720109 - Computers	3,629	-	-	-

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
730104 - Heavy Equipment	116,072	-	32,839	185,500
9511 - Water Treatment Plant				
710102 - Architecture / Eng	\$ 1,123	-	-	25,000
710106 - Other Real Property	917,410	1,334,891	241,633	568,000
710107 - Other Property - Grants	626,828	-	-	-
720101 - Office Machines	-	9,418	-	-
720102 - Furniture & Fixtures	-	-	-	37,000
720106 - Field Equipment	-	21,136	-	100,000
720109 - Computers	2,419	10,475	-	-
730102 - Trucks	-	141,303	-	-
730104 - Heavy Equipment	-	117,499	-	-
9512 - Water Customer Service				
720101 - Office Machines	\$ -	1,975	-	-
9516 - Administration - Water				
710104 - Land	\$ -	-	75,888	-
710106 - Other Real Property	-	-	54,095	150,000
720101 - Office Machines	822	300	-	-
720102 - Furniture & Fixtures	-	835	1,033	-
720104 - Fixed Shop Equipment	4,950	-	-	-
720109 - Computers	3,257	2,372	4,798	-
720110 - Computer Software	36,430	40,971	52,103	55,000
Total Capital Projects / Outlay:	\$ 1,722,940	1,692,270	520,627	1,520,500
Debt Service				
9511 - Water Treatment Plant				
640114 - Principal - 2014A	\$ 1,125,000	1,305,000	1,375,000	1,450,000
640114 - Principal - CIEDB	100,247	-	-	-
640110 - Interest - 2014A	\$ 1,064,506	1,009,381	942,381	871,756
640110 - Interest - CIEDB	3,007	-	-	-
Total Debt Service:	\$ 2,292,760	2,314,381	2,317,381	2,321,756
Total Water Enterprise Fund:	\$ 9,960,495	10,772,861	9,428,141	11,209,057

WASTEWATER FUNDS

City of El Centro
Fiscal Year 2024-25 Revised Budget
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470105 - Wastewater Fees	\$ 9,828,973	9,749,836	9,769,142	9,800,000
470106 - Wastewater Connection Fees	16,190	11,076	11,934	11,500
470107 - Other Revenues	16,231	-	-	2,000
470121 - Interest Revenue	44,358	222,321	340,000	300,000
470121 - Interest Revenue - Fund 512 - Capacity	-	43,067	75,000	75,000
470121 - Interest Revenue - Fund 514 - Stabilization	8,639	42,031	60,000	60,000
480103 - Water Capacity Fees - Fund 512 - Capacity	-	988,856	799,686	650,000
<i>Total:</i>	<u>\$ 9,914,391</u>	<u>11,057,187</u>	<u>11,055,762</u>	<u>10,898,500</u>
Expenditures:				
9520 - Wastewater System Maintenance				
Personnel Services	\$ 562,372	609,027	574,323	674,345
Services and Supplies	112,978	131,957	111,675	148,104
Capital Projects / Outlay	135,502	339,494	553,176	1,085,000
9521 - Wastewater Treatment Plan				
Personnel Services	\$ 1,361,942	1,391,464	1,418,537	1,602,893
Services and Supplies	1,547,163	1,776,085	1,873,229	1,942,880
Capital Projects / Outlay	113,143	1,621,340	2,620,200	8,660,000
Debt Service	2,333,911	2,332,952	2,248,619	2,248,813
9522 - Wastewater Customer Service				
Personnel Services	\$ 117,436	141,472	126,126	136,917
Services and Supplies	176,094	187,438	133,479	253,683
Capital Projects / Outlay	-	846	-	-
9523 - Public Information Office				
Services and Supplies	\$ 19,328	16,631	11,167	44,258
9525 - Environmental Compliance				
Personnel Services	\$ 150,277	191,160	177,746	179,557
Services and Supplies	33,737	31,364	12,893	44,050
Capital Projects / Outlay	-	3,900	-	-
9528 - Administration - Wastewater				
Personnel Services	\$ 298,367	324,052	380,853	506,380
Services and Supplies	129,684	170,999	131,875	92,150
Capital Projects / Outlay	45,456	44,478	187,836	205,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
9519 - Overhead - Wastewater Services and Supplies	\$ 985,785	725,555	1,199,762	1,399,068
<i>Total:</i>	<u>\$ 8,123,175</u>	<u>10,040,214</u>	<u>11,761,496</u>	<u>19,223,098</u>
Excess (deficit) of revenues over expenditures	\$ 1,791,216	1,016,973	(705,734)	(8,324,598)
Beginning Fund Balance	\$ 26,159,328	27,950,544	28,967,517	28,261,783
Less:				
Fund Balance - WW Capacity Fees (Fund 512)	\$ 57,165	1,089,089	1,926,686	2,651,686
Fund Balance - Rate Stabilization (Fund 514)	3,503,900	3,545,931	3,576,896	3,636,896
Fund Balance - Restricted for Debt Service	-	-	-	-
Ending Fund Balance / Working Capital	<u>\$ 24,389,479</u>	<u>24,332,497</u>	<u>22,758,201</u>	<u>13,648,603</u>

Capital Expenditure Detail

Capital Expenditures	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Wastewater System Maintenance	\$ 135,502	339,494	553,176	1,085,000
Wastewater Treatment Plant	113,143	1,621,340	2,620,200	8,660,000
Wastewater Customer Service	-	846	-	-
Environmental Compliance	-	3,900	-	-
Administration	45,456	44,478	187,836	205,000
<i>Total:</i>	<u>\$ 294,101</u>	<u>2,010,058</u>	<u>3,361,212</u>	<u>9,950,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9520 - Wastewater System Maintenance				
510101 - Perm. Salaries	\$ 358,873	369,067	360,159	416,928
510102 - Overtime	13,802	38,563	30,859	16,000
520101 - Retirement	30,421	30,428	31,542	37,966
520101 - Retirement - UAL	52,014	60,220	47,046	58,593
520104 - Health Insurance	52,546	49,709	47,296	74,137
520105 - Workers Compensation	36,491	36,247	34,498	42,300
520106 - Disability Insurance	1,802	1,725	1,621	2,412
520107 - Unemployment	10,317	16,476	15,681	19,227
520109 - Life Insurance	600	489	427	737
520110 - Medicare	5,506	6,103	5,194	6,045
9521 - Wastewater Treatment Plant				
510101 - Perm. Salaries	\$ 831,303	810,301	829,924	961,457
510103 - Temp. Salaries	10,627	35,425	47,856	-
510102 - Overtime	34,047	40,626	34,204	45,000
520101 - Retirement	73,667	72,709	83,068	90,417
520101 - Retirement - UAL	136,508	150,218	113,970	139,541
520103 - Social Security	661	1,198	801	-
520104 - Health Insurance	142,435	134,293	158,919	198,774
520105 - Workers Compensation	88,904	88,928	91,246	100,738
520106 - Disability Insurance	4,014	3,814	3,812	5,667
520107 - Unemployment	25,506	40,422	41,476	45,790
520109 - Life Insurance	1,389	1,052	1,004	1,568
520110 - Medicare	12,881	12,478	12,257	13,941
9522 - Wastewater Customer Service				
510101 - Perm. Salaries	\$ 68,015	87,383	69,743	71,944
510103 - Temp. Salaries	7,635	10,358	8,417	8,986
510102 - Overtime	182	249	164	600
520101 - Retirement	6,129	6,075	7,140	7,103
520101 - Retirement - UAL	10,268	11,408	8,912	10,962
520103 - Social Security	447	561	386	557
520104 - Health Insurance	13,189	12,302	17,468	22,022
520105 - Workers Compensation	7,614	7,733	8,455	8,902
520106 - Disability Insurance	367	359	382	444
520107 - Unemployment	2,267	3,815	3,843	4,046
520109 - Life Insurance	177	144	140	178
520110 - Medicare	1,146	1,085	1,076	1,173

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL	ACTUAL	ESTIMATED	PROPOSED
Personnel Services	FY 2021-22	FY 2022-23	ACTUAL FY 2023-24	BUDGET FY 2024-25
9525 - Environmental Compliance				
510101 - Perm. Salaries	\$ 83,833	120,341	106,698	105,628
510103 - Temp. Salaries	-	-	-	-
510102 - Overtime	855	1,700	2,282	2,000
520101 - Retirement	9,778	9,451	10,741	10,429
520101 - Retirement - UAL	15,976	17,680	13,464	16,094
520103 - Social Security	-	-	-	-
520104 - Health Insurance	22,413	23,504	25,757	26,054
520105 - Workers Compensation	11,770	11,503	11,737	11,619
520106 - Disability Insurance	590	565	573	718
520107 - Unemployment	3,364	5,228	5,335	5,281
520109 - Life Insurance	200	178	163	202
520110 - Medicare	1,498	1,010	996	1,532
9528 - Administration - Wastewater				
510101 - Perm. Salaries	\$ 184,322	194,654	245,476	271,566
510103 - Temp. Salaries	6,640	496	-	-
510102 - Overtime	640	714	52	1,000
520101 - Retirement	15,154	18,694	24,272	26,620
520101 - Retirement - UAL	25,848	35,058	32,868	41,082
520103 - Social Security	420	31	-	-
520104 - Health Insurance	37,315	38,445	34,601	116,733
520105 - Workers Compensation	18,949	21,899	26,555	29,658
520106 - Disability Insurance	806	908	1,125	1,670
520107 - Unemployment	5,412	9,954	12,071	13,481
520109 - Life Insurance	356	334	374	632
520110 - Medicare	2,505	2,865	3,459	3,938
Total Personnel Services:	\$ 2,490,394	2,657,175	2,677,585	3,100,092
Materials & Services				
9520 - Wastewater System Maintenance				
610101 - Electricity	\$ 5,092	5,688	5,158	7,000
610103 - Telephone	5,844	7,639	4,415	7,500
610109 - Meeting & Travel	2,829	877	1,692	3,000
610111 - Equipment Rental	500	500	-	500
610113 - Professional Fees	3,367	15,885	5,849	5,000
610121 - Dues & Subscriptions	-	159	104	350
610123 - Training	355	849	2,564	4,000
610125 - Uniform Rental	942	892	1,348	2,000
610129 - Other Expense	1,528	1,803	1,974	3,000
620101 - Office Supplies	600	600	788	900
620103 - Printing	185	146	157	300
620105 - Computer Supplies	350	-	150	350
620108 - Flares / Batteries	-	-	-	-
620109 - First Aid Supplies	100	17	-	200
620112 - Protective Clothing	288	757	1,682	3,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL	ACTUAL	ESTIMATED	PROPOSED
Personnel Services	FY 2021-22	FY 2022-23	ACTUAL FY 2023-24	BUDGET FY 2024-25
620114 - Other Safety Supplies	836	1,369	1,730	4,000
620128 - Janitorial Supplies	1,187	575	659	-
620132 - Construction Materials	10,184	13,043	15,157	15,000
620136 - Treatment Chemicals	2,000	1,000	26	2,000
620139 - Pipe Fittings	12,922	12,005	5,204	13,000
620140 - Small Tools	1,885	2,790	2,404	6,500
630101 - Building Maintenance	989	640	521	1,050
630106 - Office Machines Mtc	-	-	-	-
630107 - Comm. Eqpt. Mtc	1,586	2,415	1,440	2,100
630108 - Field / Shop Eqpt Mtc	355	655	1,127	4,000
630109 - Computer Eqpt Mtc	60	11	-	300
630112 - Gasoline / Oil	15,054	19,202	12,523	15,000
630115 - Outside Maintenance	1,500	-	282	1,500
630116 - Motor Vehicle Expense	42,440	42,440	44,721	46,554
9521 - Wastewater Treatment Plant				
610101 - Electricity	\$ 444,585	447,311	498,490	560,000
610102 - Natrual Gas	1,806	34,747	28,528	30,000
610103 - Telephone	8,148	7,481	6,013	10,000
610104 - Water	832	1,563	2,028	1,000
610105 - Leaselines	-	-	-	-
610106 - Advertising	186	-	71	-
610107 - Books & Periodicals	618	159	170	1,000
610108 - Auto Reimbursement	93	-	-	300
610109 - Meeting & Travel	9,536	7,621	7,149	15,000
610111 - Equipment Rental	33,298	28,435	2,954	10,000
610113 - Professional Fees	125,974	196,618	263,705	300,000
610117 - Solid Waste Collections	-	-	-	-
610121 - Dues & Subscriptions	907	1,982	2,340	4,000
610123 - Training	2,264	3,442	70	4,000
610125 - Uniform Rental	4,011	3,249	3,620	5,000
610129 - Other Expense	2,960	6,786	5,994	6,000
610131 - Filing Fees	58,820	81,338	107,010	87,000
620101 - Office Supplies	3,853	4,503	2,318	5,000
620102 - Postage	15	27	-	-
620103 - Printing	-	-	-	-
620105 - Computer Supplies	1,353	-	1,141	1,500
620108 - Flares / Batteries / Film	893	248	18	-
620109 - First Aid Supplies	-	-	-	300
620112 - Protective Clothing	4,385	5,421	4,778	6,000
620114 - Other Safety Supplies	-	-	-	-
620122 - Grounds Landscaping	-	-	-	-
620125 - Chemicals / Fertilizers	-	-	-	-
620128 - Janitorial Supplies	10,948	14,471	16,104	11,500
620130 - Maintenance Supplies	8,405	2,989	1,508	5,000
620131 - Printing Supplies	11	100	471	1,500
620132 - Construction Materials	4,566	2,190	89	2,500
620135 - Other Supplies	-	-	-	-
620136 - Treatment Chemicals	310,952	340,499	240,260	310,000
620137 - Lab Tests & Supplies	78,403	66,071	105,033	95,000
620138 - Purchased Water	-	-	-	-

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
620139 - Pipe Fittings	-	-	-	-
620140 - Small Tools	1,931	1,304	1,507	1,500
630101 - Building Maintenance	2,988	2,543	5,444	2,000
630103 - Grounds / Landscaping	29,996	27,870	15,039	30,000
630106 - Office Machines Mtc	1,007	681	659	1,000
630107 - Comm. Eqpt. Mtc	12,082	11,962	14,494	16,000
630108 - Field / Shop Eqpt Mtc	302,465	389,613	457,954	325,000
630109 - Computer Eqpt Mtc	-	464	280	500
630111 - Other Facility Mtc	-	-	-	-
630112 - Gasoline / Oil	23,211	23,581	21,870	30,000
630113 - Tires & Batteries	158	125	1,135	2,000
630114 - Parts	-	22	-	-
630115 - Outside Maintenance	-	-	-	-
630116 - Motor Vehicle Expense	48,573	48,574	51,235	53,280
630117 - Meter Maintenance	-	-	-	-
630120 - Water Pumps Mtc	-	-	-	-
640112 - Bank Charges	6,930	12,095	3,750	10,000
9522 - Wastewater Customer Service				
610103 - Telephone	\$ -	-	-	-
610109 - Meeting & Travel	-	-	-	1,500
610113 - Professional Fees	16,271	19,180	17,996	41,275
610129 - Other Expense	300	-	-	500
610138 - Online Fees	101,420	107,644	53,964	114,000
620101 - Office Supplies	951	783	876	1,500
620102 - Postage	20,152	23,655	23,580	26,078
620103 - Printing	5,272	5,394	4,557	8,700
620105 - Computer Supplies	861	1,047	1,591	930
630106 - Office Machines	540	622	669	500
640122 - Bank Charges	6,641	6,399	3,064	8,700
640116 - Bad Debt Expense	23,686	22,714	27,182	50,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9523 - Public Information Office				
610113 - Professional Fees	\$ 15,485	13,631	11,167	1,768
610115 - Prof. Fees - Lobby	3,000	3,000	-	40,000
620103 - Printing	843	-	-	2,490
9525 - Environmental Compliance				
610103 - Telephone	\$ 946	949	766	1,000
610104 - Water	125	142	55	100
610106 - Advertising	-	1,588	1,591	800
610107 - Books & Periodicals	-	-	-	500
610108 - Auto Reimbursement	-	-	-	100
610109 - Meeting & Travel	83	1,194	300	2,000
610113 - Professional Fees	7,351	2,624	4,043	10,000
610121 - Dues & Subscriptions	192	298	545	400
610123 - Training	375	655	704	1,400
610129 - Other Expense	106	1,576	1,857	1,500
610131 - Filming Fees	19,404	17,666	-	22,000
620101 - Office Supplies	1,242	1,234	726	1,000
620105 - Computer Supplies	1,074	583	-	500
620108 - Flares / Batteries	81	-	-	-
620112 - Protective Clothing	437	463	381	500
630109 - Computer Mtc	87	-	-	250
630112 - Gasoline & Oil	2,234	2,392	1,925	2,000
9528 - Administration - Wastewater				
610103 - Telephone	\$ 1,484	1,603	942	1,500
610106 - Advertisement	-	-	-	700
610107 - Books & Periodicals	-	10	2	-
610108 - Auto Reimbursement	-	26	11	100
610109 - Meeting & Travel	682	1,405	585	2,000
610113 - Professional Fees	49,778	63,480	35,112	62,000
610121 - Dues & Subscriptions	145	299	53	1,500
610123 - Training	500	1,158	626	1,500
610129 - Other Expense	74,467	88,310	92,101	17,000
620101 - Office Supplies	1,202	781	1,490	1,000
620102 - Postage	29	-	-	-
620103 - Printing	233	260	124	500
620105 - Computer Supplies	671	609	250	1,000
620109 - First Aid Supplies	-	-	-	100
620114 - Other Safety Supplies	-	100	100	250
620128 - Janitorial Supplies	-	-	-	1,000
630101 - Building Maintenance	-	-	-	1,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
630106 - Office Machines Mtc	17	134	393	250
630107 - Comm Eqpt Mtc	342	181	86	250
630109 - Computer Eqpt Mtc	134	12,643	-	500
630112 - Gasoline & Oil	-	-	-	-
9529 - Overhead - Wastewater				
810102 - Overhead	\$ 985,785	725,555	1,199,762	1,399,068
Total Material & Services:	\$ 3,004,769	3,040,029	3,474,080	3,924,193
Capital Projects / Outlay				
9520 - Wastewater System Maintenance				
710106 - Other Real Property	\$ 61,873	329,974	512,529	900,000
720106 - Field Equipment	-	4,913	-	-
720108 - Safety Equipment	10,000	4,607	7,808	-
720109 - Computers	3,629	-	-	-
730104 - Heavy Equipment	60,000	-	32,839	185,000
9521 - Wastewater Treatment Plant				
710102 - Architecture / Eng	\$ 15,248	-	-	350,000
710105 - Buildings	-	5,307	1,053	10,000
710106 - Other Real Property	73,746	1,305,978	2,379,349	8,300,000
710107 - Other Property - Grants	-	-	-	-
720101 - Office Machines	12,707	-	-	-
720102 - Furniture & Fixtures	-	-	73	-
720106 - Field Equipment	5,911	121,201	90,252	-
720108 - Safety Equipment	2,246	396	-	-
720109 - Computers	3,285	5,867	-	-
730102 - Trucks	-	42,068	-	-
730104 - Heavy Equipment	-	140,523	149,473	-
9522 - Wastewater Customer Service				
720101 - Office Machines	\$ -	846	-	-
9525 - Environmental Compliance				
720102 - Furniture & Fixtures	\$ -	977	-	-
720109 - Computers	-	2,923	-	-

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9528 - Administration - Wastewater				
710104 - Land	\$ -	-	75,886	-
710106 - Other Real Property	-	-	54,095	150,000
720101 - Office Machines	822	300	-	-
720102 - Furniture & Fixtures	-	835	1,033	-
720104 - Fixed Shop Equipment	4,946	-	-	-
720109 - Computers	3,258	2,372	4,719	-
720110 - Computer Software	36,430	40,971	52,103	55,000
Total Capital Projects / Outlay:	\$ 294,101	2,010,058	3,361,212	9,950,000
Debt Service				
9521 - Wastewater Treatment Plant				
640114 - Principal - 2014A	\$ 635,000	665,000	900,000	940,000
640114 - Principal - 2012 RB	525,000	540,000	555,000	580,000
640114 - Principal - CIEDB	265,482	273,447	-	-
640110 - Interest - 2014A	\$ 767,400	738,075	698,950	652,950
640114 - Interest - 2012 RB	128,843	112,328	94,669	75,863
640110 - Interest - CIEDB	12,186	4,102	-	-
Total Debt Service:	\$ 2,333,911	2,332,952	2,248,619	2,248,813
Total Wastewater Enterprise Fund: -	\$ 8,123,175	10,040,214	11,761,496	19,223,098

SOLID WASTE FUND

City of El Centro
Fiscal Year 2024-25 Revised Budget
Solid Waste Fund (Fund 504)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470108 - Solid Waste Collections	\$ 2,110,583	2,442,054	2,532,447	2,500,000
470121 - Interest Revenue	413	4,041	7,041	5,000
<i>Total:</i>	<u>\$ 2,110,996</u>	<u>2,446,095</u>	<u>2,539,488</u>	<u>2,505,000</u>
Expenditures:				
9540 - Solid Waste				
Personnel Services	\$ -	-	-	-
Services and Supplies	2,086,099	2,403,686	2,337,608	2,509,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 2,086,099</u>	<u>2,403,686</u>	<u>2,337,608</u>	<u>2,509,000</u>
Excess (deficit) of revenues over expenditures	\$ 24,897	42,409	201,880	(4,000)
Beginning Fund Balance	\$ 103,810	128,707	171,116	372,996
Ending Fund Balance / Working Capital	<u>\$ 128,707</u>	<u>171,116</u>	<u>372,996</u>	<u>368,996</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Solid Waste Fund (Fund 504)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9540 - Solid Waste				
610117 - Solid Waste Collections	\$ 1,870,105	2,155,914	2,075,312	2,270,000
610129 - Other Expense	207,789	240,069	251,124	227,000
640116 - Bad Debt Expense	8,205	7,703	11,172	12,000
<i>Total Material & Services:</i>	<u>\$ 2,086,099</u>	<u>2,403,686</u>	<u>2,337,608</u>	<u>2,509,000</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Solid Waste Fund</i>	<u>\$ 2,086,099</u>	<u>2,403,686</u>	<u>2,337,608</u>	<u>2,509,000</u>

SPECIAL REVENUE FUNDS (Transportation)

City of El Centro
Fiscal Year 2024-25 Revised Budget
Gas Tax Fund (Fund 201)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
450104 - Gas Tax Section 2106	\$ 156,882	164,427	175,441	175,484
450105 - Gas Tax Section 2107	298,392	347,721	368,055	385,840
450106 - Gas Tax Section 2107.5	6,000	6,000	6,000	6,000
450107 - Gas Tax Section 2105	249,581	255,145	271,911	282,928
450117 - Gas Tax Section 2103	355,611	365,304	407,729	422,850
470121 - Interest Earnings	88	1,883	-	-
<i>Total:</i>	<u>\$ 1,066,554</u>	<u>1,140,480</u>	<u>1,229,136</u>	<u>1,273,102</u>
Expenditures:				
3204 - Street Improvements Materials & Services	\$ 2,963	2,565	1,868	-
9110 - Transfers Out - General Fund	\$ 1,063,592	1,138,434	1,227,268	1,251,688
<i>Total:</i>	<u>\$ 1,066,555</u>	<u>1,140,999</u>	<u>1,229,136</u>	<u>1,251,688</u>
Excess (deficit) of revenues over expenditures	\$ (1)	(519)	-	21,414
Beginning Fund Balance	\$ 520	519	-	-
Ending Fund Balance	<u>\$ 519</u>	<u>-</u>	<u>-</u>	<u>21,414</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Gas Tax Fund (Fund 201)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
3204 - Street Improvements				
610113 - Professional Services	\$ 2,963	2,565	1,868	45,000
<i>Total Material & Services:</i>	\$ 2,963	2,565	1,868	45,000
Capital Projects / Outlay				
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
9110 - Transfers Out				
820101 - T/O to 101 - Gen Fund	\$ 1,063,592	1,138,434	1,227,268	1,251,688
<i>Total Transfers Out:</i>	\$ 1,063,592	1,138,434	1,227,268	1,251,688
<i>Total Gas Tax Fund: -</i>	\$ 1,066,555	1,140,999	1,229,136	1,296,688

City of El Centro
Fiscal Year 2024-25 Revised Budget
RMRA SB-1 Fund (Fund 202)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
450118 - RMRA SB-1 Funding	\$ 902,412	1,075,324	1,156,679	1,160,870
470121 - Interest Earnings	3,441	50,189	91,596	70,000
<i>Total:</i>	<u>\$ 905,853</u>	<u>1,125,513</u>	<u>1,248,275</u>	<u>1,230,870</u>
Expenditures:				
3208 - La Brucherie Widening				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	1,025,000
3209 - Imperial Avenue Extension				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	153,552	375,624
3270 - Ross Avenue Overlay				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	905,000	-
3275 - COVID STIP - East Main St				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	706,000	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>1,764,552</u>	<u>1,400,624</u>
Excess (deficit) of revenues over expenditures	\$ 905,853	1,125,513	(516,277)	(169,754)
Beginning Fund Balance	\$ 845,508	1,751,361	2,876,874	2,360,597
Ending Fund Balance	<u>\$ 1,751,361</u>	<u>2,876,874</u>	<u>2,360,597</u>	<u>2,190,843</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
La Brucherie Widening	\$ -	-	-	1,025,000
Imperial Avenue Extension	-	-	153,552	375,624
Ross Avenue Overlay	-	-	905,000	-
COVID STIP - East Main St	-	-	706,000	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>1,764,552</u>	<u>1,400,624</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
RMRA SB-1 Fund (Fund 202)

<u>Personnel Services</u>	<u>ACTUAL FY 2021-22</u>	<u>ACTUAL FY 2022-23</u>	<u>ESTIMATED ACTUAL FY 2023-24</u>	<u>PROPOSED BUDGET FY 2024-25</u>
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
3208 - La Brucherie Widening 610113 - Professional Services	\$ -	-	-	-
3209 - Imperial Avenue Extension 610113 - Professional Services	\$ -	-	-	-
3270 - Ross Avenue Overlay 610113 - Professional Services	\$ -	-	-	-
3275 - COVID STIP - East Main St 610113 - Professional Services	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
3208 - La Brucherie Widening 710106 - Other Real Property	\$ -	-	-	1,025,000
3209 - Imperial Avenue Extension 710106 - Other Real Property	\$ -	-	153,552	375,624
3270 - Ross Avenue Overlay 710106 - Other Real Property	\$ -	-	905,000	-
3275 - COVID STIP - East Main St 710106 - Other Real Property	\$ -	-	706,000	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>1,764,552</u>	<u>375,624</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total RMRA SB-1 Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>1,764,552</u>	<u>375,624</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
TDA Article 3 Fund (Fund 203)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
450200 - TDA Article 3 Funding	\$ 37,061	37,655	-	40,592
470121 - Interest Earnings	548	5,475	11,077	7,500
<i>Total:</i>	<u>\$ 37,609</u>	<u>43,130</u>	<u>11,077</u>	<u>48,092</u>
Expenditures:				
3405 - Article 3 Bicycle & Pedestrian Fac.				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	250,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>250,000</u>
Excess (deficit) of revenues over expenditures	\$ 37,609	43,130	11,077	(201,908)
Beginning Fund Balance	\$ 222,209	259,818	302,948	314,025
Ending Fund Balance	<u>\$ 259,818</u>	<u>302,948</u>	<u>314,025</u>	<u>112,117</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Bicycle & Pedestrian Facilities	\$ -	-	-	250,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>250,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
TDA Article 3 Fund (Fund 203)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
34055 - Article 3 Bicycle & Ped Facilities 610113 - Professional Services	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
3405 - Article 3 Bicycle & Ped Facilities 710106 - Other Real Property	\$ -	-	-	250,000
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	250,000
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total TDA Article 3 Fund:</i>	\$ -	-	-	250,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Bus Shelters Fund (Fund 204)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
450111- Article 8E - Bus Shelter Funding	\$ 88,620	89,029	-	98,962
470121 - Interest Earnings	446	2,040	2,094	700
<i>Total:</i>	<u>\$ 89,066</u>	<u>91,069</u>	<u>2,094</u>	<u>99,662</u>
Expenditures:				
3401 - Article 8E - Bus Shelters				
Materials & Services	\$ 359	4,761	-	2,000
Capital Projects / Outlay	23,367	38,692	2,117	17,000
3403 - Regional Bus Shelters				
Materials & Services	\$ 4,209	4,761	-	2,000
Capital Projects / Outlay	22,367	38,691	2,117	23,000
3406 - 7th Street Regional Transfer Station				
Materials & Services	\$ 102,264	104,973	38,584	52,400
<i>Total:</i>	<u>\$ 152,566</u>	<u>191,878</u>	<u>42,818</u>	<u>96,400</u>
Excess (deficit) of revenues over expenditures	\$ (63,500)	(100,809)	(40,724)	3,262
Beginning Fund Balance	\$ 261,246	197,746	96,937	56,213
Ending Fund Balance	<u>\$ 197,746</u>	<u>96,937</u>	<u>56,213</u>	<u>59,475</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Article 8E - Bus Shelters	\$ 23,367	38,692	2,117	17,000
Regional Bus Shelters	22,367	38,691	2,117	23,000
<i>Total:</i>	<u>\$ 45,734</u>	<u>77,383</u>	<u>4,234</u>	<u>40,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Bus Shelters Fund (Fund 204)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
3401 - Article 8E - Bus Shelters				
630111 - Other Facility Mtc	\$ 359	4,761	-	2,000
3403 - Regional Bus Shelters				
630111 - Other Facility Mtc	\$ 4,209	4,761	-	2,000
3406 - 7th St Regional Transfer Station				
610101 - Electricity	\$ 1,536	1,162	1,202	2,000
610104 - Water	1,457	1,950	1,225	2,000
610113 - Professional Services	98,118	101,645	35,070	44,000
620124 - Trees / Plants / Seeds	-	-	1,024	2,000
620128 - Janitorial Supplies	-	-	-	400
620130 - Maintenance Supplies	1,153	216	63	2,000
<i>Total Material & Services:</i>	<u>\$ 106,832</u>	<u>114,495</u>	<u>38,584</u>	<u>56,400</u>
Capital Projects / Outlay				
3401 - Article 8E - Bus Shelters				
710106 - Other Real Property	\$ 23,367	38,692	2,117	17,000
3403 - Regional Bus Shelters				
710106 - Other Real Property	\$ 22,367	38,691	2,117	23,000
<i>Total Capital Projects / Outlay:</i>	<u>\$ 45,734</u>	<u>77,383</u>	<u>4,234</u>	<u>40,000</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Bus Shelters Fund:</i>	<u>\$ 152,566</u>	<u>191,878</u>	<u>42,818</u>	<u>96,400</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Local Transportation Authority Fund (Fund 205)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
450110 - Local Transportation Authority Funding	\$ 3,721,630	3,882,895	4,609,635	4,500,000
470121 - Interest Earnings	10,050	114,026	286,814	300,000
<i>Total:</i>	<u>\$ 3,731,680</u>	<u>3,996,921</u>	<u>4,896,449</u>	<u>4,800,000</u>
Expenditures:				
3204 - Street Improvements				
Materials & Services	\$ 194,084	341,328	162,676	400,000
Capital Projects / Outlay	846,375	34,827	2,665,146	1,605,000
3207 - North Date Undergrounding				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	42,520	-	-
3208 - La Brucherie Widening				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	150,000
3209 - Imperial Avenue Extension				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	7,326	203,070	25,000
3213 - ATP 5 - Imperial Avenue				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	73,053	65,055	1,568,000
3214 - Dogwood & Main Intersection				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	300,000
3220 - ATP Cycle 6				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	100,000
3252 - Imperial Avenue Ext - Phase 2				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	189,457	2,916	151,875	100,000
3261 - Slip Overlay				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	502,790	-	-	-
3266 - Colonia Area Drainage				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	100,000
3267 - Shovel Ready Projects				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	50,000
3268 - Street Striping Maintenance				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	71,951	78,606	32,871	75,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Local Transportation Authority Fund (Fund 205)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
3271 - Speed Hump				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	12,350	650	15,000
3272 - Plaza / 8th Street Signal Lights				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	23,694	34,426	-	-
3275 - COVID STIP - East Main Street				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	37,376	98,968
3276 - CMAQ - Imperial Avenue				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	12,000
3277 - SB1 LPP - Commercial Avenue				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	380,520	218,000
3204 - Transfers Out - Debt Service Fund (300)	\$ 970,649	870,300	871,000	870,700
3204 - Transfers Out - General Fund	23,000	23,000	23,000	23,000
<i>Total:</i>	<u>\$ 2,822,000</u>	<u>1,520,652</u>	<u>4,593,239</u>	<u>5,710,668</u>
Excess (deficit) of revenues over expenditures	\$ 909,680	2,476,269	303,210	(910,668)
Beginning Fund Balance	\$ 3,541,753	4,451,433	6,927,702	7,230,912
Ending Fund Balance	<u>\$ 4,451,433</u>	<u>6,927,702</u>	<u>7,230,912</u>	<u>6,320,244</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Street Improvements	\$ 846,375	34,827	2,665,146	1,605,000
North Date Undergrounding	-	42,520	-	-
La Brucherie Widening	-	-	-	150,000
Imperial Avenue Extension	-	7,326	203,070	25,000
ATP 5 - Imperial Avenue	-	73,053	65,055	1,568,000
Dogwood S Main Intersection	-	-	-	300,000
ATP Cycle 6	-	-	-	100,000
Imperial Avenue Extension - Phase 2	189,457	2,916	151,875	100,000
Slip Overlay	502,790	-	-	-
Colonia Area Drainage	-	-	-	100,000
Shovel Ready Projects	-	-	-	50,000
Street Striping Maintenance	71,951	78,606	32,871	75,000
Speed Hump	-	12,350	650	15,000
Plaza / 8th Street Signal Lights	23,694	34,426	-	-
COVID STIP - East Main Street	-	-	37,376	98,968

City of El Centro
Fiscal Year 2024-25 Revised Budget
Local Transportation Authority Fund (Fund 205)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
CMAQ - Imperial Avenue	-	-	-	12,000
SB1 LPP - Commercial Avenue	-	-	380,520	218,000
<i>Total:</i>	<u>\$ 1,634,267</u>	<u>286,024</u>	<u>3,536,563</u>	<u>4,416,968</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Local Transportation Authority Fund (Fund 205)

<u>Personnel Services</u>	<u>ACTUAL FY 2021-22</u>	<u>ACTUAL FY 2022-23</u>	<u>ESTIMATED ACTUAL FY 2023-24</u>	<u>PROPOSED BUDGET FY 2024-25</u>
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
3204 - Street Improvements				
610113 - Professional Fees	\$ 194,084	326,856	162,676	400,000
610129 - Other Expense	-	14,472	-	-
3207 - North Date Undergrounding				
610113 - Professional Fees	\$ -	-	-	-
3208 - La Brucherie Widening				
610113 - Professional Fees	\$ -	-	-	-
3209 - Imperial Avenue Extension				
610113 - Professional Fees	\$ -	-	-	-
3213 - ATP 5 - Imperial Avenue				
610113 - Professional Fees	\$ -	-	-	-
3214 - Dogwood & Main Intersection				
610113 - Professional Fees	\$ -	-	-	-
3220 - ATP Cycle 6				
610113 - Professional Fees	\$ -	-	-	-
3252 - Imperial Avenue Ext - Phase 2				
610113 - Professional Fees	\$ -	-	-	-
3261 - Slip Overlay				
610113 - Professional Fees	\$ -	-	-	-
3266 - Colonia Area Drainage				
610113 - Professional Fees	\$ -	-	-	-
3267 - Shovel Ready Projects				
610113 - Professional Fees	\$ -	-	-	-
3268 - Street Striping Maintenance				
610113 - Professional Fees	\$ -	-	-	-
3271 - Speed Hump				
610113 - Professional Fees	\$ -	-	-	-
3272 - Plaza / 8th Street Signal Lights				
610113 - Professional Fees	\$ -	-	-	-
3275 - COVID STIP - East Main Street				

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Local Transportation Authority Fund (Fund 205)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
610113 - Professional Fees	\$ -	-	-	-
3276 - CMAQ Imperial Avenue				
610113 - Professional Fees	\$ -	-	-	-
3277 - SB1 LPP - Commercial Avenue				
610113 - Professional Fees	\$ -	-	-	-
Total Material & Services:	\$ 194,084	341,328	162,676	400,000
Capital Projects / Outlay				
3204 - Street Improvements				
710102 - Architectural / Eng.	\$ 18,100	27,500	-	35,000
720106 - Other Real Property	662,596	7,327	2,665,146	1,500,000
730102 - Trucks	165,679	-	-	-
730104 - Heavy Equipment	-	-	-	70,000
3207 - North Date Undergrounding				
720106 - Other Real Property	\$ -	42,520	-	-
32085 - La Brucherie Widening				
710102 - Architecure / Engineering	\$ -	-	-	150,000
3209 - Imperial Avenue Extension				
710102 - Architectural / Eng.	\$ -	7,326	-	-
710106 - Other Real Property	-	-	203,070	25,000
3214 - Dogwood & Main Intersection				
710106 - Other Real Property	\$ -	-	-	300,000
3220 - ATP Cycle 6				
710102 - Architecture / Engineering	\$ -	-	-	100,000
3213 - ATP 5 - Imperial Avenue				
710102 - Architectural / Eng.	\$ -	73,053	65,055	68,000
710106 - Other Real Property	-	-	-	1,500,000
3252 - Imperial Avenue Ext - Phase 2				
710102 - Architecture / Engineering	\$ 134,462	2,916	20,727	75,000
710106 - Other Real Property	54,995	-	131,148	25,000
3261 - Slip Overlay				
710102 - Architecture / Engineering	\$ 4,660	-	-	-
710106 - Other Real Property	498,130			
3266 - Colonia Area Drainage				
710102 - Architecture / Engineering	\$ -	-	-	100,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Local Transportation Authority Fund (Fund 205)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
3267 - Shovel Ready Projects				
710102 - Architecture / Engineering	\$ -	-	-	50,000
3268 - Street Striping Maintenance				
710106 - Other Real Property	\$ 71,951	78,606	32,871	75,000
3271 - Speed Hump				
710106 - Other Real Property	\$ -	12,350	650	15,000
3272 - Plaza / 8th Street Signal Lights				
710102 - Architecture / Eng.	\$ 3,295	1,095	-	-
710106 - Other Real Property	20,399	33,331	-	-
3275 - COVID STIP - East Main Street				
710106 - Other Real Property	\$ -	-	37,376	98,968
3276 - CMAQ - Imperial Avenue				
710102 - Architecture / Eng.	\$ -	-	-	12,000
3277 - SB1 LPP - Commercial Avenue				
710106 - Other Real Property	\$ -	-	380,520	218,000
Total Capital Projects / Outlay:	<u>\$ 1,634,267</u>	<u>286,024</u>	<u>3,536,563</u>	<u>4,416,968</u>
Transfers Out				
3204- Transfers Out				
820101 - T/O to 300 - Transp.	\$ 970,649	870,300	871,000	870,700
820101 - T/O to 100 - LTA Adm	23,000	23,000	23,000	23,000
Total Transfers Out:	<u>\$ 993,649</u>	<u>893,300</u>	<u>894,000</u>	<u>893,700</u>
Total Local Transportaton Auth. Fund: -	<u>\$ 2,822,000</u>	<u>1,520,652</u>	<u>4,593,239</u>	<u>5,710,668</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
FHWA Grants Fund (Fund 207)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 162	1,315	2,642	1,150
<i>Total:</i>	<u>\$ 162</u>	<u>1,315</u>	<u>2,642</u>	<u>1,150</u>
Expenditures:				
XXXX - TBD				
Expenditures / Appropriations	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 162	1,315	2,642	1,150
Beginning Fund Balance	\$ 65,363	65,525	66,840	69,482
Ending Fund Balance	<u>\$ 65,525</u>	<u>66,840</u>	<u>69,482</u>	<u>70,632</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
I-8 & Imperial Avenue Overpass Fund (Fund 208)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,553	12,636	14,572	11,000
<i>Total:</i>	<u>\$ 1,553</u>	<u>12,636</u>	<u>14,572</u>	<u>11,000</u>
Expenditures:				
3209 - Imperial Avenue Extension				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	386,172	207,113
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>386,172</u>	<u>207,113</u>
Excess (deficit) of revenues over expenditures	\$ 1,553	12,636	(371,600)	(196,113)
Beginning Fund Balance	\$ 629,813	631,366	644,002	272,402
Ending Fund Balance	<u>\$ 631,366</u>	<u>644,002</u>	<u>272,402</u>	<u>76,289</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Imperial Avenue Extension	\$ -	-	386,172	207,113
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>386,172</u>	<u>207,113</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
I-8 & Imperial Avenue Overpass Fund (Fund 208)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
3209 - Imperial Avenue Extension 610113 - Professional Services	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
3209 - Imperial Avenue Extension 710106 - Other Real Property	\$ -	-	386,172	207,113
<i>Total Capital Projects / Outlay:</i>	\$ -	-	386,172	207,113
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total I-8 & Imperial O-Pass Fund:</i>	\$ -	-	386,172	207,113

City of El Centro
Fiscal Year 2024-25 Revised Budget
LTA Transportation Bond Fund (Fund 212)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 2,305	16,113	32,169	15,000
<i>Total:</i>	<u>\$ 2,305</u>	<u>16,113</u>	<u>32,169</u>	<u>15,000</u>
Expenditures:				
3251 - LTA Revenue Bonds Materials & Services	\$ 2,000	5,620	8,635	12,000
3204 - Misc. Street Improvements Capital Projects / Outlay	-	-	-	804,000
<i>Total:</i>	<u>\$ 2,000</u>	<u>5,620</u>	<u>8,635</u>	<u>816,000</u>
Excess (deficit) of revenues over expenditures	\$ 305	10,493	23,534	(801,000)
Beginning Fund Balance	\$ 805,674	805,979	816,472	840,006
Ending Fund Balance	<u>\$ 805,979</u>	<u>816,472</u>	<u>840,006</u>	<u>39,006</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Miscellaneous Street Improvements	\$ -	-	-	804,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>804,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
LTA Transportation Bonds Fund (Fund 212)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
3251 - LTA Revenue Bonds				
610113 - Professional Services	\$ 2,000	1,000	1,000	4,000
640112 - Bank Charges	-	4,620	7,635	8,000
<i>Total Material & Services:</i>	\$ 2,000	5,620	8,635	12,000
Capital Projects / Outlay				
3204 - Miscellaneous Street Impvmts				
710106 - Other Real Property	\$ -	-	-	804,000
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	804,000
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
Total LTA Transportation Bonds Fund:	\$ 2,000	5,620	8,635	816,000

SPECIAL REVENUE

FUNDS

(Other)

City of El Centro
Fiscal Year 2024-25 Revised Budget
Capital Construction / Annexation Fees Fund (Fund 210)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 281	2,287	4,597	2,250
<i>Total:</i>	<u>\$ 281</u>	<u>2,287</u>	<u>4,597</u>	<u>2,250</u>
Expenditures:				
XXXX - TBD				
Expenditures / Appropriations	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 281	2,287	4,597	2,250
Beginning Fund Balance	\$ 113,711	113,992	116,279	120,876
Ending Fund Balance	<u>\$ 113,992</u>	<u>116,279</u>	<u>120,876</u>	<u>123,126</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
American Rescue Plan Act (ARPA) Fund (Fund 214)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
214-450300 - Federal Grants	\$ 7,047,867	-	-	-
214-470121 - Interest Earnings	15,559	275,385	436,384	-
<i>Total:</i>	<u>\$ 7,063,426</u>	<u>275,385</u>	<u>436,384</u>	<u>-</u>
Expenditures:				
214-6120 - APRA Revenue Loss GG				
Personnel Services	\$ 691,551	51,767	38,474	582,339
Materials & Services	111,920	-	56,500	900,623
Capital Projects / Outlay	453,544	23,932	225,034	3,314,016
214-6121 - Public Health Response				
Materials & Services	\$ 17,807	84	-	94,866
Capital Projects / Outlay	377,875	331,920	-	111,205
214-6122 - Water Infrastructure				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	2,467	22,010	1,106,341	245,477
214-6123 - Wastewater Infrastructure				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	13,591	176,959	83,440	5,060,632
214-9110 - Transfers Out	\$ -	-	727,328	-
<i>Total:</i>	<u>\$ 1,668,755</u>	<u>606,672</u>	<u>2,237,117</u>	<u>10,309,158</u>
Excess (deficit) of revenues over expenditures	\$ 5,394,671	(331,287)	(1,800,733)	(10,309,158)
Beginning Fund Balance	\$ 7,046,507	12,441,178	12,109,891	10,309,158
Ending Fund Balance	<u>\$ 12,441,178</u>	<u>12,109,891</u>	<u>10,309,158</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
American Rescue Plan Act (ARPA) Fund (Fund 214)

Capital Expenditure Detail

	ACTUAL	ESTIMATED	ESTIMATED	REVISED
	FY 2021-22	ACTUAL	ACTUAL	BUDGET
Capital Expenditures		FY 2022-23	FY 2023-24	FY 2024-25
ARPA Revenue Loss General Government	\$ 453,544	23,932	225,034	3,314,016
Public Health Response	377,875	331,920	-	111,205
Water Infrastructure	2,467	22,010	1,106,341	245,477
Wastewater Infrastructure	13,591	176,959	83,440	5,060,632
<i>Total:</i>	<u>\$ 847,477</u>	<u>554,821</u>	<u>1,414,815</u>	<u>8,731,330</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
American Rescue Plan Act Fund (Fund 214)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services				
214-6120 - APRA Revenue Loss GG				
510101 - Salaries - Non-Sworn	\$ 432,000	-	-	-
510102 - Salaries - Sworn	219,000	-	-	-
510103 - Salaries - Temporary	39,611	41,524	31,144	563,534
510105 - Overtime	-	124	-	-
520103 - Social Security	224	2,582	1,923	2,674
520104 - Group Health Insurance	95	693	97	1,079
520105 - Worker's Compensation	397	4,568	3,341	9,488
520106 - Unemployment	172	1,672	1,519	4,313
520107 - Medicare	52	604	450	1,251
Total Personnel Services:	\$ 691,551	51,767	38,474	582,339
Materials & Services				
214-6120 - APRA Revenue Loss GG				
610113 - Professional Fees	\$ 58,500	-	56,500	900,623
610135 - Special Events	53,420	-	-	-
214-6121 - Public Health Response				
610113 - Professional Services	\$ 7,217	-	-	42,783
620114 - Other Safety Supplies	10,590	84	-	52,083
Total Material & Services:	\$ 129,727	84	56,500	995,489
Capital Projects / Outlay				
214-6120 - APRA Revenue Loss GG				
710106 - Other Real Property	\$ 33,977	-	-	(1,358)
720101 - Office Machines	3,065	-	-	3,434
720103 - Visual Aid	46,403	-	-	-
720106 - Field Equipment	-	23,932	-	1,021,068
720109 - Computers	133,559	-	-	14,497
720110 - Computer Software	174,413	-	153,011	17,087
730102 - Trucks	-	-	72,023	-
730103 - Public Safety Vehicles	62,127	-	-	2,259,288

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
American Rescue Plan Act Fund (Fund 214)

<u>Personnel Services</u>	<u>ACTUAL FY 2021-22</u>	<u>ACTUAL FY 2022-23</u>	<u>ESTIMATED ACTUAL FY 2023-24</u>	<u>REVISED BUDGET FY 2024-25</u>
214-6121 - Public Health Response				
720106 - Field Equipment	\$ 38,607	-	-	20,393
720108 - Safety Equipment	41,713	-	-	23,287
720109 - Computers	58,503	-	-	8,497
720110 - Computer Software	219,052	99,974	-	20,974
720111 - Communication Equipment	20,000	-	-	-
730103 - Public Safety Vehicles	-	231,946	-	38,054
214-6122 - Water Infrastructure				
710106 - Other Real Property	\$ 2,467	22,010	1,106,341	245,477
214-6123 - Wastewater Infrastructure				
710106 - Other Real Property	\$ 13,591	176,959	83,440	5,060,632
<i>Total Capital Projects / Outlay:</i>	<u>\$ 847,477</u>	<u>554,821</u>	<u>1,414,815</u>	<u>8,731,330</u>
<u>Transfers Out</u>				
214-9110- Transfers Out				
820101 - T/O to 100 - Gen Fund Int	\$ -	-	727,328	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>727,328</u>	<u>-</u>
<i>Total ARPA Fund:</i>	<u>\$ 1,668,755</u>	<u>606,672</u>	<u>2,237,117</u>	<u>10,309,158</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
CARES Act Revolving Loan Fund (Fund 215)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,868	8,680	5,174	2,750
470121 - Program Income (Loan Payments)	18,778	12,785	108,851	75,000
450300 - Federal Grants	-	380,000	-	
<i>Total:</i>	<u>\$ 20,646</u>	<u>401,465</u> 343,446	<u>114,025</u>	<u>77,750</u>
Expenditures:				
9202 - Revolving Loans				
Materials & Services	\$ 24,642	19,701	379,776	150,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 24,642</u>	<u>19,701</u>	<u>379,776</u>	<u>150,000</u>
Excess (deficit) of revenues over expenditures	\$ (3,996)	381,764	(265,751)	(72,250)
Beginning Fund Balance	\$ 40,241	36,245	418,009	152,258
Ending Fund Balance	<u>\$ 36,245</u>	<u>418,009</u>	<u>152,258</u>	<u>80,008</u>
NOTE: Fund balances do not include outstanding loans				

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
CARES Act RLF Fund (Fund 215)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9202 - Revolving				
610113 - Professional Services	\$ 799	1,538	-	-
640121 - Loans / Use of Funds	23,843	18,163	279,776	150,000
215-300100- Return of Grant Proceeds	-	-	100,000	-
<i>Total Material & Services:</i>	\$ 24,642	19,701	379,776	150,000
Capital Projects / Outlay				
9202 - Revolving	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total CARES Act RLF Fund: -</i>	\$ 24,642	19,701	379,776	150,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Home Key Fund (Fund 216)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,050	2,442	(94)	-
450300 - Federal Grants	-	-	-	-
<i>Total:</i>	<u>\$ 1,050</u>	<u>2,442</u>	<u>(94)</u>	<u>-</u>
Expenditures:				
6113 - Enterprise Tiny Home Facility				
Materials & Services	\$ 243,691	260,933	25,242	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 243,691</u>	<u>260,933</u>	<u>25,242</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ (242,641)	(258,491)	(25,336)	-
Beginning Fund Balance	\$ 521,397	278,756	20,265	(5,071)
Ending Fund Balance	<u>\$ 278,756</u>	<u>20,265</u>	<u>(5,071)</u>	<u>(5,071)</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HomeKey Fund (Fund 216)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
6113 - Enterprise Tiny Home Facility				
610113 - Professional Services	\$ 243,691	260,933	25,242	-
<i>Total Material & Services:</i>	\$ 243,691	260,933	25,242	-
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Home Key Fund: -</i>	\$ 243,691	260,933	25,242	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
EDA Revolving Fund (Fund 248)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 54	333	887	750
470122 - Program Income	-	-	-	-
<i>Total:</i>	<u>\$ 54</u>	<u>333</u>	<u>887</u>	<u>750</u>
Expenditures:				
9340 - EDA Sequestered				
Materials & Services	\$ -	-	-	2,020
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>2,020</u>
Excess (deficit) of revenues over expenditures	\$ 54	333	887	(1,270)
Beginning Fund Balance	\$ 21,893	21,947	22,280	23,167
Ending Fund Balance	<u>\$ 21,947</u>	<u>22,280</u>	<u>23,167</u>	<u>21,897</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
EDA Revolving Fund (Fund 248)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9340 - EDA Sequestered				
610129 - Other Expense	\$ -	-	-	2,020
640121 - Loans	-	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	2,020
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total EDA Revolving Fund:</i>	\$ -	-	-	2,020

City of El Centro
Fiscal Year 2024-25 Revised Budget
IID Project Jobs Fund (Fund 251)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 17	147	254	250
450200 - Other Agencies	-	-	-	-
<i>Total:</i>	<u>\$ 17</u>	<u>147</u>	<u>254</u>	<u>250</u>
Expenditures:				
XXXX - IID Project Jobs Program				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 17	147	254	250
Beginning Fund Balance	\$ 6,874	6,891	7,038	7,292
Ending Fund Balance	<u>\$ 6,891</u>	<u>7,038</u>	<u>7,292</u>	<u>7,542</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
IID Project Jobs Fund (Fund 251)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
XXXX - IID Project Jobs Program				
610129 - Other Expense	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total IID Project Jobs Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Permanent Local Housing Allocation Grant Fund (Fund 252)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	500
450400 - State Grants	-	-	245,998	458,481
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>245,998</u>	<u>458,981</u>
Expenditures:				
6150 - 22-PLHA-17655				
Personnel Services	\$ -	-	-	10,486
Materials & Services	-	-	-	447,995
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>458,481</u>
Excess (deficit) of revenues over expenditures	\$ -	-	245,998	500
Beginning Fund Balance	\$ -	-	-	245,998
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>245,998</u>	<u>246,498</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Permanent Local Housing Allocation Grant Fund (Fund 252)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
6150 - 22-PLHA-17655				
510101 - Permanent Salaries	\$ -	-	-	6,650
520101 - Retirement	-	-	-	1,605
520104 - Group Health Insurance	-	-	-	1,070
520105 - Workers Compensation	-	-	-	732
520107 - Unemployment Insurance	-	-	-	333
520110 - Medicare	-	-	-	96
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>10,486</u>
Materials & Services				
6150 - 22-PLHA-17655				
610129 - Other Expense	\$ -	-	-	2,000
620101 - Office Supplies	-	-	-	2,000
640121 - Loans	-	-	-	210,297
640124 - Contributions	-	-	-	233,698
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>447,995</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total PLHA Grant Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>458,481</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Permanent Local Housing Allocation (Colonia) Grant Fund (Fund 253)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	500
450400 - State Grants	-	-	216,175	631,095
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>216,175</u>	<u>631,595</u>
Expenditures:				
6151 - 22-PLHA-17776				
Personnel Services	\$ -	-	-	8,881
Materials & Services	-	-	-	622,214
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>631,095</u>
Excess (deficit) of revenues over expenditures	\$ -	-	216,175	500
Beginning Fund Balance	\$ -	-	-	216,175
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>216,175</u>	<u>216,675</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Permanent Local Housing Allocation (Colonia) Grant Fund (Fund 253)

	ACTUAL	ACTUAL	ESTIMATED	PROPOSED
	FY 2021-22	FY 2022-23	ACTUAL	BUDGET
Personnel Services	FY 2023-24	FY 2024-25		
6151 - 22-PLHA-17776				
510101 - Permanent Salaries	\$ -	-	-	5,516
520101 - Retirement	-	-	-	1,332
520104 - Group Health Insurance	-	-	-	1,070
520105 - Workers Compensation	-	-	-	607
520107 - Unemployment Insurance	-	-	-	276
520110 - Medicare	-	-	-	80
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>8,881</u>
Materials & Services				
6151 - 22-PLHA-17776				
610116 - Professional Fees	\$ -	-	-	2,000
610129 - Other Expense	-	-	-	4,000
620101 - Office Supplies	-	-	-	2,000
640121 - Loans	-	-	-	408,848
640124 - Contributions	-	-	-	205,366
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>622,214</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total PLHA (Colonia) Grant Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>631,095</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
2011-C Bonds Fund (Fund 267)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	34	162	50
450200 - Other Agencies	-	3,894	-	-
<i>Total:</i>	<u>\$ -</u>	<u>3,928</u>	<u>162</u>	<u>50</u>
Expenditures:				
XXXX - C-Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ -	3,928	162	50
Beginning Fund Balance	\$ 1	1	3,929	4,091
Ending Fund Balance	<u>\$ 1</u>	<u>3,929</u>	<u>4,091</u>	<u>4,141</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
2011-C Bonds Fund (Fund 267)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total 2011-C Bonds Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
2011 A&B Projects Fund (Fund 269)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,507	5,781	25,667	10,000
450200 - Other Agencies	-	-	-	-
<i>Total:</i>	<u>\$ 1,507</u>	<u>5,781</u>	<u>25,667</u>	<u>10,000</u>
Expenditures:				
9255 - Projects A&B Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	618,843
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>618,843</u>
Excess (deficit) of revenues over expenditures	\$ 1,507	5,781	25,667	(608,843)
Beginning Fund Balance	\$ 616,026	617,533	623,314	648,981
Ending Fund Balance	<u>\$ 617,533</u>	<u>623,314</u>	<u>648,981</u>	<u>40,138</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Projects - A&B Bonds - Building	\$ -	-	-	618,843
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>618,843</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
2011 A&B Project Fund (Fund 269)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
9255 - Projects A&B Bonds				
710105 - Buildings	\$ -	-	-	618,843
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>618,843</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total 2011 A&B Project Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>618,843</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Public Works Grants (SB-1383) Fund (Fund 284)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
470000 - Other Income (Grants)	-	-	-	123,181
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>123,181</u>
Expenditures:				
3903 - SB 1383 OWR4-22-0151				
Personnel Services	\$ -	-	-	28,226
Materials & Services	-	-	-	94,955
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>123,181</u>
Excess (deficit) of revenues over expenditures	\$ -	-	-	-
Beginning Fund Balance	\$ -	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Public Works Grants (SB-1383) Fund (Fund 284)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
3903 - SB 1383 OWR4-22-0151				
510103 - Temporary Salaries	\$ -	-	-	28,226
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>28,226</u>
Materials & Services				
3903 - SB 1383 OWR4-22-0151				
610103 - Telephone	\$ -	-	-	1,500
610113 - Professional Fees	-	-	-	81,774
610129 - Other Expense	-	-	-	4,181
620103 - Printing	-	-	-	7,500
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>94,955</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Public Works Grants (SB-1383) Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>123,181</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
EDA Grants Fund (Fund 441)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 446	3,873	7,365	5,000
470113 - Other Income	\$ -	-	-	-
<i>Total:</i>	<u>\$ 446</u>	<u>3,873</u>	<u>7,365</u>	<u>5,000</u>
Expenditures:				
XXXX - EDA Grants				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 446	3,873	7,365	5,000
Beginning Fund Balance	\$ 180,611	181,057	184,930	192,295
Ending Fund Balance	<u>\$ 181,057</u>	<u>184,930</u>	<u>192,295</u>	<u>197,295</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
EDA Grants Fund (Fund 441)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total EDA Grants Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

SPECIAL REVENUE FUNDS (Police-Related)

City of El Centro
Fiscal Year 2024-25 Revised Budget
Asset Forfeiture Fund (Fund 221)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 86	183	2,621	2,500
440104 - Asset Forfeiture	9,210	103,891	9,698	-
<i>Total:</i>	<u>\$ 9,296</u>	<u>104,074</u>	<u>12,319</u>	<u>2,500</u>
Expenditures:				
2101 - Police Services				
Materials & Services	\$ 43,000	43,000	25,000	25,000
Capital Projects / Outlay	-	-	-	63,000
<i>Total:</i>	<u>\$ 43,000</u>	<u>43,000</u>	<u>25,000</u>	<u>88,000</u>
Excess (deficit) of revenues over expenditures	\$ (33,704)	61,074	(12,681)	(85,500)
Beginning Fund Balance	\$ 96,420	62,716	123,790	111,109
Ending Fund Balance	<u>\$ 62,716</u>	<u>123,790</u>	<u>111,109</u>	<u>25,609</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Police Station Project	\$ -	-	-	63,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>63,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Asset Forfeiture Fund (Fund 221)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
2101 - Police Services				
610113 - Professional Services	\$ 18,000	18,000	-	-
640124 - Contributions	25,000	25,000	25,000	25,000
<i>Total Material & Services:</i>	\$ 43,000	43,000	25,000	25,000
Capital Projects / Outlay				
2101 - Police Services				
710105 - Buildings	\$ -	-	-	63,000
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	63,000
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Asset Forfeiture Fund: -</i>	\$ 43,000	43,000	25,000	88,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
OTS Grant Fund (Fund 222)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 132	1,340	2,809	2,500
450400 - State Grants (OTS)	17,831	26,387	28,558	35,000
<i>Total:</i>	<u>\$ 17,963</u>	<u>27,727</u>	<u>31,367</u>	<u>37,500</u>
Expenditures:				
2117/XX - OTS-PT22021/XX				
Personnel Services	\$ 7,934	19,570	30,743	35,490
Materials & Services	9,897	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 17,831</u>	<u>19,570</u>	<u>30,743</u>	<u>35,490</u>
Excess (deficit) of revenues over expenditures	\$ 132	8,157	624	2,010
Beginning Fund Balance	\$ 61,062	61,194	69,351	69,975
Ending Fund Balance	<u>\$ 61,194</u>	<u>69,351</u>	<u>69,975</u>	<u>71,985</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
OTS Grant Fund (Fund 222)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
2117/XX - OTS-PT22021/XX				
510105 - Overtime	\$ 7,833	19,299	30,661	35,000
520110 - Medicare	101	271	82	490
<i>Total Personnel Services:</i>	<u>\$ 7,934</u>	<u>19,570</u>	<u>30,743</u>	<u>35,490</u>
Materials & Services				
2117/XX - OTS-PT22021/XX				
610109 - Meeting & Travel	\$ 187	-	-	-
620114 - Other Safety Supplies	9,710	-	-	-
<i>Total Material & Services:</i>	<u>\$ 9,897</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total OTS Grant Fund:</i> -	<u>\$ 17,831</u>	<u>19,570</u>	<u>30,743</u>	<u>35,490</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
SLESF Fund (Fund 223)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,206	10,985	24,064	25,000
450200 - Other Agencies (SLESF)	-	169,305	173,756	175,000
<i>Total:</i>	<u>\$ 1,206</u>	<u>180,290</u>	<u>197,820</u>	<u>200,000</u>
Expenditures:				
2113 - SLESF				
Personnel Services	\$ 52,723	62,983	47,749	74,244
Materials & Services	19,442	450	46,316	200,900
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 72,165</u>	<u>63,433</u>	<u>94,065</u>	<u>275,144</u>
Excess (deficit) of revenues over expenditures	\$ (70,959)	116,857	103,755	(75,144)
Beginning Fund Balance	\$ 508,266	437,307	554,164	657,919
Ending Fund Balance	<u>\$ 437,307</u>	<u>554,164</u>	<u>657,919</u>	<u>582,775</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
SLESF Fund (Fund 223)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
3113 - SLESF				
510101 - Permanent Salaries	\$ 39,950	43,412	27,399	44,065
510105 - Overtime	2,202	743	6,011	2,000
520101 - Retirement	3,679	10,564	5,652	11,065
520104 - Group Health Insurance	334	304	3,592	9,055
520105 - Workers Compensation	4,340	4,771	3,014	4,847
520106 - Disability Insurance	251	275	168	258
520107 - Unemployment Insurance	1,230	2,169	1,370	2,203
520109 - Life Insurance	113	98	57	112
520110 - Medicare	624	647	486	639
Total Personnel Services:	<u>\$ 52,723</u>	<u>62,983</u>	<u>47,749</u>	<u>74,244</u>
Materials & Services				
3113 - SLESF				
610124 - Uniform Allowance	\$ 900	450	450	900
620114 - Other Safety Supplies	18,542	-	45,866	200,000
Total Material & Services:	<u>\$ 19,442</u>	<u>450</u>	<u>46,316</u>	<u>200,900</u>
Capital Projects / Outlay				
	\$ -	-	-	-
Total Capital Projects / Outlay:	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
Total Transfers Out:	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total SLESF Fund: -	<u>\$ 72,165</u>	<u>63,433</u>	<u>94,065</u>	<u>275,144</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Police Grants Fund (Fund 225)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 166	751	511	1,000
450200 - Other Agencies	229,665	74,631	388,505	521,629
450300 - Federal Grants	40,138	-	-	
<i>Total:</i>	<u>\$ 269,969</u>	<u>75,382</u>	<u>389,016</u>	<u>522,629</u>
Expenditures:				
2121 - 2020-DJ-BX-0580				
Materials & Services	\$ 4,458	-	-	-
Capital Projects / Outlay	-	-	-	-
2122 - Stonegarden				
Personnel Services	\$ 40,206	65,523	13,672	90,377
Materials & Services	-	-	-	58,000
Capital Projects / Outlay	185,000	25,000	229,527	250,000
2124 - DOJ - Prop 56-20-1-016				
Personnel Services	\$ 40,138	66,324	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
2127 - Cannabis Tax Fund				
Personnel Services	\$ -	-	-	68,180
Materials & Services	-	-	-	36,938
Capital Projects / Outlay	-	-	-	159,512
<i>Total:</i>	<u>\$ 269,802</u>	<u>156,847</u>	<u>243,199</u>	<u>663,007</u>
Excess (deficit) of revenues over expenditures	\$ 167	(81,465)	145,817	(140,378)
Beginning Fund Balance	\$ 119,246	119,413	37,948	183,765
Ending Fund Balance	<u>\$ 119,413</u>	<u>37,948</u>	<u>183,765</u>	<u>43,387</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Police Grants Fund (Fund 225)

Capital Expenditure Detail

	ACTUAL	ESTIMATED	ESTIMATED	REVISED
	FY 2021-22	ACTUAL	ACTUAL	BUDGET
Capital Expenditures		FY 2022-23	FY 2023-24	FY 2024-25
Computers	\$ -	25,000	-	-
Safety Equipment	185,000	-	122,000	250,000
Public Safety Vehicles	-	-	107,527	159,512
<i>Total:</i>	<u>\$ 185,000</u>	<u>25,000</u>	<u>229,527</u>	<u>409,512</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Police Grants Fund (Fund 225)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
2122 - Stonegarden				
510106 - Overtime	\$ 40,206	64,634	13,485	88,977
520110 - Medicare	-	889	187	1,400
2124 - DOJ Prop56-20-1-016				
510101 - Permanent Salaries	\$ 25,350	42,169	-	-
510105 - Overtime	80	-	-	-
520101 - Retirement	2,314	3,800	-	-
520104 - Group Health Insurance	8,179	13,019	-	-
520105 - Workers Compensation	2,789	4,458	-	-
520106 - Disability Insurance	157	251	-	-
520107 - Unemployment Insurance	909	2,026	-	-
520109 - Life Insurance	63	97	-	-
520110 - Medicare	297	504	-	-
2127 - Cannabis Tax Fund				
510105 - Overtime	\$ -	-	-	67,180
520110 - Medicare	-	-	-	1,000
Total Personnel Services:	\$ 80,344	131,847	13,672	158,557
Materials & Services				
2121 - 2020-DJ-BX-0580				
620114 - Other Safety Supplies	\$ 4,458	-	-	-
2122 - Stonegarden				
630106 - Motor Vehicle Expense	\$ -	-	-	58,000
2127 - Cannabis Tax Fund				
610109 - Meeting & Travel	\$ -	-	-	9,560
620114 - Other Safety Supplies	-	-	-	27,378
Total Material & Services:	\$ 4,458	-	-	94,938

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Police Grants Fund (Fund 225)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
Capital Projects / Outlay				
2122 - Stonegarden				
720109 - Computers	\$ -	25,000	-	-
720112 - Safety Equipment	185,000	-	122,000	250,000
730103 - Public Safety Vehicles	-	-	107,527	-
2127 - Cannabis Tax Fund				
730103 - Public Safety Vehicles	-	-	-	159,512
Total Capital Projects / Outlay:	\$ 185,000	25,000	229,527	409,512
Transfers Out				
Total Transfers Out:	\$ -	-	-	-
Total Police Grants Fund:	\$ 269,802	156,847	243,199	663,007

City of El Centro
Fiscal Year 2024-25 Revised Budget
Asset Forfeiture (Federal) Fund (Fund 226)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 962	11,910	24,055	24,000
440104 - Asset Forfeiture	68,230	205,748	21,224	10,000
<i>Total:</i>	<u>\$ 69,192</u>	<u>217,658</u>	<u>45,279</u>	<u>34,000</u>
Expenditures:				
2101 - Police Services				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	482,383
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>482,383</u>
Excess (deficit) of revenues over expenditures	\$ 69,192	217,658	45,279	(448,383)
Beginning Fund Balance	\$ 334,613	403,805	621,463	666,742
Ending Fund Balance	<u>\$ 403,805</u>	<u>621,463</u>	<u>666,742</u>	<u>218,359</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Buildings - Police Building	\$ -	-	-	482,383
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>482,383</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Asset Forfeiture Federal Fund (Fund 226)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
2101 - Police Services				
610113 - Professional Services	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
2101 - Police Services				
710105 - Buildings	\$ -	-	-	482,383
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	482,383
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Asset Forfeiture - Federal Fund:</i>	\$ -	-	-	482,383

SPECIAL REVENUE FUNDS (Parks & Recreation)

City of El Centro
Fiscal Year 2024-25 Revised Budget
Parks Grant Fund (Fund 260)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
450400 - State Grants	172,824	-	-	5,289,125
<i>Total:</i>	<u>\$ 172,824</u>	<u>-</u>	<u>-</u>	<u>5,289,125</u>
Expenditures:				
5102 - Bucklin Park				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	172,824	5,128	-	-
5104 - Gomez Park Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	69,379	194,618
Capital Projects / Outlay	-	875	-	5,019,125
<i>Total:</i>	<u>\$ 172,824</u>	<u>6,003</u>	<u>69,379</u>	<u>5,213,743</u>
Excess (deficit) of revenues over expenditures	\$ -	(6,003)	(69,379)	75,382
Beginning Fund Balance	\$ -	-	(6,003)	(75,382)
Ending Fund Balance	<u>\$ -</u>	<u>(6,003)</u>	<u>(75,382)</u>	<u>-</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Bucklin Park	\$ 172,824	5,128	-	-
Gomez Park Project	-	875	-	5,019,125
<i>Total:</i>	<u>\$ 172,824</u>	<u>6,003</u>	<u>-</u>	<u>5,019,125</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Parks Grant Fund (Fund 260)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
5104 - Gomez Park Project				
610113 - Professional Fees	\$ -	-	69,379	144,618
610129 - Other Expense	-	-	-	50,000
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>69,379</u>	<u>194,618</u>
Capital Projects / Outlay				
5102 - Bucklin Park				
720107 - Parks & Rec Equipment	\$ 172,824	5,128	-	-
5104 - Gomez Park Project				
720106 - Other Real Property	\$ -	875	-	5,019,125
<i>Total Capital Projects / Outlay:</i>	<u>\$ 172,824</u>	<u>6,003</u>	<u>-</u>	<u>5,019,125</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Parks Grant Fund:</i>	<u>\$ 172,824</u>	<u>6,003</u>	<u>69,379</u>	<u>5,213,743</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Recreation Projects Fund (Fund 261)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	216	184	50
450400 - State Grants	106,084	-	265,050	85,500
450200 - Other Agencies	-	-	-	701,856
<i>Total:</i>	<u>\$ 106,084</u>	<u>216</u>	<u>265,234</u>	<u>787,406</u>
Expenditures:				
5214 - Urban Forest Grant				
Personnel Services	\$ -	-	-	-
Materials & Services	-	91,845	88,348	-
Capital Projects / Outlay	-	117,588	-	-
5215 - Buena Vista Park Project				
Personnel Services	\$ -	-	-	-
Materials & Services	18,940	75,035	(2,335)	20,000
Capital Projects / Outlay	-	-	91,400	649,856
5219 - Imperial Valley Urban Forest				
Personnel Services	\$ -	-	-	-
Materials & Services	2,404	38,028	29,581	52,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 21,344</u>	<u>322,496</u>	<u>206,994</u>	<u>721,856</u>
Excess (deficit) of revenues over expenditures	\$ 84,740	(322,280)	58,240	65,550
Beginning Fund Balance	\$ 13,214	97,954	(224,326)	(166,086)
Ending Fund Balance	<u>\$ 97,954</u>	<u>(224,326)</u>	<u>(166,086)</u>	<u>(100,536)</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Recreation Projects Fund (Fund 261)

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Urban Forest Grant	\$ -	117,588	-	-
Buena Vista Park Project	-	-	91,400	649,856
<i>Total:</i>	<u>\$ -</u>	<u>117,588</u>	<u>91,400</u>	<u>649,856</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Recreation Projects Fund (Fund 261)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
5214 - Urban Forest Grant				
610104 - Water	\$ -	1,050	2,888	-
610113 - Professional Fees	-	72,411	62,744	-
610129 - Other Expense	-	12,534	-	-
620123 - Irrigation & Sprinklers	-	5,850	22,716	-
5215 - Buena Vista Park Project				
610113 - Professional Fees	\$ 18,940	75,035	(2,335)	-
610129 - Other Expense	-	-	-	20,000
5219 - Imperial Valley Urban Forest				
610113 - Professional Fees	\$ -	38,028	-	6,000
620113 - Irrigation & Sprinklers	-	-	16,059	12,500
620124 - Trees / Plants / Grass	2,404	-	13,522	33,500
<i>Total Material & Services:</i>	<u>\$ 21,344</u>	<u>204,908</u>	<u>115,594</u>	<u>72,000</u>
Capital Projects / Outlay				
5214 - Urban Forest Grant				
710106 - Other Real Property	\$ -	114,391	-	-
720109 - Computers	-	3,197	-	-
5215 - Buena Vista Park Project				
710106 - Other Real Property	\$ -	-	91,400	649,856
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>117,588</u>	<u>91,400</u>	<u>649,856</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Recreation Projects Fund:</i>	<u>\$ 21,344</u>	<u>322,496</u>	<u>206,994</u>	<u>721,856</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Special Events Fund (Fund 266)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 30	292	33	-
470120 - Contributions	1,077	200	80	-
450200 - Other Agencies	142,700	-	-	-
490101 - Transfers In - General Fund	22,021	65,226	96,830	95,000
<i>Total:</i>	<u>\$ 165,828</u>	<u>65,718</u>	<u>96,943</u>	<u>95,000</u>
Expenditures:				
5210 - Special Events				
Personnel Services	\$ 74,094	65,712	97,002	95,000
Materials & Services	91,714	-	(28)	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 165,808</u>	<u>65,712</u>	<u>96,974</u>	<u>95,000</u>
Excess (deficit) of revenues over expenditures	\$ 20	6	(31)	-
Beginning Fund Balance	\$ 5	25	31	-
Ending Fund Balance	<u>\$ 25</u>	<u>31</u>	<u>-</u>	<u>-</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Special Events Fund (Fund 266)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
5210 - Special Events				
510101 - Permanent Salaries	\$ 2,313	944	368	500
510103 - Temporary Salaries	18,136	17,990	26,732	20,125
510105 - Overtime	42,839	36,250	53,670	60,000
520101 - Retirement	703	628	894	1,000
520103 - Social Security	920	932	1,474	1,200
520104 - Group Health Insurance	5,401	5,288	8,356	7,500
520105 - Workers Compensation	2,219	1,979	2,980	2,500
520106 - Disability Insurance	14	-	1	-
520107 - Unemployment Insurance	598	874	1,317	1,100
520109 - Life Insurance	60	48	69	75
520110 - Medicare	891	779	1,141	1,000
<i>Total Personnel Services:</i>	<u>\$ 74,094</u>	<u>65,712</u>	<u>97,002</u>	<u>95,000</u>
Materials & Services				
5210 - Special Events				
610106 - Advertising	\$ 7,653	-	-	-
610129 - Other Expense	6,860	-	-	-
610135 - Special Events	77,201	-	(28)	-
<i>Total Material & Services:</i>	<u>\$ 91,714</u>	<u>-</u>	<u>(28)</u>	<u>-</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Special Events Fund:</i>	<u>\$ 165,808</u>	<u>65,712</u>	<u>96,974</u>	<u>95,000</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Park Development Fund (Fund 460)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 317	2,277	5,396	4,000
470113 - Other Income	\$ -	-	-	-
<i>Total:</i>	<u>\$ 317</u>	<u>2,277</u>	<u>5,396</u>	<u>4,000</u>
Expenditures:				
XXXX - Parks Projects				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 317	2,277	5,396	4,000
Beginning Fund Balance	\$ 128,437	128,754	131,031	136,427
Ending Fund Balance	<u>\$ 128,754</u>	<u>131,031</u>	<u>136,427</u>	<u>140,427</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Park Development Fund (Fund 460)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Park Development Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

SPECIAL REVENUE FUNDS (Impact / Mitigation)

City of El Centro
Fiscal Year 2024-25 Revised Budget
CDBG COVID 19 Fund (Fund 217)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1	1	(66)	-
450300 - Federal Grants	67,902	298,019	128,315	-
470122 - Program Income	(207)	-	-	100
<i>Total:</i>	<u>\$ 67,696</u>	<u>298,020</u>	<u>128,249</u>	<u>100</u>
Expenditures:				
6118 - CDBG CV Round 1				
Personnel Services	\$ 21,117	16,396	803	-
Materials & Services	43,978	34,868	12,821	25,000
Capital Projects / Outlay	-	-	-	-
6119 - CDBG CV Round 3				
Materials & Services	\$ -	300,935	64,943	-
<i>Total:</i>	<u>\$ 65,095</u>	<u>352,199</u>	<u>78,567</u>	<u>25,000</u>
Excess (deficit) of revenues over expenditures	\$ 2,601	(54,179)	49,682	(24,900)
Beginning Fund Balance	\$ 29,766	32,367	(21,812)	27,870
Ending Fund Balance	<u>\$ 32,367</u>	<u>(21,812)</u>	<u>27,870</u>	<u>2,970</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
CDBG COVID-19 Fund (Fund 217)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
6118 - CDBG CV Round 1				
510101 - Permanent Salaries	\$ 15,697	10,666	-	-
520101 - Retirement	1,508	2,645	803	-
520104 - Group Health Insurance	2,132	1,449	-	-
520105 - Workers Compensation	1,099	1,173	-	-
520106 - Disability Insurance	100	68	-	-
520107 - Unemployment Insurance	353	240	-	-
520110 - Medicare	228	155	-	-
<i>Total Personnel Services:</i>	<u>\$ 21,117</u>	<u>16,396</u>	<u>803</u>	<u>-</u>
Materials & Services				
6118 - CDBG CV Round 1				
610113 - Professional Services	\$ 129	89	1,665	-
610129 - Other Expense	-	58	-	-
620114 - Other Safety Supplies	87	940	-	-
640121 - Loans	43,762	33,781	11,156	25,000
6119 - CDBG CV - Round 3				
640124 - Contributions	\$ -	300,935	64,943	-
<i>Total Material & Services:</i>	<u>\$ 43,978</u>	<u>335,803</u>	<u>77,764</u>	<u>25,000</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total CDBG COVID 19 Fund:</i>	<u>\$ 65,095</u>	<u>352,199</u>	<u>78,567</u>	<u>25,000</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Home Grant Fund (Fund 240)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 107	(76)	3,570	3,000
450400 - State Grants	515,000	-	54,500	-
<i>Total:</i>	<u>\$ 515,107</u>	<u>(76)</u>	<u>58,070</u>	<u>3,000</u>
Expenditures:				
9312 - 18-HOME-1255				
Materials & Services	\$ 515,000	-	-	100,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 515,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
Excess (deficit) of revenues over expenditures	\$ 107	(76)	58,070	(97,000)
Beginning Fund Balance	\$ 66,906	67,013	66,937	125,007
Ending Fund Balance	<u>\$ 67,013</u>	<u>66,937</u>	<u>125,007</u>	<u>28,007</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HOME Grant Fund (Fund 240)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9312 - 18-HOME-1255				
610113 - Professional Services	\$ 10,000	-	-	-
640121 - Loans	505,000	-	-	100,000
<i>Total Material & Services:</i>	\$ 515,000	-	-	100,000
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total HOME Grant Fund:</i>	\$ 515,000	-	-	100,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Home Program Income Fund (Fund 241)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 538	4,842	9,515	9,000
470122 - Program Income	89,816	870	4,306	4,000
470151 - Program Income - HOME 92	(69)	(68)	(92)	(100)
470158 - Program Income - FTHB	(1,586)	(1,612)	17,630	-
470161 - Program Income - FTHB 2001	(343)	(353)	(461)	(450)
470164 - Program Income - Res Rehab 2002	(69)	(71)	(92)	(100)
470168 - Program Income - 07-HOME-3078	77,895	(71)	(92)	(100)
470169 - Program Income - 07-HOME-3066 SV	(62)	(71)	(92)	(100)
<i>Total:</i>	<u>\$ 166,120</u>	<u>3,466</u>	<u>30,622</u>	<u>12,150</u>
Expenditures:				
9308 - Program Income				
Materials & Services	\$ 26,483	-	-	229,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 26,483</u>	<u>-</u>	<u>-</u>	<u>229,000</u>
Excess (deficit) of revenues over expenditures	\$ 139,637	3,466	30,622	(216,850)
Beginning Fund Balance	\$ 80,622	220,259	223,725	254,347
Ending Fund Balance	<u>\$ 220,259</u>	<u>223,725</u>	<u>254,347</u>	<u>37,497</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HOME Program Income Fund (Fund 241)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9308 - Program Income				
610129 - Other Expense	\$ 26,483	-	-	5,000
640121 - Loans	-	-	-	224,000
<i>Total Material & Services:</i>	\$ 26,483	-	-	229,000
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total HOME Program Income Fund:</i>	\$ 26,483	-	-	229,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Rental Rehab HUD Fund (Fund 242)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 798	6,921	13,162	12,000
470122 - Program Income	-	-	-	-
<i>Total:</i>	<u>\$ 798</u>	<u>6,921</u>	<u>13,162</u>	<u>12,000</u>
Expenditures:				
9309 - Rental Rehab				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 798	6,921	13,162	12,000
Beginning Fund Balance	\$ 322,777	323,575	330,496	343,658
Ending Fund Balance	<u>\$ 323,575</u>	<u>330,496</u>	<u>343,658</u>	<u>355,658</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Rental Rehab HUD Fund (Fund 242)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9309 - Rental Rehab				
610129 - Other Expense	\$ -	-	-	-
640121 - Loans	-	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Rental Rehab HUD Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
HUD Entitlement Fund (Fund 243)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,909	15,016	24,797	20,000
450200 - Other Agencies	36,738	45,881	112,092	-
470113 - Federal Grants	585,113	488,518	279,278	1,017,912
470113 - Other Income	-	872	-	-
470163 - Entitlement Program Income	1,177	562	878	750
470165 - CDBG 05-06 Entitlement Program Income	(69)	(71)	(92)	(92)
470166 - CDBG 06-07 Entitlement Program Income	1,631	2,227	1,469	1,400
470167 - CDBG 07-08 Entitlement Program Income	(69)	(70)	(86)	(86)
470171 - CDBG 10-11 Entitlement Program Income	(137)	(141)	(184)	(184)
<i>Total:</i>	<u>\$ 626,293</u>	<u>552,794</u>	<u>418,152</u>	<u>1,039,700</u>
Expenditures:				
9313 - HUD Clearance & Demolition				
Personnel Services	\$ 23,623	60,430	42,778	30,836
Materials & Services	23,410	1,205	9,699	11,900
Capital Projects / Outlay	-	3,902	-	-
9314 - HUD Administration				
Personnel Services	\$ 78,937	60,664	2,227	64,107
Materials & Services	22,508	20,603	140,817	36,060
Capital Projects / Outlay	244	-	-	-
9315 - HUD Housing				
Materials & Services	\$ 132,043	7,192	85,376	15,000
Capital Projects / Outlay	-	-	-	10,000
9316 - HUD - Capital Projects				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	282,441	438,713	86,541	861,013
9319 - HUD Public Services				
Materials & Services	\$ 62,668	76,519	59,939	78,998
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 625,874</u>	<u>669,228</u>	<u>427,377</u>	<u>1,107,914</u>
Excess (deficit) of revenues over expenditures	\$ 419	(116,434)	(9,225)	(68,214)
Beginning Fund Balance	\$ 1,688,432	1,688,851	1,572,417	1,563,192
Ending Fund Balance	<u>\$ 1,688,851</u>	<u>1,572,417</u>	<u>1,563,192</u>	<u>1,494,978</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
HUD Entitlement Fund (Fund 243)

	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
Capital Expenditure Detail				
	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
<u>Capital Expenditures</u>				
Office Machines	\$ 244	-	-	-
Communication Equipment	-	3,902	-	-
Storefront Program	-	191	-	-
Other Real Property	282,441	438,522	86,541	871,013
<i>Total:</i>	<u>\$ 282,685</u>	<u>442,615</u>	<u>86,541</u>	<u>871,013</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HUD Entitlement Fund (Fund 243)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9313 - HUD Clearance & Demolition				
510103 - Temporary Salaries	\$ 18,687	48,460	33,920	24,558
520101 - Overtime	-	-	145	-
520101 - Retirement	1,700	362	1,395	492
520103 - Social Security	-	2,759	1,252	1,317
520104 - Group Health Insurance	214	392	145	78
520105 - Workers Compensation	2,056	5,331	3,731	2,805
520106 - Disability Insurance	-	-	-	-
520107 - Unemployment Insurance	695	2,423	1,696	1,228
520110 - Medicare	271	703	494	358
9314 - HUD Administration				
510101 - Permanent Salaries	\$ 58,784	37,738	-	40,678
520101 - Retirement	5,649	12,109	2,227	11,922
520104 - Group Health Insurance	7,837	5,365	-	6,114
520105 - Workers Compensation	4,115	3,071	-	2,562
520106 - Disability Insurance	376	242	-	255
520107 - Unemployment Insurance	1,323	1,592	-	1,997
520110 - Medicare	853	547	-	579
Total Personnel Services:	\$ 102,560	121,094	45,005	94,943
Materials & Services				
9313 - HUD Clearance & Demolition				
610113 - Professional Services	\$ 22,664	-	9,699	8,000
610121 - Dues & Subscriptions	195	142	-	1,100
610123 - Training	464	925	-	1,500
620101 - Office Supplies	-	138	-	800
620112- Protective Clothing	87	-	-	500
9314 - HUD Administration				
610109 - Meeting & Travel	\$ 737	859	-	6,800
610113 - Professional Services	10,128	15,057	136,780	15,000
610121 - Dues & Subscriptions	587	1,369	1,279	1,840
610129 - Other Expense	5,714	513	1,754	7,720
620101 - Office Supplies	3,166	1,763	432	2,500
620103 - Printing	2,032	1,042	572	1,500
630112 - Gasoline & Oil	144	-	-	700
9315 - HUD - Housing				
610113 - Professional Services	\$ 13,710	-	1,049	15,000
640121 - Loans	118,333	7,192	84,327	-
9319 - HUD Public Services				
610113 - Professional Services	\$ 34,101	28,708	32,595	47,250
640124 - Contributions	28,567	47,811	27,344	31,748
Total Material & Services:	\$ 240,629	105,519	295,831	141,958

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HUD Entitlement Fund (Fund 243)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
Capital Projects / Outlay				
9313 - HUD Clearance & Demolition				
720111 - Communication Equipment	\$ -	3,902	-	-
9314 - HUD Administration				
720101 - Office Machines	\$ 244	-	-	-
9315 - HUD - Housing				
710106 - Other Real Property	\$ -	-	-	10,000
9316 - HUD - Capital Projects				
640127 - Storefront Program	\$ -	191	-	-
710106 - Other Real Property	282,441	438,522	86,541	861,013
Total Capital Projects / Outlay:	\$ 282,685	442,615	86,541	871,013
Transfers Out				
Total Transfers Out:	\$ -	-	-	-
Total HUD Entitlement Fund: -	\$ 625,874	669,228	427,377	1,107,914

City of El Centro
Fiscal Year 2024-25 Revised Budget
CDBG Program Income Fund (Fund 244)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 312	2,662	7,771	2,500
470122 - Program Income	(85)	(71)	(92)	-
470127 - Program Income - 82	34,270	(71)	(522)	-
470128 - Program Income 85	2,048	21,089	(92)	-
470129 - Program Income 87-STBG-143	-	-	(29)	-
470130 - Program Income STBG 032	(343)	(353)	(432)	-
470155 - Program Income STBG 557	(69)	(71)	(92)	-
470137 - Program Income 93-STBG 673	(200)	(212)	(276)	-
470138 - Program Income 94-STBG-791	(219)	(212)	(288)	-
470139 - Program Income 95-STBG-890	(137)	34,002	(92)	-
470140 - Program Income 96-STBG-1006	(206)	35,818	(184)	-
470141 - Program Income 97-STBG-1113	(4,368)	(4,055)	(2,563)	-
470142 - Program Income 98-STBG-1239	5,129	5,243	6,554	6,366
470143 - Program Income 99-STBG-1354	6,514	4,023	4,843	4,745
470144 - Program Income 00-STBG-1468	29,542	(212)	(277)	-
470149 - Program Income 01-STBG-1579	4,302	4,398	6,098	5,856
470150 - Program Income 02-STBG-1695	2,089	2,106	2,590	2,498
470158 - Program Income - FTHB	51,689	(351)	(1,160)	98
470162 - Program Income 03-STBG-1816	9,255	8,749	13,008	12,461
<i>Total:</i>	<u>\$ 139,523</u>	<u>112,482</u>	<u>34,765</u>	<u>34,524</u>
Expenditures:				
9320 - PI Administration				
Personnel Services	\$ -	154	52	-
Materials & Services	36,738	45,881	94,371	-
Capital Projects / Outlay	-	-	-	-
9314 - HUD Administration				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	175	2,000
Capital Projects / Outlay	-	-	-	-
9316 - HUD - Capital Projects				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	13,000
9319 - HUD Public Services				
Materials & Services	\$ -	-	17,721	3,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 36,738</u>	<u>46,035</u>	<u>112,319</u>	<u>18,000</u>
Excess (deficit) of revenues over expenditures	\$ 102,785	66,447	(77,554)	16,524
Beginning Fund Balance	\$ 628,733	731,518	797,965	720,411
Ending Fund Balance	<u>\$ 731,518</u>	<u>797,965</u>	<u>720,411</u>	<u>736,935</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
CDBG Program Income Fund (Fund 244)

	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
Capital Expenditure Detail				
	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
<u>Capital Expenditures</u>				
Other Real Property	\$ -	-	-	13,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>13,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
CDBG Program Income Fund (Fund 244)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9320 - PI - General Administration				
510101 - Permanent Salaries	\$ -	-	-	-
520101 - Retirement	-	154	52	-
520110 - Medicare	-	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>154</u>	<u>52</u>	<u>-</u>
Materials & Services				
9320 - PI - General Administration				
610129 - Other Expense	\$ 36,738	45,881	93,983	-
620101 - Office Supplies	-	-	388	-
9314 - HUD Administration				
610121 - Dues & Subscriptions	\$ -	-	175	-
610129 - Other Expense	-	-	-	1,000
620101 - Office Supplies	-	-	-	1,000
9319 - HUD Public Services				
610113 - Professional Services	\$ -	-	17,721	-
640124 - Contributions	-	-	-	3,000
<i>Total Material & Services:</i>	<u>\$ 36,738</u>	<u>45,881</u>	<u>112,267</u>	<u>5,000</u>
Capital Projects / Outlay				
9316 - HUD - Capital Projects				
710106 - Other Real Property	\$ -	-	-	13,000
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>13,000</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total CDBG Program Income Fund:</i>	<u>\$ 36,738</u>	<u>46,035</u>	<u>112,319</u>	<u>18,000</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Housing Enabled by Local Partnership Fund (Fund 245)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,259	10,922	20,772	20,000
470122 - Program Income	-	-	-	-
<i>Total:</i>	<u>\$ 1,259</u>	<u>10,922</u>	<u>20,772</u>	<u>20,000</u>
Expenditures:				
9324 - HELP 080102-06				
Materials & Services	\$ -	-	-	50,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Excess (deficit) of revenues over expenditures	\$ 1,259	10,922	20,772	(30,000)
Beginning Fund Balance	\$ 515,174	516,433	527,355	548,127
Ending Fund Balance	<u>\$ 516,433</u>	<u>527,355</u>	<u>548,127</u>	<u>518,127</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Housing Enabled by Local Partnership Fund (Fund 245)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9324 - HELP 080102-06				
610129 - Other Expense	\$ -	-	-	-
640121 - Loans	-	-	-	50,000
<i>Total Material & Services:</i>	\$ -	-	-	50,000
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Housing Enabled by Local Partnership Fund:</i>	- \$ -	-	-	50,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Cal HOME Partnership Fund (Fund 246)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 536	7,230	13,201	15,000
470159 - Program Income - CalHome-033	1,503	(424)	(553)	905
470160 - Program Income - FTHB 03CALHM-04	157,694	2,906	1,885	-
470170 - Program Income - 09-CalHome	9,154	(777)	(1,076)	-
470172 - Program Income - Cal Home	(137)	(136)	(116)	-
<i>Total:</i>	<u>\$ 168,750</u>	<u>8,799</u>	<u>13,341</u>	<u>15,905</u>
Expenditures:				
9326 - Cal HOME Program				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 168,750	8,799	13,341	15,905
Beginning Fund Balance	\$ 827,663	996,413	1,005,212	1,018,553
Ending Fund Balance	<u>\$ 996,413</u>	<u>1,005,212</u>	<u>1,018,553</u>	<u>1,034,458</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Cal HOME Partnership Fund (Fund 246)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9326 - Cal HOME Program				
610129 - Other Expense	\$ -	-	-	-
640121 - Loans	-	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Cal HOME Partnership Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
CDBG Loan Fund (Fund 247)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
450200 - Other Agencies	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:				
XXXX - CDBG Loan Program				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ -	-	-	-
Beginning Fund Balance	\$ -	-	-	-
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
CDBG Loan Fund (Fund 247)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
XXXX - CDBG Loan Program				
610129 - Other Expense	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total CDBG Loan Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
HOME PI Administration Fund (Fund 250)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 96	909	1,439	1,000
450200 - Other Agencies	26,483	-	-	-
<i>Total:</i>	<u>\$ 26,579</u>	<u>909</u>	<u>1,439</u>	<u>1,000</u>
Expenditures:				
9353 - PI Administration				
Materials & Services	\$ 258	911	-	2,500
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 258</u>	<u>911</u>	<u>-</u>	<u>2,500</u>
Excess (deficit) of revenues over expenditures	\$ 26,321	(2)	1,439	(1,500)
Beginning Fund Balance	\$ 15,271	41,592	41,590	43,029
Ending Fund Balance	<u>\$ 41,592</u>	<u>41,590</u>	<u>43,029</u>	<u>41,529</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
HOME Program Income Administration Fund (Fund 250)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
9353 - PI Administration				
610129 - Other Expense	\$ 258	-	-	1,000
610109 - Meeting & Travel	-	911	-	1,500
<i>Total Material & Services:</i>	\$ 258	911	-	2,500
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total HOME PI Administration Fund:</i>	\$ 258	911	-	2,500

**SPECIAL REVENUE
FUNDS
(HUD / CDBG / HOME)**

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Administration Fund (Fund 230)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 51	439	834	750
480108 - Impact Fees	-	-	-	-
<i>Total:</i>	<u>\$ 51</u>	<u>439</u>	<u>834</u>	<u>750</u>
Expenditures:				
XXXX - Administration				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 51	439	834	750
Beginning Fund Balance	\$ 20,380	20,431	20,870	21,704
Ending Fund Balance	<u>\$ 20,431</u>	<u>20,870</u>	<u>21,704</u>	<u>22,454</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Administration Fund (Fund 230)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
<i>Total Personnel Services:</i>	\$ -	-	-	-
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Administration Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Library Fund (Fund 231)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 420	4,629	9,254	10,000
480108 - Impact Fees	6,018	56,100	-	48,960
<i>Total:</i>	<u>\$ 6,438</u>	<u>60,729</u>	<u>9,254</u>	<u>58,960</u>
Expenditures:				
XXXX - Library				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 6,438	60,729	9,254	58,960
Beginning Fund Balance	\$ 165,182	171,620	232,349	241,603
Ending Fund Balance	<u>\$ 171,620</u>	<u>232,349</u>	<u>241,603</u>	<u>300,563</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Library Fund (Fund 231)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
<i>Total Personnel Services:</i>	\$ -	-	-	-
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Library Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Police Fund (Fund 232)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 2,968	26,546	50,961	25,000
480108 - Impact Fees	72,805	38,538	10,906	25,824
<i>Total:</i>	<u>\$ 75,773</u>	<u>65,084</u>	<u>61,867</u>	<u>50,824</u>
Expenditures:				
3302 - Impact - Police				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	1,259,217
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>1,259,217</u>
Excess (deficit) of revenues over expenditures	\$ 75,773	65,084	61,867	(1,208,393)
Beginning Fund Balance	\$ 1,133,219	1,208,992	1,274,076	1,335,943
Ending Fund Balance	<u>\$ 1,208,992</u>	<u>1,274,076</u>	<u>1,335,943</u>	<u>127,550</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Buildings - Police Building	\$ -	-	-	1,259,217
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>1,259,217</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Police Fund (Fund 232)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
3302 - Impact - Police				
71015 - Buildings	\$ -	-	-	1,259,217
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	1,259,217
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Police Fund:</i>	\$ -	-	-	1,259,217

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Fire Fund (Fund 233)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	34	(7)	450
480108 - Impact Fees	28,098	62,110	3,599	42,624
<i>Total:</i>	<u>\$ 28,098</u>	<u>62,144</u>	<u>3,592</u>	<u>43,074</u>
Expenditures:				
XXXX - Fire				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 28,098	62,144	3,592	43,074
Beginning Fund Balance	\$ (78,453)	(50,355)	11,789	15,381
Ending Fund Balance	<u>\$ (50,355)</u>	<u>11,789</u>	<u>15,381</u>	<u>58,455</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Fire Fund (Fund 233)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
<i>Total Personnel Services:</i>	\$ -	-	-	-
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	-
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Fire Fund:</i>	\$ -	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Streets Fund (Fund 234)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 4,899	42,859	52,771	25,000
480108 - Impact Fees	92,377	154,374	38,483	19,200
<i>Total:</i>	<u>\$ 97,276</u>	<u>197,233</u>	<u>91,254</u>	<u>44,200</u>
Expenditures:				
2309 - Imperial Avenue Extension Capital Projects / Outlay	\$ 376,877	23,984	(303,047)	-
3208 - La Brucherie Widening Capital Projects / Outlay	\$ -	-	-	600,000
3223 - Imperial Avenue Phase III Capital Projects / Outlay	\$ -	-	-	530,000
3246 - Southeast City Quadrant Capital Projects / Outlay	\$ -	484,371	429,003	-
3252 - Imperial Avenue Phase II Capital Projects / Outlay	\$ -	1,822	-	109,095
<i>Total:</i>	<u>\$ 376,877</u>	<u>510,177</u>	<u>125,956</u>	<u>1,239,095</u>
Excess (deficit) of revenues over expenditures	\$ (279,601)	(312,944)	(34,702)	(1,194,895)
Beginning Fund Balance	\$ 2,008,813	1,729,212	1,416,268	1,381,566
Ending Fund Balance	<u>\$ 1,729,212</u>	<u>1,416,268</u>	<u>1,381,566</u>	<u>186,671</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Streets Fund (Fund 234)

Capital Expenditure Detail

	ACTUAL	ESTIMATED	ESTIMATED	REVISED
Capital Expenditures	FY 2021-22	FY 2022-23	FY 2023-24	BUDGET
				FY 2024-25
Imperial Avenue Extension	\$ 376,877	23,984	(303,047)	-
La Brucherie Widening	-	-	-	600,000
Imperial Avenue Phase III	-	-	-	530,000
Southeast City Quadrant	-	484,371	429,003	-
Imperial Avenue Phase II	-	1,822	-	109,095
<i>Total:</i>	<u>\$ 376,877</u>	<u>510,177</u>	<u>125,956</u>	<u>1,239,095</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Streets Fund (Fund 23)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
2309 - Imperial Avenue Extension				
710101 - Land	\$ 7,650	139,275	-	-
710106 - Other Real Property	369,227	(115,291)	(303,047)	
3208 - La Brucherie Widening				
710106 - Other Real Property	\$ -	-	-	600,000
3223 - Imperial Avenue Phase III				
710106 - Other Real Property	\$ -	-	-	530,000
3246 - SE City Quadrant				
710106 - Other Real Property	\$ -	484,371	429,003	-
3252 - Imperial Avenue Phase II				
710106 - Other Real Property	\$ -	1,822	-	109,095
<i>Total Capital Projects / Outlay:</i>	\$ 376,877	510,177	125,956	1,239,095
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Streets Fund:</i>	\$ 376,877	510,177	125,956	1,239,095

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Public Facilities Fund (Fund 237)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 879	8,074	15,900	16,000
480108 - Impact Fees	27,212	92,689	5,438	63,936
<i>Total:</i>	<u>\$ 28,091</u>	<u>100,763</u>	<u>21,338</u>	<u>79,936</u>
Expenditures:				
3307 - Impact - Public Facilities				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	75,173	-	-	-
<i>Total:</i>	<u>\$ 75,173</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ (47,082)	100,763	21,338	79,936
Beginning Fund Balance	\$ 347,089	300,007	400,770	422,108
Ending Fund Balance	<u>\$ 300,007</u>	<u>400,770</u>	<u>422,108</u>	<u>502,044</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Other Real Property	\$ 12,919	-	-	-
Portable Shop Equipment	62,254	-	-	-
<i>Total:</i>	<u>\$ 75,173</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Public Facilities Fund (Fund 237)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
3307 - Impact - Public Facilities				
710106 - Other Real Property	\$ 12,919	-	-	-
720105 - Portable Shop Equipment	62,254	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ 75,173	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Public Facilities Fund:</i>	\$ 75,173	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Impact Fee - Parks & Recreation Fund (Fund 238)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 581	6,756	14,066	12,000
480108 - Impact Fees	10,858	120,678	-	88,416
<i>Total:</i>	<u>\$ 11,439</u>	<u>127,434</u>	<u>14,066</u>	<u>100,416</u>
Expenditures:				
3308 - Impact - Parks & Recreation				
Materials & Services	\$ -	-	-	-
Capital Projects / Outlay	21,014	-	-	-
<i>Total:</i>	<u>\$ 21,014</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ (9,575)	127,434	14,066	100,416
Beginning Fund Balance	\$ 235,083	225,508	352,942	367,008
Ending Fund Balance	<u>\$ 225,508</u>	<u>352,942</u>	<u>367,008</u>	<u>467,424</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Other Real Property	\$ 21,014	-	-	-
<i>Total:</i>	<u>\$ 21,014</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Impact Fee - Parks & Recreation Fund (Fund 238)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	\$ -	-	-	-
Capital Projects / Outlay				
3308 - Impact - Parks & Recreation				
710106 - Other Real Property	\$ 21,014	-	-	-
<i>Total Capital Projects / Outlay:</i>	\$ 21,014	-	-	-
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Impact Fee - Parks & Recreation</i>				
<i>Fund:</i>	\$ 21,014	-	-	-

City of El Centro
Fiscal Year 2024-25 Revised Budget
Fire Mitigation Fees Fund (Fund 270)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 547	4,749	9,032	9,000
450200 - Other Agencies	-	-	-	-
<i>Total:</i>	<u>\$ 547</u>	<u>4,749</u>	<u>9,032</u>	<u>9,000</u>
Expenditures:				
XXXX - Fire Mitigation Projects				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 547	4,749	9,032	9,000
Beginning Fund Balance	\$ 221,498	222,045	226,794	235,826
Ending Fund Balance	<u>\$ 222,045</u>	<u>226,794</u>	<u>235,826</u>	<u>244,826</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Fire Mitigation Fund (Fund 270)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Fire Mitigation Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Police Mitigation Fees Fund (Fund 271)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,162	10,078	19,167	19,000
450200 - Other Agencies	-	-	-	-
<i>Total:</i>	<u>\$ 1,162</u>	<u>10,078</u>	<u>19,167</u>	<u>19,000</u>
Expenditures:				
XXXX - Police Mitigation Projects				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 1,162	10,078	19,167	19,000
Beginning Fund Balance	\$ 470,013	471,175	481,253	500,420
Ending Fund Balance	<u>\$ 471,175</u>	<u>481,253</u>	<u>500,420</u>	<u>519,420</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Police Mitigation Fund (Fund 271)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Police Mitigation Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

**SPECIAL REVENUE
FUNDS
(L&L / CFD)**

City of El Centro
Fiscal Year 2024-25 Revised Budget
Buena Vista Lighting & Landscaping Fund (Fund 272)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 323	2,338	4,419	4,000
410101 - Property Taxes	21,369	42,846	53,553	67,053
<i>Total:</i>	<u>\$ 21,692</u>	<u>45,184</u>	<u>57,972</u>	<u>71,053</u>
Expenditures:				
9901 - Lighting & Landscape District				
Personnel Services	\$ -	-	-	-
Materials & Services	20,877	52,430	52,312	91,900
Capital Projects / Outlay	-	-	-	60,500
Transfers Out	\$ 3,500	3,500	3,500	3,500
<i>Total:</i>	<u>\$ 24,377</u>	<u>55,930</u>	<u>55,812</u>	<u>155,900</u>
Excess (deficit) of revenues over expenditures	\$ (2,685)	(10,746)	2,160	(84,847)
Beginning Fund Balance	\$ 133,911	131,226	120,480	122,640
Ending Fund Balance	<u>\$ 131,226</u>	<u>120,480</u>	<u>122,640</u>	<u>37,793</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Lighting & Landscape Other Property	\$ -	-	-	60,500
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>60,500</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Buena Vista Lighting & Landscaping Fund (Fund 272)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9901 - Lighting & Landscape District				
610101 - Electricity	\$ 650	651	549	2,000
610104 - Water	1,222	1,616	3,049	9,000
610113 - Professional Fees	4,095	4,415	4,700	5,000
610129 - Other Expense	561	704	580	900
620122 - Grounds / Landscaping	608	22,800	28,421	50,000
630103 - Grounds / Landscaping Mtc	\$ 13,741	22,244	15,013	25,000
<i>Total Material & Services:</i>	<u>\$ 20,877</u>	<u>52,430</u>	<u>52,312</u>	<u>91,900</u>
Capital Projects / Outlay				
9901 - Lighting & Landscape District				
710106 - Other Real Property	\$ -	-	-	60,500
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>60,500</u>
Transfers Out				
9901 - Lighting & Landscape District				
820101 - Transfers Out - General Fund	\$ 3,500	3,500	3,500	3,500
<i>Total Transfers Out:</i>	<u>\$ 3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
<i>Total Buena Vista L&L Fund:</i>	<u>\$ 24,377</u>	<u>55,930</u>	<u>55,812</u>	<u>155,900</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Legacy Ranch CFD Fund (Fund 273)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 260	2,148	8,443	8,000
410101 - Property Taxes	109,267	111,181	114,637	114,690
<i>Total:</i>	<u>\$ 109,527</u>	<u>113,329</u>	<u>123,080</u>	<u>122,690</u>
Expenditures:				
9910 - CFD - Legacy Ranch				
Personnel Services	\$ -	-	-	-
Materials & Services	104,569	108,444	108,840	114,690
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 104,569</u>	<u>108,444</u>	<u>108,840</u>	<u>114,690</u>
Excess (deficit) of revenues over expenditures	\$ 4,958	4,885	14,240	8,000
Beginning Fund Balance	\$ 260,851	265,809	270,694	284,934
Ending Fund Balance	<u>\$ 265,809</u>	<u>270,694</u>	<u>284,934</u>	<u>292,934</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Legacy Ranch CFD Fund (Fund 273)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9910 - CFD Legacy Ranch				
610113 - Professional Fees	\$ 5,782	6,069	3,681	6,500
640110 - Interest Expense	71,125	69,460	67,478	65,190
640112 - Bank Charges	2,662	2,915	2,681	3,000
640114 - Principal on Debt	25,000	30,000	35,000	40,000
<i>Total Material & Services:</i>	<u>\$ 104,569</u>	<u>108,444</u>	<u>108,840</u>	<u>114,690</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Legacy Ranch CFD Fund:</i>	<u>\$ 104,569</u>	<u>108,444</u>	<u>108,840</u>	<u>114,690</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Legacy Ranch Lighting & Landscape Fund (Fund 274)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 53	(77)	20	100
410101 - Property Taxes	25,017	37,163	50,079	67,729
<i>Total:</i>	<u>\$ 25,070</u>	<u>37,086</u>	<u>50,099</u>	<u>67,829</u>
Expenditures:				
9902 - Lightng & Landscape - Legacy Ranch				
Personnel Services	\$ -	-	-	-
Materials & Services	34,716	39,421	47,792	55,900
Capital Projects / Outlay	-	-	6,341	-
Transfers Out	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
<i>Total:</i>	<u>\$ 38,216</u>	<u>42,921</u>	<u>57,633</u>	<u>59,400</u>
Excess (deficit) of revenues over expenditures	\$ (13,146)	(5,835)	(7,534)	8,429
Beginning Fund Balance	\$ 30,491	17,345	11,510	3,976
Ending Fund Balance	<u>\$ 17,345</u>	<u>11,510</u>	<u>3,976</u>	<u>12,405</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Parks & Recreation Equipment	\$ -	-	6,341	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>6,341</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Legacy Ranch Lighting & Landscape Fund (Fund 274)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9902 - Lighting & Landscape - Legacy Ranch				
610101 - Electricity	\$ 2,228	2,372	2,823	3,400
610104 - Water	6,757	7,208	6,769	7,800
610113 - Professional Services	2,925	3,148	3,351	3,700
610129 - Other Expense	1,266	1,090	8,903	3,000
620122 - Grounds Landscaping	1,335	704	4,099	8,000
630103 - Grounds Landscaping Mtc	20,205	24,899	21,847	30,000
<i>Total Material & Services:</i>	<u>\$ 34,716</u>	<u>39,421</u>	<u>47,792</u>	<u>55,900</u>
Capital Projects / Outlay				
9902 - Lighting & Landscape - Legacy Ranch				
720107 - Parks & Recreation Eqpt	\$ -	-	6,341	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>6,341</u>	<u>-</u>
Transfers Out				
9902 - Lighting & Landscape - Legacy Ranch				
820101 - Transfers Out - General Fund	\$ 3,500	3,500	3,500	3,500
<i>Total Transfers Out:</i>	<u>\$ 3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
<i>Total Legacy Ranch L&L Fund:</i>	<u>\$ 38,216</u>	<u>42,921</u>	<u>57,633</u>	<u>59,400</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
IV Commons CFD Fund (Fund 275)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 179	1,557	2,961	2,900
410101 - Property Taxes	-	-	-	-
<i>Total:</i>	<u>\$ 179</u>	<u>1,557</u>	<u>2,961</u>	<u>2,900</u>
Expenditures:				
9911 - CFD - IV Commons				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	1,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Excess (deficit) of revenues over expenditures	\$ 179	1,557	2,961	1,900
Beginning Fund Balance	\$ 10,771	10,950	12,507	15,468
Ending Fund Balance	<u>\$ 10,950</u>	<u>12,507</u>	<u>15,468</u>	<u>17,368</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
IV Commons CFD Fund (Fund 275)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9911 - CFD - IV Commons				
610113 - Professional Fees	\$ -	-	-	1,000
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total IV Commons CFD Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>1,000</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Lotus Ranch Lighting & Landscape Fund (Fund 280)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	5	8	8
410101 - Property Taxes	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>5</u>	<u>8</u>	<u>8</u>
Expenditures:				
XXXX - Lighting & Landscape - Lotus Ranch				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ -	5	8	8
Beginning Fund Balance	\$ 203	203	208	216
Ending Fund Balance	<u>\$ 203</u>	<u>208</u>	<u>216</u>	<u>224</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Lotus Ranch Lighting & Landscape Fund (Fund 280)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
XXXX - Lotus Ranch L&L 610129 - Other Expense	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Lotus Ranch L&L Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Town Center Lighting & Landscape Fund (Fund 290)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 59	394	1,226	1,000
410101 - Property Taxes	12,001	26,178	30,876	34,477
<i>Total:</i>	<u>\$ 12,060</u>	<u>26,572</u>	<u>32,102</u>	<u>35,477</u>
Expenditures:				
9903 - L&L District - Town Center				
Personnel Services	\$ -	-	-	-
Materials & Services	15,118	16,602	17,239	26,200
Capital Projects / Outlay	-	-	-	-
Transfers Out	\$ 5,550	5,550	5,550	5,550
<i>Total:</i>	<u>\$ 20,668</u>	<u>22,152</u>	<u>22,789</u>	<u>31,750</u>
Excess (deficit) of revenues over expenditures	\$ (8,608)	4,420	9,313	3,727
Beginning Fund Balance	\$ 29,389	20,781	25,201	34,514
Ending Fund Balance	<u>\$ 20,781</u>	<u>25,201</u>	<u>34,514</u>	<u>38,241</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Town Center Lighting & Landscape Fund (Fund 290)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9903 - L&L District - Town Center				
610101 - Electricity	\$ -	-	-	1,000
610104 - Water	491	431	409	1,100
610113 - Professional Services	3,306	3,561	3,791	4,100
610129 - Other Expense	561	516	763	1,000
620122 - Grounds Landscaping	194	124	382	2,000
620130 - Maintenance Supplies	190	76	-	2,000
630103 - Grounds Landscaping Mtc	10,376	11,894	11,894	15,000
<i>Total Material & Services:</i>	<u>\$ 15,118</u>	<u>16,602</u>	<u>17,239</u>	<u>26,200</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
9903 - L&L District - Town Center				
820101 - Transfers Out - General Fund	\$ 5,550	5,550	5,550	5,550
<i>Total Transfers Out:</i>	<u>\$ 5,550</u>	<u>5,550</u>	<u>5,550</u>	<u>5,550</u>
<i>Total Town Center L&L Fund:</i>	<u>\$ 20,668</u>	<u>22,152</u>	<u>22,789</u>	<u>31,750</u>

CAPITAL PROJECT FUNDS

City of El Centro
Fiscal Year 2024-25 Revised Budget
Jacaranda Gardens Project Fund (Fund 218)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
450400 - State Grants (Aff & Sustainable Comm.)	-	-	-	5,536,720
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>5,536,720</u>
Expenditures:				
6127 - Jacaranda Gardens Project				
Materials & Services	\$ -	-	29,179	795,541
Capital Projects / Outlay	-	-	-	4,712,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>29,179</u>	<u>5,507,541</u>
Excess (deficit) of revenues over expenditures	\$ -	-	(29,179)	29,179
Beginning Fund Balance	\$ -	-	-	(29,179)
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>(29,179)</u>	<u>-</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Jacaranda Gardens Project	\$ -	-	-	4,712,000
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>4,712,000</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Jacaranda Gardens Project Fund (Fund 218)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
<i>Total Personnel Services:</i>	\$ -	-	-	-
Materials & Services				
6127 - Jacaranda Gardens Project				
610113 - Professional Services	\$ -	-	29,179	795,541
<i>Total Material & Services:</i>	\$ -	-	29,179	795,541
Capital Projects / Outlay				
6127 - Jacaranda Gardens Project				
710106 - Other Real Property	\$ -	-	-	4,712,000
<i>Total Capital Projects / Outlay:</i>	\$ -	-	-	4,712,000
Transfers Out				
<i>Total Transfers Out:</i>	\$ -	-	-	-
<i>Total Jacaranda Gardens Fund:</i>	\$ -	-	29,179	5,507,541

City of El Centro
Fiscal Year 2024-25 Revised Budget
Natural Disasters Fund (Fund 281)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
450400 - State Grants - Tropical Storm Hilary	-	-	-	52,858
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>52,858</u>
Expenditures:				
6124 - Imperial Avenue & Euclid				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	543,718	60,772	-
6125 - Imperial Avenue & Scott				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	302,488	66,811	-
61426 - Tropical Cyclone Hilary				
Personnel Services	\$ -	-	66,442	-
Materials & Services	-	-	21,054	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>846,206</u>	<u>215,079</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ -	(846,206)	(215,079)	52,858
Beginning Fund Balance	\$ -	-	(846,206)	(1,061,285)
Ending Fund Balance	<u>\$ -</u>	<u>(846,206)</u>	<u>(1,061,285)</u>	<u>(1,008,427)</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Natural Disasters Fund (Fund 281)

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
<u>Capital Expenditures</u>				
	\$ -	543,718	60,772	-
Imperial Avenue & Euclid	-	302,488	66,811	
Imperial Avenue & Scott				
<i>Total:</i>	<u>\$ -</u>	<u>846,206</u>	<u>127,583</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Natural Disasters Fund (Fund 281)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
6126 - Tropical Cyclone Hilary				
510101 - Permanent Salaries	\$ -	-	3,272	-
510102 - Permanent Salaries - Sworn	-	-	14,065	
510103 - Temporary Salaries	-	-	2,458	
510105 - Overtime	-	-	35,329	
520101 - Retirement	-	-	2,980	
520103 - Social Security	-	-	111	
520104 - Group Health Insurance	-	-	4,947	
520105 - Workers Compensation	-	-	1,671	
520106 - Disability Insurance	-	-	35	
520107 - Unemployment Insurance	-	-	756	
520109 - Life Insurance	-	-	43	
520110 - Medicare	-	-	775	
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>66,442</u>	<u>-</u>
Materials & Services				
6126 - Tropical Cyclone Hilary				
620114 - Other Safety Supplies	\$ -	-	21,054	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>21,054</u>	<u>-</u>
Capital Projects / Outlay				
6124 - Imperial Avenue & Euclid				
710106 - Other Real Property	\$ -	543,718	60,772	-
6125 - Imperial Avenue & Scott				
710106 - Other Real Property	\$ -	302,488	66,811	
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>846,206</u>	<u>127,583</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Natural Disasters Fund (Fund 281)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
 <u>Transfers Out</u>				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
 <i>Total Natural Disasters Fund: -</i>	<u>\$ -</u>	<u>846,206</u>	<u>215,079</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Federal Highway Administration Projects Fund (Fund 401)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	-
450300 - Federal Grants	\$ 1,907,202	237,622	376,999	6,462,241
<i>Total:</i>	<u>\$ 1,907,202</u>	<u>237,622</u>	<u>376,999</u>	<u>6,462,241</u>
Expenditures:				
3209 - Imperial Avenue Extension				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	1,410,738	8,407	1,438,729	59,435
3213 - ATP 5 - Imperial Avenue				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	882,000
3215 - APCD TAG Grant - Alley Paving				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	150,000
3252 - Imperial Avenue Extension - Phase 2				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	2,445,784	258,775
3261 - SLLP Overlay				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	339,000	-	-	-
3272 - Plaza / 8th Street Signal Lights				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	157,464	187,547	-	-
3275 - COVID STIP - East Main Street				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	1,137,000	-
3276 - CMAQ - Imperial Avenue				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	85,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Federal Highway Administration Projects Fund (Fund 401)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
3277 - SB1 LPP - Commercial Avenue				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	378,920	134,729
<i>Total:</i>	<u>\$ 1,907,202</u>	<u>195,954</u>	<u>5,400,433</u>	<u>1,569,939</u>
Excess (deficit) of revenues over expenditures	\$ -	41,668	(5,023,434)	4,892,302
Beginning Fund Balance	\$ 89,464	89,464	131,132	(4,892,302)
Ending Fund Balance	<u>\$ 89,464</u>	<u>131,132</u>	<u>(4,892,302)</u>	<u>-</u>

Capital Expenditure Detail

Capital Expenditures	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Imperial Avenue Extension	\$ 1,410,738	8,407	1,438,729	59,435
ATP 5 - Imperial Avenue	-	-	-	882,000
APCD TAG Grant - Alley Repaving	-	-	-	150,000
Imperial Avenue Extension - Phase II	-	-	2,445,784	258,775
SLLP Overlay	339,000	-	-	-
Plaza / 8th Street Signal Lights	157,464	187,547	-	-
COVID / STIP - East Main Street	-	-	1,137,000	-
CMAQ - Imperial Avenue	-	-	-	85,000
SB1 LLP - Commercial Avenue	-	-	378,920	134,729
<i>Total:</i>	<u>\$ 1,907,202</u>	<u>195,954</u>	<u>5,400,433</u>	<u>1,569,939</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Federal Highway Administration Projects Fund (Fund 401)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
3209 - Imperial Avenue Extension				
710104 - Land	\$ -	8,407	-	-
710106 - Other Real Property	1,410,738	-	1,438,729	59,435
3213 - ATP 5 - Imperial Avenue				
710106 - Other Real Property	\$ -	-	-	882,000
3215 - APCD TAG Grant - Alley Paving				
710102 - Architecture / Engineering	\$ -	-	-	150,000
3252 - Imperial Avenue Extension - Phase 2				
710106 - Other Real Property	\$ -	-	2,445,784	258,775
3261 - SLLP Overlay				
710106 - Other Real Property	\$ 339,000	-	-	-
3272 - Plaza / 8th Steet Signal Lights				
710106 - Other Real Property	\$ 157,464	187,547	-	-
3275 - COVID STIP - East Main Street				
710106 - Other Real Property	\$ -	-	1,137,000	-
3276 - CMAQ - Imperial Avenue				
710106 - Other Real Property	\$ -	-	-	85,000
3277 - SB1 LPP - Commercial Avenue				
710106 - Other Real Property	\$ -	-	378,920	134,729
<i>Total Capital Projects / Outlay:</i>	<u>\$ 1,907,202</u>	<u>195,954</u>	<u>5,400,433</u>	<u>1,569,939</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total FHA Projects Fund:</i>	<u>\$ 1,907,202</u>	<u>195,954</u>	<u>5,400,433</u>	<u>1,569,939</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Orange Avenue Regional Lift Station Fund (Fund 402)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 613	5,317	10,113	8,000
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 613</u>	<u>5,317</u>	<u>10,113</u>	<u>8,000</u>
Expenditures:				
XXXX - Orange Avenue Lift Station				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 613	5,317	10,113	8,000
Beginning Fund Balance	\$ 248,000	248,613	253,930	264,043
Ending Fund Balance	<u>\$ 248,613</u>	<u>253,930</u>	<u>264,043</u>	<u>272,043</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Orange Avenue Regional Lift Station Fund (Fund 402)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - Orange Avenue Regional Lift Stn 710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Orange Avenue Regional Lift Station Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Drainage Facility Fund (Fund 403)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 675	15,194	33,411	28,000
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 675</u>	<u>15,194</u>	<u>33,411</u>	<u>28,000</u>
Expenditures:				
XXXX - Drainage Facility Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 675	15,194	33,411	28,000
Beginning Fund Balance	\$ 273,053	273,728	288,922	322,333
Ending Fund Balance	<u>\$ 273,728</u>	<u>288,922</u>	<u>322,333</u>	<u>350,333</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Drainage Facility Fund (Fund 403)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - Drainage Facility Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Drainage Facility Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Lotus Parallel Fund (Fund 404)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 967	7,880	16,474	13,500
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 967</u>	<u>7,880</u>	<u>16,474</u>	<u>13,500</u>
Expenditures:				
XXXX - Lotus Parallel Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 967	7,880	16,474	13,500
Beginning Fund Balance	\$ 73,836	74,803	82,683	99,157
Ending Fund Balance	<u>\$ 74,803</u>	<u>82,683</u>	<u>99,157</u>	<u>112,657</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Lotus Parallel Fund (Fund 404)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - Lotus Parallel Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Lotus Parallel Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
IID Facility Crossing Fund (Fund 405)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 418	3,624	6,893	5,000
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 418</u>	<u>3,624</u>	<u>6,893</u>	<u>5,000</u>
Expenditures:				
XXXX - IID Facility Crossing Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 418	3,624	6,893	5,000
Beginning Fund Balance	\$ 36,062	36,480	40,104	46,997
Ending Fund Balance	<u>\$ 36,480</u>	<u>40,104</u>	<u>46,997</u>	<u>51,997</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
IID Facility Crossing Fund (Fund 405)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - IID Facility Crossing Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total IID Facility Crossing Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
8th Street Overpass Fund (Fund 406)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 48	420	799	500
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 48</u>	<u>420</u>	<u>799</u>	<u>500</u>
Expenditures:				
XXXX - 8th St. Overpass Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 48	420	799	500
Beginning Fund Balance	\$ 4,594	4,642	5,062	5,861
Ending Fund Balance	<u>\$ 4,642</u>	<u>5,062</u>	<u>5,861</u>	<u>6,361</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
8th Street Overpass Fund (Fund 406)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - 8th St Overpass Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total 8th Street Overpass Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Colonia El Dorado Street Project Fund (Fund 407)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 51	443	842	500
XXXXX - Project Funding	\$ -	-	-	-
<i>Total:</i>	<u>\$ 51</u>	<u>443</u>	<u>842</u>	<u>500</u>
Expenditures:				
XXXX - Colonia El Dorado Street Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 51	443	842	500
Beginning Fund Balance	\$ 20,654	20,705	21,148	21,990
Ending Fund Balance	<u>\$ 20,705</u>	<u>21,148</u>	<u>21,990</u>	<u>22,490</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Colonia El Dorado Street Project Fund (Fund 407)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - Colonia El Dorado St Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Colonia El Dorado St Project Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Bridge / Road Improvement Fund (Fund 408)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 11,522	97,218	150,432	110,000
470113 - Other Income	\$ 1,068,671	-	-	-
<i>Total:</i>	<u>\$ 1,080,193</u>	<u>97,218</u>	<u>150,432</u>	<u>110,000</u>
Expenditures:				
3246 - SE City Quadrant				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	98,021	323,107	606,923	-
<i>Total:</i>	<u>\$ 98,021</u>	<u>323,107</u>	<u>606,923</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 982,172	(225,889)	(456,491)	110,000
Beginning Fund Balance	\$ 322,275	1,304,447	1,078,558	622,067
Ending Fund Balance	<u>\$ 1,304,447</u>	<u>1,078,558</u>	<u>622,067</u>	<u>732,067</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
SE City Quadrant	\$ 98,021	323,107	606,923	-
<i>Total:</i>	<u>\$ 98,021</u>	<u>323,107</u>	<u>606,923</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Bridge / Road Improvement Fund (Fund 408)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
3246 - SE City Quadrant				
710102 - Architecture / Engineering	\$ 98,021	51,730	4,503	-
710106 - Other Real Property	-	271,377	602,420	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ 98,021</u>	<u>323,107</u>	<u>606,923</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Bridge / Road Improvement Fund:</i>	<u>\$ 98,021</u>	<u>323,107</u>	<u>606,923</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
La Brucherie Greenbelt Fund (Fund 409)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 23	199	354	250
470113 - Other Income	\$ -	-	-	-
<i>Total:</i>	<u>\$ 23</u>	<u>199</u>	<u>354</u>	<u>250</u>
Expenditures:				
XXXX - La Brucherie Greenbelt Project				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 23	199	354	250
Beginning Fund Balance	\$ 9,236	9,259	9,458	9,812
Ending Fund Balance	<u>\$ 9,259</u>	<u>9,458</u>	<u>9,812</u>	<u>10,062</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
La Brucherie Greenbelt Fund (Fund 409)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - La Brucherie Greenbelt Project				
710106 - Other Real Property	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total La Brucherie Greenbelt Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Library Bond Project Fund (Fund 410)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 851	365	-	250
XXXXXX - Bond Proceeds	\$ -	-	-	-
<i>Total:</i>	<u>\$ 851</u>	<u>365</u>	<u>-</u>	<u>250</u>
Expenditures:				
5301 - Library - Main				
Personnel Services	\$ -	-	-	-
Materials & Services	15,033	-	-	-
Capital Projects / Outlay	12,325,777	2,486,178	764,907	-
<i>Total:</i>	<u>\$ 12,340,810</u>	<u>2,486,178</u>	<u>764,907</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ (12,339,959)	(2,485,813)	(764,907)	250
Beginning Fund Balance	\$ 16,742,261	4,402,302	1,916,489	1,151,582
Ending Fund Balance	<u>\$ 4,402,302</u>	<u>1,916,489</u>	<u>1,151,582</u>	<u>1,151,832</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Library - Main	\$ 12,340,810	2,485,813	764,907	-
<i>Total:</i>	<u>\$ 12,340,810</u>	<u>2,485,813</u>	<u>764,907</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Library Bond Project Fund (Fund 410)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
5301 - Library - Main				
640138 - Bond Related Expenditures	\$ 15,033	-	-	-
<i>Total Material & Services:</i>	<u>\$ 15,033</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
5301 - Library - Main				
710102 - Architecture / Engineering	\$ 220,608	61,347	-	-
710105 - Buildings	11,699,431	2,204,780	764,907	-
710106 - Other Real Property	405,738	220,051	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ 12,325,777</u>	<u>2,486,178</u>	<u>764,907</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Library Bond Project Fund:</i>	<u>\$ 12,340,810</u>	<u>2,486,178</u>	<u>764,907</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Miscellaneous Road Improvements Fund (Fund 411)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 715	5,527	11,802	500
470113 - Other Income	\$ -	-	-	-
<i>Total:</i>	<u>\$ 715</u>	<u>5,527</u>	<u>11,802</u>	<u>500</u>
Expenditures:				
XXXX - Road Improvements				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 715	5,527	11,802	500
Beginning Fund Balance	\$ 57,684	58,399	63,926	75,728
Ending Fund Balance	<u>\$ 58,399</u>	<u>63,926</u>	<u>75,728</u>	<u>76,228</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Miscellaneous Road Improvements Fund (Fund 411)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
XXXX - Road Improvements				
710102 - Architecture / Engineering	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Miscellaneous Road Impvmts Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Police Bond Project Fund (Fund 412)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ -	-	-	250
470126 - Bond Proceeds	\$ -	-	41,636,085	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>41,636,085</u>	<u>250</u>
Expenditures:				
2101 - Police Services				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	121,240	30,109,481
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>121,240</u>	<u>30,109,481</u>
Excess (deficit) of revenues over expenditures	\$ -	-	41,514,845	(30,109,231)
Beginning Fund Balance	\$ -	-	-	41,514,845
Ending Fund Balance	<u>\$ -</u>	<u>-</u>	<u>41,514,845</u>	<u>11,405,614</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
Police Station Project	\$ -	-	121,240	30,109,481
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>121,240</u>	<u>30,109,481</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Police Bond Project Fund (Fund 412)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
2101 - Police Services				
640138 - Bond Related Expenditures	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
2101 - Police Services				
710102 - Architecture / Engineering	\$ -	-	121,240	1,054,000
710105 - Buildings	-	-	-	29,055,481
710106 - Other Real Property	-	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>121,240</u>	<u>30,109,481</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Police Bond Project Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>121,240</u>	<u>30,109,481</u>

DEBT SERVICE FUNDS

City of El Centro
Fiscal Year 2024-25 Revised Budget
2011-C Financing Authority Debt Service Fund (Fund 268)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 12,173	4,591	-	3,000
<i>Total:</i>	<u>\$ 12,173</u>	<u>4,591</u>	<u>-</u>	<u>3,000</u>
Expenditures:				
5210 - Special Events				
Personnel Services	\$ -	-	-	-
Materials & Services	1,131,310	830,853	785,864	736,581
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 1,131,310</u>	<u>830,853</u>	<u>785,864</u>	<u>736,581</u>
Excess (deficit) of revenues over expenditures	\$ (1,119,137)	(826,262)	(785,864)	(733,581)
Beginning Fund Balance	\$ 4,172,550	3,053,413	2,227,151	1,441,287
Ending Fund Balance	<u>\$ 3,053,413</u>	<u>2,227,151</u>	<u>1,441,287</u>	<u>707,706</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
2011-C Financing Authority Debt Service Fund (Fund 268)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
2011-C Bonds - City				
640110 - Interest Expense	\$ 271,310	155,853	110,864	66,581
640114 - Principal on Debt	860,000	675,000	675,000	670,000
<i>Total Material & Services:</i>	<u>\$ 1,131,310</u>	<u>830,853</u>	<u>785,864</u>	<u>736,581</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total 2011-C FA Debt Service Fund:</i>	<u>\$ 1,131,310</u>	<u>830,853</u>	<u>785,864</u>	<u>736,581</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
LTA Lease Revenue Bonds Debt Service Fund (Fund 300)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 16,566	14,170	25,695	22,000
470126 - Bond Proceeds	\$ 9,013,200	-	-	-
490101 - Transfers In - Fund 205	\$ 970,649	870,300	871,000	870,700
490101 - Transfers In - Fund 299	534,729	886,435	2,699,096	3,293,781
<i>Total:</i>	<u>\$ 10,535,144</u>	<u>1,770,905</u>	<u>3,595,791</u>	<u>4,186,481</u>
Expenditures:				
9702 - 2009 LTA Revenue Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	9,836,118	-	-	-
Capital Projects / Outlay	-	-	-	-
9708 - 2021 Library Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	534,729	901,468	900,169	898,269
Capital Projects / Outlay	-	-	-	-
9709 - 2021 LTA Refunding Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	1,147,084	870,300	871,000	870,700
Capital Projects / Outlay	-	-	-	-
9711 - 2023 Polcie Bonds				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	1,798,927	2,395,513
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 11,517,931</u>	<u>1,771,768</u>	<u>3,570,096</u>	<u>4,164,482</u>
Excess (deficit) of revenues over expenditures	\$ (982,787)	(863)	25,695	21,999
Beginning Fund Balance	\$ 1,628,834	646,047	645,184	670,879
Ending Fund Balance	<u>\$ 646,047</u>	<u>645,184</u>	<u>670,879</u>	<u>692,878</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
LTA Lease Revenue Bonds Debt Service Fund (Fund 300)

Capital Expenditure Detail				
	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
<u>Capital Expenditures</u>				
	\$ -	-	-	-
Total:	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
LTA Lease Revenue Bonds Debt Service Fund (Fund 300)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9702 - 2009 LTA Revenue Bonds				
640110 - Interest Expense	\$ 261,118	-	-	-
640114 - Principal on Debt	9,575,000	-	-	-
9708 - 2021 Library Bonds				
640110 - Interest Expense	\$ 414,729	501,468	485,169	468,269
640114 - Principal on Debt	120,000	400,000	415,000	430,000
9709 - 2021 LTA Refunding Bonds				
610129 - Other Expense	\$ 176,435	-	-	-
640110 - Interest Expense	210,649	275,300	251,000	225,700
640114 - Principal on Debt	760,000	595,000	620,000	645,000
9711 - 2023 Police Bonds				
640110 - Interest Expense	\$ -	-	1,618,927	1,875,513
640114 - Principal on Debt	-	-	180,000	520,000
<i>Total Material & Services:</i>	<u>\$ 11,517,931</u>	<u>1,771,768</u>	<u>3,570,096</u>	<u>4,164,482</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total LTA Lease Revenue Bonds Debt Service Fund:</i>	<u>\$ 11,517,931</u>	<u>1,771,768</u>	<u>3,570,096</u>	<u>4,164,482</u>

INTERNAL SERVICE FUNDS

City of El Centro
Fiscal Year 2024-25 Revised Budget
Workers Compensation Internal Service Fund (Fund 601)

	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
Revenues:				
470121 - Interest Earnings	\$ 6,695	67,468	158,285	150,000
450200 - Internal Charges - Workers Comp.	\$ 1,706,799	1,819,705	1,967,397	1,800,000
470115 - Worker's Comp Recoveries	127,910	144,338	257,617	140,000
<i>Total:</i>	<u>\$ 1,841,404</u>	<u>2,031,511</u>	<u>2,383,299</u>	<u>2,090,000</u>
Expenditures:				
9610 - Workers Compensation				
Personnel Services	\$ -	-	-	-
Materials & Services	1,188,639	1,435,311	1,673,175	1,786,947
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 1,188,639</u>	<u>1,435,311</u>	<u>1,673,175</u>	<u>1,786,947</u>
Excess (deficit) of revenues over expenditures	\$ 652,765	596,200	710,124	303,053
Beginning Fund Balance	\$ 2,573,926	3,226,691	3,822,891	4,533,015
Ending Fund Balance	<u>\$ 3,226,691</u>	<u>3,822,891</u>	<u>4,533,015</u>	<u>4,836,068</u>

Capital Expenditure Detail

	<u>ACTUAL</u> <u>FY 2021-22</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2022-23</u>	<u>ESTIMATED</u> <u>ACTUAL</u> <u>FY 2023-24</u>	<u>REVISED</u> <u>BUDGET</u> <u>FY 2024-25</u>
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Workers Compensation Internal Service Fund (Fund 601)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9610 - Worker's Comp				
610129 - Other Expense	\$ 4,607	4,879	300	7,000
640103 - Primary Deposit (JPA)	1,199,029	1,491,581	1,670,013	1,769,947
640117 - Workers Comp Claims	(14,997)	(61,149)	2,862	10,000
<i>Total Material & Services:</i>	<u>\$ 1,188,639</u>	<u>1,435,311</u>	<u>1,673,175</u>	<u>1,786,947</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Workers Comp ISF Fund:</i>	<u>\$ 1,188,639</u>	<u>1,435,311</u>	<u>1,673,175</u>	<u>1,786,947</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
OPEB & Unemployment Internal Service Fund (Fund 602)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 1,029	12,084	11,939	12,000
47012X - CERBT Interest	(1,253,530)	158,246	654,419	400,000
450200 - Internal Charges - Workers Comp.	\$ 480,251	823,579	892,207	900,000
<i>Total:</i>	<u>\$ (772,250)</u>	<u>993,909</u>	<u>1,558,565</u>	<u>1,312,000</u>
Expenditures:				
9620 - Unemployment & OPEB				
Personnel Services	\$ -	-	-	-
Materials & Services	43,051	44,918	25,491	85,000
Capital Projects / Outlay	-	-	-	-
9621 - Leave Pay				
Personnel Services	\$ 351,848	355,271	151,716	274,000
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
9622 - Retiree Medical				
Personnel Services	\$ -	-	-	-
Materials & Services	195,643	202,523	189,033	215,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 590,542</u>	<u>602,712</u>	<u>366,240</u>	<u>574,000</u>
Excess (deficit) of revenues over expenditures	\$ (1,362,792)	391,197	1,192,325	738,000
Beginning Fund Balance	\$ 535,595	426,333	659,284	1,197,190
CERBT Section 115 Trust Balance	\$ 10,354,492	10,512,738	11,167,157	11,567,157
Ending Fund Balance	<u>\$ 426,333</u>	<u>659,284</u>	<u>1,197,190</u>	<u>1,535,190</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
OPEB & Unemployment Internal Service Fund (Fund 602)

Capital Expenditure Detail				
	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
<u>Capital Expenditures</u>				
	\$ -	-	-	-
Total:	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
OPEB & Unemployment Fund (Fund 602)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9621 - Leave Pay				
510101 - Permanent Salaries	\$ 172,058	242,736	89,000	150,000
510102 - Permanent Salaries - Sworn	168,803	87,395	60,154	100,000
510108 - Sick Leave Payout	6,814	21,473	-	20,000
520104 - Group Health Insurance	-	-	740	-
520109 - Life Insurance	14	51	46	-
520110 - Medicare	4,159	3,616	1,776	4,000
Total Personnel Services:	\$ 351,848	355,271	151,716	274,000
Materials & Services				
9620 - Unemployment & OPEB				
610113 - Professional Services	\$ 3,860	25,151	4,200	25,000
640118 - Unemployment Benefits	39,191	19,767	21,291	60,000
9622 - Retiree Medical				
610136 - Retiree Medical	195,643	202,523	189,033	215,000
Total Material & Services:	\$ 238,694	247,441	214,524	300,000
Capital Projects / Outlay				
	\$ -	-	-	-
Total Capital Projects / Outlay:	\$ -	-	-	-
Transfers Out				
Total Transfers Out:	\$ -	-	-	-
Total OPEB & Unemployment ISF Fund:	\$ 590,542	602,712	366,240	574,000

City of El Centro
Fiscal Year 2024-25 Revised Budget
Group Health Insurance Internal Service Fund (Fund 603)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 9,450	80,101	199,789	200,000
470113 - Other Income	\$ 194,623	271,935	144,035	150,000
470145 - Internal Charges - Health Premiums	\$ 3,537,105	3,548,634	3,887,689	3,800,000
470146 - Internal Charges - Vision Premiums	30,166	26,796	26,713	25,000
470147 - Internal Charges - EAP Premiums	91,845	87,978	47,635	90,000
470148 - Internal Charges - AD Premiums	-	77	1,180	-
<i>Total:</i>	<u>\$ 3,863,189</u>	<u>4,015,521</u>	<u>4,307,041</u>	<u>4,265,000</u>
Expenditures:				
9630 - Group Health				
Personnel Services	\$ 96,502	-	-	-
Materials & Services	3,733,839	4,193,533	2,908,125	4,195,500
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 3,830,341</u>	<u>4,193,533</u>	<u>2,908,125</u>	<u>4,195,500</u>
Excess (deficit) of revenues over expenditures	\$ 32,848	(178,012)	1,398,916	69,500
Beginning Fund Balance	\$ 3,414,970	3,447,818	3,269,806	4,668,722
Ending Fund Balance	<u>\$ 3,447,818</u>	<u>3,269,806</u>	<u>4,668,722</u>	<u>4,738,222</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Group Health Internal Service Fund (Fund 603)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9630 - Group Health				
510101 - Permanent Salaries	\$ 62,500	-	-	-
510102 - Permanent Salaries - Sworn	24,500	-	-	-
510103 - Temporary Salaries	9,502	-	-	-
<i>Total Personnel Services:</i>	<u>\$ 96,502</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9630 - Group Health				
610129 - Other Expense	\$ 1,426	1,494	-	3,000
640104 - Medical Claims	3,631,153	4,106,681	2,820,792	4,100,000
640105 - Vision Claims	51,593	35,548	36,780	41,500
640106 - EAP Expense	5,667	5,810	6,553	7,000
640107 - Group Health Administration	44,000	44,000	44,000	44,000
<i>Total Material & Services:</i>	<u>\$ 3,733,839</u>	<u>4,193,533</u>	<u>2,908,125</u>	<u>4,195,500</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Group Health ISF Fund:</i>	<u>\$ 3,830,341</u>	<u>4,193,533</u>	<u>2,908,125</u>	<u>4,195,500</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Motor Vehicle Fleet Internal Service Fund (Fund 604)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 971	3,985	6,940	12,000
450200 - Internal Charges - Vehicle Replacement	\$ 474,500	474,500	750,000	520,488
<i>Total:</i>	<u>\$ 475,471</u>	<u>478,485</u>	<u>756,940</u>	<u>532,488</u>
Expenditures:				
9630 - Group Health				
Personnel Services	\$ 234,165	222,419	183,036	269,138
Materials & Services	250,703	320,287	248,107	251,350
Capital Projects / Outlay	2,419	-	-	-
<i>Total:</i>	<u>\$ 487,287</u>	<u>542,706</u>	<u>431,143</u>	<u>520,488</u>
Excess (deficit) of revenues over expenditures	\$ (11,816)	(64,221)	325,797	12,000
Beginning Fund Balance	\$ 408,352	396,536	332,315	658,112
Ending Fund Balance	<u>\$ 396,536</u>	<u>332,315</u>	<u>658,112</u>	<u>670,112</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Motor Vehicle Fleet Internal Service Fund (Fund 604)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9640 - Motor Vehicle				
510101 - Permanent Salaries	\$ 153,888	143,240	119,276	168,213
510105 - Overtime	147	2,909	10,483	1,500
520101 - Retirement	36,893	35,345	21,698	42,238
520104 - Group Health Insurance	17,992	15,551	9,824	26,405
520105 - Workers Compensation	16,868	15,309	13,077	18,503
520106 - Disability Insurance	907	792	662	1,051
520107 - Unemployment Insurance	4,794	6,959	5,944	8,411
520109 - Life Insurance	387	284	223	378
520110 - Medicare	2,289	2,030	1,849	2,439
Total Personnel Services:	\$ 234,165	222,419	183,036	269,138

Materials & Services

9640 - Motor Vehicle				
610101 - Electricity	\$ 5,092	5,689	5,158	7,000
610102 - Natural Gas	319	5,660	153	400
610103 - Telephone	689	686	640	300
610107 - Books & Periodicals	-	-	-	150
610109 - Meeting & Travel	876	929	824	850
610117 - Equipment Rental	-	250	-	250
610112 - Professional Fees	50	-	-	-
610113 - Professional Fees - Other	4,028	9,793	5,785	6,000
610121 - Dues & Subscriptions	2,724	3,000	5,592	6,000
610123 - Training	773	926	190	1,500
610125 - Uniform Rental	1,159	1,069	539	1,400
610129 - Other Expense	922	2,542	2,062	3,500
620101 - Office Supplies	789	800	772	800
620103 - Printing	243	92	54	400
620105 - Computer Supplies	207	254	150	500
620108 - Flares / Batteries / Film	-	-	15	-
620109 - First Aid Supplies	197	973	-	400
620112 - Protective Clothing	446	1,000	1,342	1,500
620127 - Other Supplies	3,047	1,976	3,406	3,000
620128 - Janitorial Supplies	793	1,439	1,499	1,200
620130 - Maintenance Supplies	-	104	276	1,000
620140 - Small Tools	2,779	2,039	6,090	5,000
630101 - Building Maintenance	4,057	242	315	2,000
630106 - Office Machines Mtc	-	-	-	-
630107 - Communication Eqpt Mtc	775	1,133	962	1,500
630108 - Field / Shop Eqpt Mtc	450	120	759	1,500
630109 - Computer Eqpt Mtc	-	235	-	200
630112 - Gasoline & Oil	12,513	10,201	9,131	15,000
630113 - Tires & Batteries	56,357	80,997	40,326	50,000

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Motor Vehicle Fleet Internal Service Fund (Fund 604)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
630114 - Parts	83,076	81,711	66,266	90,000
630115 - Outside Maintenance	68,342	106,427	95,801	50,000
<i>Total Material & Services:</i>	<u><u>\$ 250,703</u></u>	<u><u>320,287</u></u>	<u><u>248,107</u></u>	<u><u>251,350</u></u>
Capital Projects / Outlay				
9640 - Motor Vehicle				
720109 - Computers	\$ 2,419	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u><u>\$ 2,419</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
Transfers Out				
<i>Total Transfers Out:</i>	<u><u>\$ -</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
<i>Total Motor Vehicle Fleet ISF Fund:</i>	<u><u>\$ 487,287</u></u>	<u><u>542,706</u></u>	<u><u>431,143</u></u>	<u><u>520,488</u></u>

**AGENCY
FUNDS
(Successor Agency)**

City of El Centro
Fiscal Year 2024-25 Revised Budget
Successor Agency Revolving Fund (Fund 277)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 69	1,280	3,324	2,000
470122 - Program Income	-	-	18,105	18,000
<i>Total:</i>	<u>\$ 69</u>	<u>1,280</u>	<u>21,429</u>	<u>20,000</u>
Expenditures:				
9502 - Revolving				
Personnel Services	\$ -	-	-	-
Materials & Services	-	5	-	75,000
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>5</u>	<u>-</u>	<u>75,000</u>
Excess (deficit) of revenues over expenditures	\$ 69	1,275	21,429	(55,000)
Beginning Fund Balance	\$ 33,186	33,255	34,530	55,959
Ending Fund Balance	<u>\$ 33,255</u>	<u>34,530</u>	<u>55,959</u>	<u>959</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Revolving Fund (Fund 277)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9202 - Revolving				
640124 - Contributions	\$ -	5	-	-
640121 - Loans	-	-	-	75,000
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>5</u>	<u>-</u>	<u>75,000</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Successor Agency Revolving Fund:</i>	<u>\$ -</u>	<u>5</u>	<u>-</u>	<u>75,000</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Successor Agency Low Mod Fund (Fund 278)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 2,058	18,771	46,195	40,000
470132 - Program Income - Rep Housing	\$ 70,382	(418)	30,675	-
470154 - Program Income - HELP 81800-02	1,231	(141)	823	-
470156 - Program Income - HELP 080102-06	(33)	(141)	(44)	-
470113 - Other Income	\$ -	-	306,000	-
<i>Total:</i>	<u>\$ 73,638</u>	<u>18,071</u>	<u>383,649</u>	<u>40,000</u>
Expenditures:				
XXXX - Successor Agency Low Mod				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 73,638	18,071	383,649	40,000
Beginning Fund Balance	\$ 762,686	836,324	854,395	1,238,044
Ending Fund Balance	<u>\$ 836,324</u>	<u>854,395</u>	<u>1,238,044</u>	<u>1,278,044</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Low Mod Fund (Fund 278)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
XXXX - SA Low Mod				
640124 - Contributions	\$ -	-	-	-
640121 - Loans	-	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Successor Agency Low Mod Fund:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Successor Agency Administration Fund (Fund 279)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 494	2,873	5,441	4,000
450200 - Other Agencies	34,831	35,876	-	36,950
<i>Total:</i>	<u>\$ 35,325</u>	<u>38,749</u>	<u>5,441</u>	<u>40,950</u>
Expenditures:				
9201 - Administration				
Personnel Services	\$ 185,338	-	-	125
Materials & Services	38,467	17,800	21,765	24,000
Capital Projects / Outlay	21,000	-	-	-
<i>Total:</i>	<u>\$ 244,805</u>	<u>17,800</u>	<u>21,765</u>	<u>24,125</u>
Excess (deficit) of revenues over expenditures	\$ (209,480)	20,949	(16,324)	16,825
Beginning Fund Balance	\$ 344,361	134,881	155,830	139,506
Ending Fund Balance	<u>\$ 134,881</u>	<u>155,830</u>	<u>139,506</u>	<u>156,331</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Administration Fund (Fund 279)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
9201 - Administration				
510101 - Permanent Salaries	\$ 118,523	-	-	-
510105 - Overtime	220	-	-	100
520101 - Retirement	29,402	-	-	-
520104 - Group Health Insurance	18,865	-	-	25
520105 - Workers Compensation	12,419	-	-	-
520106 - Disability Insurance	506	-	-	-
520107 - Unemployment Insurance	3,459	-	-	-
520109 - Life Insurance	278	-	-	-
520110 - Medicare	1,666	-	-	-
<i>Total Personnel Services:</i>	<u>\$ 185,338</u>	<u>-</u>	<u>-</u>	<u>125</u>
Materials & Services				
9201 - Administration				
610103 - Telephone	\$ 11,669	-	-	-
610109 - Meeting & Travel	134	-	-	-
610113 - Professional Fees	11,525	2,000	-	-
610116 - Professional Fees - Legal	-	-	-	-
610129 - Other Expense	-	-	-	-
620101 - Office Supplies	147	-	-	-
620102 - Postage	-	-	-	-
640112 - Bank Charges	14,992	15,800	21,765	24,000
<i>Total Material & Services:</i>	<u>\$ 38,467</u>	<u>17,800</u>	<u>21,765</u>	<u>24,000</u>
Capital Projects / Outlay				
9201 - Administration				
710106 - Other Real Property	\$ 21,000	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ 21,000</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Administration Fund (Fund 279)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
<u>Transfers Out</u>				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Successor Agency Administration</i>				
<i>Fund: -</i>	<u>\$ 244,805</u>	<u>17,800</u>	<u>21,765</u>	<u>24,125</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Successor Agency Debt Service Fund (Fund 301)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 9,069	26,806	131,566	80,000
410101 - Property Taxes	2,099,190	4,215,324	2,174,388	2,944,038
<i>Total:</i>	<u>\$ 2,108,259</u>	<u>4,242,130</u>	<u>2,305,954</u>	<u>3,024,038</u>
Expenditures:				
9710 - Successor Agency - Debt Service				
Personnel Services	\$ -	-	-	-
Materials & Services	2,924,725	2,726,506	2,946,016	2,944,038
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ 2,924,725</u>	<u>2,726,506</u>	<u>2,946,016</u>	<u>2,944,038</u>
Excess (deficit) of revenues over expenditures	\$ (816,466)	1,515,624	(640,062)	80,000
Beginning Fund Balance	\$ 3,042,819	2,226,353	3,741,977	3,101,915
Ending Fund Balance	<u>\$ 2,226,353</u>	<u>3,741,977</u>	<u>3,101,915</u>	<u>3,181,915</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Debt Service Fund (Fund 301)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Personnel Services				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Services				
9710 - Successor Agency - Debt Service				
640110 - Interest Expense	\$ 1,129,725	1,031,506	926,016	809,038
640114 - Principal on Debt	1,795,000	1,695,000	2,020,000	2,135,000
<i>Total Material & Services:</i>	<u>\$ 2,924,725</u>	<u>2,726,506</u>	<u>2,946,016</u>	<u>2,944,038</u>
Capital Projects / Outlay				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers Out				
	\$ -	-	-	-
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Successor Agency Debt Service Fund:</i>	<u>\$ 2,924,725</u>	<u>2,726,506</u>	<u>2,946,016</u>	<u>2,944,038</u>

City of El Centro
Fiscal Year 2024-25 Revised Budget
Successor Agency - Capital Projects Fund (Fund 442)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470121 - Interest Earnings	\$ 121	94	100	5,000
470113 - Other Income	\$ -	-	-	-
<i>Total:</i>	<u>\$ 121</u>	<u>94</u>	<u>100</u>	<u>5,000</u>
Expenditures:				
9204 - Capital Projects				
Personnel Services	\$ -	-	-	-
Materials & Services	-	-	-	-
Capital Projects / Outlay	-	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 121	94	100	5,000
Beginning Fund Balance	\$ 1,928,205	1,928,326	1,928,420	1,928,520
Ending Fund Balance	<u>\$ 1,928,326</u>	<u>1,928,420</u>	<u>1,928,520</u>	<u>1,933,520</u>

Capital Expenditure Detail

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Expenditures				
	\$ -	-	-	-
<i>Total:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Successor Agency Capital Projects Fund (Fund 442)

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
<u>Personnel Services</u>				
	\$ -	-	-	-
<i>Total Personnel Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Materials & Services</u>				
	\$ -	-	-	-
<i>Total Material & Services:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Capital Projects / Outlay</u>				
	\$ -	-	-	-
<i>Total Capital Projects / Outlay:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Transfers Out</u>				
<i>Total Transfers Out:</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Total Successor Agency Capital Projects</i>				
<i>Fund: -</i>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-256)

Item: 10.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Action Item

Prepared by: Hector Salcedo,
Assistant Engineer

Department Head: Abraham Campos

DOC ID: 2024-256

Discussion and Any Necessary Action Regarding the Award of the 2023 ATP Cycle 5 Improvements Project

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2023 ATP CYCLE 5 IMPROVEMENTS PROJECT.

FISCAL IMPACT:

No Impact to the General Fund

State-Only (ATP)	Local Match (LTA Measure D)	Total
\$882,000	\$2,250,825.30	\$3,132,825.30

Budget includes a 10% Contingency, funded by both State ATP Funds and Local LTA Measure D Funds.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Environmental Sustainability & Infrastructure

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

The Contractor has a current City Business License, Contractor "A" License, and has successfully completed work for the City of El Centro in the past.

BACKGROUND:

City staff applied and received allocations of State Active Transportation funds in the amount of \$882,000 through the ATP Cycle 5 Call for Projects. The ATP grant funding includes improving pedestrian safety through the installation of traffic control devices, sidewalks, curb ramps, and pavement markings, including pedestrian crosswalks at various intersections on Imperial Ave., including Imperial Ave & Barbara Worth Dr, Imperial Ave & Holt Ave, Imperial Ave & Pepper Dr, Imperial Ave & Main St, Imperial Ave & State St, Imperial Ave & Hamilton Ave, and Imperial Ave & Ross Ave.

The following actions have taken place thus far:

On September 27, 2024, the 2023 ATP Cycle 5 Improvements Project was advertised through IV Press and Planetbids.

On October 15, 2024, a Pre-Bid meeting was held with one (1) potential bidder attending.

On October 21, 2024, an additional Pre-Bid meeting was held with one (1) additional potential bidder attending.

On October 31, 2024, Bids were opened.

DISCUSSION:

The City received one (1) bid with Rove Engineering, Inc. being the lowest responsible bidder.

Bidders:

Rove Engineering, Inc. \$2,848,023.00

Staff has reviewed the bid and recommends awarding the project to Rove Engineering, Inc.

Staff further recommends a 10% contingency of \$284,802.30 be approved for a total project budget in the amount of \$3,132,825.30

CONCLUSION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2023 ATP CYCLE 5 IMPROVEMENTS PROJECT.

ATTACHMENTS:

1. Reso No. 24-__
2. Bid Sheet Results 2023 ATP Cycle 5 Improvements

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2023 ATP CYCLE 5 IMPROVEMENTS PROJECT

WHEREAS, the plans and specifications have been adopted by the City Council of the City of El Centro, California (the "City Council") and the notice inviting bids has been advertised as required by section 2-185.15 of the City of El Centro Municipal Code for the 2023 ATP Cycle 5 Improvements Project (the "Project"); and

WHEREAS, one (1) bid was received and opened on October 31, 2024, in accordance with the law and the Director of Public Works/City Engineer has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Public Works/City Engineer and, as a result, has determined that one (1) firm submitted bids with Rove Engineering, Inc., an active California corporation, submitting the only responsive and responsible bid in the total amount of two million eight hundred and forty-eight thousand, twenty-three dollars and zero cents (\$2,848,023.00) as calculated based on unit prices; and

WHEREAS, the City Council has determined to award Rove Engineering, Inc. the total bid in the total amount of two million eight hundred and forty-eight thousand, twenty-three dollars and zero cents (\$2,848,023.00) as calculated based on unit prices; and

WHEREAS, the City Council finds that the award and approval of a contract for the Project will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council hereby accepts the bid of Rove Engineering, Inc. for the Project.
3. That the City Manager is hereby authorized to sign a contract for the Project in the total amount of two million eight hundred and forty-eight thousand, twenty-three dollars and zero cents (\$2,848,023.00), a copy of which is on file in the Office of the City Clerk, on behalf of the City.
4. That the City Council hereby establishes a construction contingency fund of two hundred eighty-four thousand, eight hundred and two dollars and thirty cents (\$284,802.30) for the Project.
5. That the City Manager is further authorized to approve and execute any change orders for the Project up to a single change order amount of two hundred eighty-four thousand, eight hundred and two dollars and thirty cents (\$284,802.30) individually or collectively, as needed for unanticipated construction contingencies and is required to report all

change orders to the City Council as soon as practical.

6. That the City Council shall approve any change order that either individually exceeds the single change order amount or in combination with other approved change orders, exceed the amount established as the construction contingency fund for the Project as set forth herein.
7. That the contract for the Project shall be reviewed and approved as to form by the City Attorney prior to execution and placed on file in the Office of the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the forgoing Resolution No. 24- was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

By _____
Norma Wyles, City Clerk

BID SHEET



PROJECT: 2023 ATP Cycle 5 Improvements				
Public Works/Engineering				
BID OPENING DATE: 10/31/2024				
BID OPENING TIME: 2:00 PM				
BIDDER NAME	TOTAL BID			
Rove Engineering Inc.	\$2,848,023.00			



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-216)

Item: 11.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Javier Villaverde, Parks
Supervisor

Department Head: Adriana Nava

DOC ID: 2024-216

**Award of Bid - Landscaping & Lighting Maintenance District (LLMD) Contract for
General Landscaping Services.**

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LIGHTING AND LANDCAPE MAINTENANCE DISTRICTS.

FISCAL IMPACT:

The landscaping services performed under the proposed maintenance contract will be paid for from Lighting and Landscaping Maintenance District funds. Every fiscal year, an Engineer's Report is completed in connection with the levying and collection of assessments pursuant to the Landscaping and Lighting Act of 1972 for the various districts within the City. Currently, the following districts are included in the proposed contract: Legacy Ranch, Buena Vista Subdivision and Town Center. The proposed maintenance contract includes the addition of a new park space, Buena Vista Park that is currently under construction.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Recreation & Lifelong Learning

**DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE
DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE,
CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:**

After review of submitted bids, it is being recommended that the contract be awarded to Executive Landscape. Executive Landscape has been under contract since 2019 and currently holds the landscaping maintenance contract for the Landscaping & Lighting Maintenance Districts and Small City Parks and City Facilities. Their State Contractor License and City Business License are both current and in good standing.

BACKGROUND:

The City of El Centro's Community Services Department - Parks Maintenance Division is tasked with maintaining the landscaping at numerous City facilities. These include park facilities and other City facilities. Areas the Parks Division maintains includes the Library, Aquatic Center, Fire Department Stations (3 total), Police Station, Downtown right of ways, City Hall, Economic Development and others. Currently, approximately **111** acres of park space are maintained and approximately **29** acres of retention basin green space are maintained.

The Parks Division consists of one Parks Supervisor, one Lead Worker, two Parks Maintenance II employees and four Parks Maintenance I employees for a total of eight

employees. A total of seven employees work out on the field. The Parks Division also includes two temporary Monitor employees that assist in opening ballfield gates, restrooms and opening/closing City facilities.

Due to limited staffing, the City relies on contracted landscaping services to mow grass and prune and trim shrubbery and other landscaping. Major irrigation breaks and other significant projects are completed in-house by City staff.

The contracts are generally divided as follows:

- **Lighting and Landscaping Maintenance Districts (the contract under discussion for this Agenda Item)** - Legacy Ranch District (4th Street/SR86 and Farnsworth Lane, Legacy Subdivision, Legacy Memorial Park, Buena Vista Subdivision, Buena Vista Park (future), Town Center Subdivision and Retention Basin (*refer to Maps attached*)).
- **Large City Parks, Ballfields and Retention Basins Mowing Contract** - Carlos Aguilar Park, Bucklin Park, Community Center/McGee Park, Countryside Park, Farmers Park, Frazier Field, Gomez Park, Leeper Park, Lotus Strip, Debbie Pittman Park, Plank Park, Stark Field, Swarthout Park, Efren Coronel Park (formerly Wildflower Park), Wake Ave and South Clark Right of Way, Water Treatment Plant, Waste Water Plant, Waste Water Substation. This contract also includes the following retention basins: Farmers, Lotus, Ocotillo and Tangerine.
- **Small City Parks and Facilities Contract** - Eight Downtown Parking Lots, City Hall, Economic Development offices, Town Square, 8th and Vine Park (Water Tower site), Fire Station 1, Fire Station 2, Fire Station 3, Old Post Office Pavilion, Police Department, Business Incubator, Aquatic Center, Sidewinder Skate Park, Dog Park, MLK Jr. Sports Pavilion, Library, First Responders Park, Buena Vista Park (future), road medians at various locations and Transit Center.

DISCUSSION:

The scope of work for the Landscaping and Lighting Maintenance District - General Landscaping Services Contract consists of daily/weekly maintenance of various city parks and facilities. Routine maintenance includes mowing, minor irrigation repair, pruning and trimming of shrubs. The scope of work attached includes detailed services for each facility. Services can generally be described as follows:

Scope of Work

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the Contractor, as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the City.

- Additive Bid Items: Re-seeding, 2 times per year (bermuda and rye grass).

A Notice Inviting Bids was published in the Imperial Valley Press, a newspaper of general circulation on September 6, 2024. A Pre-Bid Meeting was also held on September 19, 2024. The bid opening was held on October 9, 2024 and three bids were submitted. After the review and bid tabulation, the bid results were as follows:

Executive Landscape Inc.	\$69,496
Advance Service Inc.	\$88,590
Burnworth Landscape	\$184,437

CONCLUSION:

Staff is recommending the award of bid to **Executive Landscape Inc.** in the yearly amount of \$69,496 via approval of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LIGHTING AND LANDSCAPE MAINTENANCE DISTRICTS.

ATTACHMENTS:

1. Resolution
2. LLMD Scope of Work and Maps
3. Bid Docs Executive Landscape

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND IRRIGATION REPAIR AND EMERGENCY LANDSCAPING SERVICES AT MAINTENANCE DISTRICTS

WHEREAS, bid documents for General Landscaping Services, Tree Removal and Irrigation Repair, and Emergency Landscaping Services at Maintenance Districts (the “Project”) were adopted by the City Council of the City of El Centro, California (the “City Council”) and the notice of inviting bids has been advertised as required by Section 2-185.15 of the City of El Centro Municipal Code for the project; and

WHEREAS, bids were received and opened on October 9, 2024, in accordance with law, and the Director of Community Services has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Community Services and, as a result, has determined that three (3) firms submitted bids, with Executive Landscape Inc., an active California corporation, submitting the lowest responsive and responsible bid in the total amount of sixty-nine thousand, four hundred and ninety-six dollars, and zero cents (\$69,496.00); and

WHEREAS, the City Council finds that the award and approval of a contract for the project will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council hereby accepts the bid of Executive Landscape, Inc. and rejects all other bids for the project.
3. That the City Manager is hereby authorized to sign a contract for the project in the total amount of sixty-nine thousand four hundred ninety-six and zero cents (\$69,496.00), which includes the additive bid items, a copy of which is on file in the Office of the City Clerk, on behalf of the City.
4. That the contract for the project shall be reviewed and approved as to form by the City Attorney prior to execution and placed on file in the Office of the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted a regular meeting of the City Council of the City of El Centro, California, held on the day of ,2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

16. SAMPLE INSPECTION FORM

LANDSCAPE INSPECTION RATING FORM

SITE: _____

Category	Meets Standards Y/N	Notes
Turf maintenance		
Irrigation maintenance		
Shrubs, groundcover, mulch areas		
Tree maintenance		

NOTE: If any category does not meet City Standards, monthly payment for the specific site(s) will be withheld until the site is back in conformance.

17. SITE MAPS. Each proposed area requires different services, covers different size areas, contain varying numbers of plants and trees, and consists of different irrigation devices and systems. The following is a general description of each area.

1. LEGACY LANDSCAPING DISTRICT

Acreage: ~ Acres

Location/Address:

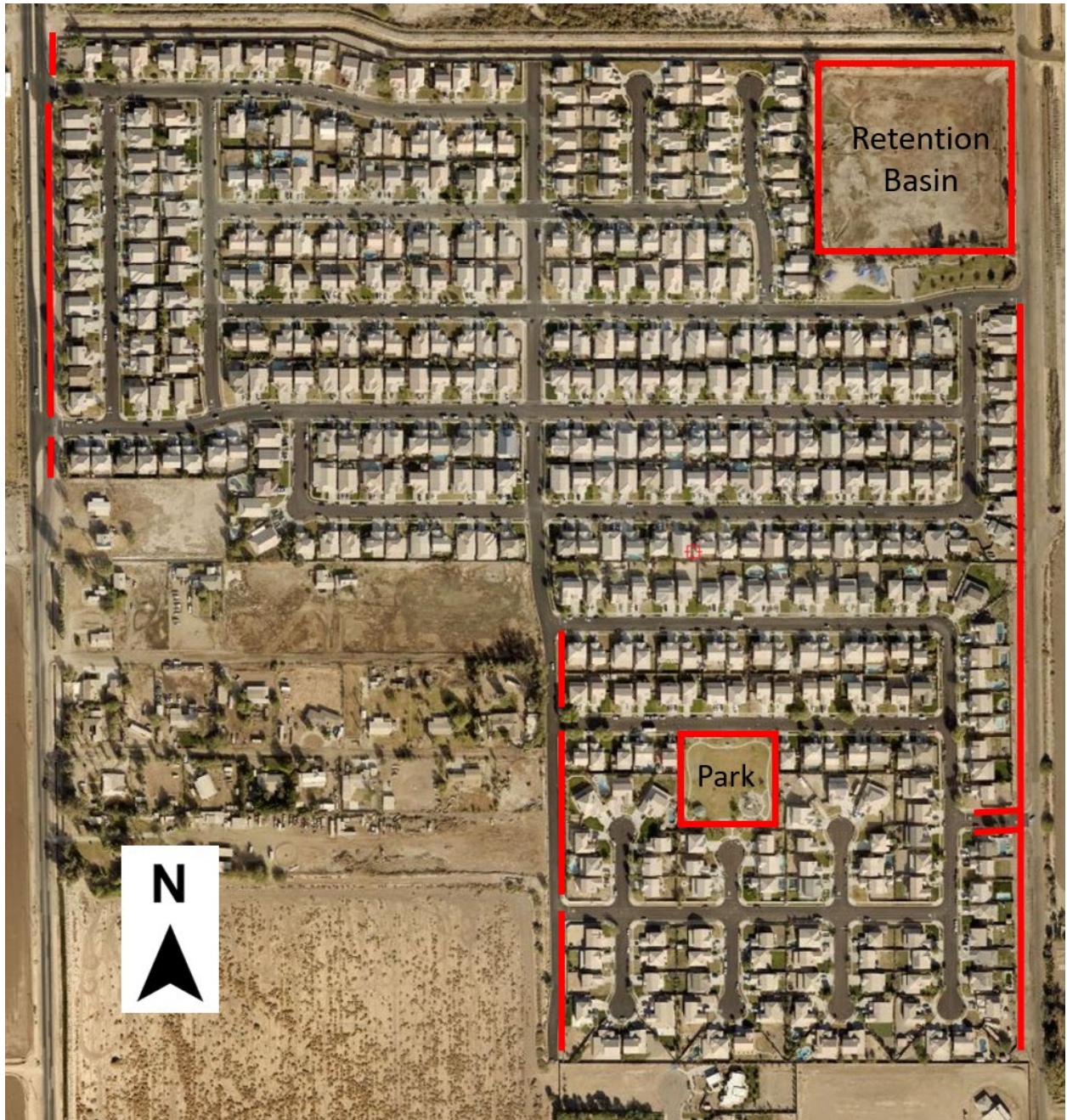
See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



2. BUENA VISTA LANDSCAPE DISTRICT

Acreage: ~ Acres

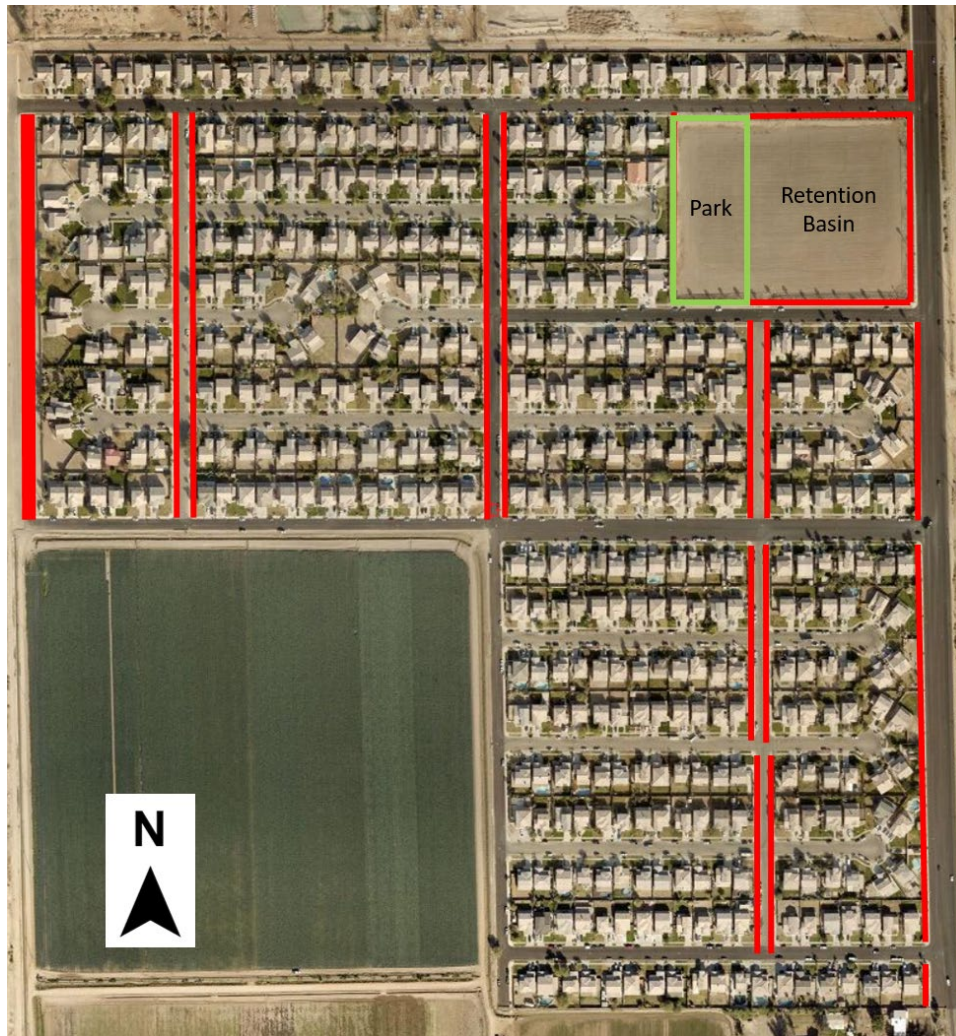
Location/Address:

See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

▪



3. TOWN CENTER LANDSCAPE DISTRICT

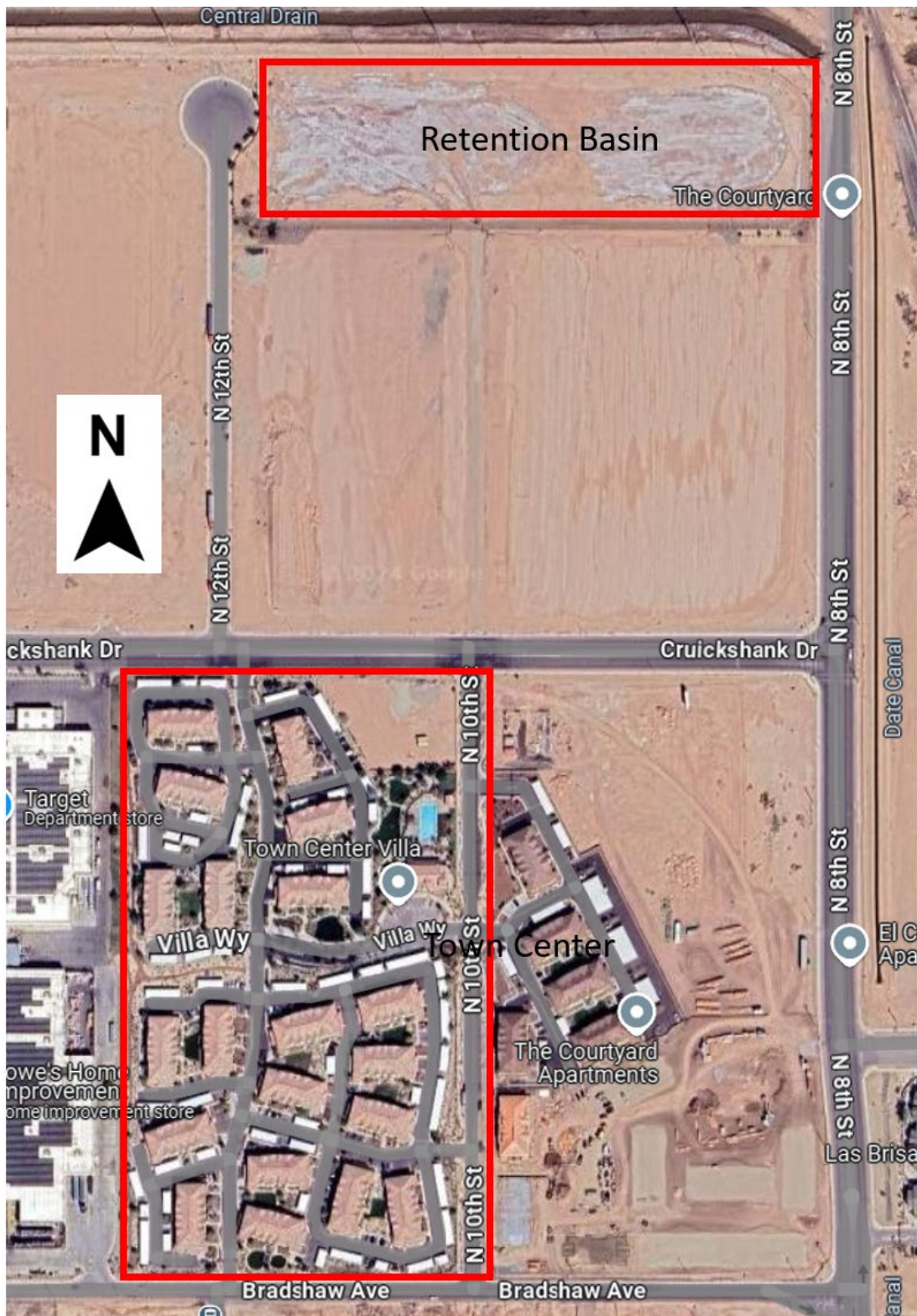
Acreage: ~ Acres

Location/Address:

See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.



END OF SPECIAL PROVISIONS-



CITY OF EL CENTRO

Department of Parks & Recreation

LIGHTING AND LANDSCAPE MAINTENANCE DISTRICTS

Request for Bids

General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping
Services at Lighting and Landscape Maintenance Districts

Requested By:
City of El Centro
Parks & Recreation Division
375 S. 1st Street
El Centro, CA 92243
Phone: (760) 337-4553
Fax: (760) 337-4551
Adriana Nava, Community Services Director

**GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND IRRIGATION
REPAIR AND EMERGENCY LANDSCAPING SERVICES AT LIGHTING AND
LANDSCAPE MAINTENANCE DISTRICTS**

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NOTICE INVITING BIDS

RECEIPT OF BIDS: Sealed bids will be received at the office of the City Clerk, City of El Centro, CITY of the WORK, located at 1275 Main Street, El Centro, CA 92243, until **2:00 PM, on, Wednesday October 9, 2024** for general landscape services, tree-trimming and removal, and emergency on-call services at lighting and landscape maintenance districts within the City of El Centro. Bids received after the due time and date will not be considered.

DESCRIPTION OF WORK: The general scope of services includes: To provide all labor, tools, equipment, materials and supplies necessary to complete all the work in a timely manner that will meet the City's requirements. The initial term of the Agreement will be two years, with three possible one-year extensions. Increased compensation may be negotiated for such extension. CONTRACTOR shall be required to perform the following landscape maintenance activities at various sites throughout the City as follows:

- Tree planting per City Guidelines
- Lawn mowing/edging maintenance
- Irrigation system (all systems) maintenance
- Weed abatement
- Clean up and disposal and/or recycling of generated green waste
- Root pruning and root barrier installation
- Shrub trimming
- Groundcover maintenance
- Fertilizing
- Emergency on-call services

SITE OF WORK: The site of the WORK is located in the City of El Centro City limits at various city parks and facilities as outlined in the bid schedule.

OPENING OF BIDS: The bids will be publicly opened and read at **2:00 PM, on, Wednesday October 9, 2024**, at the above-mentioned office of the CITY. CONTRACTORS and their authorized agents are invited to be present.

OBTAINING CONTRACT DOCUMENTS: The contract documents are entitled "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Lighting and Landscape Maintenance Districts." The Contract Documents may be downloaded free from Planet Bids by visiting the City of El Centro website at www.cityofelcentro.org and selecting "Public Works (Planet Bids)" from the "DOING BUSINESS" drop down. The bidder will be required to register for the project on Planet Bids prior to receipt of the compact disc.

COMPLETION OF WORK: The term of the contract will be for an initial three (3) year period, and will include (2) two options for (1) year extensions up to a total contract of five (5) years.

BIDS TO REMAIN OPEN: The successful CONTRACTOR shall guarantee the total bid price for a period of 120 calendar days from the date of bid opening.

CONTRACTOR'S LICENSE CLASSIFICATION: In accordance with the provisions of California law, the CITY has determined that the successful CONTRACTOR shall possess a valid business license from the City of El Centro and a **C-27 Landscaping** license from the State of California at the time that the bid is submitted and maintain during the period of the contract. Failure to possess the specified licenses shall render the bid non-responsive and shall act as a bar to award of the contract to any CONTRACTOR not possessing said licenses. Failure of the successful CONTRACTOR to possess said licenses during the contract period will be considered a breach of the contract.

MANDATORY PRE-BID CONFERENCE: Bidders **MUST** attend a pre-bid conference which will be conducted by the City's PROJECT MANAGER on Thursday September 19, 2024 at 10:00am. The meeting will be held at the Economic Development Division, 1249 Main St., El Centro, CA 92243. The objective of the Pre-bid conference is to acquaint Bidders with the scope of work and provide the opportunity to conduct a job walk to familiarize the bidders with the site conditions.

MANDATORY EXAMINATION OF WORK SITES: The CONTRACTOR is required to examine carefully all the sites as listed in the bid document. Absent CONTRACTOR's solicitation phase bid protest, City of an error in the bid documents, it will be assumed that the CONTRACTOR has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of WORK to be performed, and as to the requirements of the contract documents. It is mutually agreed that submission of a bid shall be considered prima facie evidence that the CONTRACTOR has made such examination.

PROJECT ADMINISTRATION: All communications relative to this WORK shall be directed, in writing, to the CITY's Community Services Director prior to the opening of bids.

City of El Centro Parks & Recreation Division
1249 Main Street
El Centro, CA 92243
Attn: Adriana Nava
Community Services Director
Telephone: (760) 337-4543
Email - anava@cityofelcentro.org

Questions on bids received may be submitted to the City's Parks Supervisor, Javier Villaverde at least 10 calendar days before the bid due date by 5:00 pm Friday September 27, 2024 to allow time for distributing answers and/or clarification to plans. Questions may be answered in writing posted on the website or emailed to all those who picked up bid packets.

CITY'S RESPONSES: Responses to questions that may be asked will be provided by written Addenda. No oral comments shall be of any force or effect with respect to this solicitation.

CALIFORNIA WAGE RATE REQUIREMENTS: In accordance with the provisions of California Labor Code sections 1770 *et seq.* as amended, the Director of the Department of Industrial Relations has determined the general prevailing rate of per diem wages in accordance with the standards set forth in such sections for the locality in which the WORK is to be performed. A copy of said wage rates is on file at the office of CITY. It shall be mandatory for CONTRACTOR to whom the WORK is awarded, and upon any Subcontractor under

CONTRACTOR, to pay not less than said specified rates to all workers employed by them in the execution of the WORK.

CONTRACTOR AND SUBCONTRACTOR REGISTRATION WITH DEPARTMENT OF INDUSTRIAL RELATIONS: Labor Code section 1771.1 provides that a contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Public Contract Code section 4104, or engage in the performance of any contract for public work, as that term is defined in Chapter 1, Part 7, Division 2 of the Labor Code, unless currently registered and qualified to perform public work pursuant to Labor Code section 1725.5. Labor Code section 1771.1 also provides that it is not a violation of that section for an unregistered contractor to submit a bid that is authorized by Business and Professions Code section 7029.1 or by Public Contract Code section 10164, provided the contractor is registered to perform public work pursuant to Labor Code section 1725.5 at the time the contract is awarded. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

RETAINAGE FROM PAYMENTS: CONTRACTOR may elect to receive one hundred (100) percent of payments due under the Contract Documents from time to time, without retention of any portion of the payment by CITY, by depositing securities of equivalent value with CITY in accordance with the provisions of section 22300 of the Public Contract Code. Such securities, if deposited by CONTRACTOR, shall be valued by CITY, whose decision on valuation of the securities shall be final. Securities eligible for investment under this provision shall be limited to those listed in section 16430 of the Government Code, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit or any other security mutually agreed to by CONTRACTOR and CITY.

No bid will be received unless it is made on the prescribed bid form furnished by the City. No emailed or faxed bids. Each bid must be accompanied by a guaranty of cash, certified check, cashier's check or bid bond made payable to the City of El Centro for an amount equal to at least ten percent (10%) of the bid. Such guaranty will be forfeited should the bidder to whom the contract is awarded fail to enter the contract. All guaranties are to be returned after the contract is awarded. See Section 17 of the Instructions to Bidders below.

CITY'S RIGHTS RESERVED: The CITY reserves the right to reject any or all bids, to waive any informality in a bid and to make awards to the lowest responsive, responsible bidder as it may best serve the interest of the CITY.

Date: _____

CITY: City of El Centro

—END OF NOTICE INVITING BIDS—

INSTRUCTIONS TO BIDDERS

1. **DEFINED TERMS.** Terms used in these Instructions to Bidders and the Notice Inviting Bids which are defined in the General Conditions have the meanings assigned to them in the General Conditions. The term "Bidder" means one who submits a Bid directly to CITY, as distinct from a sub-bidder, who submits a Bid to a Bidder.

2. **INTERPRETATIONS AND ADDENDA.**

2.1 All questions about the meaning or intent of the Contract Documents are to be directed to CITY. Interpretations or clarifications considered necessary by CITY in response to such questions will be issued by addenda. Questions received less than seven (7) days prior to the date for opening of bids may not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

2.2 Addenda may also be issued to modify the Contract Documents as deemed advisable by CITY.

3. **BASIS FOR SELECTION OF BIDDER.** The successful bid will be both responsive and responsible. A responsive bid is determined by reviewing the bid itself. Responsibility will be determined by looking at the bidder and factor beyond the face of the bid.

A. Responsible bidder as it pertains to this contract shall be as follows:

3.1.1 Standards of Responsibility: The City may reject bids on the basis of non-responsibility. A responsible bidder is one that has the capacity in all respects to perform fully the contract requirements, and the qualifications which will assure good faith performance of the contract. Factors to be considered in determining whether the standard of responsibility has been met include whether a bidder has:

- a. The appropriate financial, material, equipment, facility, capacity (adequate workforce to complete the job in a timely fashion) and personnel resources, including all required certifications, licenses, and expertise necessary to indicate its capacity to meet all contractual requirements, including the following specific requirements:
 - i. Adequate workforce to meet multiple critical work schedules at once;
 - ii. Ability to start projects on the commencement dates set forth by the City and satisfactorily complete them within the City's stated time limits;
- b. A satisfactory record of performance, including but not limited to any prior work performed by bidder for the City or other agency;
- c. Evidence of ability to provide the required bonding and insurance capacity. An apparent low bidder with cash or cashier's check as bid bond is required to submit a pre-qualification letter from an acceptable surety or cashier's check as performance bond within fourteen (14) calendar days of the bid opening;
- d. A satisfactory record of integrity, diligence, and professionalism in the specific contract work;
- e. The legal qualifications to contract with the City; and
- f. Supplied all information requested by the City in connection with the inquiry

concerning responsibility.

- 3.1.2 **Information Pertaining to Responsibility.** Before awarding a contract, the City must be satisfied that the prospective CONTRACTOR is responsible. The prospective contractor shall supply any information requested by the City concerning the responsibility of such contractor, including the qualifications and performance records of contractor's employees and proposed subcontractors. The City may use the information provided by the prospective CONTRACTOR as well information obtained from other legitimate sources including City staff's own experience with the prospective CONTRACTOR and prospective CONTRACTOR'S employees.
- 3.1.3 If the prospective CONTRACTOR fails to supply the requested information, the City may find the prospective CONTRACTOR non-responsible on the basis of its failure to provide the requested information to the City.
- 3.1.4 **The City's Process Concerning Responsibility.**
- 3.1.5 **Written determination of Non-responsibility Requirements.** If a bidder who otherwise would have been awarded the Contract is found non-responsible, a written determination of non-responsibility setting forth the basis determination shall be prepared by the City and sent to the non-responsible bidder or offeror. The bidder shall have an opportunity to submit materials refuting the City's determination and to appeal the City's determination of non-responsibility.
4. **EL CENTRO BUSINESS LICENSE.** All Bidders and their Subcontractors not already having a license from the City of El Centro for the WORK will be required to secure the appropriate business license from the City of El Centro before the Agreement can be executed.
1. **DISQUALIFICATION OF BIDDERS.** More than one (1) Bid from an individual, firm, partnership, corporation or association under the same or different names will not be considered. If CITY believes that any Bidder is interested in more than one (1) Bid for the WORK contemplated, all Bids in which such Bidder is interested will be rejected. If CITY believes that collusion exists among the Bidders, all Bids will be rejected. A party who has quoted prices to a Bidder is not hereby disqualified from quoting prices to other Bidders, or from submitting a Bid directly for the WORK.
6. **BIDDER'S EXAMINATION OF CONTRACT DOCUMENTS AND SITE**

It is the responsibility of each Bidder before submitting a Bid:

 - (a) To examine thoroughly the Contract Documents and other related data identified in the Bidding Documents (including "technical data" referred to below);
 - (b) To visit the site to become familiar with and satisfy Bidder as to the general and local conditions that may affect cost, progress or performance of the WORK;
 - (c) To consider Federal, State and local Laws and Regulations that may affect cost, progress or performance of the WORK;

- (d) To study and carefully correlate the Bidder's knowledge and observations with the Contract Documents and other related data; and
- (e) To notify City of all conflicts, errors, ambiguities or discrepancies in or between the Contract Documents and such other related data.
- (f) The bidder is required to thoroughly examine the Specifications including Contract Form for the work contemplated, and it will be assumed that the bidder has investigated and is satisfied as to the requirements of the specifications, including the contract. It is mutually agreed that submission of a bid shall be considered prima facie evidence that the bidder has made such examination.

7. BID FORM.

7.1 The Bid shall be made on the Bid Schedule bound herein and the pages may be removed from the bound volume. The envelope enclosing the sealed Bids shall be plainly marked in the upper left-hand corner with the name and address of the Bidder and shall bear the words "BID FOR" followed by "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Lighting and Landscape Districts" El Centro, CA, 92243, and the date and hour of opening of Bids. The Bid Security shall be enclosed in the same envelope with the Bid.

7.2 All blanks on the Bid Form must be completed in ink.

7.3 Bids by corporations must be executed in the corporate name by the president and a vice-president (or other corporate officer). Such Bid shall be accompanied by the enclosed certificate of authority to sign, attested by the secretary or assistant secretary, and with the corporate seal affixed. The corporate address and state of incorporation must appear below the signature.

7.4 Bids by partnerships must be executed in the partnership name and be signed by a managing partner, accompanied by evidence of authority to sign and his/her title must appear under the signature and the official address of the partnership must appear below the signature.

7.5 All names must be printed below the signature.

7.6 The Bid shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the Bid form. Failure to acknowledge Addenda shall render the Bid non-responsive and shall be cause for its rejection.

7.7 The address to which communications regarding the Bid are to be directed must be shown.

7.8 All Bidders must provide evidence of authority to conduct business in California to the extent required by law.

8. QUANTITIES OF WORK. The quantities of work or material stated in unit price items of the Landscape Bid Form are supplied only to give an indication of the general scope of

the WORK; CITY does not expressly or by implication agree that the actual amount of work or material will correspond therewith, and reserves the right after award to increase or decrease the amount of any unit price item of the WORK in accordance with Article 3 of the General Conditions, to delete any Bid item in its entirety, or to add additional Bid items up to and including an aggregate total amount not to exceed twenty-five (25) percent of the Contract Price.

9.

10. **SUBMISSION OF BIDS.** The Bid shall be delivered by the time and to the place set forth in the Notice Inviting Bids. It is the Bidder's sole responsibility to see that its Bid is received in proper time.

11. **BID SECURITY, BONDS AND INSURANCE.** Each Bid shall be accompanied by a certified or cashier's check or approved Bid bond in the amount stated in the Notice Inviting Bids. Said check or bond shall be made payable to the City of El Centro and shall be given as a guarantee that the Bidder, if awarded the Agreement, will enter into an Agreement with CITY, and will furnish the necessary insurance certificates, payment bond and performance bond; each of said Bonds to be in the amount stated in the Supplementary General Conditions. In case of refusal or failure to enter into said Agreement, the check or Bid bond, as the case may be, shall be forfeited to CITY. If the Bidder elects to furnish a Bid bond as its Bid security, the Bidder shall use the Bid bond form bound herein, or one conforming substantially to it in form.

12. **DISCREPANCIES IN BIDS.** In the event of a discrepancy between words and numbers in the Bid, the words shall govern. In the event there are unit price Bid items in the Schedule of Values and the amount indicated for a unit price Bid item does not equal the product of the unit price and quantity, the unit price shall govern and the amount will be corrected accordingly, and the Bidder shall be bound by said correction. In the event there is more than one (1) Bid item in the Schedule of Values and the total indicated for the schedule does not agree with the sum of the prices bid on the individual items, the prices bid on the individual items shall govern and the total for the schedule will be corrected accordingly, and the Bidder shall be bound by said correction.

13. **MODIFICATIONS AND UNAUTHORIZED ALTERNATIVE BIDS.** Unauthorized conditions, limitations or provisos attached to the Bid will render it informal and may cause its rejection as being non-responsive. The completed Bid forms shall be without interlineations, alterations or erasures in the printed text. Alternative Bids will not be considered unless called for. Oral, telegraphic or telephonic Bids or modifications will not be considered.

14. **WITHDRAWAL OF BID.** The Bid may be withdrawn by the Bidder by means of a written request, signed by the Bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of Bids prior to the scheduled closing time for receipt of Bids.

15. **BID RESULTS.** To obtain bid results, provide a self-addressed, stamped envelope, referencing "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities General Landscaping Services and Emergency Landscape Services at Various City Parks and

Facilities.” Bid tabulation will be mailed to you after verification of extensions. Bid results will not be given out over the telephone. Bid results may be posted on the City’s website at www.cityofelcentro.org.

16. **AWARD OF CONTRACT.** Award of a contract, if it be awarded, will be on the basis of the Bid proposal estimated quantities and will be made to the lowest responsive Bidder whose Bid complies with all the requirements prescribed. Unless otherwise specified, any such award will be made within the period stated in the Notice Inviting Bids that the Bids are to remain open. Unless otherwise indicated, a single award will be made for all the Bid items in an individual Bid schedule. The lowest Bid shall be the lowest total of the Bid prices on the Base Bid.
17. **RETURN OF BID SECURITY.** Within fourteen (14) Days after award of the Agreement, CITY will return the Bid securities accompanying such of the Bids as are not considered in making the award. All other Bid securities will be held until the Agreement has been finally executed. They will then be returned to the respective Bidders whose Bids they accompany.
18. **EXECUTION OF AGREEMENT.** The apparent low Bidder will be required to execute a written Agreement with CITY on the form of agreement provided, shall secure all insurance and shall furnish all certificates and Bonds required by the Contract Documents within fourteen (14) calendar Days after receipt of notification that the Bidder is the apparent low Bidder. Failure or refusal to enter into an Agreement as herein provided or to conform to any of the stipulated requirements in connection therewith shall be considered non-responsive and result in the forfeiture of the Bid security. If the lowest responsive Bidder refuses or fails to execute the Agreement, CITY may proceed to the second lowest responsive Bidder. If the second lowest responsive Bidder refuses or fails to execute the Agreement, CITY may proceed to the third lowest responsive Bidder. On the failure or refusal of such second or third lowest Bidder to execute the Agreement, each such Bidder’s Bid securities shall be likewise forfeited to CITY.
19. **LIQUIDATED DAMAGES.** Provisions for liquidated damages, if any, are set forth in the Agreement.
20. **WORKERS’ COMPENSATION REQUIREMENT.** The Bidder should be aware that in accordance with section 3700 of the California Labor Code it will, if awarded the Agreement, be required to secure the payment of compensation to its employees and execute the Workers’ Compensation Certification in the form contained in these Contract Documents.
21. **DEFINITIONS.**

For the purposes of this document, the following definitions shall apply:

ADDENDA – Written or graphic instruments issued prior to the Agreement, which modify or interpret the Contract Documents, specifications, by additions, deletions, clarifications, or corrections.

BID – The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the work to be performed.

BIDDER – Any person, firm, or corporation submitting a bid for the work.

BONDS – Bid, and other instruments of surety, furnished by the CONTRACTOR and the CONTRACTOR's surety in accordance with the Contract Documents.

CHANGE ORDER – A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the work within the general scope of the Contract Documents, or authorizing any adjustments in the contract price.

CITY – CITY OF EL CENTRO

CONTRACT DOCUMENTS – The contract, including information for bidders, Notice of Award, Maintenance Services Agreement, Notice to Proceed, General Conditions, Special Provisions, Insurance Requirements and Addenda.

CONTRACT PRICE – The total moneys payable to the CONTRACTOR under the terms and conditions of the Contract Documents.

CONTRACTOR – The person, firm or corporation with whom the CITY has executed the Agreement for any one or multiple bid divisions.

DIRECTOR – The Community Services Director and or his/her designee.

EXTRA WORK – Additional work directed based on approved bid amounts. Effectuated through a field Order.

FIELD ORDER – A written order effecting a change in the work or EXTRA WORK not involving an adjustment in the contract price, issued by the CITY to the Contractor.

NOTICE OF AWARD – Written notice of the acceptance of the bid from the CITY to the successful bidder.

NOTICE TO PROCEED – Written communication issued by the CITY to the Contractor authorizing him/her to proceed with the work and establishing the date for commencement of the work.

PREPARER OF THESE SPECIFICATIONS – CITY OF EL CENTRO.

PROJECT – The undertaking to be performed as provided in the Contract Documents.

SPECIFICATIONS – A part of the Contract Documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship and including the General Conditions, and Special Provisions.

SUBCONTRACTOR – An individual, firm, or corporation having a direct contract with the Contractor or with any other Subcontractor for the performance of a part of the work at the site.

SPECIAL PROVISIONS – Additions to the General Conditions. In the event of a discrepancy, the Special Provisions shall govern over the General Conditions.

SUPPLIERS – Any person or organization who supplies materials or equipment for the work, including that fabricated to a special design, but who does not perform labor at the site.

WORK – All labor necessary to produce the maintenance required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the project.

WRITTEN NOTICE – Any notice to any party of the Agreement relative to any part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party or their authorized representative on the work.

- END OF INSTRUCTIONS TO BIDDERS -

BID FORMS

BID TO: CITY OF EL CENTRO

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with CITY in the form included in the Contract Documents to perform the WORK as specified or indicated in said Contract Documents entitled "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities."

2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the Notice Inviting Bids and Instructions to Bidders, dealing with the disposition of the Bid security.

3. This Bid will remain open for the period stated in the Notice Inviting Bids unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish the insurance certificates, Payment Bond and Performance Bond required by the Contract Documents.

4. Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged):

Number _____
Date _____

5. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where WORK is to be performed, the applicable legal requirements (Federal, State and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.

To all the foregoing, and including all Bid schedule(s) and information required of Bidder contained in this Bid form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time set forth in said Contract Documents, and to accept in full payment therefore the Contract Price based on the total Bid price(s) named in the aforementioned Bid schedule(s).

Dated: 10/2/2024

Bidder: Executive Landscape Inc.

By: 
(Signature)

Title: President

BID SCHEDULE - PRICES

Pursuant to and in compliance with the Notice Inviting Bids and other Contract Documents relating to the bid for General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities and in accordance with Specifications the undersigned Bidder, having familiarized himself with the terms of the Agreement, the local conditions affecting the performance of the Agreement and the cost of the WORK at the place the WORK is to be done; and with the Specifications and other Contract Documents, hereby stipulated; CONTRACTOR agrees to complete the Agreement, including all of its component parts and everything required to be performed, and to provide and furnish any and all labor, materials, equipment, tools, expendable supplies, and all utility and transportation services necessary to perform the Agreement, and complete in a workmanlike manner all of the WORK required in connection with the Agreement, all in strict conformance with the Specifications for the following prices and sum.

The following Bid Form of estimated quantities is included for convenience of bidding and a basis for comparison of Bids only, and CITY does not, expressly, or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the WORK, or to delete portions of the WORK, as may be deemed necessary or advisable by CITY.

All Bidders are REQUIRED to use unit prices where indicated and to complete this schedule. All items shall be complete and in place per the Bid and Contract Documents.

BID FORM

Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned Bidder, having familiarized himself/herself with the terms of the Contract and the Contract Documents, the local conditions affecting the performance of the Contract and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated, the Work of the Contract, including all of its component parts, and the furnishing of all materials and equipment required to be incorporated in the form a permanent part of the work; the furnishing of tools, equipment, supplies, transportation, utilities, facilities, labor, superintendence and services required to perform and complete the work; bonds, insurance and submittals; and including the assumption of all obligations, duties and responsibilities necessary to the successful completion of the Contract, including its acceptance by the CITY for General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities.

Important Note: CONTRACTOR shall be bound to the prices on the Bid Form for the three-year duration of the contract term. Thereafter, if the contract is extended and at the request of the CONTRACTOR, CITY and CONTRACTOR will meet and revise prices to be effective for the next fiscal year (July 1 - June 30) in February of each year. This increase shall not exceed 3% in any one year. An exception to this limit can be made by the CITY in the event of unforeseen and uncontrollable circumstances such as but not limited to: Fuel Pricing, Workers' Compensation Rates, Prevailing Wage changes, etc.

CONTRACTOR's Name: Executive Landscape Inc.

BASE BID

Schedule A – Landscape Maintenance Districts

Item No.	Full Service	Total Annual Cost
1-A	#1 – Legacy Landscape District Landscape Maintenance (Irrigation excluded)	\$ 9250.00
1-B	#1 – Legacy Landscape District Irrigation Maintenance	\$ 750.00
2-A	#2 – Legacy Park Landscape Maintenance (Irrigation excluded)	\$ 9250.00
2-B	#2 – Legacy Park Irrigation Maintenance	\$ 1400.00
3-A	#3 – Buena Vista Landscape Maintenance (Irrigation excluded)	\$ 18500.00
3-B	#3 – Buena Vista Irrigation Maintenance	\$ 1400.00
4-A	#4 – Buena Vista Park (see attached plans) Landscape Maintenance (Irrigation excluded)	\$ 9250.00
4-B	#4 – Buena Vista Park (see attached plans) Irrigation Maintenance	\$ 750.00
5-A	#3 – Town Center Landscape Maintenance (Irrigation excluded)	\$ 12384.00
5-B	#3 – Town Center Irrigation Maintenance	\$ 750.00
TOTAL BID SCHEDULE A (ITEMS 1A – 5B) (In Words)		(In Figures) 63684.00

Schedule B – Retention Basins

Item No.	Full Service	Total Annual Cost
6.	Legacy Retention Basin (Next to Countryside Park)	\$ 1200.00
7.	Buena Vista Retention Basin	\$ 1200.00
8.	Town Center Retention Basin	\$ 1200.00
TOTAL BID SCHEDULE (ITEMS 6-8) (In Words)		(In Figures) 3600.00

Schedule C – Extra Work

Item No.	Full Service	Total Annual Cost
Labor including work truck and tools.		
9.	Common Labor	\$ 32.00 hr
10.	Skilled Technician	\$ 38.00 hr
11.	Supervisor	\$ 52.00 hr
12.	Emergency / After Hour Response	\$ 75.00 hr
Equipment		
13.	Spray Equipment	\$ 15.00 hr
14.	Tractor with Implements	\$ 150.00 hr
15.	Slit Seeder	\$ 35.00 hr
16.	Mower	\$ 35.00 hr
TOTAL BID SCHEDULE C (ITEMS 9-16) (In Words)		(In Figures) 432.00

SCHEDULE D – Contractor Markup

In order to determine a low bid for Schedule D, the contractor's markup percentage costs for items in Bid Schedule D shall be multiplied by the sample Total Cost shown below. Contractor is to insert the standard markup for the items listed as a percentage and extend the dollar amount in the bid schedule.

Item No.	Description	Total Cost (Comparison Basis Only)	Percentage of Cost	Amount
17.	Materials Markup	\$1,000	15%	150.00
18.	Equipment Markup	\$1,000	15%	150.00
19.	Contractor's Fee Markup	\$1,000	10%	100.00
20.	Performance and Payment Bond Cost	\$1,000	3 %	30.00

21.	General Conditions	\$1,000	15%	150.00
22.	Premium Labor	\$1,000	25%	250.00
TOTAL BID SCHEDULE D (ITEMS 17 - 22) (In Words)				(In Figures) 830.00

ADDITIVE BID ITEMS:

Item No.	Additive Item	Cost per unit
23.	Special Provisions Section 17 Item 1 – Legacy The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 150.00
24.	Special Provisions Section 17 Item 1– Legacy Re-seeding 2 times per year (Bermuda and Rye Grass) and compost.	\$ 500.00
25.	Special Provisions Section 17 Item 2 – Buena Vista The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 150.00
26.	Special Provisions Section 17 Item 3 – Town Center The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 150.00
TOTAL ADDITIVE BID (ITEMS 23 - 26) (In Words)		(In Figures) \$ 950.00

Total Base Bid – Sum of Bid Schedules A, B, C, and D \$ 69496.00

Total Base Bid in Words:

Sixty nine thousand, four hundred ninety six dollars

Total Additive Bid \$ 950.00

Total Additive Bid in Words:

Nine hundred fixty dollars

BASIS OF AWARD

Award of contract, if any be made, shall be made to the Contractor with the lowest responsive responsible bid based on the Base Bid (Bid Schedules A, B, C, and D, Items 1 through 20).

The quantities shown in the contract bid form for this project are for the purposes of determining the lowest responsible bidder and establishing a budget. The quantities in no way represent the actual amount of work that will be available or will become available. Adjustments in unit prices must not be allowed on any bid item regardless of the quantity of work available from or authorized by the City.

ACKNOWLEDGEMENT OF ADDENDA

The Bidder shall list below any and all addenda issued for this project. Failure to list issued addenda will result in a non-responsive bid:

ADDENDA (Please acknowledge with initials)

DATE RECEIVED

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

-END OF ACKNOWLEDGMENT OF ADDENDA-

LIST OF SUBCONTRACTORS

The Bidder shall list below the name and the location of the place of business of each Subcontractor who will perform work or labor or render service to CONTRACTOR in or about the construction of the WORK, or a Subcontractor licensed by the State who, under subcontract to CONTRACTOR, specially fabricates and installs a portion of the WORK according to the specifications, in an amount in excess of one-half (0.5) of one (1.0) percent of CONTRACTOR's Total Bid. The Bidder shall also list below the portion of the WORK which will be done by each Subcontractor under this contract. CONTRACTOR shall list only one (1) Subcontractor for each portion of the WORK. **If Bidder does NOT intend to use ANY subcontractors, state "NONE" in the first block.**

Substitutions of subcontractors listed will not be permitted unless approved by the CITY.

PORTION OF WORK	NAME OF SUBCONTRACTOR	DIR REGISTRATION NUMBER	PLACE OF BUSINESS ADDRESS/TELEPHONE No.
N/A			

-END LIST OF SUBCONTRACTORS-

GENERAL INFORMATION

BIDDER'S GENERAL INFORMATION:

The Bidder shall furnish the information requested below. Additional sheets shall be attached as required. Failure to complete Item Nos. 1 through 3 will cause the Bid to be non-responsive and shall cause its rejection. In any event, no award will be made until all of the Bidder's general information (i.e., items 1 through 3, inclusive) is delivered to CITY.

INFORMATION TO BE PROVIDED BY ALL BIDDERS WITH BID SUBMITTAL:

- (1) CONTRACTOR's name and address: Executive Landscape Inc.
P.O.Box 1075
Fallbrook, CA 92088
- (2) CONTRACTOR's telephone number: 761-731-9036 FAX number: 760-731-9038
- (3) CONTRACTOR's license: Primary classification C-27
California State License No. and Expiration Date 680784 11/30/2024
Supplemental classifications held, if any: C-8 C-29
Name of Licensee, if different from (1) above: _____
-

To be considered for award, CONTRACTOR shall have met all requirements established by CITY of the Project.

-END GENERAL INFORMATION-

EXPERIENCE STATEMENT

The bidder shall submit, as a part of its bid, the following statements as to its experience qualifications. The bidder certifies that all statements and information set forth are true and accurate.

- a. The bidder has been engaged in the contracting business under its present business name for 30 years.
- b. Experience in work of nature similar in type and magnitude to that set forth in the specification extends over a period of 25 years.
- c. The bidder, as CONTRACTOR, has satisfactorily completed all contracts awarded to it, except as follows: (Name any and all exceptions and reasons therefore). Bidder should attach additional pages if necessary.
 1. None
 2. _____
- d. The following contracts covering work similar in type and magnitude to that set forth in the specifications have been satisfactorily completed within the last five (5) years for the following owners (person, firms or authorities): It is acceptable to provide an attached list of projects in lieu of the form below.

	Name/Owner	Tel. No.	Type of Work	Contract Amount (Rounded to Closest Thousand Dollars)
1.	City of San Marcos	760-566-4236	Maintenance	120081.00
2.	City of San Marcos	760-566-4236	Maintenance	39604.00
3.	City of El Centro	760-554-5320	Maintenance	16781.00
4.				
5.				
6.				

-END OF EXPERIENCE STATEMENT-

NON-COLLUSION DECLARATION

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am President

(Insert "Sole Owner", "Partner", "President", "Secretary", or other proper title)
of Executive Landscape Inc.

(Insert name of bidder)

The party making the forgoing bid/proposal submitted herewith to the City of El Centro declares:

- That the bid is not made in the interest of, or on behalf of, any undisclosed person partnership, company, association, organization, or corporation;
- That the bid is genuine and not collusive or sham;
- That the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding;
- That the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, of that of any other, bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract;
- That all statements contained in the bid are true;
- That the bidder has nor directly, or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.
- Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 10/2/2024 [date] at Fallbrook [city] CA [state].

Date 10/2/2024

Contractor's Name
Executive Landscape Inc.

Contractor's Signature

Title President

-END OF NONCOLLUSION DECLARATION-

BID BOND

KNOW ALL MEN BY THESE PRESENTS,

That _____ as Principal, and _____ as Surety, are held and firmly bound unto the City of El Centro, hereinafter called "CITY," in the sum of _____ dollars, (_____) (not less than ten (10) percent of the total amount of the Bid) for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a Bid to said CITY to perform the WORK required under the Bid schedule(s) of CITY's Contract Documents entitled:

***General Landscaping Services, Tree Removal and Irrigation Repair and Emergency
Landscaping Services at Lighting and Landscape Maintenance Districts***

NOW THEREFORE, if said Principal is awarded a contract by said CITY and, within the time and in the manner required in the Notice Inviting Bids and the Instructions to Bidders enters into a written Agreement on the form of agreement bound with said Contract Documents, furnishes the required certificates of insurance and furnishes the required Performance Bond and Payment Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this Bond by said CITY and CITY prevails, said Surety shall pay all costs incurred by said CITY in such suit, including reasonable attorneys' fee to be fixed by the court and actual costs.

SIGNED AND SEALED, this _____ day of _____, 20__

(Principal) (SEAL) _____ (SEAL)
(Surety)

By: _____ By: _____
(Signature) (Signature)

(SEAL AND NOTARIAL ACKNOWLEDGEMENT OF SURETY)

-END BID BOND-

**CORPORATE CERTIFICATION
OR
PARTNERSHIP INFORMATION**

Name of Corporation or Partnership Executive Landscape Inc.

State of Incorporation California

List names and addresses of each partner, or titles, names and business addresses of President, Secretary and Treasurer.

Edwin B Earle 3125 Ridge Way Fallbrook, CA 92028

Kathleen Earle 3125 Ridge Way Fallbrook, CA 92028

Tony Earle 17224 Tam O'Shanter Dr Poway, CA 92064

Date 10/2/2024

CONTRACTOR
Executive Landscape Inc.

Signature 

Title President

ATTEST:


Signature by

Vice- President
Title

-END OF CORPORATE CERTIFICATION OR PARTNERSHIP INFORMATION-

DRUG/ALCOHOL TESTING REQUIREMENTS

CONTRACTOR shall execute the following form as required by the Federal Drug and Alcohol, Section 49 CFR Part 382.

I agree to comply with the provisions of Federal Omnibus Transportation Employee Testing Act of 1991, and that I will administer a program of alcohol and drug testing of all commercial vehicle operators, as required by Federal Regulations.

CONTRACTOR certifies compliance with the City of El Centro's Drug and Alcohol Free Workplace Policy as a condition of the State Drug-Free Workplace Act of 1990 (Government Code sections 8350 *et seq.*) and the Federal Drug Free Workplace Act of 1988 (41 U.S.C.A. Sections 701 *et seq.*) In addition, CONTRACTOR agrees to submit a copy of its own drug free workplace policy.

Dated 10/2/2024

Executive Landscape Inc.

CONTRACTOR's Name



CONTRACTOR's Signature

President

Title

- **END DRUG/ALCOHOL TESTING REQUIREMENTS** -

WORKERS' COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861
OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of section 3700 of the Labor Code, which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the WORK of this Agreement.

CONTRACTOR: Executive Landscape Inc.

By: 

Title: President

- END OF WORKERS' COMPENSATION CERTIFICATE -

SITE VISIT CERTIFICATE

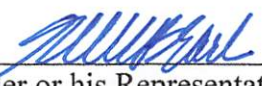
THIS IS TO CERTIFY that:

I, Edwin B Earle (name of bidder or his representative) of the Executive Landscape Inc. (name of construction firm) visited the site in connection with the Bid for

General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Lighting and Landscape Maintenance Districts

Having examined the bid documents, I certify that I have acquainted with the nature, geographical and exact location of the works; the general conditions of execution; the neighboring buildings and other constraints that might affect the construction methods; the obligation not to obstruct the traffic where requested, or the flow of any water; the physical conditions specific to the construction sites; the climatic conditions; local conditions; means of communication and transport; the possibility of supplying water, electricity and fuel; the availability of labor sufficient in number and quantity; all constraints and obligations resulting from social, tax and customs legislation; and all conditions and circumstances which might influence the execution or price of the works.

I further certify that I am satisfied with the description of the works and the Project Engineer's explanations and that I understand perfectly the works to be undertaken as specified and implied in the execution of the Contract.

Edwin B Earle 
(Name and Signature of Bidder or his Representative)

Date : 10/2/2024

Note 1: This form shall be completed at the time of the visit to the site where the works are to be carried out.

- END OF SITE VISIT CERTIFICATE -

**CONTRACTOR'S CERTIFICATION OF QUALIFICATION
FOR LICENSE CLASSIFICATION**

After award of the contract, the CONTRACTOR, whether an individual, co-partnership, limited partnership, corporation, or any other combination or organization, shall execute the following form:

1. If an individual, I hereby certify that I am, or my responsible managing employee _____ (insert name) is, qualified for the license classification called for in these contract documents.
2. If a co-partnership or limited partnership, the general partner hereby certifies that the general partner _____ (insert name), or responsible managing employee _____ (insert name), is qualified for the license classification called for in these contract documents.
3. If a corporation, or any other combination or organization, the responsible managing officer _____ (insert name), or a responsible managing employee _____ (insert name), is qualified for the license classification called for in these contract documents.

If the individual who qualifies the CONTRACTOR for the license classification called for in these contract documents changes during the progress of the work, then CONTRACTOR shall, within seven (7) days of any such change, notify the Director of Public Works in writing of such change, including the name, license number and status of the individual.

For the purpose of this Certification, a responsible managing employee shall mean an individual who is a bona fide employee of the CONTRACTOR and is actively engaged in the classification of work for which that individual is the qualifying person on behalf of the CONTRACTOR under California law.

DATED: _____ CONTRACTOR: _____

SIGNATURE: _____ TITLE: _____

ATTEST:

SIGNATURE BY: _____

TITLE: _____

- END OF CONTRACTOR'S CERTIFICATION OF QUALIFICATION -

PERFORMANCE BOND

Whereas, The City Council of the City of El Centro, State of California, and _____ (hereinafter designated as "principal") have entered into an agreement whereby principal agrees to install and complete certain designated public improvements, which said agreement, dated _____, 20__, and identified as project _____, is hereby referred to and made a part hereof; and

Whereas, Said principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

Now, therefore, we, the principal and _____, as surety, are held and firmly bound unto the City of El Centro (hereinafter designated as "El Centro") in the penal sum of _____ dollars (\$_____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above-bounded principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless El Centro, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by El Centro in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

In Witness Whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20__.

(SEAL)

(SEAL)

(CONTRACTOR)

(Surety)

By: _____
(Signature)

By: _____
(Signature)

- END OF PERFORMANCE BOND -

PAYMENT BOND

Whereas, The City Council of the City of El Centro, State of California, and _____ (hereinafter designated as "the principal") have entered into an Agreement whereby the principal agrees to install and complete certain designated public improvements, which Agreement, dated _____, 20 ____, and identified as project _____, is hereby referred to and made a part hereof; and

Whereas, Under the terms of the Agreement, the principal is required before entering upon the performance of the work, to file a good and sufficient payment bond with the City of El Centro to secure the claims to which reference is made in Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code of the State of California.

Now, therefore, the principal and the undersigned as corporate surety, are held firmly bound unto the City of El Centro and all contractors, subcontractors, laborers, materialmen, and other persons employed in the performance of the Agreement and referred to in Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code in the sum of _____ dollars (\$ _____), for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this work or labor, that the surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the City of El Centro in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

In Witness Whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20 ____.

(SEAL)

(SEAL)

(CONTRACTOR)

(Surety)

By: _____
(Signature)

By: _____
(Signature)

- END OF PAYMENT BOND -

CITY OF EL CENTRO

MAINTENANCE SERVICES AGREEMENT

This MAINTENANCE SERVICES AGREEMENT ("Agreement"), is made and effective , by and between the City of El Centro, a municipal corporation ("CITY"), and , a *[sole proprietorship, partnership, limited liability partnership, corporation]* ("CONTRACTOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. SCOPE OF WORK

The CONTRACTOR shall perform within the time set forth in Article II of this Agreement and shall furnish all labor, materials, equipment, tools, utility services, and transportation and perform and complete all work required in connection with the following:

- Tree planting per City Guidelines
- Lawn mowing/edging maintenance
- Irrigation system (all systems) maintenance
- Weed abatement
- Clean up and disposal and/or recycling of generated green waste
- Root pruning and root barrier installation
- Shrub trimming
- Groundcover maintenance
- Fertilizing
- Emergency on-call services

The scope of work is more specifically described in these Specifications.

By entering into this Agreement, CONTRACTOR acknowledges that there may be other contractors on the site whose work will be coordinated with that of its own. CONTRACTOR expressly warrants and agrees that it will cooperate with other contractors and will do nothing to delay, hinder, or interfere with the work of other separate contractors, the CITY, or utilities. CONTRACTOR also expressly agrees that, in the event its work is hindered, delayed, interfered with, or otherwise affected by a separate contractor, its sole remedy will be a direct action against the separate contractor. To the extent allowed by law, the CONTRACTOR will have no remedy, and hereby expressly waives any remedy against the CITY on account of delay, hindrance, interference or other events caused by a separate contractor.

II. TIME FOR PROJECT COMPLETION

All of CONTRACTOR's work on the Project shall be completed within durations established for the individual activities as set forth in Special Provisions, Section 4 "Turf Mowing Schedule" and in Special Provisions Section 17 "Site Maps", hereinafter referred to as Project Schedule. All work shall commence ten (10) calendar days after receiving a written Notice of Award from the CITY or Project Manager, if a Project Manager is employed by CITY on the Project. CONTRACTOR shall refer to the Notice Inviting Bids, and Specifications, all of which, as set forth below, are incorporated herein

by reference, for contractual obligations regarding individual activity durations. The aggregate sum total work of all individual Prime Contractors to the CITY comprises the entire "Project" and shall be commenced and completed in conformance with the Project Schedule. The entire Project shall be completed within 36 months with yearly extensions available as determined by the Director for a maximum contract of 60 months.

III. THE CONTRACT SUM

The CITY shall pay to the CONTRACTOR for the performance of this Agreement, subject to any additions and deductions provided in the Project documents, the sum of dollars and cents (\$) for the first two years of the Agreement. Thereafter, CONTRACTOR may request and CITY shall consider an increase in compensation for any extension in an amount no greater than the CPI increase/3% or for each extension year.

IV. PROGRESS PAYMENTS

Based upon Applications for Payment submitted to the CITY by the CONTRACTOR, the CITY shall make progress payments on account of the Contract Sum to the CONTRACTOR as provided in the General Conditions. The CONTRACTOR shall provide a monthly billing to CITY showing the specific work done on the schedule required as set forth in the Specifications. CITY shall not make any payment for disputed work (i.e. work not done to the appropriate standard) or for work not done. CITY may retain 5% from each monthly payment which would be paid when disputed work is completed to the CITY's satisfaction. This retention is in addition to liquidated damages.

V. RETENTION OF SECURITIES

Public Contract Code Section 22300 permits the substitution of securities for any monies withheld by a public agency to ensure performance under a contract, at the request and expense of the CONTRACTOR.

VI. INDEMNITY, DEFENSE AND HOLD HARMLESS AGREEMENT

CONTRACTOR shall indemnify, defend with legal counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the CITY. Should conflict of interest principles preclude a single legal counsel from representing both CITY and CONTRACTOR, or should CITY otherwise find CONTRACTOR's legal counsel unacceptable, then CONTRACTOR shall reimburse the CITY its costs of defense, including without limitation reasonable legal counsel's fees, expert fees and all other costs and fees of litigation. The CONTRACTOR shall promptly pay any final judgment rendered against the CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONTRACTOR's negligent, reckless or wrongful performance. It is expressly

understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

CONTRACTOR obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of CITY under any provision of this agreement, CONTRACTOR shall not be required to indemnify and hold harmless CITY for liability attributable to the active negligence of CITY, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where CITY is shown to have been actively negligent and where CITY active negligence accounts for only a percentage of the liability involved, the obligation of CONTRACTOR will be for that entire portion or percentage of liability not attributable to the active negligence of CITY.

VII. PREVAILING WAGES

- A. Wage rates for this Project shall be in accordance with the "General Wage Determination Made by the Director of Industrial Relations Pursuant To California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.1", for Imperial County. Wage rates shall conform with those included with the bidding documents, including all pre-determined wage increases, and the Project site.
- B. The following Labor Code sections are hereby referenced and made a part of this Agreement:
 - 1. Section 1775 - Penalty for Failure to Comply with Prevailing Wage Rates.
 - 2. Section 1777.4 - Apprenticeship Requirements.
 - 3. Section 1777.5 - Apprenticeship Requirements.
 - 4. Section 1813 - Penalty for Failure to Pay Overtime.
 - 5. Sections 1810 and 1811 - Working Hour Restrictions.
 - 6. Section 1775 - Payroll Records.
 - 7. Section 1773.8 - Travel and Subsistence Pay.

VIII. RECORD AUDIT

In accordance with Government Code, Section 8546.7, records of both the CITY and the CONTRACTOR shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

IX. CERTIFICATIONS

Contractor shall have a Class C27 License.

X. CONTRACTOR'S FAILURE TO PROCURE COMPLETION OF PROJECT

In the event CONTRACTOR fails to furnish tools, equipment, or labor in the necessary quantity or quality, or fails to prosecute the work or any part thereof contemplated by this Agreement in a diligent and workmanlike manner, and if the CONTRACTOR for a period of three (3) calendar days after receipt of written demand from CITY or its designated representative to do so, fails to furnish tools, equipment, or labor in the necessary quantity or quality, and to prosecute its work and all parts thereof in a diligent and workmanlike manner, or after commencing to do so within said three (3) calendar days, fails to continue to do so; then the CITY may exclude the CONTRACTOR from the premises, or any portion thereof, and take possession of said premises or any portion thereof, together with all material and equipment thereon, and may complete the work contemplated by this Agreement or any portion of said work, either by furnishing the tools, equipment, labor or material necessary, or by letting the unfinished portion of said work, or the portion taken over by the CITY to another contractor or by a combination of such methods. In any event, the procuring of the completion of said work, or the portion thereof taken over by the CITY, shall be a charge against the CONTRACTOR, and may be deducted from any money due or becoming due to CONTRACTOR from the CITY, or the CONTRACTOR shall pay the CITY the amount of said charge, or the portion thereof unsatisfied. The sureties provided for under this Agreement shall become liable for payment should CONTRACTOR fail to pay in full any said cost incurred by the CITY.

XI. INSURANCE

Prior to the beginning of and throughout the duration of the Work, CONTRACTOR and its subcontractors shall maintain insurance in conformance with the requirements set forth below. CONTRACTOR will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so.

CONTRACTOR acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to CONTRACTOR or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to CITY.

A. CONTRACTOR shall provide the following types and amounts of insurance:

Without limiting CONTRACTOR's indemnification of CITY, and prior to commencement of Work, CONTRACTOR shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to CITY.

General liability insurance. CONTRACTOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONTRACTOR shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the CONTRACTOR arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. CONTRACTOR shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers' compensation insurance. CONTRACTOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for CONTRACTOR's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, CONTRACTOR shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor's employees.

CONTRACTOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a CONTRACTOR's Pollution Liability form or other form acceptable to CITY providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three (3) years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to

defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The CITY, its officials, officers, agents, and employees, shall be included as insureds under the policy.

Other provisions or requirements

Proof of insurance. CONTRACTOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONTRACTOR, his agents, representatives, employees or subcontractors. CONTRACTOR must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. CITY and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

Primary/noncontributing. Coverage provided by CONTRACTOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONTRACTOR or CITY will withhold amounts sufficient to pay premium from CONTRACTOR payments. In the alternative, CITY may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the CITY's risk manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONTRACTOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONTRACTOR hereby

waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its sub consultants.

Enforcement of contract provisions (non estoppel). CONTRACTOR acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONTRACTOR of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the CONTRACTOR maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the CONTRACTOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. CONTRACTOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that CONTRACTOR's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONTRACTOR agrees to ensure that its sub-consultants, subcontractors, and any other party involved with the project that is brought onto or involved in the project by CONTRACTOR, provide the same minimum insurance coverage and endorsements required of CONTRACTOR. CONTRACTOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONTRACTOR agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

City's right to revise requirements. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the

CONTRACTOR a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the CONTRACTOR, the CITY and CONTRACTOR may renegotiate CONTRACTOR's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. CONTRACTOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONTRACTOR's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONTRACTOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

XII. CONTRACTOR'S LICENSE

CONTRACTOR must possess at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing. CONTRACTOR shall ensure that any subcontractor working on the Project possesses at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing.

XIII. REGISTRATION REQUIREMENTS [applicable to public works projects]

Pursuant to Section 1771.1(a) of the Labor Code:

"A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded."

CONTRACTOR must be registered with the Department of Industrial Relations (DIR) of the State of California in order to be eligible to work on public works projects. CONTRACTOR must ensure registration with the DIR that is active and in good standing.

No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public

works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The CONTRACTOR is not subject to public works requirements (including registration with the DIR) if the public works project is under \$1,000, unless the CITY knows that the same CONTRACTOR will be awarded total project costs in excess of \$1,000 for a given year.

XIV. CORPORATION IN GOOD STANDING

If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that _____, whose title is _____, is authorized to act for and bind the corporation.

XV. PROVISIONS REQUIRED BY LAW

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

XVI. SUBSURFACE HAZARDOUS MATERIALS

- A. In the event trenches or other excavations extend deeper than four (4) feet below the surface, the CONTRACTOR shall promptly, and before the following conditions are disturbed, notify the CITY in writing of any:
 - 1. Material that the CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code that is required to be removed to a Class I, Class II or Class III disposal site in accordance with the provisions of existing law.
 - 2. Subsurface or latent physical conditions at the site differing from those indicated.
 - 3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in the Work or the character provided for in the CONTRACT.
- B. Upon receipt of said notification the CITY will investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the CONTRACTOR's cost of or the time required for performance of any part of the work, the CITY will issue a change order under the procedures described in the General Conditions.
- C. In the event that a dispute arises between the CITY and the CONTRACTOR

whether the conditions materially differ, or involve hazardous waste or cause a decrease or increase in the CONTRACTOR's cost of or time required for performance of any part of the work, the CONTRACTOR shall not be excused from any scheduled completion date provided for by the Agreement, but shall proceed with all work to be performed under the Agreement. The CONTRACTOR shall retain any and all rights provided either by Agreement or by law which pertain to the resolution of disputes and protests between the contracting parties.

XVII. LIQUIDATED DAMAGES

Pursuant to Government Code Section 53069.85, if work is not completed within the contract time or in strict accordance with the Project Schedule, it is understood, acknowledged and agreed that the CITY will suffer damage and that such damage may be difficult to quantify. It is therefore agreed that the CONTRACTOR shall pay to the CITY the sum of five hundred dollars (\$500) for each and every calendar day of delay beyond the Contract Time, or beyond any scheduled action under this Agreement, established in or pursuant to the Project Schedule, or beyond the time indicated in the Project Schedule for any individual Contract activity.

CONTRACTOR expressly understands, acknowledges and agrees that such liquidated damages can and shall be imposed if the CONTRACTOR does not meet each and every aspect of any activity schedule, completion schedule or Project milestones established in or pursuant to the Project Schedule. If the CITY accepts work or makes any payment under this Agreement after a default by reason of delays, the acceptance of such work and/or payment(s) shall in no respect constitute a waiver or modification of any provisions regarding Contract Time, a completion schedule, the Project Schedule or the accrual of liquidated damages. In the event the same is not paid, the CONTRACTOR further agrees that the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under the Agreement. This Article does not exclude recovery of damages under provisions of the Contract Documents, and is expressly in addition to the CITY's ability to seek other damages.

CONTRACTOR is to refer to Project Schedule for duration of individual activities. Liquidated damages may be assessed if any individual activity duration exceeds the time indicated for that activity on the Project Schedule.

XVIII. COMPONENT PARTS OF THE CONTRACT

This Agreement entered into consists of the following CONTRACT DOCUMENTS, all of which are component parts of the Agreement as if herein set out in full or attached hereto: Delete the ones that don't apply

Notice Inviting Bids
Scope of Summary
Information for Bidders
Bid Form
Non-Collusion Declaration
Site Visit Certification
Faithful Performance Bond

Proposed Subcontractors
Bid Bond
Information Required of Bidder
Contract
Certificate Re. Worker's Compensation
Drug-free Workplace Certification
Addenda

Labor and Materials Payment Bond
General Conditions
Special Provisions

Construction Drawings
Aerial Maps
Change Orders

All of the above named CONTRACT DOCUMENTS are intended to be complementary. Work required by one of the above named CONTRACT DOCUMENTS and not by others shall be done as if required by all.

XIX. ENTIRE CONTRACT

This Agreement constitutes the entire contract of the parties. No other agreements or contracts, whether oral or written, pertaining to the work to be performed, exist between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties. No waiver of any term or condition of this agreement shall be a continuing waiver thereof.

CONTRACTOR

CITY

City of El Centro

By: 

By: _____

Title: President

Title: _____

Date: 10/2/2024

Date: _____

GENERAL CONDITIONS

1. **GENERAL:** The CONTRACTOR shall be experienced in horticulture and landscape maintenance, practices and techniques, and shall provide skilled, uniformed, and sufficient number of workers, with adequate equipment, to perform the WORK throughout the year.

WORK to be performed shall include the mowing of all lawn and turf areas in parks and/or facilities as listed in the contract documents.

WORK to be performed shall include the mowing, trimming, and edging, of lawn and turf areas, trimming & pruning of plants & trees, maintenance of ground covering & check all irrigation systems per the Special Provisions. All sprinkler heads shall be kept clear through weed eating or manual cleaning.

The CONTRACTOR shall provide regular inspection of turf area for pests and diseases. Approved herbicide shall be applied to control broadleaf weeds. Applications of pre-emergent herbicide shall be used for winter annual weeds. The CONTRACTOR shall hold the appropriate applicator license through the Department of Pesticide Regulation.

The CONTRACTOR shall also sweep or rake lawn and turf areas as needed to keep them clean and clear of all lawn clippings as a result of said mowing. The CONTRACTOR shall keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. Means of sweeping and/or cleaning may be by manual labor such as sweeping or the use of power blowers and/or the use of mechanical sweepers. In no case shall any equipment be used that is determined to be a safety hazard or a public nuisance by the CITY's authorized representative.

The CONTRACTOR also will remove on days of scheduled mowing, by whatever means appropriate, and before any mowing all trash and debris in area to be mowed so as to avoid creating additional debris and prevent hazards that may result from mowing over such items. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY for the CITY's jobs only.

The CONTRACTOR shall provide tree and shrub pruning and associated WORK.

2. **INCIDENTAL MOWING:** The CONTRACTOR agrees that the intent of the contract is for the CONTRACTOR to maintain the park and facilities within the terms and conditions stated herein. Although usual mowing will be on a regular mutually-agreed upon schedule, occasional mowing may be required to meet the needs of special occasions or events at various parks and or facilities. Said occasional mowing as required at any given park or facility outside the normal scheduled mowing shall be termed incidental mowing. Incidental mowing shall be included in the monthly amount paid as indicated in the contract documents. The CITY for such incidental mowing shall pay no additional costs.

3. **ADDITIONS AND DELETIONS OF PARKS AND FACILITIES:** The CONTRACTOR agrees that the number of parks or facilities may be increased or decreased from time to time. Such increases may be due to new developments or annexations to the City. Parks and facilities shall be increased or decreased, upon written by the CITY. Increase parks and facilities shall be in addition to those already indicated in the contract documents. All additional mowing of parks and facilities shall be paid by the CITY monthly, at a rate agreed prior to commencing of said

mowing, and upon monthly invoice by the CONTRACTOR. Additionally, the CITY reserves the right to reduce the frequency of park and facility mowing to cover additions or reductions of parks and facilities. In all cases, reductions or additions to mowing shall be based on previously agreed upon rate for said mowing. Changes in mowing additions or reduction shall be negotiated between the CONTRACTOR and the CITY's authorized representative.

4. SPECIAL AND EMERGENCY MOWING: The CONTRACTOR agrees to provide special mowing and landscape maintenance upon demand by the CITY in addition to any and all mowing specified elsewhere herein at a rate agreed upon and listed in bid documents as per location. Said special mowing shall be mowing which may be required and provided for in the scope of WORK. Special mowing may be required at any day of the week including weekends and or holidays. The CONTRACTOR shall provide mowing within (24) hours after receiving request. The CITY shall pay payment for such mowing monthly, at a rate agreed prior to commencing of said mowing, and upon monthly invoice by the CONTRACTOR.

5. EQUIPMENT: It shall be the responsibility of the CONTRACTOR to provide all necessary equipment as may be needed to perform the duties of the contract and as listed in the contract documents. All equipment used in the performance of the contract shall meet and or exceed all local, State and Federal safety standards that may apply to such devices. The CITY reserves the right to terminate the use of any equipment that it deems hazardous, excessively noisy or considered to be a public nuisance to the health of its residents, employees or authorized agents. All equipment used in the performance of the contract shall be clearly marked so as to be identifiable as belonging to the CONTRACTOR. All equipment shall be kept in good working order with mower and edger blades kept sharp and free of damage. Mowing of the listed parks and facilities shall be accomplished by the use of rotary mowers or reel mowers. Use of flail mowers is prohibited under the terms of the contract.

6. PARK AND FACILITY USE: The CITY reserves the right to use any or all of its facilities listed in the contract at any time it deems appropriate and or necessary, and may at its discretion, make changes to mowing schedules upon seventy-two (72) hours written notice to the CONTRACTOR.

7. PERMITS AND LICENSES: The CONTRACTOR shall at its own cost and expense apply for and obtain all necessary permits and licenses required in connection with the requirements of the contract. The CONTRACTOR shall at all times, comply with all laws, ordinances, and regulations of all governmental authorities under which the WORK is performed pursuant to the contract. The CONTRACTOR shall maintain a file containing all necessary permits and licenses available for the CITY to inspect at any time. In the event laws, ordinances, and/or regulations of governmental authorities are enacted subsequent to the signing of the contract, which have an impact on costs to the CONTRACTOR, said costs either positive or negative shall be negotiated and adjustments may be made to the amounts to be paid as indicated in the contract.

8. INDEPENDENT CONTRACTOR: In the performance of the services under the contract, the CONTRACTOR shall be an independent contractor, maintaining complete control of its personnel and operations. As such, the CONTRACTOR shall pay all salaries, wages, expenses, social security taxes, Federal and State unemployment taxes and any similar taxes relating to the performances of the contract. The CONTRACTOR shall be held responsible for its workers and subcontractors when working with and/or around hazardous materials and the education thereof.

9. SUBCONTRACTORS: The CONTRACTOR shall not subcontract any parts of the contract without the prior written consent of the CITY. All persons engaged in the park and facilities mowing service will be considered as employees of the CONTRACTOR, and subject to the provision of the contract. Additionally, the contract and the WORK to be performed under the contract shall not be in any way assigned or transferred by the CONTRACTOR without written consent of the CITY.

10. PENALTIES FOR NON-PERFORMANCE: In the event the CONTRACTOR does not complete required services as listed in contract documents designated for a given week, the CITY shall deduct from the amount owed the CONTRACTOR the proportionate value of the incomplete WORK. Deductions will be specific as to park and or facility for which service was not performed. A deduction of Fifty dollars (\$50) *per service* not performed per service interval.

11. TERM: The contract will be for a term of two (2) years. The contract may be extended for three (3) additional one (1) year periods upon mutual agreement between the CONTRACTOR and the CITY.

13. GENERAL

a) Specification Disclaimer

CONTRACTOR acknowledges that the Services specified in this document are not intended to express every detail of the Service to be provided by the CONTRACTOR and the CONTRACTOR hereby represents that it is experienced and competent in providing Service that meets or exceeds generally accepted practices commensurate with those provided by other companies that provide such Service.

b) Maintenance of Service Records and Disclosure

Maintenance and Service Monthly Checklist Documentation is located in the Special Conditions section of these specifications.

CONTRACTOR shall prepare and maintain records for Services provided and chemicals applied to the property in order to substantiate charges to CITY for such Services. CONTRACTOR shall retain such records for a period of twelve (12) months from the date of performance of the Service. CONTRACTOR may be called upon periodically by the CITY to perform work not herein specified. Such work will be classified as change orders.

c) Staging of Operations

The CONTRACTOR shall stage their work at each location out of the way of pedestrian and auto traffic. CONTRACTOR vehicles shall have traffic control erected around any parked vehicles. Parking on IID right of way and City of El Centro travel ways is prohibited, unless provided prior approval by either agency.

d) Supervision

- 3.1.5.1 CONTRACTOR shall provide adequate supervisory staff to supervise and direct its employees and subcontractors, if any, in providing service and compliance with these specifications.
- 3.1.5.2 The supervisor (either CONTRACTOR's employee or a subcontractor's employee) shall not leave the site until all work is completed.
- 3.1.5.3 CONTRACTOR must have a system so the crew performing the work can communicate with the CITY. The system may involve telephone communication between the CITY and the CONTRACTOR and then communication via radio with the crew performing the work. Alternatively, supervisory personnel must be able to functionally communicate as may be required from time to time to report emergencies, equipment malfunctions, and to correctly understand instructions by the CITY.
- 3.1.5.4 In addition to the supervisory staff assigned to the direct supervision of the landscape maintenance crew, CONTRACTOR shall maintain and show evidence of an adequate management level supervisory staff who shall make periodic scheduled and unscheduled visits to each site during normal business hours and when service is being performed. The purpose of these visits is to ensure maintenance at the optimum level.
- 3.1.5.5 CONTRACTOR shall monitor and appraise its own performance based on this contract, the objective being to measure the effectiveness of the landscape maintenance program. The CONTRACTOR will be available for a monthly walk through of the site with the CITY or CITY's Representative, or as necessary.

e) Frequency of Services

The landscape and maintenance tasks are to be performed at the locations listed in the Special Provisions. The task frequency and number of occurrences throughout the year shall be determined based on geographic locations, growing season and the type of landscaping/maintenance at each property. In the event that time is lost due to inclement weather, the CONTRACTOR shall reschedule his crews and divide their times accordingly to visit each site during the time remaining. The CONTRACTOR shall be allowed to work on Saturdays/Sundays, if needed to make up for rain days with prior approval.

f) Uniformed Employees

CONTRACTOR's crews including laborers and supervisors shall perform work on the premises in a uniform to be designed by the CONTRACTOR. Uniforms must be in good repair and worn properly including wearing of shirts at all times. CONTRACTOR's vehicles on the premises shall be marked with the CONTRACTOR's name and/or logo.

g) Communication Protocol

CONTRACTOR shall meet with the CITY to walk the property to discuss conditions, schedules, and items of concern regarding this agreement at the request of the CITY.

CONTRACTOR, at the request of the CITY, shall make available weekly or monthly logs as to time, date, and type of services performed.

h) Interference with the Public

CONTRACTOR hereby agrees to reasonably adjust the times of the day and days of the week when work is performed to minimize interference with public events.

CONTRACTOR shall provide protection for CITY employees, residents, and the general public when working on landscape, sidewalks, driveways, or near building and building entrances.

i) Clean-up

The CONTRACTOR shall at all times keep the premises occupied by him and access to such premises in a neat, clean and safe condition. Upon completion of any Work, the CONTRACTOR shall promptly remove all his equipment, temporary structures, and surplus construction and other materials not to be used at or near the same location at the end of each day. Upon completion of any work and before final payment is made, the CONTRACTOR shall, at his expense, satisfactorily dispose of all plants, rubbish, unused materials, and other equipment and materials belonging to him or used in the performance of work and the CONTRACTOR shall leave the premises in a neat, clean and safe condition. In the event of the CONTRACTOR's failure to comply with any of the foregoing, the same may be accomplished by the CITY at the CONTRACTOR's expense.

14. EXISTING CONDITIONS AND EXAMINATION OF SITE

CONTRACTOR acknowledges that it has inspected or was able to inspect the work sites and that it understands the Service requirements and conditions under which the Service is to be performed. No allowances shall be made due to the CONTRACTOR's error, negligence or failure to have adequately inspected the sites where Service is to be performed. CONTRACTOR acknowledges, understands and agrees that the cost of the Service is intended to cover foreseeable work, risks, hazards and difficulties inherent to the Service of this nature.

15. DESIGNATION LETTER OF GENERAL SUPERINTENDENT

The CONTRACTOR shall submit a letter designating the General Superintendent for the Project to the CITY, within 10 days after the issuance or the notice to proceed. Substitutions will not be permitted without prior approval of the CITY. The letter shall also include emergency contact information for the CONTRACTOR.

16. INSURANCE

See the form of contract above for insurance requirements.

17. LOSS PREVENTION

17.01 The CONTRACTOR shall examine the landscape, including irrigation system, on a monthly basis or as outlined in in these Landscape Maintenance Specifications and the

Monthly Checklists for this project, looking for problems or potential problems with the landscape.

- 17.02 The CONTRACTOR shall make minor replacements and repairs to the landscape facilities as part of the required maintenance work. A minor item would be something that takes less than 15 minutes to repair by a skilled workman, using minimal replacement parts. Major items (including replacement of or installation of plants outside of the bid schedule) needing replacement or repair shall be reported to the CITY within one week of occurrence. Major items shall be considered and approved by change order to the required work.

The CONTRACTOR shall be available to perform additional work related to the landscape maintenance as may be authorized in writing by the CITY. Such work shall be non-minor items relating to landscape care or maintenance, which are not a part of the normal maintenance work, as outlined in this specification.

17.03 Damages from CONTRACTOR Operations

- 17.03.01 CONTRACTOR agrees to repair or replace all damage to residential and/or neighboring property caused by equipment or employees of the CONTRACTOR.
- 17.03.02 Lawn, trees, shrubs, hardscapes, or ground covers that are damaged or destroyed due to the CONTRACTOR's operations, negligence or misuse of chemicals shall be replaced at CONTRACTOR's expense within thirty (30) days of discovery. Replacement plants shall be comparable in size to the lost plant, or shall be approved by CITY, if smaller. The CONTRACTOR will repair grades and other work necessitated due to planting and removal and replacements.
- 17.03.03 In the event that the lawn becomes sparse or barren due to CONTRACTOR neglect during the period of maintenance, CONTRACTOR shall repair lawn to its previous condition and to the CITY's satisfaction. Lawn areas shall be kept as green and healthy as possible at all times in all areas to maintain a high level of appearance.
- 17.03.04 Irrigation equipment that is damaged or destroyed due to the CONTRACTOR's operations shall be repaired or replaced by the CONTRACTOR promptly at CONTRACTOR's expense.
- 17.03.05 Damage to any backflow preventers (BFPs) or fire valves or other utility equipment existing in landscaped areas caused by the CONTRACTOR's employees or equipment shall be repaired or replaced by the CONTRACTOR at its cost, immediately after such damage.

18. RESPONSE TIME

The CONTRACTOR, at no additional cost, is to be available to respond to emergency calls regarding landscape care or maintenance for the project sites of this contract. The CONTRACTOR shall respond within two hours after initial contact by the CITY or the CITY's

representative. The CONTRACTOR shall address the issue per these specifications. After the CONTRACTOR has evaluated and/or pacified the issue, the CONTRACTOR and CITY will discuss the work required to completely correct the issue. Should the issue be considered a major item, then major item shall be corrected by change order upon approval of the CITY.

19. LAWS, CODES, AND ORDINANCES

Any requirement of this specification that conflicts with or is in violation of any government rule, ordinance, regulation, etc. shall be void. The CONTRACTOR shall notify the CITY immediately of any such requirement found in this specification.

The CONTRACTOR shall, throughout the course of this work, comply with all rules, ordinances, regulations, etc. set forth by agencies having jurisdiction, which apply to the work site, the CONTRACTOR, and/or his/her employees.

20. CHANGES IN WORK

- a. The CITY may at any time, as the need arises, order changes within the scope of the work without invalidating the Agreement. If such changes increase or decrease the amount due under the Contract Documents, or in the frequency required for performance of the work, an equitable adjustment shall be authorized by a Change Order.
- b. The CITY may also at any time by issuing a Field Order make changes in the details of the work. The CONTRACTOR shall proceed with the performance of any changes in the work so ordered by the CITY unless the CONTRACTOR believes that such Field Order entitles him to a change in Contract Price or Time, or both, in which event he shall give the CITY written notice thereof within seven (7) days after the receipt of the ordered change. Thereafter the CONTRACTOR shall document the basis for the change in Contract Price or Time within thirty (30) calendar days. The CONTRACTOR shall execute such changes upon the receipt of an executed Change Order or further instructions from the CITY.
- c. In the event of any emergency that the CITY determines endangers life or property, any work required by reason of such an emergency shall be performed in accordance with verbal orders from the CITY. These orders will be confirmed in writing as soon as practicable. Any such authorization, whether written or verbal, may be accompanied by drawings and data as are necessary to show the extent of such change or extra work. In the event of ordered emergency work, the CONTRACTOR shall keep accurate records of actual costs in accordance with these specifications until such time as Agreement of compensation is reached. Keeping of such records shall not be construed as an indication that this method of compensation is necessarily acceptable for such emergency work and shall not preclude the possibility of an Agreement to pay for such emergency work on a unit-price or lump-sum basis. Upon determination as to the compensation due the CONTRACTOR for performing any emergency work, the Contract Documents will be amended in writing by a Change Order.

21. CHANGES IN CONTRACT PRICE

- a. All changes which affect the cost or time of the contracted work of the project must be authorized by means of a Change Order. The Change Order will include extra

work, or work for which quantities have been dramatically altered from those shown in the bidding schedule. All changes should be recorded on a Change Order Form as they occur. Each Change Order Form must contain complete and detailed justification for all items addressed by the Change Order.

- b. The value of any work covered by a Change Order or of any claim for increase or decrease in the Contract Price shall be determined by one or more of the following methods in the order of precedence listed below:
 - 1) An agreed lump sum.
 - 2) The actual cost of labor, direct overhead, materials, supplies, equipment, and other services necessary to complete the work. In addition, there shall be added an amount to be agreed upon but not to exceed fifteen percent (15%) of the actual cost of the work to cover the cost of general overhead and profit.
 - 3) Unit prices previously approved.

22. MATERIALS, SERVICES AND FACILITIES

- a) It is understood that, except as otherwise specifically stated in the Contract Documents, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, water, trash and organic debris disposal costs and fees, power, transportation, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the work within the specified time.
- b) Manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

23. PROTECTION OF WORK, PROPERTY AND PERSONS

The CONTRACTOR will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. He will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to, all employees on the work and other persons who may be affected thereby, all the work and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, sidewalks, pavements, roadways, structures, P.C.C. curb and gutter, P.C.C. cross-gutters, irrigation facilities and utilities not designated for removal, relocation or replacement in the course of construction.

- a) The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the work, all necessary safeguards for safety and protection. The CONTRACTOR will notify the CITY of adjacent utilities when prosecution of the work may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or in part, by the CONTRACTOR, any subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

- b) In emergencies affecting the safety of persons or the work or property at the site or adjacent thereto, the CONTRACTOR, without special instruction or authorization from the CITY shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the CITY prompt written notice of any significant changes in the work or deviations from the Contract Documents caused thereby, and a change order shall thereupon be issued covering the changes and deviations involved.
- c) The CONTRACTOR shall maintain all portions of the work in a neat, clean and sanitary condition at all times. Toilets shall be furnished by the CONTRACTOR where needed for use by all employees and their use shall be strictly enforced. The CONTRACTOR shall also be responsible for furnishing and maintaining a potable water supply or providing potable drinking water to their employees and subcontractors.
- d) The CONTRACTOR shall keep adequate first-aid facilities and supplies available at the project sites.
- e) The CONTRACTOR shall assure that his/her Subcontractors of all tiers shall comply with the foregoing provisions.

24. SUSPENSION OF WORK, TERMINATION, AND DELAY

- a) The CITY may suspend the work or any portion thereof for a period of not more than ninety (90) days or such further time as agreed upon by the CONTRACTOR, by written notice to the CONTRACTOR which shall fix the date on which work shall be resumed. The CONTRACTOR will resume that work on the dates so fixed. The CONTRACTOR will be allowed an increase in the Contract Price or an extension of the contract time, or both, directly attributed to any suspension.
- b) If the CONTRACTOR is adjudged as bankrupt or insolvent, or makes a general assignment for the benefit of its creditors, or if a trustee or receiver is appointed for the CONTRACTOR or for any of its property, or if the CONTRACTOR files a petition to take advantage of any debtor's act, or to re-organize under the bankruptcy or applicable laws, or repeatedly fails to supply sufficient skilled workmen, or suitable material, or equipment, or repeatedly fails to make prompt payments to subcontractors or for labor, materials or equipment, or otherwise violates any provision of the Contract Documents, then the CITY may, without prejudice to any other right or remedy, and after giving the CONTRACTOR a minimum of ten (10) days from delivery or a written notice, terminate the services of the CONTRACTOR, and finish the work by whatever method the CITY may deem expedient. In such case the CONTRACTOR shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract Price exceeds the direct and indirect costs of completing the project, such excess shall be paid to the CONTRACTOR. If such costs exceed unpaid balance, the CONTRACTOR will pay the difference to the CITY. Such costs incurred by the CITY will be determined by the CITY and incorporated in a Change Order.
- c) Where the CONTRACTOR's services have been so terminated by the CITY, said termination shall not affect any right of the CITY against the CONTRACTOR then existing or which may thereafter accrue. Any payment of moneys by the CITY due the

CONTRACTOR will not release the CONTRACTOR from compliance with the Contract Documents.

- d) After ten (10) days from delivery of a written notice to the CONTRACTOR, the CITY may, without cause and without prejudice to any other right or remedy, elect to abandon the project and terminate the Contract. In such case the CONTRACTOR shall be paid for all work executed and any expense sustained plus reasonable profit.
- e) If, through no act or fault of the CONTRACTOR, the work is suspended for a period of more than ninety (90) days by the CITY, or under an order of court or other public authority, or the CITY fails to act on any request for payment within sixty (60) days after it is submitted, or the CITY fails to pay the CONTRACTOR substantially the sum approved by the CITY or awarded by arbitrators within sixty (60) days after its approval and presentation, then the CONTRACTOR may, after ten (10) days from delivery of a written notice to the CITY, terminate the contract and recover from the CITY payment for all work executed and all expenses sustained. In addition and in lieu of terminating the contract, if the CITY has failed without good cause to make any payment as aforesaid, the CONTRACTOR may, upon ten (10) days written notice to the CITY, stop the work until paid all amounts then due, in which event and upon resumption of the work, Change Orders shall be issued for adjusting the contract price or extending the contract time or both to compensate for the costs and delays attributable to the stoppage of the work.
- f) If the performance of all or any portion of the work is suspended, delayed, or interrupted as a result of a failure of the CITY to act within the time specified in the Contract Documents, or if no time is specified, within a reasonable time, an adjustment in the contract price or extension of the contract time, or both, shall be made by Change Order to compensate the CONTRACTOR for the costs and delays necessarily caused by the failure of the CITY.

25. PAYMENT TO CONTRACTOR

- a) At least ten (10) days before each progress payment falls due (but not more often than every thirty-one (31) calendar days), the CONTRACTOR will submit to the CITY a partial payment estimate filled out and signed by the CONTRACTOR covering the work performed during the period covered by the partial payment estimate and supported by completed reports and/or checklists. If payment is requested on the basis of materials not incorporated in the work but delivered and suitably stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data, such as paid invoices, or other written evidence satisfactory to the CITY, as will establish the CITY's interest therein, including applicable insurance. The CITY within ten (10) days after receipt of each partial payment estimate, shall either indicate in writing approval of payment and present the partial payment estimate to the CITY, or return the partial payment estimate to the CONTRACTOR indicating in writing the reasons for refusing to approve payment. In the latter case, the CONTRACTOR may make the necessary corrections and resubmit the partial payment estimate. The CITY will, within thirty (30) days of presentation of an approved partial payment estimate, pay the CONTRACTOR a progress payment on the basis of the approved partial payment estimate.
- b) All progress payments shall be accompanied with the CONTRACTOR's invoice.

- c) The CONTRACTOR will indemnify and save the CITY or the CITY's officers, employees, or agents harmless from all claims growing out of the lawful demand of subcontractors, laborers, workmen, mechanics, and materialmen, and parts thereof, equipment, tools, and all supplies incurred in the furtherance of the performance of the work. The Contractor shall, at the CITY's request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the CONTRACTOR fails to do so, the CITY may, after having notified the CONTRACTOR, either pay unpaid bills or withhold from the CONTRACTOR's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the CONTRACTOR shall be resumed in accordance with terms of the Contract Documents, but in no event shall the provisions of this sentence be construed to impose any obligations upon the CITY to either the CONTRACTOR, or any third party. In paying any unpaid bills of the CONTRACTOR, any payment so made by the CITY shall be considered as a payment made under the Contract Documents by the CITY to the CONTRACTOR and the CITY shall not be liable to the CONTRACTOR for any such payments made in good faith.
- d) The CITY may withhold or, on account of subsequently discovered evidence, nullify the whole or part of any approved partial payment estimate to such extent as may be necessary to protect the CITY from loss on account of:
 - a. Defective work not remedied.
 - b. Claims filed or reasonable evidence indicating probable filing of claims.
 - c. Failure of CONTRACTOR to make payments properly to Subcontractors or for material or labor.
 - d. A reasonable doubt that the work can be completed for the balance then unpaid.
 - e. Performance of work in violation of the terms of the Contract Documents.
- e) Where work on lump sum or unit price items is substantially complete but lacks clean-up and/or corrections ordered by the CITY, amounts shall be deducted from lump sum items in partial payment estimates to amply cover such clean-up and corrections.
- f) On lump sum projects the CONTRACTOR shall present a comprehensive breakdown of the contract price as a basis for payment for review and approval by the CITY. The comprehensive breakdown shall be submitted to the CITY within ten (10) days of the issuance of the Notice to Proceed.

27. SEPARATE CONTRACTS

- a) The CITY reserves the right to enter into other contracts in connection with this project. The CONTRACTOR shall afford other CONTRACTOR's reasonable opportunity for the introduction their materials and the execution of their Work, and shall properly connect and coordinate the Work with theirs. If proper execution or results of any part of the CONTRACTOR's Work depends upon the Work of any other Contractor, the CONTRACTOR shall inspect and promptly report to the CITY any defects in such Work that renders it unsuitable for such proper execution and results.

- b) The CITY may perform additional Work related to the Project or the CITY may enter into other Contracts containing provisions similar to these. The CONTRACTOR shall afford the other Contractors who are parties to such Contracts (or the CITY, if the CITY is performing the additional Work) reasonable opportunity of the introduction and storage of materials and the execution of Work, and shall properly connect and coordinate the Work with theirs.
- c) If the performance of additional Work by other Contractors or the CITY is not noted in the Contract Documents prior to the execution of the Contract, written notice thereof shall be given to the CONTRACTOR prior to starting any such additional Work. If the CONTRACTOR believes that the performance of such additional Work by the CITY or others involves an additional expense or entitles it to an extension of the Contract Time, the CONTRACTOR may make a claim thereof as provided in Section V Items 8.01, 8.02, 9.01, 9.02.

28. SUBCONTRACTING

- a) The CONTRACTOR may utilize the services of specialty Subcontractors on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors.
- b) The CONTRACTOR shall not award Work to Subcontractor(s), in excess of twenty percent (15%) of the Contract price, without prior written approval of the CITY.
- c) The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its Subcontractors, and persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by it.
- d) The CONTRACTOR shall cause appropriate provisions to be inserted in all subcontracts relative to the Work to bind Subcontractors to the CONTRACTOR by the terms of the Contract Documents insofar as applicable to the Work of Subcontractors and give the CONTRACTOR the same power with regard to terminating any subcontract that the CITY may exercise over the CONTRACTOR under any provision of the Contract Documents.
- e) Nothing contained in this Contract shall create any contractual relation between any Subcontractor and the CITY.

29. GUARANTEE

The CONTRACTOR shall guarantee all new materials and equipment furnished and Work performed for a period of one (1) year from the date of installation and completion of any parts and repairs to the irrigation systems at each site. The CONTRACTOR warrants and guarantees for a period of one (1) year from the date of installation and completion of any parts and repairs to the irrigation systems at each site is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects including the repairs of the damage of other parts of the irrigation systems resulting from such defects. The CITY shall give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other work that

may be made necessary by such defects, the CITY may do so and charge the CONTRACTOR the cost thereby incurred.

30. DISPUTE RESOLUTION

Dispute resolution shall follow the provisions of Public Contract Code Section 9204, attached and incorporated herein.

31. FILING OF BID PROTESTS

By submitting a Bid, each Bidder hereby agrees and understands that the Bidder must comply with these protest procedures and exhaust all administrative remedies set forth herein prior to the initiation of any type of related legal action. With the express written Contract of the City and Bidder, and subject to the requirements of applicable law, this protest procedure can also be used to resolve issues surrounding the City's determination of a Bidder as not responsible. The following terms as used in this Section shall have the following meanings:

"Protest" shall mean a written objection by an interested party or affected party to (i) the requirements or specifications contained in the Notice to Bidders or any portion of documents accompanying that notice; or (ii) a proposed award recommendation protest.

Solicitation Phase Protest. The purpose of the solicitation is to obtain competitive Bids from Bidders. Any Bidder who has submitted a bid and who believes that a free and open competition has not taken place or that a particular specification or requirement is impractical, unduly restrictive, or ambiguous may advise the AGENCY of its concerns by submitting a detailed Solicitation Protest Statement in accordance with the requirements set forth below in this Section A. The Protest does not replace the requirement to report irregularities in the bid documents.

(1) Contents and Requirements

A solicitation protest must be submitted to the contact named in the bid documents by personal delivery or email by close of business at least fifteen (15) calendar days prior to the Bid due date, and must contain all of the following to be considered:

- a. The name, address, and telephone number of the protester; and
- b. The Project Name and Project Number; and
- c. A detailed statement setting forth the grounds for protest, which shall include all the factual and legal documentation in support of the protest in sufficient detail to establish merits of the protest; and
- d. The desired resolution of the protest.

If the submitted protest does not comply with the requirements set forth herein, then it will not be considered for evaluation and will be returned to the protestor. Any grounds for protest not raised are waived. The protest may not be amended after filing. The protest is a public document.

(2) Evaluation and Determination

No hearing will be held on the protest. The City's Community Services Director or designee, will review the protest and any supporting material and conduct an investigation of the facts. He/she may, but need not, requires other Bidders to submit statements or arguments regarding the protest and may discuss the protest with the protestor.

The Community Services Director or designee shall issue a final written decision regarding any solicitation protest to each Bidder prior to Bid opening. The written decision will cite any actions that will or will not be taken in response to the protest. That decision shall be final, and there shall be no further administrative recourse.

Protest of Award based on Responsiveness

(1) Contents and Requirements

Following the opening of the Bids any unsuccessful Bidder, may protest City's proposed award of the Contract by submitting a protest to the Community Services Director or designee ("Community Services Director") no later than close of business on the fifth business day following the date of the bid opening. That protest must be submitted in a timely manner, signed by the protesting Bidder, and must contain all of the following to be considered:

- d. The name, address, and telephone number of the protestor; and
- e. The Project Name and Project Number; and
- f. The City action or recommendation that is being protested;
- g. A detailed statement setting forth every ground, reason, legal authority and facts in support of the protest, including all documents and evidence including specific references to parts of the bid documents; and
- h. A clear statement of the relief request

A protest that does not comply with the requirements set forth herein will be returned to the protestor. The protest shall not be amended after filing. Any grounds for protest not raised are waived. The protest is a public document. The protest must be provided by the protesting party to all bidders at the time such protest is filed with the City.

Award Protest Statements are public documents. City will notify the affected parties when a protest has been submitted.

(2) Evaluation and Determination

Any bidder may file statements in support of or in opposition to the protest within three (3) business days after the receipt of the protest from the City. The Community Services Director, or designee, shall review the facts and all submittals relative to the protest and shall issue a written decision setting forth the basis for such decision. The written decision will be issued to the protestor and to all affected parties.

Unless otherwise required by law, no hearing shall be provided. In the event a hearing is conducted, the Community Services Director or designee, shall issue written notice to the protestor and affected parties identifying the date and time for the hearing, along with rules concerning the hearing.

Delay in Award

Execution of any proposed contract shall be delayed pending the resolution of the protest unless one or more of the following conditions is present:

1. The items or services being procured are urgently required;
2. Delivery or performance will be unduly delayed by failure to make award promptly; or
3. Failure to make prompt award will otherwise cause undue harm to the City.

No Limitations on Remedies

Nothing contained herein shall be construed to act as a limitation of the City's choice of remedies or confer any right upon any interested party or affected party to a remedy.

Basis for Choice Remedy

In determining the appropriate remedy, the City shall consider all of the circumstances surrounding the notice of bids and/or award, including, but not limited to:

1. The seriousness of any deficiency found to exist in the contracting process;
2. The effect of the action on the competitive process;
3. Any urgency surrounding the requirement to enter into a contract; and
4. The effect that implementing the remedy will have on the AGENCY.

Remedies

If the City determines that the award or proposed award was not made in accordance with applicable statutes, regulations, policies and/or procedures, the City, in its sole discretion, may grant any of the following remedies or any other remedy it deems appropriate:

1. Prior to award, City may issue a new solicitation, make a new selection/award recommendation, or award the contract consistent with applicable statutes, regulations, policies and procedures;
2. Take no further action;
3. Pursuant to the requirements of state law, in the event of a protest based upon non-responsibility, hold a hearing on that issue; or
4. Take any other action that is permitted by law to promote compliance.

32. CONFLICT OF INTEREST

No official of the CITY who is authorized in such capacity and on behalf of the CITY to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting or approving any work or material supply contract or any subcontract in connection with construction of the project, shall become directly or indirectly involved personally in this

contract or in any part thereof. No officer, employee, attorney, engineer or inspector of or for the CITY who is authorized in such capacity and on behalf of the CITY who is in any legislative, executive, supervisory or other similar functions in connection with the construction of the project shall become directly or indirectly involved personally in this Contract or in any part thereof, any material supply contract, subcontract, insurance contract or any other contract pertaining to the project.

33. AFFIRMATIVE ACTION

Each Contractor shall be required to have an affirmative action plan which declares that it does not discriminate on the basis of race, color, creed, national origin, sex, marital status, or age and which specifies goals and target dates to assure compliance with this requirement by contractors and to assure that suspected or reported violations are promptly investigate.

34. MOBILIZATION

- A. Mobilization shall consist of preparatory work and operations including, but not limited to, those necessary for the movement of personnel, equipment, supplies, fuel and incidentals to the Project site for all other work and operations that must be performed or costs incurred before beginning work on the various Contract items on the Project site.
- B. Mobilization shall include, but not be limited to, the following items, all as required for the proper performance and completion of the Work:
 - 1. Obtaining all permits, licenses, and insurances. Providing copies to the CITY;
 - 2. Transportation to and from the Jobsites of all the CONTRACTOR'S material and equipment as required;
 - 3. Providing restroom facilities for construction personnel;
 - 4. Providing for potable water facilities as specified. This includes a means by which all on site CONTRACTOR, Subcontractor or supplier personnel can wash their hands with soap. It also includes providing potable drinking water to the construction personnel at the project sites;
 - 5. Submitting all required Subcontractor insurance certificates;
 - 6. Posting all CAL/OSHA required notices and establishment of safety programs;
 - 7. Having the CONTRACTOR's representative at the Project sites during work activity full time;
 - 8. Furnishing of Monthly Checklists, and/or Reports;
 - 9. Paying other miscellaneous fees

All costs incurred for the mobilization and the associated work shall be included in the Bid cost and no additional compensation shall be provided therefore.

END OF GENERAL CONDITIONS

SPECIAL PROVISIONS

The following list of Special Provisions are a part of the contract, and as such are enforceable under the terms and conditions set forth in the contract documents.

1. PLANT LOSS

It is one of the CONTRACTOR's prime responsibilities to prevent loss of plants caused by pests, diseases, insects, soil conditions, nutrient, micro-climatic conditions, improper planting, or problems in irrigation. CONTRACTOR agrees to be continuously alert in locating and defining problems and agrees to exercise prompt and proper corrective action. A preliminary written report shall be submitted for major corrective problems not covered in the Contract along with the costs.

CONTRACTOR agrees to replace, at the CONTRACTOR's cost, any dead, stunted, or damaged that are the result primarily of the CONTRACTOR's negligence including, but not limited to, irrigation malfunctions that are not addressed within a reasonable amount of time based on environmental conditions. Plants lost from CONTRACTOR's negligence shall be replaced, at the CONTRACTOR's expense, within thirty (30) days of discovery. Replacement plants shall be comparable in size to the lost plant up to a maximum size of a thirty-six (36) inch box, or if smaller, the size shall be approved by the CITY.

The CONTRACTOR shall not be held responsible for plant losses due to maladies beyond the CONTRACTOR's control; this includes, but is not limited to, disease or insect attack for which there is no legal recommended control, acts of vandalism, earthquakes, fires, storms, freezing/frost, and related events. CONTRACTOR shall report all such conditions to the CITY in writing within seventy-two (72) hours of occurrence, and submit a proposal for the work or repairs along with the costs. The CONTRACTOR shall obtain CITY's written permission/direction or authorization prior to proceeding with the work. Failure to notify the CITY within seventy-two (72) hours of occurrence will result in replacement at the CONTRACTOR's cost as if the cause was CONTRACTOR negligence.

The CITY shall approve all replacement plants that differ in species. However, it is agreed that replacing plants shall not be used by the CONTRACTOR as a substitute for proper care. The CITY will consider CONTRACTOR negligence a major breach of contract with full responsibility for costs and losses.

Dead plants and those in a state of decline shall be brought to the CITY's attention immediately and before removal. The CITY shall pay labor and material for plant replacement not caused by CONTRACTOR negligence, as deemed by the CITY, on an actual time and material basis.

All new plant material and irrigation installations or repairs shall be guaranteed for a period of ninety (90) days for unhealthy plant installation and/or poor workmanship. Exceptions include damage or death of plant material due to wind or storm, or vandalism, theft, or other willful acts over which the CONTRACTOR has no control. Existing plants shall be replaced by CONTRACTOR if they die due to CONTRACTOR's negligence. All

replacement plants and materials shall be inspected and approved by CITY prior to installation.

At the end or termination of the Contract, the CITY reserves the sole right to withhold final payment(s) in the amount necessary to replace any damaged or dying plant material that is a result of CONTRACTOR negligence or to restore any site which is in a condition that is worse than when the Contract was executed.

2. FERTILIZATION

The CONTRACTOR will be responsible for performing all fertilizations of turf and landscape and shall be included in the base bid. The fertilization schedule shall be coordinated with the CITY during the first month of the contract period.

All turf areas (excluding no-mow) shall receive fertilizer applications four times per year. Approximate dates of these are April 1, June 1, September 1, and November 1. Turf is to be maintained in good condition with horticultural acceptable growth and color, and additional fertilization may be required as extra work. Variations to these dates may be required under individual circumstances. All fertilizer shall be approved by the CITY prior to application.

All shrub, groundcover and no-mow turf areas shall receive fertilizer applications two times per year. Approximate dates of these are March 1 and September 1. Intent is to maintain plants in good condition with horticultural acceptable growth and color. Variations to these dates may be required under individual circumstances. All fertilizer shall be approved by the CITY prior to application.

3. TURF MOWING

- a. All grass shall be bagged and removed from March to October unless there is winter overseeding (rye) whereas the bagging will continue year around. Alternate mowing direction where feasible every mowing. Maintain a uniform lawn height free from scalping.
- b. All turf will be mowed with professional quality mulching mower equipment. Pricing assumes that bagging and removing clippings will be required only when excessive leaf debris is present, turf is too long to mulch, or when moisture conditions are too high to allow effective mulching without substantial clumping of turf debris.
- c. Prior to each mowing, remove all litter and debris from lawn areas. Formal turf areas shall be mowed per the schedule below and maintained at a height no less than one (1") inch and no more than two (2") inches for all warm season grasses, and one and one-half (1.5") to three (3") inches for all cool season grasses. One-third (1/3) of grass height shall be taken off with each mowing. The CONTRACTOR recognizes that any more than one-third (1/3) of height removed may potentially cause damage and give a scalped appearance that is not desired by the CITY.
- d. The CITY and the CONTRACTOR will evaluate and determine any areas that require bagging and removal of clippings on a regular year-around basis.
- e. CONTRACTOR is responsible for any damage incurred as a result of mower damage to trees and shrubs and must repair or replace any such damage at no cost to the CITY. Properly maintained tree wells are encouraged to minimize such damage.
- f. The CONTRACTOR shall at his own expense repair and or replace with forty-eight (48) hours any sprinkler, valve, piping, or park fixture including but not limited to

picnic tables, playground equipment, cement curbing, wooden curbing, any trees, and or other plant material that is damaged as result of the CONTRACTOR carrying out the WORK as described in the contract. Said repairs and or replacements shall be performed under the supervision of the CITY's authorized representative. In addition, all materials used shall of equal or superior quality as determined by the CITY's representative.

- g. Clippings will be swept or blown from hardscapes after each mowing. Sweeping is encouraged when feasible.

4. TURF MOWING SCHEDULE

It is hereby agreed upon between the CITY and the CONTRACTOR that the CITY will, when it determines necessary, call for the halting of all mowing, sweeping, and trimming of specific parks and or facilities as needed. The purpose of this provision is to accommodate periods or seasons of the year that do not require mowing or maintenance of said facilities.

Turf Mowing Schedule

Month	Number of Cuts
January	One mowing
February	One mowing
March	Two mowings
April	Weekly
May	Weekly
June	Weekly
July	Weekly
August	Weekly
September	Weekly
October	Two mowings
November	Two mowings
December	One mowing

- 4.1 The CONTRACTOR shall provide the CITY with a schedule listing all times, and days that mowing will occur, and shall submit to the CITY any requests for change in said schedule, all changes are subject to approval by the Director Community Services or its authorized representative. In no case shall the mowing of any park or facility begin before 6:00 a.m. The CONTRACTOR must adjust hours to compensate for weather changes, i.e.: rain, excessive humidity, moisture, etc. CONTRACTOR shall not mow when turf is wet. Any tracking of turf due to CONTRACTOR mowing when turf is wet shall be repaired pursuant to CITY requirements at the CONTRACTOR'S expense.
- 4.2 In consideration of the use of the facilities listed in the contract documents, the CONTRACTOR agrees that there will be no mowing and or other maintenance relating to the performance of the contract on Saturday or Sunday. The Director of Community Services and/or the authorized representative may grant exemptions as it may be deemed appropriate. All exemption shall be given only in writing and only upon the written request of the CONTRACTOR.

5. TURF EDGING AND TRIMMING (WEEKLY)

- a. Mechanically trim all landscape turf edges once a month. Edges include all formal lawn perimeters and tree wells in lawn areas. In April, June, and August, redefine all formal lawn edges with a mechanical blade-type edger or hand spade. Clean debris from hardscapes and non-turf landscape areas. Remove larger debris.
- b. Trim all formal lawn areas that cannot be reached by a mower after each mowing. Areas to be trimmed include any lawn adjacent to poles, signs, bollards, trees, walls and all other obstacles. Perform trimming to the same height as mowing. Clean debris from hardscapes and non-turf landscape areas, remove larger debris.
- c. CONTRACTOR shall trim sprinkler heads and valves boxes weekly to prevent overgrowth.
- d. CONTRACTOR shall trim around all guardrails every other mowing.
- e. CONTRACTOR is responsible for any damage incurred as a result of trimmer or edger damage to trees and shrubs and must repair or replace any such damage at no cost to the CITY. Properly maintained tree wells are encouraged to minimize such damage.

6. ACCESS LIMITATIONS

No vehicles will be allowed to enter into the park or athletic field areas where there is not a paved access and or road upon which to travel, unless express written permission has been given by the CITY.

7. TURF AERATION

The CONTRACTOR shall perform core aerations of turf (no mow areas excluded) as part of the bid. Two (2) aerifications are required in all turf areas each year. Aeration plugs shall be properly destroyed so as to not pose a safety issue or interfere with the use of parks and facilities. The aeration schedule shall be coordinated with the CITY during the first month of the contract period. Additional turf aerations may be proposed, as "extra work" by the CONTRACTOR, in order to meet the designated standard. All proposals, and costs, must be approved by the CITY prior to additional turf aerations occurring.

8. IRRIGATION.

CONTRACTOR shall monitor the watering of all the turf areas on a regular basis, notifying the CITY of any under/over watered areas, suggesting the appropriate frequency and amount of watering and reporting any problems noted, so that the beauty of such areas are maintained at all times.

Irrigation system repair shall occur and be compensated as stated below:

- A. Irrigation system repair will be the responsibility of the CONTRACTOR. All replacement materials are to be with new original types and models, unless a substitute is approved by the CITY. The CONTRACTOR shall implement repairs in accordance with all effective warranties, and no separate payment shall be made for repairs on equipment covered by warranties.
- B. Maintenance, repair, and replacement of malfunctioning sprinkler heads and quick couplers, including risers, swing joints, shall be included in the CONTRACTOR's base bid. The CONTRACTOR shall provide labor for the above items at no extra charge and

shall bill the CITY for the required parts with a maximum mark up of 10% over cost, unless the CITY provides materials.

- C. Maintenance and repair of valves, filters, valve boxes, batteries and wiring shall be covered in the CONTRACTOR's base bid. The CONTRACTOR shall provide labor for the above items at no extra charge and shall bill the CITY for the required parts with the agreed upon mark up over cost.
- D. Replacement of valves, filters, valve boxes, and wiring shall be considered "extra work" in their entirety. Decisions regarding repair verses replacement will be made by the CONTRACTOR and the CITY jointly. In the event that there is a disagreement with regards to how to proceed, the CITY's choice will prevail.
- E. Repair and replacement of lateral lines, main lines, check valves, and controllers shall be considered "extra work" in their entirety.
- F. Repairs and replacements of any irrigation component or property damaged by the CONTRACTOR or as a result of negligence, error, or omission by the CONTRACTOR shall not be submitted to the CITY for payment and are the responsibility of the CONTRACTOR.
- G. Repair and replacement of any irrigation components or property that is a result of vandalism, or unintentional damage, caused by the public shall be considered "extra work" in its entirety. All vandalized components must be reported to the CITY immediately and prior to the repair or replacement in order for the CONTRACTOR to be compensated for the repair or replacement. If the vandalized components are not presented within one working day, the CONTRACTOR will be paid based on the above stated criteria for repair and replacement.
- H. When the CONTRACTOR observes or is notified of water waste due to excessive overspray, overwatering for irrigation system malfunction, he/she shall respond within 24 hours. Repairs/adjustments shall be completed promptly to prevent damage to the landscape. All such incidents shall be reported to the CITY immediately.

9. TREE WORK

- A. All tree trimming shall comply with good arboreal practice for the particular species of trees being trimmed. The CONTRACTOR shall be consistent with the pruning standards as adopted by the International Society of Arboriculture (ISA) guidelines; American National Standards Institute (ANSI) standards, including, but not limited to ANSI 300 (most current revision) and ANSI Z133 (most current revision). The CONTRACTOR shall also meet the requirements of the American National Standards, ANSI-Z133.1-2008 entitled "Safety Requirements for Tree Pruning, Trimming, Repair or Removal," published by the Tree Care Industry Association, Inc. at 136 Harvey Road – Suite B101-110, Londonderry, NH 03035.
- B. The Parks Supervisor shall determine if the CONTRACTOR has met all trimming requirements and payment shall not be made for trimming that is not in accordance with the above standards. The CONTRACTOR shall be deemed in agreement default, if they consistently fail to comply with the aforementioned standards.
- C. Standards
 - 1. Prior to beginning the work, the CONTRACTOR shall review with the Parks Maintenance Supervisor the various methods, tools, and work scheduling to be

used on the project. Unless otherwise indicated, tree trimming shall include, but not be limited to, accepted pruning activities.

2. Any structural weakness, decayed trunk or branches, or split crotches or limbs discovered by the CONTRACTOR during the course of trimming shall be reported to the Parks Maintenance Supervisor for determination of the appropriate course of action.
3. The use of "lopping shears" shall be specifically approved by the Parks Maintenance Supervisor.
4. Daily tree trimming operations shall commence no earlier than 6:00 AM and shall be completed each day no later than 5:00 PM, unless for emergency services.
5. Limbs one inch (1") in diameter or greater shall be precut to prevent splitting. When there is a chance of bark tearing at the crotch, remove large limbs with three cuts. Make the first cut on the underside of the branch one foot (1') to two feet (2') from the crotch. The undercut should be at least one-third (1/3) of the diameter. Make the second cut one-inch (1") to three inches (3") further from the crotch than the first. The final cut is made at the crotch in a manner to favor the earliest possible covering of the wound by callus growth. Cuts shall not be made so large that they will prevent sap flow. All cut branches three and one-half inches (3 1/2") or larger in diameter shall be lowered by proper ropes to the ground. Any damage caused by dropping limbs shall be repaired within three (3) days at the CONTRACTOR's expense and to the satisfaction of the Parks Maintenance Supervisor. All debris resulting from tree trimming operations shall be removed from the work site on a daily basis.
6. Removal of all vines entwined in the tree or around its trunk, and the removal of sucker growth on tree trunks is required on all trees.

D. Tool Sanitation

On all trees, including palms, known or suspected to be diseased, pruning tools and cut surfaces shall be disinfected with a ten (10) percent chlorine bleach solution after each cut and between trees where there is danger of transmitting the disease on tools. Fresh solution shall be mixed daily.

E. General Trimming and Shaping of Broadleaf Trees.

Follow the shape indicated by the natural growth habits of each tree species. Trimming and shaping of trees shall be as directed by the Parks Maintenance Supervisor and in accordance with the following:

1. Cuts to laterals to preserve the natural form of the tree, leaving the head open enough for the branching system to show and permitting the dead material to be easily cleaned out and light to show through the head. Tree foliage shall be reduced by at least twenty-five percent (25%) but no more than fifty percent (50%).
2. Trim to remove dead wood or weak, diseased, insect-infested, broken, low, or crossing limbs. Branches with an extremely narrow angle of attachment should normally be removed. Small limbs, including suckers and waterspouts, shall be cut close to the trunk or branch from which they arise.
3. Heading cuts and/or topping will not be allowed under any circumstances. Heading, rounding over, or stubbing shall not be an accepted practice for reducing the size or the framework of any tree.

F. General Trimming and Shaping of City Trees:

1. The objective is to control canopy size and basic structure while maintaining an aesthetically pleasing appearance.
2. City trees shall be pruned on an annual cycle. The objective is to prune the trees in a manner that will provide clearance for sidewalks and homes while maintaining the natural shape and beauty of individual street trees. CONTRACTOR shall be required to meet the schedule requirements as outlined in the Professional Services Agreement requirements.

G. Trimming for Traffic Clearances.

Tree trimming for traffic clearances shall provide clearances up to fifteen (15') above finish grade for moving vehicles within the traveled roadway, for pedestrians on sidewalks. Clearances for adjacent structures and their connecting utility lines (service drops), shall be determined by the Parks Maintenance Supervisor and conform to the following:

1. The maximum clearance under trees within the street right-of-way shall be up to fifteen (15') feet over the traveled road, and ten feet (10') over the curb line and the sidewalk side of the tree. When pruning the bottom branches, care shall be given to obtain a balanced appearance when viewed from across the street immediately opposite the tree.
2. Cut to laterals to preserve the natural form of the tree. Remove lateral branches at their point of origin, or shorten the length of a branch by cutting to a lateral, which is large enough to assume leadership.
3. When cutting back, avoid cutting back to small suckers. Remove smaller limbs and twigs in such a manner as to leave the foliage pattern evenly distributed.

H. Trimming Palm Trees.

Palm tree trimming shall occur two times per year between July 15 and March 30 and consist of the removal of all dead fronds, dead frond sheaths, fruit clusters and other vegetation from the trunks of all palms listed in the Agreement Project Requirements in a manner selected by the CONTRACTOR and approved by the Parks Maintenance Supervisor, and in accordance with the following:

1. Dead fronds, and parts thereof, including stubs, shall be removed along the entire length of the trunk of each palm, leaving a clean unsheathed appearance slicked from the ground to approximately twenty-four to thirty-six inches (24" – 36") from the base of the green fronds at the top of the tree. The frond stubs (cut close to trunk) shall be left in place within a span of at least eighteen inches (18") but no greater than thirty-six inches (36").
2. Only the full, green, undamaged fronds shall remain at the crown of the tree. The CONTRACTOR shall be required to remove and dispose of any fallen or hanging fronds for a period of thirty (30) days after completion of said service.
3. The use of climbing spurs or spike shoes for the purpose of climbing palm trees is prohibited, unless specifically approved by the Parks Maintenance Supervisor. The CONTRACTOR shall be required to use an aerial tower with a height reach of one hundred feet (100') for the purpose of trimming City Palm trees.

4. *Trachycarpus fortunei*, *Chamaerops humilis*, and *Phoenix roebeleni* species as well as other palm trees having a trunk height not more than eight (8) feet above the ground shall be trimmed but not slicked.
- I. **Tree Care for Trees 15 Feet and Above**
The CONTRACTOR shall be required to perform basic maintenance for all trees that will include, but not be limited to, tree well adjustments and watering, removal of weeds from tree wells, and pruning of trees up to fifteen (15) feet.
 - J. **Utility Line Clearance**
During the course of this Maintenance Services Agreement, the CONTRACTOR may be required to perform utility line clearance in conjunction with routine or non-routine trimming activities. The CONTRACTOR shall be required to furnish all supervision, labor, equipment and materials necessary to accomplish the work in accordance with the Maintenance Services Agreement with safety and health standards of the California Occupational Safety and Health Act (OSHA) and all applicable rules, regulations and orders. The competency of CONTRACTOR's personnel shall be maintained through regular training. All persons performing tree work on City trees in or around primary electrical lines shall be trained to do so in accordance the "Electrical Safety Orders" of the State of California.
 - K. **Tree Removals**
 1. During the course of trimming activities for a specified street, CONTRACTOR shall notify the Parks Maintenance Supervisor of any trees which may be dead, hazardous, or in need of removal for any reason. The Parks Maintenance Supervisor shall make the final determination to remove or provide public noticing for removal at a later date. Removals shall be conducted in good workmanlike manner in accordance with the standards of the arboricultural profession.
 2. All wood from removed trees is the property of the City and shall be disposed of at the direction of the Parks Maintenance Supervisor. No wood shall be left along public right-of-way unless approved by the Parks Maintenance Supervisor. All tree parts are to be loaded into transport vehicles or containers. The vehicles or containers must have the front, sides and rear solid and the top shall be tarped, or otherwise tightly enclosed. The transporting of tree parts must be made so that no debris escapes during the transport. Branches, suckers, bark and other tree parts that are chipped are to be covered while transported and hauled to the disposal site during the workday.
 3. CONTRACTOR shall be required to call Underground Alert at least two (2) days before stumps are to be ground out. All tree stumps must be removed to at least eighteen (18) inches below the lowest soil level adjacent to the stump, or until deep roots are no longer encountered. The CONTRACTOR shall grind the stump a minimum distance of one and one half (1½') feet either side of the outer circumference of the stump, or until surface roots are no longer encountered.
 4. Stumps should be cut low enough to the ground where routing can be done safely. This may be accomplished by cutting the stump at the time of grinding, or at the time of tree removal. All stumps are to be ground within forty-eight (48) hours of tree removal. Holes created by stump and root grinding must be filled the same day. The resultant chips from routing may be used to fill the hole to two (2) inches above normal ground level unless a new tree is to be planted in the same location and clean fill dirt will be required as a backfill. All excess routing chips debris will be removed

and loaded into transport vehicle for disposal. Any damaged paved surfaces shall be restored to their original condition.

L. Pest Control

The City may periodically require the CONTRACTOR to treat for insects or disease. Treatment will be done only when specifically requested by the Parks Maintenance Supervisor and shall be made in the form of soil injections. CONTRACTOR shall be required to provide the CITY with a written recommendation provided by a State Licensed Pest Control Advisor.

M. Crew Rental Services

CONTRACTOR shall provide a minimum standard crew of three (3) persons, one (1) chipper truck, one (1) chipper, one (1) aerial tower truck and all necessary saws and hand tools. Crew complement should also be capable of modification in order to perform miscellaneous tree care tasks.

N. Emergency Response Service

1. The CONTRACTOR shall be required to provide emergency on call response for damaged trees as a result of storms or other reasons. Emergency calls may occur at any given time. The CONTRACTOR will be provided with locations and the work to be done at each location via telephone or email from a CITY authorized representative. Emergency work shall begin within two (2) hours of the initial telephone call.
2. CONTRACTOR shall be required to provide twenty-four (24) hour emergency phone numbers and the names of at least five (5) individuals upon award of Professional Services Agreement. Should the contact persons or their phone numbers change during the course of the Professional Services Agreement, those changes shall be submitted to the CITY within two (2) working days.
3. CONTRACTOR shall be required to provide all necessary traffic control during the course of emergency work. Should the work involve any high voltage power lines or any utility lines the CONTRACTOR shall be required to notify the responsible utility company.
4. Work performed under the emergency provision of this Professional Services Agreement shall be paid for on a "crew hour" basis. This shall include all labor, tools equipment, disposal fees and necessary materials.

O. Traffic Control

1. CONTRACTOR shall be required to supply the necessary equipment to provide adequate traffic control measures during tree trimming operations. This shall include but not be limited to high visibility arrow boards where appropriate. The CONTRACTOR must abide by the most current edition of the Work Area Traffic Control Handbook, or W.A.T.C.H. manual, for traffic control. The CITY, prior to use, must approve all traffic control measures.
2. Tree trimming operations may be conducted on one side of the street at a time and at no time may streets be closed unless authorized, in advance, by the Parks Maintenance Supervisor or his designee. During all tree trimming operations adequate provisions shall be made by the CONTRACTOR to accommodate normal traffic flow over public streets. Means of ingress and egress shall be provided for occupants of adjacent property with convenient access to driveways,

buildings, businesses or private residences. Pedestrian traffic shall be accommodated on adjacent sidewalks.

3. CONTRACTOR shall be required to provide and maintain barriers, guards, and lights whenever and wherever necessary in order to effectively protect the public from the dangers associated with the tree trimming operations. CONTRACTOR shall be required to post proper notices and signals for the public regarding detours and the conditions of work currently in progress.

P. Public Noticing of Tree Trimming Operations

1. CONTRACTOR shall be required to notify residents and/or businesses of scheduled tree trimming operations at least seven (7) calendar days prior to the work being performed, if necessary. Notifications shall be made in the form of door hangers, or letters mailed through the US Postal system.
2. CITY approved "No Parking" signs shall be posted on individual trees scheduled for trimming twenty-four (24) hours prior to the work being performed, if necessary. Signs shall be taped or tied and not nailed or stapled to the trees.

Q. Disposal of Debris

All brush generated from tree trimming operations shall be recycled where practical.

R. Green Waste Report

Green waste that is transported to an offsite facility for grinding into mulch shall be documented and submitted to the Parks Maintenance Supervisor on a monthly basis. Weight slips shall be required as proof of disposal and shall be included in the monthly Green Waste Report.

S. Wood Chips

Chips generated from trimming operations within the City of El Centro may be dumped and spread at a CITY designated site or dumped at a green waste facility at the direction of the CITY Staff.

At the direction of the Parks Maintenance Supervisor, wood waste generated from tree removals shall be chipped into pure wood chips with an even uniform size. These chips shall be dumped and spread in specified locations in the city or dumped at a green waste facility at the direction of CITY Staff.

T. Milling

At the direction of the Parks Maintenance Supervisor, large tree trunks, which meet proper specifications, will be required to be milled into lumber suitable for use in a variety of applications. Milled lumber shall be returned to the City at a cost to be included in the proposal.

U. Invoice

CONTRACTOR shall be required to submit invoices on a monthly basis. Invoice format shall include but not be limited to: a list of each street where trimming operations took place; the address of each individual tree trimmed; the species and its current condition; and the height, trunk diameter, and canopy spread of each individual tree that was trimmed. Each invoice shall include an exact copy in electronic format that is compatible with the City's Tree Inventory program. Failure to submit invoices in this format may result in non-payment until these requirements are met.

V. Inspections

1. The Parks Maintenance Supervisor shall be furnished with every reasonable facility for ascertaining full knowledge of the tree maintenance operations involving the workmanship, character of materials and equipment used and employed in the work.
2. Each month, if necessary, the CONTRACTOR shall be required to submit a complete working schedule of all tree maintenance operations including but not limited to trimming, planting, removals, stump grinding and watering.
3. Inspection of the work shall not relieve the CONTRACTOR of any obligations to complete the work as outlined in this document. Defective work shall be made good even if the defective work was not pointed out during the initial inspection and the work was accepted for payment.
4. Any work found to be unacceptable will be noted in writing. Upon receipt of notice these deficiencies; the CONTRACTOR shall make a reasonable good faith effort to correct the deficiencies within ten (10) calendar days. If unacceptable conditions are not corrected within this time period the CITY shall have the right to deduct payment or terminate the Professional Services Agreement.

W. Withholding Payment

The CITY may withhold payment to such extent as may be necessary to protect the CITY from loss due to one or more of the following reasons:

1. Defective or inadequate work not corrected.
2. Claims filed or reasonable evidence indicating probable filing of claims.
3. Failure of the CONTRACTOR to make proper payments to subcontractors or for materials or labor.
4. A reasonable doubt that the Maintenance Services Agreement can be completed for the balance unpaid.

X. Minor Modifications and/or Additional Work

1. The CITY may modify these specifications with the joint approval of the CONTRACTOR and the CITY. All modifications shall be in writing.
2. In the event that the CITY should require additional work beyond the requirements of these specifications, the CONTRACTOR shall perform all work at a competitive price as listed.
3. Additional work may be added to the Maintenance Services Agreement work as the need arises. The CONTRACTOR shall perform all specified and approved additional work at the unit prices submitted with this proposal.
4. The CONTRACTOR must be willing to provide a competitive price for additional work that may be added to the Maintenance Services Agreement. CONTRACTOR will be required to demonstrate the ability to properly execute the expanded workload with the necessary increase in labor, materials and equipment needed to complete the additional work in a timely manner.
5. The CONTRACTOR must have the ability to receive and respond to emergency situations and must respond to emergency call outs within two (2) hours of receipt of the call.

10. BARK, MULCH, DECOMPOSED GRANITE

The CONTRACTOR will be responsible for notifying the CITY when areas are in need of new bark, mulch or decomposed granite. Racking of bark, mulch, or decomposed granite and litter removal at these areas shall occur as needed but at least on a monthly basis and shall be included in the bid. The CITY reserves the right to have the bark installed in any manner that it sees fit and by whomever it sees fit. In the event that the CITY requests that new bark mulch be added by the CONTRACTOR, it will be considered "extra work" in its entirety.

11. SHRUBS AND GROUND COVER

Trimming all shrubs shall be pruned as needed to meet the intent of the landscape design and have a neat appearance. Ground covers shall be edged as needed to keep plant growth from extending beyond curbs, onto sidewalks, buildings, and turf areas. Ground cover in medians shall not be allowed to extend beyond the curb or sidewalk. Pruning shall occur three (3) times per year or as plant material growth dictates to meet standard.

All hedge and shrub heights along fences and walls will be maintained at the height of the fence line or at an approved height.

12. CONTACT INFORMATION

The CONTRACTOR provide a telephone number to the CITY that is accessible twenty-four (24) hours per day so that complaints and or requests can be addressed within twenty-four (24) hours of notification. It is further agreed that CONTRACTOR be available to resolve complaints and or request for service in a period of no longer than twenty-four (24) hours.

13. CONSULTATION

The CONTRACTOR shall provide complete professional consultation on landscape at all times, which includes weekly inspection by the CONTRACTOR and periodic reporting to CITY regarding landscape problems and proposed solutions and which may include landscape agronomist and arborist consultation and referrals or recommendations to landscape architectural consultants, as needed.

14. COMMUNICATION

The CONTRACTOR shall provide regular communications, whether verbal or written, and work as close as possible with the Parks Supervisor, Director of Community Services or other persons designated by the City Manager, keeping in mind the goals and objectives set forth by the CITY.

15. ADDITIONAL SERVICES

The CONTRACTOR shall make cost effective recommendations that are based on existing conditions and that are in the interest of the CITY without any extended cost to be incurred.

16. SAMPLE INSPECTION FORM

LANDSCAPE INSPECTION RATING FORM

SITE: _____

Category	Meets Standards Y/N	Notes
Turf maintenance		
Irrigation maintenance		
Shrubs, groundcover, mulch areas		
Tree maintenance		

NOTE: If any category does not meet City Standards, monthly payment for the specific site(s) will be withheld until the site is back in conformance.

17. **SITE MAPS.** Each proposed area requires different services, covers different size areas, contain varying numbers of plants and trees, and consists of different irrigation devices and systems. The following is a general description of each area.

1. *LEGACY LANDSCAPING DISTRICT*

Acreage: ~ Acres

Location/Address:

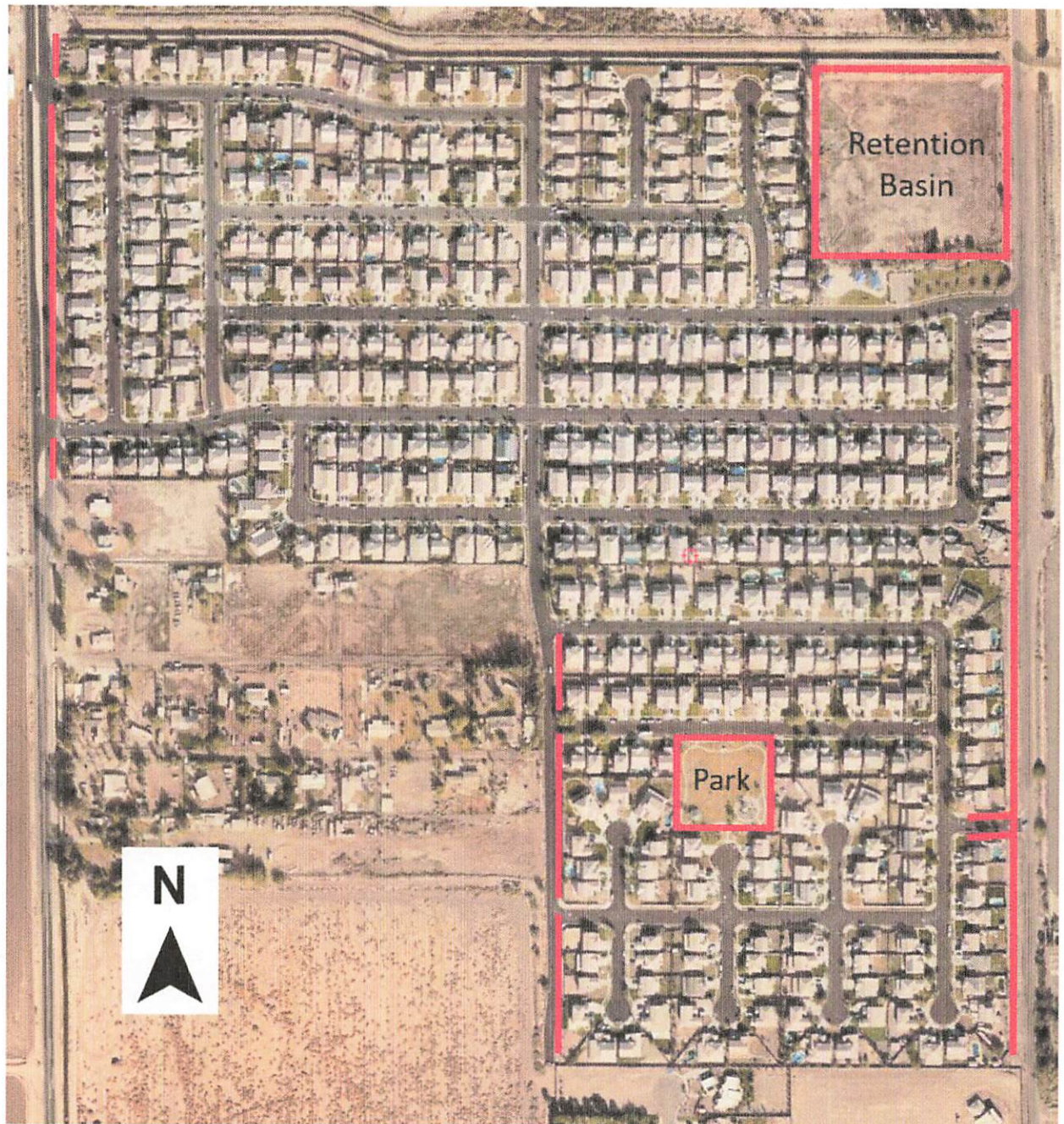
See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



2. BUENA VISTA LANDSCAPE DISTRICT

Acreage: ~ Acres

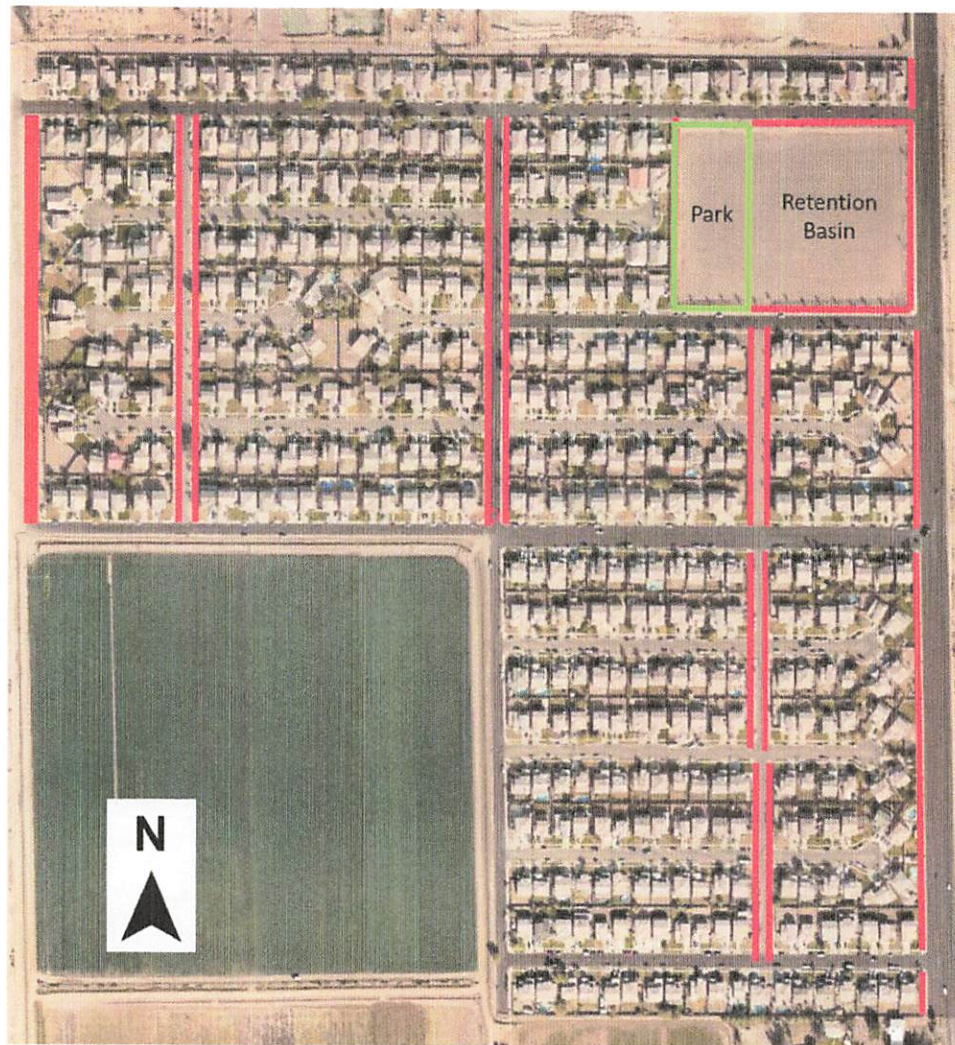
Location/Address:

See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

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3. TOWN CENTER LANDSCAPE DISTRICT

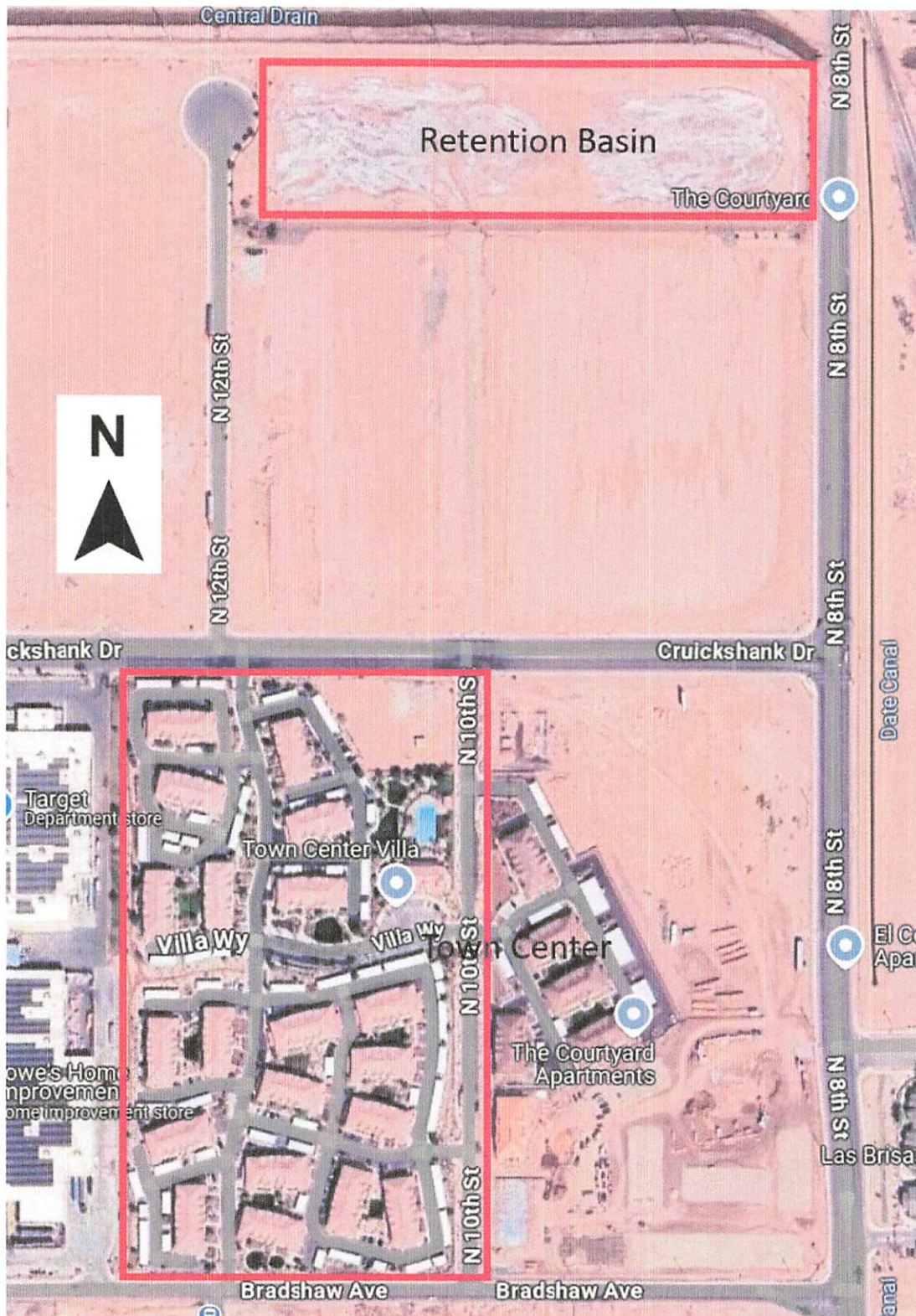
Acreage: ~ Acres

Location/Address:

See attached aerial map

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.



END OF SPECIAL PROVISIONS-



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-223)

Item: 12.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Javier Villaverde, Parks

Supervisor

Department Head: Adriana Nava

DOC ID: 2024-223

Award of Bid - Large City Parks and Retention Basins Contract for General Landscaping Services.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LARGE CITY PARKS AND RETENTION BASINS.

FISCAL IMPACT:

The services performed under this maintenance contract will be paid for from the General Fund Parks Division. The current amount paid to Advance Services is \$152,580. The new contract amount would be \$284,140 if the contract is approved. The increase in prices reflects the addition of maintenance of six retention basins and the landscaping along 8th Street between Wake Avenue and Manzanita Avenue.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Recreation & Lifelong Learning

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Advance Service, Inc. has been under contract since 2013 for General Landscaping Services at Large City Parks and Retention Basins. Their State Contractor License and City Business License are both current and in good standing.

BACKGROUND:

The City of El Centro's Community Services Department - Parks Maintenance Division is tasked with maintaining the landscaping at numerous City facilities. These include park facilities and other City facilities. Areas the Parks Division maintains includes the Library, Aquatic Center, Fire Department Stations (3 total), Police Station, Downtown right of ways, City Hall, Economic Development and others. Currently, approximately **111** acres of park space are maintained and approximately **29** acres of retention basin green space are maintained.

The Parks Division consists of one Parks Supervisor, one Lead Worker, two Parks Maintenance II employees and four Parks Maintenance I employees for a total of eight employees. A total of seven employees work out on the field. The Parks Division also includes two temporary Monitor employees that assist in opening ballfield gates, restrooms and opening/closing City facilities.

Due to limited staffing, the City relies on contracted landscaping services to mow grass and prune and trim shrubbery and other landscaping. Major irrigation breaks and other

significant projects are completed in-house by City staff.

The contracts are generally divided as follows:

1. Large City Parks, Ballfields and Retention Basins Mowing Contract (the contract under discussion for this Agenda Item)- Carlos Aguilar Park, Bucklin Park, Community Center/McGee Park, Countryside Park, Farmers Park, Frazier Field, Gomez Park, Leeper Park, Lotus Strip, Debbie Pittman Park, Plank Park, Stark Field/Park, Swarthout Park, Efren Coronel Park (formerly Wildflower Park), Wake Ave and South Clark Right of Way, Water Treatment Plant, Water Treatment Plan Substation, Waste Water Plant, Waste Water Substation. This contract also includes the following retention basins: Farmers, Lotus, Ocotillo, Orange, Tangerine, and Desert Estates.

2. Small City Parks and Facilities Contract - Eight Downtown Parking Lots, City Hall, Economic Development offices, Town Square, 8th and Vine Park (Water Tower site), Fire Station 1, Fire Station 2, Fire Station 3, Old Post Office Pavilion, Police Department, Business Incubator, Aquatic Center, Sidewinder Skate Park, Dog Park, MLK Jr. Sports Pavilion, Library, First Responders Park, Buena Vista Park (future), road medians at various locations and Transit Center.

3. Lighting and Landscaping Maintenance Districts - Legacy Ranch District (4th Street/SR86 and Farnsworth Lane, Legacy Subdivision, Legacy Memorial Park, Buena Vista Subdivision, Buena Vista Park (future), Town Center Subdivision and Retention Basin.

DISCUSSION:

The scope of work for the General Landscaping Services Contract at Large City Parks and Retention Basins consists of daily/weekly maintenance of various city parks and retention basins. The scope of work attached includes detailed services for each facility. Services can generally be described as follows:

Scope of Work

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by Contractor as needed. Programming of irrigation controllers per seasonal water schedules shall be completed by Contractor. Sprinkler heads shall be kept clear through weed eating or manual cleaning weekly. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing or trimming. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the City for City's jobs only.
- Plans and shrubs shall be pruned and trimmed to not to exceed three (3) feet above curb grade to maintain visibility for motorists.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat at base of tree without trunk protectors.

- Additionally, any and all plants that dies or is damaged due to Contractor's negligence shall be replaced at the Contractor's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the Contractor.

A Notice Inviting Bids was published in the Imperial Valley Press, a newspaper of general circulation on September 6, 2024. A Pre-Bid Meeting was also held on September 19, 2024. The bid opening was held on October 9, 2024 and two bids were submitted. After the review and bid tabulation, the bid results were as follows:

Executive Landscape Inc.	\$337,800
Advance Service Inc.	\$284,140

CONCLUSION:

Staff is recommending the award of bid to **Advance Service Inc.** in the yearly amount of \$284,140 via approval of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT LARGE CITY PARKS AND RETENTION BASINS.

ATTACHMENTS:

1. 00078028 Resolution
2. Large Parks- Maps and Scope of Work
3. Bid Docs Advance Service Inc

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND IRRIGATION REPAIR AND EMERGENCY LANDSCAPING SERVICES AT LARGE CITY PARKS AND RETENTION BASINS

WHEREAS, bid documents for General Landscaping Services, Tree Removal and Irrigation Repair, and Emergency Landscaping Services at Large City Parks and Retention Basins (the “Project”) were adopted by the City Council of the City of El Centro, California (the “City Council”) and the notice of inviting bids has been advertised as required by Section 2-185.15 of the City of El Centro Municipal Code for the project; and

WHEREAS, bids were received and opened on October 9, 2024, in accordance with the law, and the Director of Community Services has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Community Services and, as a result, has determined that two (2) firms submitted bids, with Advanced Service Inc., an active California corporation, submitting the lowest responsive and responsible bid in the total amount of two hundred eighty-four thousand, one hundred forty dollars and zero cents (\$284,140.00); and

WHEREAS, the City Council finds that the award and approval of a contract for the project will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council hereby accepts the bid of Advance Service, Inc. and rejects all other bids for the project.
3. That the City Manager is hereby authorized to sign a contract for the project in the total amount of two hundred eighty-four thousand, one hundred forty dollars and zero cents (\$284,140.00), a copy of which is on file in the Office of the City Clerk, on behalf of the City.
4. That the contract for the project shall reviewed and approved as to form by the City Attorney prior to execution and placed on file in the Office of the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted a regular meeting of the City Council of the City of El Centro, California, held on the day of ,2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

NOTE: If any category does not meet City Standards, monthly payment for the specific site(s) will be withheld until the site is back in conformance.

- 17. SITE MAPS.** Each proposed area requires different services, covers different size areas, contain varying numbers of plants and trees, and consists of different irrigation devices and systems. The following is a general description of each area.

CITY PARKS & LARGE AREAS (SCHEDULE A #1-19)

Acreage:

Location/Address:

- | | |
|--|--|
| 1. Carlos Aguilar Park- 1575 Pico Ave | 11. Plank Park – 2840 Wensley Ave |
| 2. Bucklin Park – 1350 S. 8 th Street | 12. Stark Park – 831 S 4 th Street |
| 3. Community Center/McGee Park - 375 S. 1 st Street | 13. Swarthout Park – 350 Euclid Ave |
| 4. Countryside Park –162 Jackrabbit Dr | 14. Efren Coronel Park – 950 S. Lotus Ave |
| 5. Farmers Park – 18 th & Whitney Way | 15. Wake Ave & So. Clark Ave to Manzanita |
| 6. Frazier Park – 1150 N 6 th Street | 16. Water Treatment Plant – 1101 W. Danenburg Dr |
| 7. Gomez Park – 901 S. Hope Street | 17. Water Treatment Plant Substation- 202 N. LaBrucherie Ave |
| 8. Leeper Park – 250 S. Lotus Ave | 18. Waste Water Treatment Plant –2255 N. LaBrucherie Ave |
| 9. Lotus Strip – 685 S. Lotus Ave | 19. Waste Water Treatment Plant Substation – 1575 Pico Ave |
| 10. Pittman Park – 1997 Orange Ave | (Inside of Carlos Aguilar Park) |

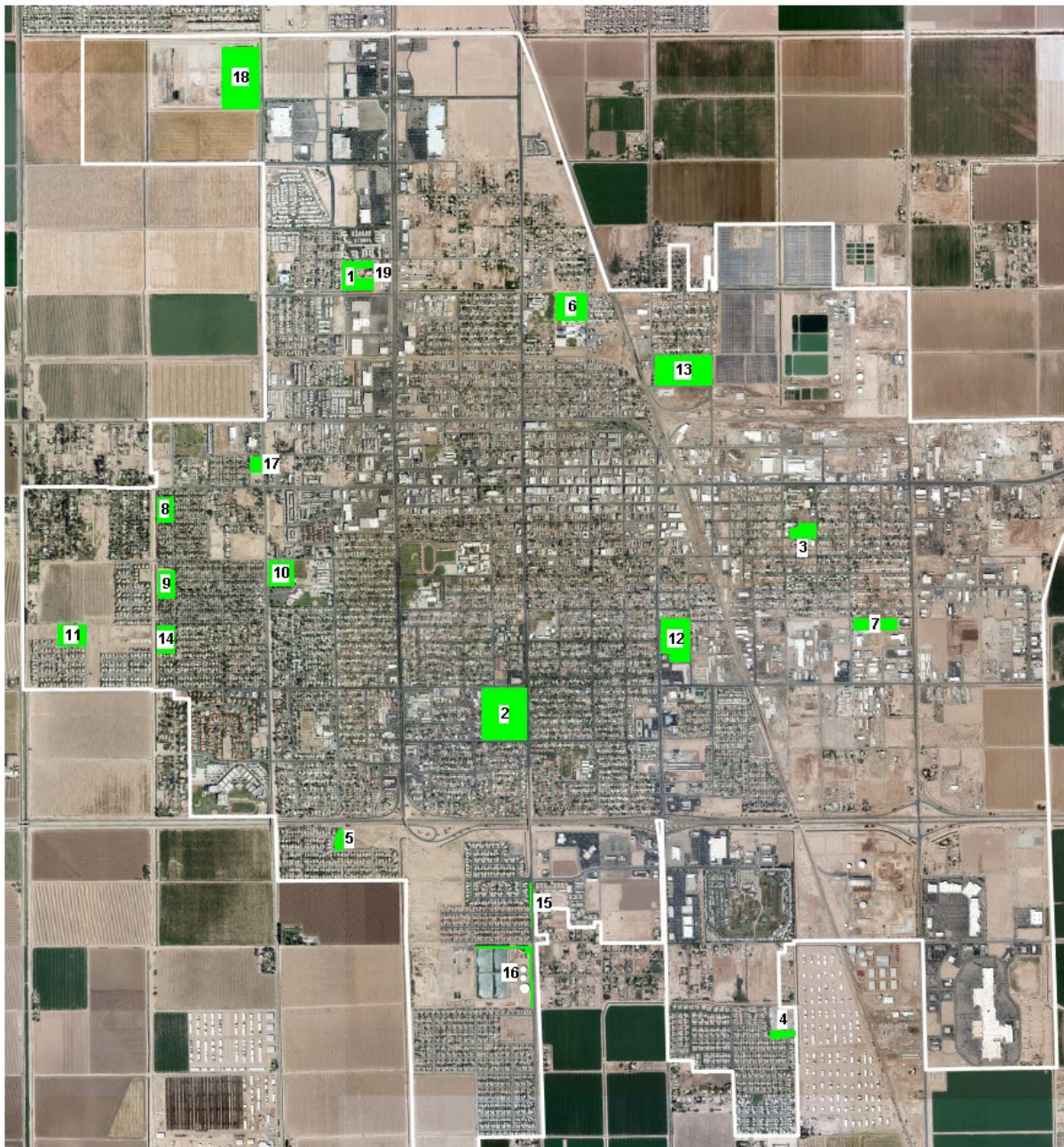
Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Sprinkler heads shall be kept clear through weed eating or manual cleaning weekly. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing or trimming. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY for CITY's jobs only.
- Plants and shrubs shall be pruned and trimmed to not exceed three (3) feet above curb grade to maintain visibility for motorists.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **ten** 5-gallon shrubs per month/quarter to replace dead plant material where requested by CITY where indicated on schedule E.

Schedule A - City Parks - Large Areas



- | | | | |
|--------------------------------|------------------|------------------------|---------------------------|
| 1. Carlos Aguilar Park | 6. Frazier Park | 11. Plank Park | 16. Water Treatment Plant |
| 2. Bucklin Park | 7. Gomez Park | 12. Stark Park | 17. WTP Substation |
| 3. Community Center/McGee Park | 8. Leeper Park | 13. Swarthout Park | 18. Waste Water Plant |
| 4. Countryside Park | 9. Lotus Strip | 14. Efren Coronel Park | 19. WWTP Substation |
| 5. Farmers Park | 10. Pittman Park | 15. Wake Ave/Clark | (Inside of Aguilar Park) |

Acreage: ~

Location/Address: Farmers Retention Basin

a. 18TH Street & Whitney Way

Scope of Work:

- Cleaning, weed removal, bush removal, tree removal, debris removal, and maintenance fence barrier once every six months.
- Trash and debris clean up shall be done at least once every six months.
- Repair of any damage done to tiles or any City property shall be paid by contractor should his/her



Acreage: ~

Location/Address: Lotus Retention Basin
including Landscape Strip

b.

Scope of Work:

- Cleaning, weed removal, bush removal, tree removal, debris removal, and maintenance fence barrier once every six months.
- Trash and debris clean up shall be done at least once every six months.
- Repair of any damage done to tiles or any City property shall be paid by contractor should his/her



Acreage: ~

Location/Address: Ocotillo Retention Basin

b. Ocotillo Dr between S 23rd St and S 22nd St

Scope of Work:

- Cleaning, weed removal, bush removal, tree removal, debris removal, and maintenance fence barrier once every six months.
- Trash and debris clean up shall be done at least once every six months.
- Repair of any damage done to tiles or any City property shall be paid by contractor should his/her



Acreage: ~

Location/Address: Orange Retention Basin

b. W Orange Ave just west of Lotus Drain

Scope of Work:

- Cleaning, weed removal, bush removal, tree removal, debris removal, and maintenance fence barrier once every six months.
- Trash and debris clean up shall be done at least once every six months.
- Repair of any damage done to tiles or any City property shall be paid by contractor should his/her



Acreage: ~

Location/Address: Tangerine Retention Basin

b. Tangerine Dr between 2nd St & RR Tracks

Scope of Work:

- Cleaning, weed removal, bush removal, tree removal, debris removal, and maintenance fence barrier once every six months.
- Trash and debris clean up shall be done at least once every six months.
- Repair of any damage done to tiles or any City property shall be paid by contractor should his/her



BASE BID

Schedule A – City Parks - Large Areas

Item No.	Full Service	Total Annual Cost
1-A	Carlos Aguilar Park -1575 Pico Ave Landscape Maintenance (Irrigation excluded)	\$ 20,000
1-B	Carlos Aguilar Park – 1575 Pico Ave Irrigation Maintenance	\$ 500
2-A	Bucklin Park – 1350 S. 8 th Street Landscape Maintenance (Irrigation excluded)	\$ 24,000
2-B	Bucklin Park – 1350 S. 8 th Street Irrigation Maintenance	\$ 500
3-A	Community Center/McGee Park – 375 S. 1 st Street Landscape Maintenance (Irrigation excluded)	\$ 13,200
3-B	Community Center/McGee Park -375 S. 1 st Street Irrigation Maintenance	\$ 500
4-A.	Countryside Park including walking path 162 Jackrabbit Dr Landscape Maintenance (Irrigation excluded)	\$ 16,800
4-B	Countryside Park including walking path 162 Jackrabbit Dr Irrigation Maintenance	\$ 500
5-A.	Farmers Park - 18 th Street & Whitney Way Landscape Maintenance (Irrigation excluded)	\$ 12,000
5-B	Farmers Park – 18 th Street & Whitney Way Irrigation Maintenance	\$ 500
6-A	Frazier Park – 1150 N 6 th Street Landscape Maintenance (Irrigation excluded)	\$ 24,000
6-A	Frazier Park – 1150 N 6 th Street Irrigation Maintenance	\$ 500
7-A	*Gomez Park – 900 S. Hope Street Landscape Maintenance (Irrigation excluded)	\$ 10,800
7-B	*Gomez Park– 900 S. Hope Street Irrigation Maintenance	\$ 500
8-A	Leeper Park – 250 S. Lotus Ave Landscape Maintenance (Irrigation excluded)	\$ 9,600
8-B	Leeper Park– 250 S. Lotus Ave Irrigation Maintenance	\$ 500
9-A	Lotus Strip – 685 S. Lotus Ave Landscape Maintenance (Irrigation excluded)	\$ 9,600
9-B	Lotus Strip– 685 S. Lotus Ave Irrigation Maintenance	\$ 500
10-A	Pittman Park – 1997 Orange Ave Landscape Maintenance (Irrigation excluded)	\$ 12,000
10-B	Pittman Park – 1997 Orange Ave Irrigation Maintenance	\$ 500

**Until January 2025 only or once construction begins at Gomez Park*

11-A	Plank Park - 2840 Wensley Ave Landscape Maintenance (Irrigation excluded)	\$ 16,800
11-B	Plank Park - 2840 Wensley Ave Irrigation Maintenance	\$ 500
12-A	Stark Park - 831 S. 4 th Street Landscape Maintenance (Irrigation excluded)	\$ 16,800
12-B	Stark Park - 831 S. 4 th Street Irrigation Maintenance	\$ 500
13-A	Swarthout Park - 350 Euclid Ave Landscape Maintenance (Irrigation excluded)	\$ 21,600
13-B	Swarthout Park - 350 Euclid Ave Irrigation Maintenance	\$ 500
14-A	Efren Coronel Park - 950 S. Lotus Ave Landscape Maintenance (Irrigation excluded)	\$ 9,600
14-B	Efren Coronel Park - 950 S. Lotus Ave Irrigation Maintenance	\$ 500
15-A	Wake Ave & So. Clark Ave to Manzanita Dr. Landscape Maintenance (Irrigation excluded)	\$ 9,600
15-B	Wake Ave & So. Clark Ave to Manzanita Dr Irrigation Maintenance	\$ 200
16-A	Water Treatment Plant - 1101 W. Danenburg Dr Landscape Maintenance including Oleander trimming as requested 1-2 times per Year (Irrigation excluded)	\$ 19,800
16-B	Water Treatment Plant - 1101 W. Danenburg Dr Irrigation Maintenance	\$ 200
17-A	Water Treatment Plant Substation 202 N. LaBrucherie Ave Landscape Maintenance including Oleander trimming as requested 1-2 times per Year (Irrigation excluded)	\$ 12,000
17-B	Water Treatment Plant Substation - 202 N. LaBrucherie Ave Irrigation Maintenance	\$ 200
18-A	Waste Water Treatment Plant - 2255 N. LaBrucherie Dr Landscape Maintenance including Oleander trimming as requested 1-2 times per Year (Irrigation excluded)	\$ 14,400
18-B	Waste Water Treatment Plant - 2255 N LaBrucherie Dr Irrigation Maintenance	\$ 200
19-A	Waste Water Substation Plant - 1575 Pico Ave (Inside of Carlos Aguilar Park) Landscape Maintenance including Oleander trimming as requested 1-2 times per Year (Irrigation excluded)	\$ 4,800
19-B	Waste Water Substation Plant - 1575 Pico Ave Irrigation Maintenance	\$ 200
TOTAL BID SCHEDULE A (ITEMS 1-20) (In Words) Two Hundred Seventy Six Thousand Four Hundred \$115,600		(In Figures) 276,400

Schedule B – Retention Basins

Item No.	Full Service Cleaning and detailing of basins	Total Annual Cost
20	Farmers Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
21	Lotus Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
22	Ocotillo Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
23	Orange Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
24	Tangerine Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
25	Desert Estates Retention Basin Landscape Maintenance (Semi-Annually)	\$ 1,000
TOTAL BID SCHEDULE B (ITEMS 21-25) (In Words) Six Thousand dollars		(In Figures) 6,000

SCHEDULE C – Extra Work

Item No.	Extra Work – All Locations	Hourly Cost
	<u>Labor including work truck/tools</u>	
26.	Common Labor	\$ 45
27.	Skilled Technician	\$ 45
28.	Supervisor	\$ 45
29.	Emergency / After Hour Response	\$ 30
	<u>Equipment</u>	
30.	Spray equipment	\$ 45
31.	Tractor with implements	\$ 120
32.	Slit seeder	\$ 80
33.	Mower	\$ 80
TOTAL BID SCHEDULE C (ITEMS 26-33) (In Words)		(In Figures)
FIVE Hundred Forty dlls 9/100		540

SCHEDULE D – Contractor Markup

In order to determine a low bid for Schedule E, the contractor's markup percentage costs for items in Bid Schedule E shall be multiplied by the sample Total Cost shown below. Contractor is to insert the standard markup for the items listed as a percentage and extend the dollar amount in the bid schedule.

Item No.	Description	Total Cost (Comparison Basis Only)	Percentage of Cost	Amount
34.	Materials Markup	\$1,000	20%	200
35.	Equipment Markup	\$1,000	20%	200
36.	Contractor's Fee Markup	\$1,000	20%	200
37.	Performance and Payment Bond Cost	\$1,000	20%	\$200
38.	General Conditions	\$1,000	20%	\$200
39.	Premium Labor	\$1,000	20%	\$200
TOTAL BID SCHEDULE D (ITEMS 34 - 39) (In Words)				(In Figures) \$ 1,200

SCHEDULE E - ADDITIVE BID ITEMS:

Item No.	Additive Item	Cost per unit
40.	Special Provisions Section 17 Items 1 – Adams Park The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x - Rye Grass & Compost	\$ 2,000
41.	Special Provisions Section 17 Items 2 - Carlos Aguilar Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost.	\$ 2500
42.	Special Provisions Section 17 Item 3 – Bucklin Park The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x - A Rye Grass & Compost	\$ 5,000
43.	Special Provisions Section 17 Item 4 – Community Center/McGee Park The CONTRACTOR shall provide re-seeding 2 times per year	\$ 3,000

	1x-Bermuda Grass & Compost / 1x - Rye Grass & Compost (Community Center) / 1x Bermuda Grass & Compost (McGee Park)	
44.	Special Provisions Section 17 Item 5 – Countryside Park including walkway The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x – P Rye Grass & Compost The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 3,000
45.	Special Provisions Section 17 Item 6 – Farmers Park The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x – A Rye Grass & Compost The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 3,000
46.	Special Provisions Section 17 Item 7 – Gomez Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost.	\$ 3,000
47.	Special Provisions Section 17 Item 8 – Leeper Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost.	\$ 3,000
48.	Special Provisions Section 17 Item 9 – Lotus Strip The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x – A Rye Grass & Compost	\$ 1,500
49.	Special Provisions Section 17 Item 10 – Pittman Park The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x – A Rye Grass & Compost	\$ 4,000
50.	Special Provisions Section 17 Item 11 – Plank Park The CONTRACTOR shall provide re-seeding 2 times per year 1x-Bermuda Grass & Compost / 1x – A Rye Grass & Compost The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 2,500
51.	Special Provisions Section 17 Item 12 – Stark Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost.	\$ 4,000
52.	Special Provisions Section 17 Item 13 – Swarthout Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost	\$ 5,000
53.	Special Provisions Section 17 Item 14 – Efren Coronel Park The CONTRACTOR shall provide re-seeding 1 times per year Bermuda Grass & Compost.	\$ 3,000

54.	Special Provisions Section 17 Item 15 – Wake Ave & So. Clark Ave to Manzanita Dr. The CONTRACTOR shall provide ten 5-gallon shrubs per month to beautify or replace dead plant material where requested by CITY.	\$ 200
55.	Special Provisions Section 17 Item 16 – Water Treatment Plant	500
56.	Special Provisions Section 17 Item 17 – Water Treatment Plant 1101 W. Danenburg Dr	500
57.	Special Provisions Section 17 Item 18 – Waste Water Treatment Plant - 2255N LaBrucherie Ave	500
58.	Special Provisions Section 17 Item 19 – Waste Water Treatment Plant Substation - Pico Ave	500
TOTAL ADDITIVE BID (ITEMS 40 - 58) (In Words) Two thousand two Hundred		(In Figures) \$ 2,200

Total Base Bid – Sum of Bid Schedules A, B, C, and D \$ 284,140

Total Base Bid in Words:

Two Hundred Eighty Four thousand One Hundred And Forty %/100
Total Additive Bid \$ 46,700

Total Additive Bid in Words:

Forty Six Thousand Seven Hundred %/100

Name of Firm:

Advance Service Inc.

Address of firm: 1615 Scott Ave Suite 5, El Centro,

Telephone Number: (760) 357-5361 Email of Firm: Albertgradilla@Advanceserviceinc.com

Contractor's License Number: 7505366 Type: C27

Signed: Albert Gradilla Date: 10/7/24

Title: President

LIST OF SUBCONTRACTORS

The Bidder shall list below the name and the location of the place of business of each Subcontractor who will perform work or labor or render service to CONTRACTOR in or about the construction of the WORK, or a Subcontractor licensed by the State who, under subcontract to CONTRACTOR, specially fabricates and installs a portion of the WORK according to the specifications, in an amount in excess of one-half (0.5) of one (1.0) percent of CONTRACTOR's Total Bid. The Bidder shall also list below the portion of the WORK which will be done by each Subcontractor under this contract. CONTRACTOR shall list only one (1) Subcontractor for each portion of the WORK. **If Bidder does NOT intend to use ANY subcontractors, state "NONE" in the first block.**

Substitutions of subcontractors listed will not be permitted unless approved by the CITY.

SUBCONTRACTOR	PORTION OF WORK	DIR REGISTRATION NUMBER	PLACE OF BUSINESS ADDRESS/TELEPHONE No.
N/A			

-END LIST OF SUBCONTRACTORS-

PROPOSAL BID FORM

TO CITY OF EL CENTRO:

1.00 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with CITY in the form included in the Contract Documents to perform the WORK as specified or indicated in said Contract Documents entitled "General Landscaping Services, Tree Removal, Irrigation Repair and Emergency Landscaping Services at Large City Parks and Retention Basins."

2.00 Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the Notice Inviting Bids and Instructions to Bidders, dealing with the disposition of the Bid security.

3.00 This Bid will remain open for the period stated in the Notice Inviting Bids unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish the insurance certificates, Payment Bond and Performance Bond required by the Contract Documents.

4.00 Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged):

None _____; No. 1 ☒ _____; No. 2 _____; No. 3 _____; No. 4 _____; No. 5 _____

5.00 Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where WORK is to be performed, the applicable legal requirements (Federal, State and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.

6.00 To all the foregoing, and including all Bid schedule(s) and information required of Bidder contained in this Bid form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time set forth in said Contract Documents, and to accept in full payment therefore the Contract Price based on the total Bid price(s) named in the aforementioned Bid schedule(s).

7.00 The following Bid Form of estimated quantities is included for convenience of bidding and a basis for comparison of Bids only, and CITY does not, expressly, or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the WORK, or to delete portions of the WORK, as may be deemed necessary or advisable by CITY.

8.00 All Bidders are REQUIRED to use unit prices where indicated and to complete this schedule. All items shall be complete and in place per the Bid and Contract Documents.

9.00 Pursuant to and in compliance with the Notice Inviting Bids and other Contract Documents relating to the bid for “General Landscaping Services, Tree Removal, Irrigation Repair and Emergency Landscaping Services at Large City Parks and Retention Basins” and in accordance with Specifications the undersigned Bidder, having familiarized himself with the terms of the Agreement, the local conditions affecting the performance of the Agreement and the cost of the WORK at the place the WORK is to be done; and with the Specifications and other Contract Documents, hereby stipulated; CONTRACTOR agrees to complete the Agreement, including all of its component parts and everything required to be performed, and to provide and furnish any and all labor, materials, equipment, tools, expendable supplies, and all utility and transportation services necessary to perform the Agreement, and complete in a workmanlike manner all of the WORK required in connection with the Agreement, all in strict conformance with the Specifications for the following prices and sum.

10.00 Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned Bidder, having familiarized himself/herself with the terms of the Contract and the Contract Documents, the local conditions affecting the performance of the Contract and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated, the Work of the Contract, including all of its component parts, and the furnishing of all materials and equipment required to be incorporated in the form a permanent part of the work; the furnishing of tools, equipment, supplies, transportation, utilities, facilities, labor, superintendence and services required to perform and complete the work; bonds, insurance and submittals; and including the assumption of all obligations, duties and responsibilities necessary to the successful completion of the Contract, including its acceptance by the CITY for “General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Large City Parks and Retention Basins.”

Important Note: CONTRACTOR shall be bound to the prices on the Bid Form for the three-year duration of the contract term. Thereafter, if the contract is extended and at the request of the CONTRACTOR, CITY and CONTRACTOR will meet and revise prices to be effective for the next fiscal year (July 1 - June 30) in February of each year. This increase shall not exceed 3% in any one year. An exception to this limit can be made by the CITY in the event of unforeseen and uncontrollable circumstances such as but not limited to: Fuel Pricing, Workers' Compensation Rates, Prevailing Wage changes, etc.

BASIS OF AWARD

Award of contract, if any be made, shall be made to the Contractor with the lowest responsive and responsible bid based on the Base Bid (Bid Schedules A, B, C, and D, Items 1 through 38).

The quantities shown in the contract bid form for this project are for the purposes of determining the lowest responsible bidder and establishing a budget. The quantities in no way represent the actual amount of work that will be available or will become available. Adjustments in unit prices must not be allowed on any bid item regardless of the quantity of work available from or authorized by the City.

GENERAL INFORMATION

BIDDER'S GENERAL INFORMATION:

The Bidder shall furnish the information requested below. Additional sheets shall be attached as required. Failure to complete Item Nos. 1 through 3 will cause the Bid to be non-responsive and shall cause its rejection. In any event, no award will be made until all of the Bidder's general information (i.e., items 1 through 3, inclusive) is delivered to CITY.

INFORMATION TO BE PROVIDED BY ALL BIDDERS WITH BID SUBMITTAL:

(1) CONTRACTOR's name and address: Advance Service INC.
1615 Scott Ave, Suite 5, El Centro, CA, 92243

(2) CONTRACTOR's telephone number: 760-357-5344 FAX number: _____

(3) CONTRACTOR's license: Primary classification C27

California State License No. and Expiration Date 7505366 3/31/25

Supplemental classifications held, if any: N/A

Name of Licensee, if different from (1) above: _____

To be considered for award, CONTRACTOR shall have met all requirements established by CITY of the Project.

-END GENERAL INFORMATION-

EXPERIENCE STATEMENT

The bidder shall submit, as a part of its bid, the following statements as to its experience qualifications. The bidder certifies that all statements and information set forth are true and accurate.

a. The bidder has been engaged in the contracting business under its present business name for 25 years.

b. Experience in work of nature similar in type and magnitude to that set forth in the specification extends over a period of 20 years.

c. The bidder, as CONTRACTOR, has satisfactorily completed all contracts awarded to it, except as follows: (Name any and all exceptions and reasons therefore). Bidder should attach additional pages if necessary.

1. N/A

2. _____

d. The following contracts covering work similar in type and magnitude to that set forth in the specifications have been satisfactorily completed within the last five (5) years for the following owners (person, firms or authorities): It is acceptable to provide an attached list of projects in lieu of the form below.

	Name/Owner	Tel. No.	Type of Work	Contract Amount (Rounded to Closest Thousand Dollars)
1.	<u>TCOE</u>	<u>760-427-7431</u> <u>JEFF</u>	<u>Maintenance</u>	<u>\$132,000</u> <u>ANNUAL</u>
2.	<u>City of El Centro</u>	<u>760-554-5320</u> <u>JAVIER</u>	<u>Maintenance</u>	<u>\$144,000</u> <u>Annual</u>
3.	<u>Costco</u>	<u>760-427-3525</u> <u>PAUL</u>	<u>Maintenance</u>	<u>\$48,000</u> <u>Annual</u>
4.	<u>AWI Management</u>	<u>760-222-8021</u> <u>SONIA</u>	<u>Maintenance</u>	<u>\$100,000</u> <u>Annual</u>
5.	<u>CROSSROADS PLAZA</u>	<u>760-425-7198</u>	<u>Maintenance</u>	<u>\$48,000</u> <u>Annual</u>
6.	<u>CALTRANS</u>	<u>619-929-1320</u> <u>JESSE</u>	<u>Maintenance</u>	<u>\$420,000</u> <u>Annual</u>

-END OF EXPERIENCE STATEMENT-

NON-COLLUSION DECLARATION

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am

Albert Gradillas

(Insert "Sole Owner", "Partner", "President", "Secretary", or other proper title)
of Advance Service Inc, President
(Insert name of bidder)

The party making the forgoing bid/proposal submitted herewith to the City of El Centro declares:

- That the bid is not made in the interest of, or on behalf of, any undisclosed person partnership, company, association, organization, or corporation;
- That the bid is genuine and not collusive or sham;
- That the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding;
- That the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, of that of any other, bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract;
- That all statements contained in the bid are true;
- That the bidder has nor directly, or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.
- Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 10/7/24 [date] at El Centro [city] CA [state].

Date 10-7-24

Albert Gradillas, Advance Service Inc.
Contractor's Name
Albert Gradillas
Contractor's Signature
President
Title

-END OF NONCOLLUSION DECLARATION-

**CORPORATE CERTIFICATION
OR
PARTNERSHIP INFORMATION**

Name of Corporation or Partnership Advance Service Inc.

State of Incorporation Nevada

List names and addresses of each partner, or titles, names and business addresses of President, Secretary and Treasurer.

Albert Gradillas - President
GINA ACUNA GRADILLAS - TREASURE

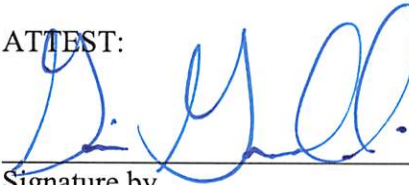
Date 10-7-24

Signature 

CONTRACTOR
Advance Service Inc.

Title President

ATTEST:


Signature by

TREASURE
Title

-END OF CORPORATE CERTIFICATION OR PARTNERSHIP INFORMATION-

DRUG/ALCOHOL TESTING REQUIREMENTS

CONTRACTOR shall execute the following form as required by the Federal Drug and Alcohol, Section 49 CFR Part 382.

I agree to comply with the provisions of Federal Omnibus Transportation Employee Testing Act of 1991, and that I will administer a program of alcohol and drug testing of all commercial vehicle operators, as required by Federal Regulations.

CONTRACTOR certifies compliance with the City of El Centro's Drug and Alcohol Free Workplace Policy as a condition of the State Drug-Free Workplace Act of 1990 (Government Code sections 8350 *et seq.*) and the Federal Drug Free Workplace Act of 1988 (41 U.S.C.A. Sections 701 *et seq.*) In addition, CONTRACTOR agrees to submit a copy of its own drug free workplace policy.

Dated 10-7-24

Advance Service Inc.
CONTRACTOR's Name

[Signature]
CONTRACTOR's Signature

President
Title

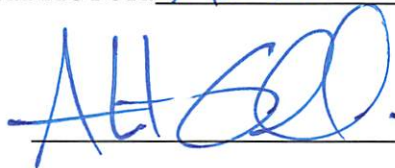
- END DRUG/ALCOHOL TESTING REQUIREMENTS -

WORKERS' COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861
OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of section 3700 of the Labor Code, which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the WORK of this Agreement.

CONTRACTOR: Advance Service Inc.

By: 

Title: President

- END OF WORKERS' COMPENSATION CERTIFICATE -

SITE VISIT CERTIFICATE

THIS IS TO CERTIFY that:

I, Albert Gradillas (name of bidder or his representative) of the ADVANCE Service Inc. (name of construction firm) visited the site in connection with the Bid for **General Landscaping Services and Emergency Landscape Services at Various City Parks and Facilities.**

Having examined the bid documents, I certify that I have acquainted with the nature, geographical and exact location of the works; the general conditions of execution; the neighboring buildings and other constraints that might affect the construction methods; the obligation not to obstruct the traffic where requested, or the flow of any water; the physical conditions specific to the construction sites; the climatic conditions; local conditions; means of communication and transport; the possibility of supplying water, electricity and fuel; the availability of labor sufficient in number and quantity; all constraints and obligations resulting from social, tax and customs legislation; and all conditions and circumstances which might influence the execution or price of the works.

I further certify that I am satisfied with the description of the works and the Project Engineer's explanations and that I understand perfectly the works to be undertaken as specified and implied in the execution of the Contract.

Albert Gradillas
(Name and Signature of Bidder or his Representative)

Date : 10-7-24

Note 1: This form shall be completed at the time of the visit to the site where the works are to be carried out.

- END OF SITE VISIT CERTIFICATE -



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-239)

Item: 13.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Javier Villaverde, Parks
Supervisor

Department Head: Adriana Nava

DOC ID: 2024-239

Award of Bid - Execution of a Contract for Routine Janitorial Maintenance for Parks and Other Public Areas.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR ROUTINE JANITORIAL MAINTENANCE FOR PARKS AND OTHER PUBLIC AREAS.

FISCAL IMPACT:

The services performed under this maintenance contract will be paid for out of the General Fund from the Parks Division. Currently, the Work Training Center is under contract to perform services - the cost of the contract is \$105,624. If a new contract is awarded to Base Hill, as recommended by Staff, the amount would be \$144,720. It is important to account that the new contract includes new facilities that did not exist in 2018 when the contract with WTC was executed, including, the Dog Park restroom and Transfer Terminal restrooms.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Recreation & Lifelong Learning

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Staff has verified references and Base Hill Inc is currently in the process of obtaining their City business license.

BACKGROUND:

The City's Routine Janitorial Maintenance Contract for Parks and other Public Areas has expired and is in need of renewal. Per the City's Purchasing and Contracting Methods Guidelines, a formal bid process was utilized for the procurement of a company to perform the maintenance work.

DISCUSSION:

The contract will include routine janitorial services at the following locations:

City Parks: Bucklin, Frazier, Debbie Pittman, Carlos Aguilar, Swarthout, McGee, Stark, Sunflower, Skate and Dog Park.

Transit Facilities: El Centro Transit Center at 7th and State and Town Square

The scope of work for routine janitorial services at the various locations is attached hereto. Proposals were submitted on October 9, 2024 to the Community Services Department Office. A total of three proposals were received.

Base Hill Inc.	\$144,720
Work Training Center	\$157,008
DC Carr Enterprises	\$510,610

Proposals were reviewed and scored based on selection criteria including Understanding of Work, Work Plan, References from Municipal Contracts, Capabilities of Company and Cost for a total possible score of 100 points. The top two scoring firms, WTC (Work Training Center) and Base Hill Inc. were selected for a round of interviews which were held on November 8, 2024. Interviews were scored based on questions of the following criteria; Consultant Understanding of the Work, Experience, Staff, Innovation and Communication for a total possible score of 100 points. Staff reviewed and added both proposal and interview scores for each firm interviewed with Base Hill Inc. having the highest total score.

CONCLUSION:

Staff recommends the award of bid to Base Hill Inc. in the yearly amount of \$144,720 via approval of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR ROUTINE JANITORIAL MAINTENANCE FOR PARKS AND OTHER PUBLIC AREAS.

ATTACHMENTS:

1. 00078298 Resolution
2. Routine Janitorial - Scope of Work
3. Base Hill Inc Bid

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR ROUTINE JANITORIAL MAINTENANCE FOR PARKS AND OTHER PUBLIC AREAS

WHEREAS, bid documents for Routine Janitorial Maintenance for Parks and Other Public Areas (the “Project”) were adopted by the City Council of the City of El Centro, California (the “City Council”) and the notice of inviting bids has been advertised as required by Section 2-185.15 of the City of El Centro Municipal Code for the project; and

WHEREAS, bids were received and opened on October 9, 2024, in accordance with the law, and the Director of Community Services has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Community Services and, as a result, has determined that three (3) firms submitted bids, with Base Hill Inc., an active California corporation, submitting the lowest responsive and responsible bid in the total amount of one hundred forty-four thousand, seven hundred twenty dollars and zero cents (\$144,720.00); and

WHEREAS, the City Council finds that the award and approval of a contract for the project will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council hereby accepts the bid of Base Hill, Inc. and rejects all other bids for the project.
3. That the City Manager is hereby authorized to sign a contract for the project in the total amount of one hundred forty-four thousand, seven hundred twenty dollars and zero cents (\$144,720.00), a copy of which is on file in the Office of the City Clerk, on behalf of the City.
4. That the contract for the project shall be reviewed and approved as to form by the City Attorney prior to execution and placed on file in the Office of the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

**EXHIBIT “A” - SCOPE OF WORK
MAINTENANCE SERVICES AND COSTS**

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Bucklin Park Location: 1350 S. 8 th Street	2	5	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week, unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, playground, parking lots, and around trash cans. • Weekly power washing of sidewalks by the playground, by parking lots, snack areas, Pavilion and Pavilion area walls, and playgrounds to remove stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • All restrooms shall be opened by the Contractor’s staff no later than 6:00 a.m. daily unless otherwise instructed by the Parks Supervisor. • Weekly Power wash by the Veterans Memorial including the bridge area. Quarterly cleaning of pavers with pressure washer. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Frazier Park Location: 1150 N. 6 th Street	1	0	0	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, dugouts and around trash cans. - Weekly power washing of sidewalks, and snack areas to remove stains and gum as needed. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Debbie Pittman Park Location: 1997 Orange Avenue	1	1	0	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, dugouts and around trash cans.	

				- Weekly power washing of sidewalks, snack areas and ramada to remove stains and gum as needed. - Sweep and/or cleaning of ramada - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Carlos Aguilar Park Location: 1575 Pico Avenue	1	2	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas seven (7) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, sidewalks, playground, parking lots, and around trash cans. - Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. - Sweep and/or cleaning of ramada and playground areas. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Swarthout Park Location: 4 th & Euclid	1	2	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, playground, basketball court area, and around trash cans. - Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. - Sweep and/or cleaning of ramada and playground areas. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
McGee Park Location: 375 S. First Street	1	1	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas seven (7) days a week unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas,	

				playground, and around trash cans. • Weekly power washing of sidewalks, snack areas and playgrounds (excluding basketball court) to remove stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Stark Field Park Location: 830 S. 4th Street	1	2	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas six (6) days a week, unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, playground, trash enclosure, parking lots, dugouts (Manzano and Rosas Field) and around trash cans. • Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Sunflower Park Location: 350 N. Lotus Avenue	1	1	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas six (6) days a week, unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, dugouts and around trash cans. • Weekly power washing of sidewalks and snack areas to remove stains and gum as needed. • As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Skate Park	1	2	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, playground, and around trash cans. • Weekly power washing of sidewalks, snack areas and playground to remove	

				stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • Open Skate Park daily at 8:00 am • All restrooms shall be opened by the Contractor's staff no later than 8:00 a.m. daily unless instructed otherwise by Parks Supervisor. Monthly cleaning of pavers with pressure washer. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Dog Park	1	1		• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, parking lots, around trash enclosure and around trash cans. • Pick up and dispose of dog waste daily around park area, sidewalks, restroom, parking lot, and dog waste stations. • Weekly power washing of sidewalks and ramada areas to remove stains and gum as needed. • Sweep and/or cleaning of ramada areas. • As needed, restocking of paper items, doggy waste bags, soap, and other	

				restroom sanitary items. • Open Dog Park daily at 8:00 am • All restrooms shall be opened by the Contractor's staff no later than 8:00 a.m. daily. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Facility	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Transfer Terminal	1	0	0	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in facility area, parking lots, around trash enclosure and around trash cans. • Weekly power washing of sidewalks to remove stains and gum as needed. • Sweep and/or cleaning of facility areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • All restrooms shall be opened by the Contractor's staff no later than 6:00 a.m. daily. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Facility	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Town Square	0	0	0	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee.	

				• Service the areas seven (7) days a week unless otherwise noted. • Daily dumping of trash cans. • Trash pick-up daily in facility area and around trash cans. • Weekly power washing of sidewalks to remove stains and gum as needed. • Sweep and/or cleaning of facility areas. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
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X. SCOPE OF WORK

GENERAL: The Contractor shall be experienced in cleaning of park facilities and restrooms, trash removal and graffiti maintenance practices and techniques, and shall provide the skilled, uniformed, and sufficient number of workers, with adequate equipment, to perform the scope of services throughout the year.

The work to be performed shall include all items listed in this scope of work, including:

- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee.
- Service the areas seven (7) days a week, unless otherwise noted.
- Daily cleaning of: sinks, toilets, urinals, floors, restrooms walls and of the surrounding areas including, daily wet mopping and floor squeegeed (to ensure a non-slip surface) and dried before public use.
- Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use.
- Daily dumping of trash cans.
- Trash pick-up daily in park areas, playground, and around trash cans.
- Initial power washing of sidewalks, snack areas, snack area walls, and playgrounds to remove stains and gum as needed. Subsequently a weekly washing of sidewalks, and playgrounds with water can be maintained.
- Sweep and/or cleaning of ramada and playground areas.
- As needed, painting graffiti markings.
- As needed, restocking of paper items, soap, and other restroom sanitary items.
- All restrooms shall be opened by the Contractor's staff no later than 6:00 a.m. daily.
- Quarterly cleaning of pavers with pressure washer.

The Contractor shall provide regular inspection of area for graffiti or vandalism. If found, the on-site supervisor will contact a designated Parks representative to report such findings.

The Contractor must also dispose on days of scheduled maintenance, by whatever means appropriate, all debris and trash in and around dumpsters on site provided by the City for City jobs only.

-END OF SCOPE OF WORK-

BASE HILL, INC.

**CITY OF EL CENTRO
REQUEST FOR PROPOSALS
ROUTINE JANITORIAL MAINTENANCE
FOR PARKS AND OTHER PUBLIC
AREAS

FEE PROPOSAL**

Presented to:

Adriana Nava
Community Services Director
anava@cityofelcentro.org
760-337-4543

Presented by:

Phillip Van
Vice President
phillipvan@basehill.com
213-425-3070

Base Hill, Inc.

Building Maintenance Services

16037 Valley View Avenue, Santa Fe Springs, CA 90670

BASE HILL, INC.

October 6, 2024

Adriana Nava
Community Services Director
1249 W. Main Street
El Centro, CA 92243

Dear Adriana Nava,

Thank you for allowing us to present our formal bid submitted on behalf of Base Hill, Inc. in response to the City of El Centro's Request for Proposals for Routine Janitorial Maintenance for Parks and other Public Areas.

We hereby state that no exceptions are taken to any specification requirements or contract terms and conditions of the RFP. Furthermore, we acknowledge and accept Addendum #1 and comply the City's proposed Custodial Services Agreement for custodial services of the facilities.

We are committed to providing our clients with the highest standards of quality of service. We strive to exceed expectations through our integrity and ethical values and commitment to client satisfaction. With over 30 years of experience in the industry we are interested and fully capable of providing quality service for your city.

Please do not hesitate to contact me directly if you should have any question and/or concerns regarding the attached proposal.

In closing, I would like to thank you again for your time and consideration.

Respectfully,



Phillip Van
Vice President, Project Manager
Base Hill, Inc.
16037 Valley View Avenue
Santa Fe Springs, CA 90670
213-425-3070
phillipvan@basehill.com

Table of Contents

1. Fee Schedule 4

**EXHIBIT “A” - SCOPE OF WORK
MAINTENANCE SERVICES AND COSTS**

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Bucklin Park Location: 1350 S. 8 th Street	2	5	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week, unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, playground, parking lots, and around trash cans. • Weekly power washing of sidewalks by the playground, by parking lots, snack areas, Pavilion and Pavilion area walls, and playgrounds to remove stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • All restrooms shall be opened by the Contractor’s staff no later than 6:00 a.m. daily unless otherwise instructed by the Parks Supervisor. • Weekly Power wash by the Veterans Memorial including the bridge area. Quarterly cleaning of pavers with pressure washer. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$2,355.00 /month

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Frazier Park Location: 1150 N. 6 th Street	1	0	0	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, dugouts and around trash cans. - Weekly power washing of sidewalks, and snack areas to remove stains and gum as needed. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$805.00 /month
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Debbie Pittman Park Location: 1997 Orange Avenue	1	1	0	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, dugouts and around trash cans.	\$805.00 /month

				• Weekly power washing of sidewalks, snack areas and ramada to remove stains and gum as needed. • Sweep and/or cleaning of ramada • As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Carlos Aguilar Park Location: 1575 Pico Avenue	1	2	1	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week, unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, sidewalks, playground, parking lots, and around trash cans. • Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$950.00 /month

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Swarthout Park Location: 4 th & Euclid	1	2	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, playground, basketball court area, and around trash cans. - Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. - Sweep and/or cleaning of ramada and playground areas. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$805.00 /month
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
McGee Park Location: 375 S. First Street	1	1	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas seven (7) days a week unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas,	\$1,415.00 /month

				playground, and around trash cans. - Weekly power washing of sidewalks, snack areas and playgrounds (excluding basketball court) to remove stains and gum as needed. - Sweep and/or cleaning of ramada and playground areas. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Stark Field Park Location: 830 S. 4th Street	1	2	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, playground, trash enclosure, parking lots, dugouts (Manzano and Rosas Field) and around trash cans. - Weekly power washing of sidewalks, snack areas and playgrounds to remove stains and gum as needed. - Sweep and/or cleaning of ramada and playground areas. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$805.00 /month

Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Sunflower Park Location: 350 N. Lotus Avenue	1	1	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas six (6) days a week, unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, dugouts and around trash cans. - Weekly power washing of sidewalks and snack areas to remove stains and gum as needed. - As needed, restocking of paper items, soap, and other restroom sanitary items. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$805.00 /month
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Skate Park	1	2	1	- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. - Service the areas seven (7) days a week unless otherwise noted. - Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. - Daily dumping of trash cans. - Trash pick-up daily in park areas, playground, and around trash cans. - Weekly power washing of sidewalks, snack areas and playground to remove	\$1,415.00 /month

				stains and gum as needed. • Sweep and/or cleaning of ramada and playground areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • Open Skate Park daily at 8:00 am • All restrooms shall be opened by the Contractor's staff no later than 8:00 a.m. daily unless instructed otherwise by Parks Supervisor. Monthly cleaning of pavers with pressure washer. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Park	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Dog Park	1	1		• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in park areas, parking lots, around trash enclosure and around trash cans. • Pick up and dispose of dog waste daily around park area, sidewalks, restroom, parking lot, and dog waste stations. • Weekly power washing of sidewalks and ramada areas to remove stains and gum as needed. • Sweep and/or cleaning of ramada areas. • As needed, restocking of paper items, doggy waste bags, soap, and other	\$475.00 /month

				restroom sanitary items. • Open Dog Park daily at 8:00 am • All restrooms shall be opened by the Contractor's staff no later than 8:00 a.m. daily. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
Facility	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Transfer Terminal	1	0	0	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee. • Service the areas seven (7) days a week unless otherwise noted. • Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use. • Daily dumping of trash cans. • Trash pick-up daily in facility area, parking lots, around trash enclosure and around trash cans. • Weekly power washing of sidewalks to remove stains and gum as needed. • Sweep and/or cleaning of facility areas. • As needed, restocking of paper items, soap, and other restroom sanitary items. • All restrooms shall be opened by the Contractor's staff no later than 6:00 a.m. daily. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	\$950.00 /month
Facility	Restroom Facility(s)	Ramadas /Snack	Playgrounds	Scope Description	Price
Town Square	0	0	0	• Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee.	\$475.00 /month

				• Service the areas seven (7) days a week unless otherwise noted. • Daily dumping of trash cans. • Trash pick-up daily in facility area and around trash cans. • Weekly power washing of sidewalks to remove stains and gum as needed. • Sweep and/or cleaning of facility areas. *(Note) City will provide all toiletry items for restocking and other necessary cleaning supplies to company	
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X. SCOPE OF WORK

GENERAL: The Contractor shall be experienced in cleaning of park facilities and restrooms, trash removal and graffiti maintenance practices and techniques, and shall provide the skilled, uniformed, and sufficient number of workers, with adequate equipment, to perform the scope of services throughout the year.

The work to be performed shall include all items listed in this scope of work, including:

- Report any and all suspicious or illegal activities in City facilities immediately to Parks Supervisor or his designee.
- Service the areas seven (7) days a week, unless otherwise noted.
- Daily cleaning of: sinks, toilets, urinals, floors, restrooms walls and of the surrounding areas including, daily wet mopping and floor squeegeed (to ensure a non-slip surface) and dried before public use.
- Daily cleaning of sinks, toilets, urinals, floors and walls of restrooms and surrounding area including, daily wet mopping and floor squeegee to assure non-slip surface and floor drying before public use.
- Daily dumping of trash cans.
- Trash pick-up daily in park areas, playground, and around trash cans.
- Initial power washing of sidewalks, snack areas, snack area walls, and playgrounds to remove stains and gum as needed. Subsequently a weekly washing of sidewalks, and playgrounds with water can be maintained.
- Sweep and/or cleaning of ramada and playground areas.
- As needed, painting graffiti markings.
- As needed, restocking of paper items, soap, and other restroom sanitary items.
- All restrooms shall be opened by the Contractor's staff no later than 6:00 a.m. daily.
- Quarterly cleaning of pavers with pressure washer.

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**CITY OF EL CENTRO
REQUEST FOR PROPOSALS
ROUTINE JANITORIAL MAINTENANCE
FOR PARKS AND OTHER PUBLIC
AREAS**

Presented to:

Adriana Nava
Community Services Director
anava@cityofelcentro.org
760-337-4543

Presented by:

Phillip Van
Vice President
phillipvan@basehill.com
213-425-3070

Base Hill, Inc.

Building Maintenance Services

16037 Valley View Avenue, Santa Fe Springs, CA 90670

BASE HILL, INC.

October 6, 2024

Adriana Nava
Community Services Director
1249 W. Main Street
El Centro, CA 92243

Dear Adriana Nava,

Thank you for allowing us to present our formal bid submitted on behalf of Base Hill, Inc. in response to the City of El Centro's Request for Proposals for Routine Janitorial Maintenance for Parks and other Public Areas.

We hereby state that no exceptions are taken to any specification requirements or contract terms and conditions of the RFP. Furthermore, we acknowledge and accept Addendum #1 and comply the City's proposed Custodial Services Agreement for custodial services of the facilities.

We are committed to providing our clients with the highest standards of quality of service. We strive to exceed expectations through our integrity and ethical values and commitment to client satisfaction. With over 30 years of experience in the industry we are interested and fully capable of providing quality service for your city.

Please do not hesitate to contact me directly if you should have any question and/or concerns regarding the attached proposal.

In closing, I would like to thank you again for your time and consideration.

Respectfully,



Phillip Van
Vice President, Project Manager
Base Hill, Inc.
16037 Valley View Avenue
Santa Fe Springs, CA 90670
213-425-3070
phillipvan@basehill.com

Table of Contents

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BASE HILL, INC.

Background/Experience

Profile of Firm

For over 30 years Base Hill, Inc. has been providing outstanding building and property maintenance services for private properties, commercial facilities, federal, and local governments. The properties we maintain range from large high-rise buildings to smaller private office spaces. Our highly skilled workforce services approximately 2 million square feet every year.

Base Hill, Inc. is an SBA 8(a), Disadvantaged Business Enterprise (DBE) certified company with many years of management and operation experience, our management team and our company has continued to grow both in size and reputation. We take particular pride in our ability to exceed the highest expectations of our clients.

The company started in September 1982, by the President of Jan Point, Sunny Kim's father Mr. Hong Kim. The company was based out of Long Beach and called Kim's Building Maintenance. In the summer of 2000, Mr. Kim retired. Sunny Kim acquired his father's maintenance company and named the new company KBM-Jan Point. In the following years Sunny continued to grow the company. The company was incorporated in June 2005 as Base Hill, Inc. dba Jan Point headquartered in Santa Fe Springs, with branch locations in Northern California (Livermore) and Southern California (Poway & Imperial County). Please note, we have recently dropped the "dba Jan Point" designation and are now operating as Base Hill, Inc. Base Hill, Inc. operates in Southern and North California, with a team of 10 office staff and over 45 full and part-time cleaning crews. Our contract with the Jurupa Community Services District is nearly identical in scope and nature of this solicitation. We serviced a collection of City parks and recreation buildings, which included general janitorial services and special clean-up services for city events, i.e. 4th of July firework events, and other holiday and community events held outdoors or in community center buildings.

Mission Statement

Base Hill, Inc. is dedicated to the highest ideal of customer satisfaction by providing an outstanding service product to not only meet but exceed our client's expectation of a clean and healthy work environment.

BASE HILL, INC.

Vision Statement

We are constantly working to establish ourselves as the most respected and sought-after cleaning company. We seek to build a partnership philosophy based on solid and trusting relationships with our clients.

Values

- **Respect** - we hold our clients and employees in the highest regard. We value our employees as our most important client so they will treat each company they service as their most important customer.
- **Integrity** - the foundation and philosophy our company is built upon.
- **Responsibility** - your satisfaction is our satisfaction. We strive for openness and do what we say we will do.

Hiring Practices

Personnel background checks are performed prior to performance by any employee assigned to your city. The investment of time and resources at the point of hire eliminates potential problems down the line. Base Hill, Inc. Personnel Managers are responsible for ensuring employees are screened. Please note we adhere to the Displaced Janitor Opportunity Act, under California Labor Code, Division 2, Part 3, Chapter 4.5 Cal. Labor Code §§ 1060–1065.

Security

All Base Hill employees will abide by the city's standard for background check, All Base Hill, Inc. personnel are thoroughly screened, trained, and qualified. All personnel undergo criminal background checks and are screened for any health issues and concerns.

BASE HILL, INC.

Training

All Base Hill, Inc. personnel undergo extensive training in the use of equipment, product safety, and security measure. Employee undergo training based upon the Worker Occupational Safety and Health Training and Education Program (WOSHTEP). Under the Commission on Health and Safety and Worker's Compensation of the State of California. In addition to WOSHTEP safety standards

Training covers:

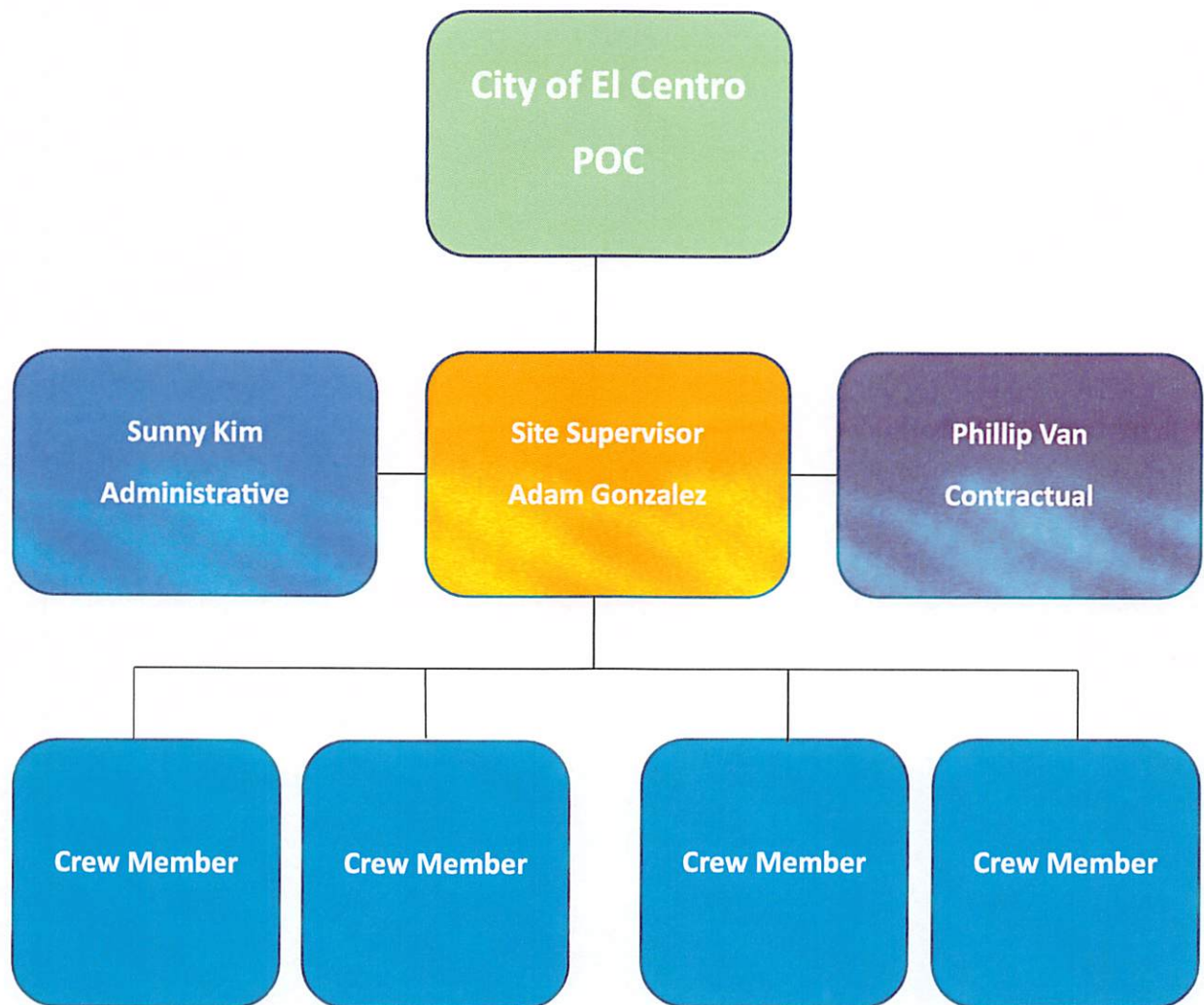
- Correct use of cleaning products
- Correct use of cleaning machines
- Carpet care and cleaning
- Hard floor surfaces care and cleaning
- Toilet/bathroom cleaning
- Hygiene and infection control
- Identifying potential hazardous issues
- Dust control
- Utility conservation
- Waste management
- Use of personal protective equipment
- COVID-19 Safety Protocols

Overall Approach

The operations for this contract will be centered from our Imperial, CA location. We anticipate a team of full-time and part-time crew members who will all be cross-trained to service and understand all service requirements (custodial and power washing duties) for all 12 locations of the contract. Through cross-training we will be able to cover all shifts with our team of full and part time crew members to ensure consistent services to these locations, especially at sites requiring 7x/week service.

Our supervisor Adam Gonzalez, based in Imperial, CA will be the main POC with your City representative for day-to-day operations. All contractual details will be handled by Phillip Van.

ORGANIZATIONAL CHART



Sunny Kim

11823 Slauson Avenue, Suite 3, Santa Fe Springs, CA 90670 | 213-425-3070 | sunnykim@basehill.com

President

Number of Years in Classification: 20, Number of Years with Firm: 16

Brief Summary of Professional Experience

Providing janitorial services for private companies and governments including carpet shampoo, floor care, window cleanings, and day porter services in overall building care.

Education

B.A | DEC, 1998 | CALIFORNIA STATE UNIVERSITY, LONG BEACH

- Bachelor in Business Administration, concentration on Finance

Skills & Abilities

CERTIFICATIONS

- 8(a) Certificate – Issued by US SBA for Disadvantaged Minority Business (June 2014-Current) Firm ID#: 306291
- DBE Certificate – Issued by California State, Disadvantaged Business Enterprise (Dec. 2017-Current) Firm ID#: 44399, California Unified Certification Program (CUCP).
- Janitorial Service Training Certificates area issued by Stover & Associates, Inc.
 - Understanding the request for proposal, 3/8/2017
 - How to Qualify for the GSA Schedule, 3/22/2017
 - Developing the Technical & Past Performance, 3/13/2017
 - Federal Contract Basics, 3/9/2017

Experience

- US Air Force Base, Fairbanks, Alaska – Janitorial Service, Contract ID # FA500418C004 \$617, 564/5Yrs (April 2018-Current)
- FAA, Air Traffic Control Tower, Klamath Falls, Oregon – Janitorial Service, Contract ID #: DTFASA17C00343, \$44, 100/5Yrs Current
- United States Army Recruiting Office, Berkeley, California – Janitorial Service, Contract ID #: W9123818P0031, \$5,520/Yrs (April 2018 – Current)
- DOT, Cal Trans, Los Angeles, California – Janitorial Service, Contract ID #: 0713000013, \$4,920/Year (Oct. 2014 – Current)

References

- Ryan Mengis, President, Southern Oregon Commercial Janitorial LLC, Oregon, Tel: 541-569-1931, ryanmengis@gmail.com
- Stefanie Tocco, Program Manager, National Janitorial Solutions, Inc. New Jersey. Tel: 877-227-6374 x130, stocco@natjan.com
- Kevin Ahn, President, K-Tech Construction Inc., Los Angeles, CA, Tel: 213-598-2588, kevinahn4@hotmail.com

Phillip Van

11823 Slauson Ave., Suite 3, Santa Fe Springs, CA 90670 | 213-425-3070 | phillipvan@janpoint.com

Vice President

Number of Years in Classification: 2, Number of Years with Firm: 8

Brief Summary of Professional Experience

2005 – 2010 Aura Asset Group – House Broker

2011 - 2016 Jan Point – Regional Manager

2017- Present Jan Point – Vice President

B.S. | JUNE, 06' | UNIVERSITY OF CALIFORNIA, IRVINE

- Bachelor in Science of Business Administration, concentration on Economics/Sociology

Experience

- 2011 – 2016, Jan Point, Pomona CA, Regional Manager
 - Managed regional contracts
- 2017 – Present, Jan Point, Santa Fe Springs CA, Vice President
 - Contract specialist and representative

References

- Guada Chadderdon, Property Coordinator, Bixby Land Company, 949-336-7034, gchadderdon@bixbyland.com
- Nancy Champlin, RN, Surgery Partners LLC, 562-945-2832, nchamplin@surgerypartners.com
- Raphael Armijo, Manager, Alsco Inc., 714-774-4165, rarmijo@alsco.com

Adam Gonzales

2607 Gem Court, Imperial, CA 92251 | adamgonzales@basehill.com

Supervisor

Number of Years in Classification: 6, Number of Years with Firm: 2

Experience

- 2023-current, Base Hill, Inc., Supervisor
 - Responsible for managing contracts and cleaning crews.
- 2019-2023, Historic Courthouse, El Centro, CA – COVID 19 disinfectant
 - Provided COVID-19 disinfecting to all areas and judge's chambers during pandemic.
- 2019-2019, Garibaldo Fencing, El Centro, CA – Construction Fencing
 - Carpentry of fence posts and frames, general masonry.
- 2000-2019, Central Union High School, Athletic Equipment Maintenance
 - Responsible for general maintenance of equipment and maintenance of the athletic department.

Base Hill, Inc. Floor Services



Base Hill Floor Team



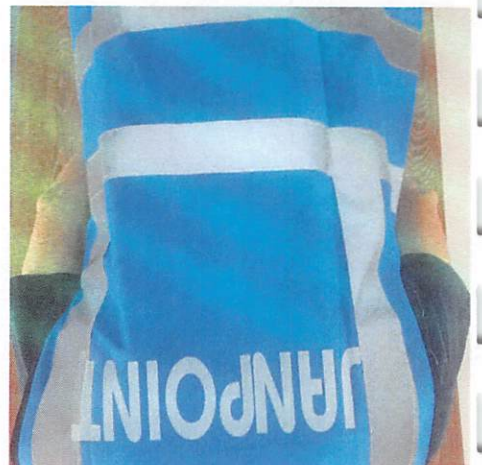
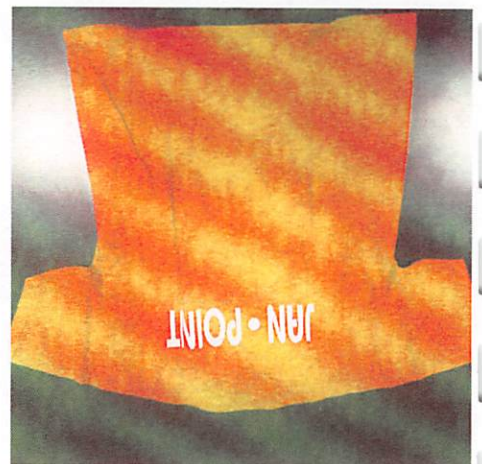
Burlington Coat Factory
San Bernardino, CA



Loma Linda University
Loma Linda, CA



Dick's Sporting Goods
San Diego, CA



BASE HILL, INC.

References/Experience

Superior Court of California – Imperial County

Contract: 11/01/2023 – 10/31/2026

Total Value: \$1,482,000.

Description of Services: Full janitorial services for three courthouse locations in Imperial County. Including floor care services.

Sergio Valadez

Superior Court of California

Director of Facilities & Security

760-554-1398 cell

sergio.valadez@imperial.courts.ca.gov

BASE HILL, INC.

Imperial Irrigation District

Period of Performance: 04/01/24 – 03/31/2027

Total Value: \$94,115.88

Description of services: Full janitorial services for Group A (5 locations across City of Niland and City of Brawley)

Rebecca Lea Lechner

Planner/Scheduler

Imperial Irrigation District

333 E Baroni Blvd.

Imperial, CA 92251

760-339-9217 office

rllechner@IID.com

BASE HILL, INC.

Jurupa Community Services District (City of Eastvale – Jurupa Valley)

Period of performance: 03/18/2019 - 03/17/2021 (3 year contract); 2022 and 2023 option years.

Total Value: \$570,240.00 (\$15,840/month)

Description of services: Full janitorial service and day porters for parks, park restrooms, trail, and special events for the city.

Travis Viseth

Park Foreman

11201 Harrel Street

Jurupa Valley, CA 91752

951-790-615

tviseth@jcsd.us

BASE HILL, INC.

United States Department of the Navy

Custodial Services at Marine Corps Air Station Miramar

N62473-19-C-4417 (03/28/2019 - 03/31/2024)

Total Value: \$2,552,615.92

Area: Approximately 429,126 sqft

Description of services: Full janitorial services and floor care for Marine Corps Air Station Base facility located in Miramar, CA.

Michael Lichtenthaler

FSCM FEAD Miramar

619-254-6363 office

858-577-7780 mobile

michael.j.lichtentha@navy.mil

Levine Act Statement

California Government Code § 84308, commonly referred to as the "Levine Act," precludes an officer of a local government agency from participating in the award of a contract if he or she receives any political contributions totaling more than \$250 in the 12 months preceding the pendency of the contract award, and for three months following the final decision, from the person or company awarded the contract. This prohibition applies to contributions to the officer, or received by the officer on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

City of El Centro Council Members as of the date of this RFP/Agreement:

Sylvia Marroquin
Martha Cardenas-Singh
Sonia Carter
Tomas Oliva
Edgard Garcia

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$250 to any City of El Centro Council Member in the 12 months preceding the date of the issuance of this RFP? _____ YES X NO
If yes, please identify the Council Member: _____
2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contributions of more than \$250 to any City of El Centro Council Member in the three months following the award of the contract? _____ YES X NO
If yes, please identify the Council Member: _____

Answering yes to either of the two questions above does not preclude City of El Centro from awarding a contract to your firm. It does, however, preclude the identified Council Member from participating in the contract award process for this contract.

10-04-2024

DATE



(SIGNATURE OF AUTHORIZED OFFICIAL)

SUNNY KIM / PRESIDENT

(TYPE OR WRITE APPROPRIATE NAME, TITLE)

BASE HILL, INC.

(TYPE OR WRITE NAME OF COMPANY)

01/2024

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City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-224)

Item: 14.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Javier Villaverde, Parks

Supervisor

Department Head: Adriana Nava

DOC ID: 2024-224

Award of Bid - Small Parks and Various City Facilities Contract for General Landscaping Services.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT VARIOUS PARKS AND FACILITIES.

FISCAL IMPACT:

The services performed under this maintenance contract will be paid for from the General Fund Parks Division. The contract is currently held by Executive Landscape and was executed in 2020 in the approximate amount of \$149,593. The lowest bidder in 2024 was also Executive Landscape and their bid amount was \$159,496.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Recreation & Lifelong Learning

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Executive Landscape Inc. has been under contract since 2018 for Small City Parks and Facilities for General Landscaping Services. Their State Contractor License and City Business License are both current and in good standing.

BACKGROUND:

The City of El Centro's Community Services Department - Parks Maintenance Division is tasked with maintaining the landscaping at numerous City facilities. These include park facilities and other City facilities. Areas the Parks Division maintains includes the Library, Aquatic Center, Fire Department Stations (3 total), Police Station, Downtown right of ways, City Hall, Economic Development and others. Currently, approximately **111** acres of park space are maintained and approximately **29** acres of retention basin green space are maintained.

The Parks Division consists of one Parks Supervisor, one Lead Worker, two Parks Maintenance II employees and four Parks Maintenance I employees for a total of eight employees. A total of seven employees work out on the field. The Parks Division also includes two temporary Monitor employees that assist in opening ballfield gates, restrooms and opening/closing City facilities.

Due to limited staffing, the City relies on contracted landscaping services to mow grass and prune and trim shrubbery and other landscaping. Major irrigation breaks and other significant projects are completed in-house by City staff.

The contracts are generally divided as follows:

1. **Small City Parks and Facilities Contract (the contract under discussion for this Agenda Item)** - Eight Downtown Parking Lots, Valley Centerpoint Parking Lot, City Hall, Economic Development offices, Town Square, 8th and Vine Park (Old Water Tower site), Fire Station 1, Fire Station 2, Fire Station 3, Old Post Office Pavilion, Police Department, Business Incubator, Aquatic Center, Brett Driscoll Sidewinder Skate Park, Dog Park, Dr. MLK Jr. Sports Pavilion, Library, First Responders Park, Buena Vista Park (future), road medians at various locations and Transit Center.
2. **Large City Parks, Ballfields and Retention Basins Mowing Contract** - Carlos Aguilar Park, Bucklin Park, Community Center/McGee Park, Countryside Park, Farmers Park, Frazier Field, Gomez Park, Leeper Park, Lotus Strip, Debbie Pittman Park, Plank Park, Stark Field, Swarthout Park, Efren Coronel Park (formerly Wildflower Park), Wake Ave and South Clark Right of Way, Water Treatment Plant, Waste Water Plant, Waste Water Substation. This contract also includes the following retention basins: Farmers, Lotus, Ocotillo and Tangerine.
3. **Lighting and Landscaping Maintenance Districts** - Legacy Ranch District (4th Street/SR86 and Farnsworth Lane, Legacy Subdivision, Legacy Memorial Park, Buena Vista Subdivision, Buena Vista Park (future), Town Center Subdivision and Retention Basin.

DISCUSSION:

The scope of work for the General Landscaping Services Contract at Various City Parks and Facilities consists of daily/weekly maintenance of various city parks and retention basins. The scope of work attached includes detailed services for each facility. Services can generally be described as follows:

Scope of Work

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by Contractor as needed. Programming of irrigation controllers per seasonal water schedules shall be completed by Contractor. Sprinkler heads shall be kept clear through weed eating or manual cleaning weekly. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing or trimming. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the City for City's jobs only.
- Plans and shrubs shall be pruned and trimmed to not to exceed three (3) feet above curb grade to maintain visibility for motorists.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat at base of tree without trunk protectors.
- Additionally, any and all plants that dies or is damaged due to Contractor's negligence shall be replaced at the Contractor's expense, equal in plant size.

Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the Contractor.

A Notice Inviting Bids was published in the Imperial Valley Press, a newspaper of general circulation on September 6, 2024. A Pre-Bid Meeting was also held on September 19, 2024. The bid opening was held on October 9, 2024 and two bids were submitted. After the review and bid tabulation, the bid results were as follows:

Executive Landscape Inc.	\$159,496
Advance Service Inc.	\$235,095

CONCLUSION:

Staff is recommending the award of bid to **Executive Landscape Inc.** in the yearly amount of \$159,496 via approval of Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND EMERGENCY LANDSCAPING SERVICES AT VARIOUS PARKS AND FACILITIES.

ATTACHMENTS:

1. Resolution
2. Small Parks and City Facilities - Scope of Work and Maps
3. Bid Docs Executive Landscape

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND IRRIGATION REPAIR AND EMERGENCY LANDSCAPING SERVICES AT VARIOUS CITY PARKS AND FACILITIES

WHEREAS, bid documents for General Landscaping Services, Tree Removal and Irrigation Repair, and Emergency Landscaping Services at Various City Parks and Facilities (the “Project”) were adopted by the City Council of the City of El Centro, California (the “City Council”) and the notice of inviting bids has been advertised as required by Section 2-185.15 of the City of El Centro Municipal Code for the project; and

WHEREAS, bids were received and opened on October 9, 2024, in accordance with law, and the Director of Community Services has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Community Services and, as a result, has determined that two (2) firms submitted bids, with Executive Landscape Inc., an active California corporation, submitting the lowest responsive and responsible bid in the total amount of one hundred and fifty-nine thousand, four hundred ninety-six dollars, and zero cents (\$159,496.00); and

WHEREAS, the City Council finds that the award and approval of a contract for the project will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.
2. That the City Council hereby accepts the bid of Executive Landscape, Inc. and rejects all other bids for the project.
3. That the City Manager is hereby authorized to sign a contract for the project in the total amount of one hundred and fifty-nine thousand, four hundred ninety-six dollars and zero cents (\$159,496.00), a copy of which is on file in the Office of the City Clerk, on behalf of the City.
4. That the contract for the project shall reviewed and approved as to form by the City Attorney prior to execution and placed on file in the Office of the City Clerk.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____, 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

14. COMMUNICATION

The CONTRACTOR shall provide regular communications, whether verbal or written, and work as close as possible with the Parks Supervisor, Director of Community Services or other persons designated by the City Manager, keeping in mind the goals and objectives set forth by the CITY.

15. ADDITIONAL SERVICES

The CONTRACTOR shall make cost effective recommendations that are based on existing conditions and that are in the interest of the CITY without any extended cost to be incurred.

16. SAMPLE INSPECTION FORM

LANDSCAPE INSPECTION RATING FORM

SITE: _____

Category	Meets Standards Y/N	Notes
Turf maintenance		
Irrigation maintenance		
Shrubs, groundcover, mulch areas		
Tree maintenance		

NOTE: If any category does not meet City Standards, monthly payment for the specific site(s) will be withheld until the site is back in conformance.

17. SITE MAPS. Each proposed area requires different services, covers different size areas, contain varying numbers of plants and trees, and consists of different irrigation devices and systems. The following is a general description of each area.

SCHEDULE A - CITY PARKING LOTS (NUMBERS 1-9)

Acreage: ~13,743 Square Feet

Location/Address:

1. Old Post Office -5th & Olive (#1)
2. Parking Lot #2 500 Block State (#2)
3. Office Supply – 6th and State (#3)
4. Vet Clinic – 5th & Broadway (#4)
5. Legion – 500 Block Broadway (#5)
6. Pest Control – 7th & Broadway (#6)
7. Crest – 700 Block Main Street (#7)
8. NW corner of 6th St. and State (#8)
9. Valley Centerpoint Parking Lot (#9)

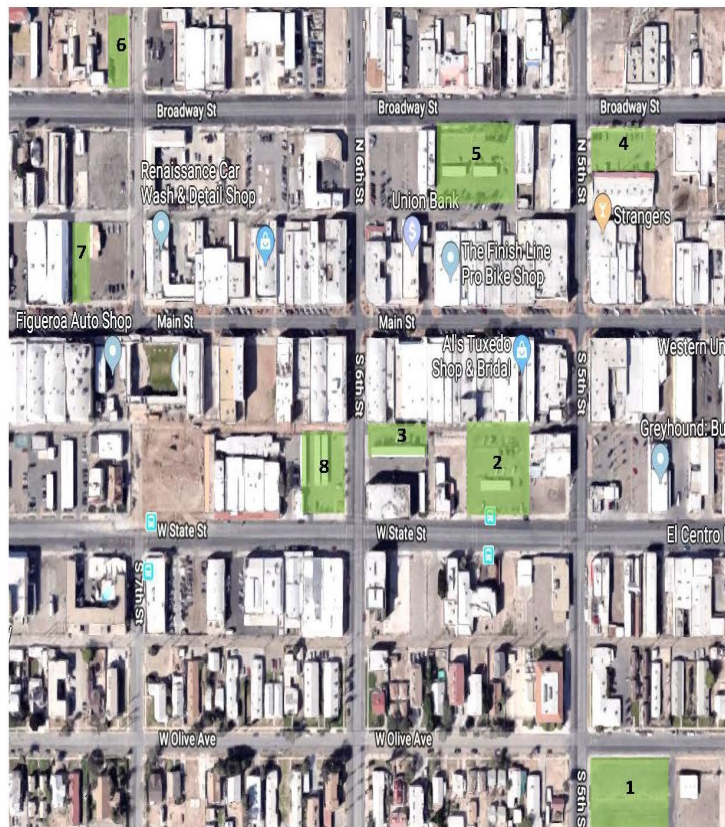
Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Removal of wind blown debris by blowing walkways and driveways.

- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY for CITY's jobs only.
- Plants and shrubs shall be pruned and trimmed to not exceed three (3) feet above curb grade to maintain visibility for motorists.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **ten** 5-gallon shrubs per month to replace dead plant material where requested by CITY.



1. Old Post Office – 5th & Olive Ave.
2. Parking Lot #2
3. Office Supply – 6th & State St.
4. Vet Clinic – 5th & Broadway Ave.

5. By Legion – 500 Block Broadway Ave.
6. Pest Control – 7th & Broadway
7. Across Crest – 700 Block Main St.
8. W. of #3 – 6th & State St.



9. Valley Centerpoint Parking Lot

SCHEDULE B – CITY FACILITIES (NUMBERS 10 – 24)

10. CITY HALL & ECONOMIC DEVELOPMENT OFFICES

Acreage: ~11,258 Square Feet

Location/Address:

- a. 1275 Main Street, inclusive of parking lot off State Street, and outside of gated area to street curb.
- b. 1249 Main Street

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size.

Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.



A) City Hall – 1275 Main St.

B) Economic Development – 1249 Main St.

11. EL CENTRO TOWN SQUARE

Acreage: ~8,390 Square Feet

Location/Address:

7th Street/Main Street Intersection

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Weed abatement 4 times per year.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **month** to replace dead plant material where requested by CITY.



A) El Centro Town Square
B) El Centro Transit Center

12. SMALL PARK ON 8TH STREET & VINE STREET

Acreage: ~14,457 Square Feet

Location/Address:

8th Street and Vine Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



13. FIRE STATION #1

Acreage: ~2,837 Square Feet

Location/Address:

775 State Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



14. FIRE STATION #2

Acreage: ~37,930 Square Feet

Location/Address:

900 S. Dogwood Avenue

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



15. FIRE STATION #3

Acreage: ~2.87 Acres

Location/Address:

1910 N. Waterman Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



16. OLD POST OFFICE PAVILION

Acreage: ~4119 Square Feet

Location/Address:

250 S. 5th Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



17. POLICE DEPARTMENT

Acreage: ~11,556 Square Feet

Location/Address:

150 S. 11th Street

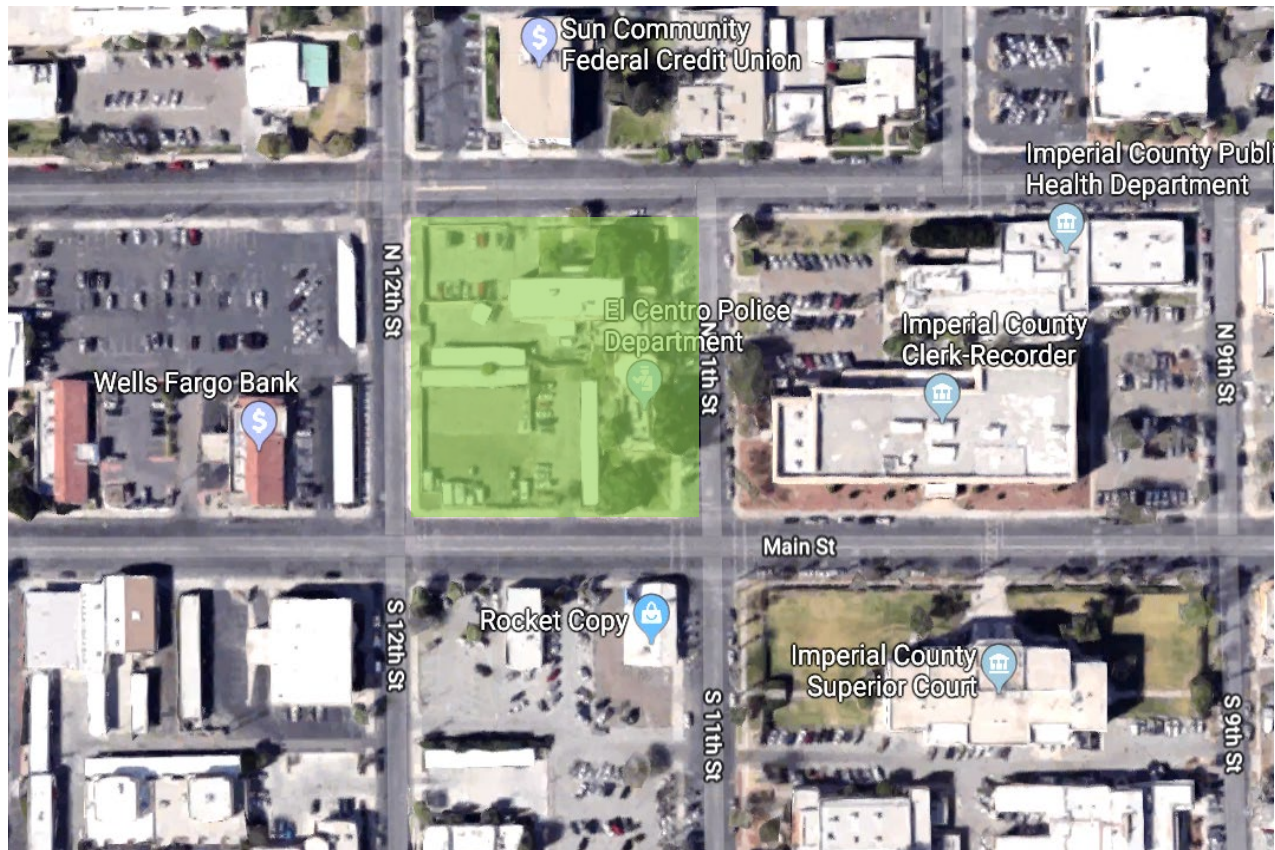
Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Note: Scope of work shall commence once construction is completed.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



18. BUSINESS INCUBATOR

Acreage: 1.5 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



19. EL CENTRO AQUATIC CENTER

Acreage: 3.22 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



20. SIDEWINDER SKATE PARK

Acreage: 1.18 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



21. MARTIN LUTHER KING JUNIOR PAVILION & CONRAD HARRISON YOUTH CENTER

Acreage: 2.44 Acres

Location/Address:

Southeast corner of 8th Street and Adams Avenue/SR86

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants, shrubs, and trees once per week.
- Litter removal and disposal once per week. Litter along the outside of the perimeter fence shall also be disposed once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Landscaping within the City right of way, outside of the perimeter fence shall be maintained. Weekly weed abatement along the right of way area is also required.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



- A. MLK Sports Pavilion
- B. Conrad Harrison Youth Center Gym

22. EL CENTRO LIBRARY

Acreage: ~2.41 Acres

Location/Address:

c. 1198 N. Imperial Ave.,

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.



23. DOG PARK

Acreage: ~1.20 Acres

Location/Address:

7th Street & Park Ave.

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



24. FIRST RESPONDERS PARK

Acreage: ~ 2.95 Acres

Location/Address:

1910 N. Waterman Ave.

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways, playground and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.
- Detention basin area included in scope of work.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



SCHEDULE C – ROAD MEDIANS (NUMBERS 25 – 28)

25. CYPRESS DRIVE ROUNDABOUT

Acreage: ~4,486 Square Feet

Location/Address:

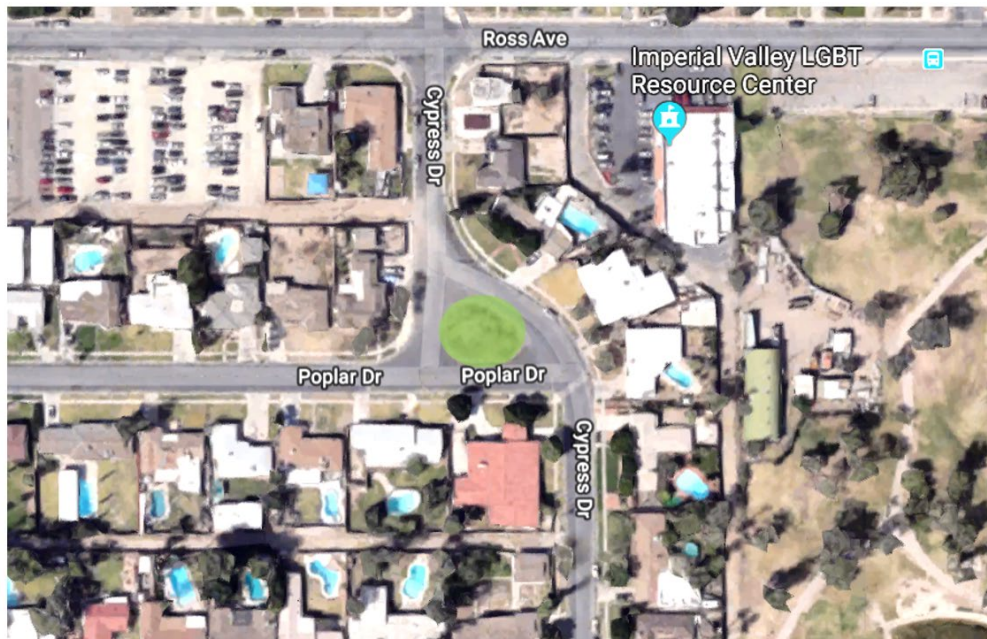
Poplar Drive/Cypress Drive intersection

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass).



26. MAIN STREET PLANTERS

Acreage: ~23,813 Square Feet

Location/Address:

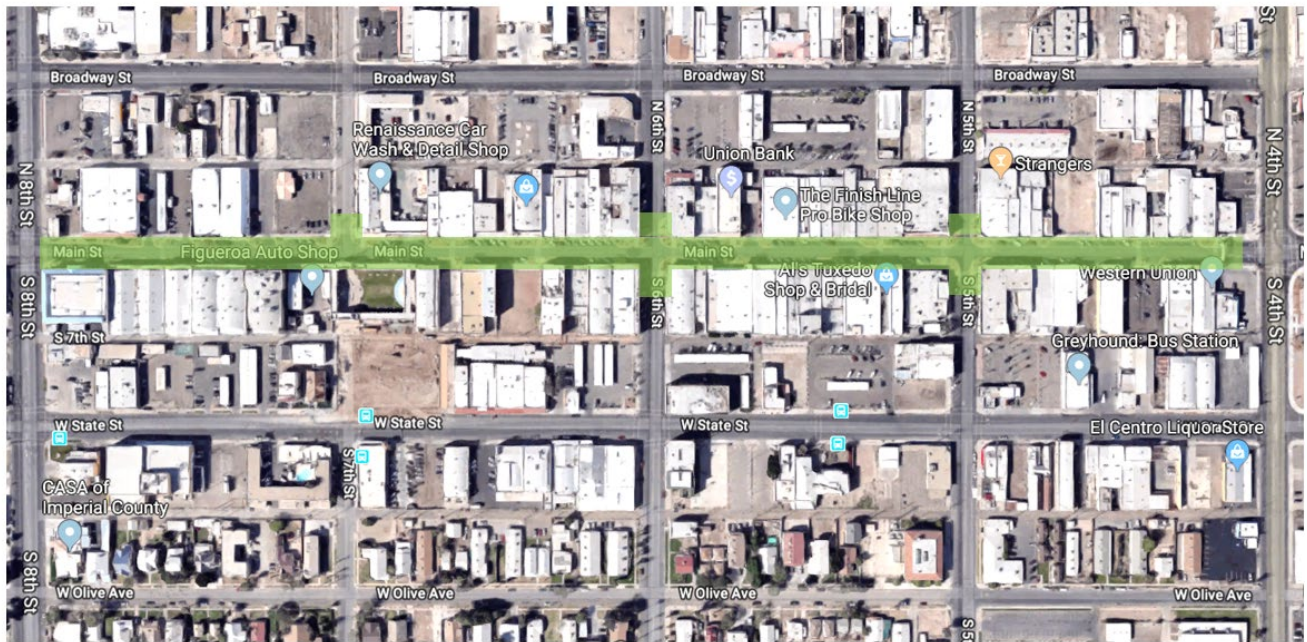
Main Street from 4th Street to 8th Street

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- DG shall be maintained and DG shall be added two times per year.
- Plants and shrubs shall be pruned and trimmed to not exceed three (3) feet above curb grade to maintain visibility for motorists.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **month** to replace dead plant material where requested by CITY.



Main Street Planters from 4th Street to 8th Street
(Planters wrap around 5th, 6th and 7th Street Intersections)

27. OCOTILLO & 28. ORANGE AVE

Acreage: ~2,006 Square Feet

Location/Address:

28. Ocotillo Drive Strip & Median
(Weekly)

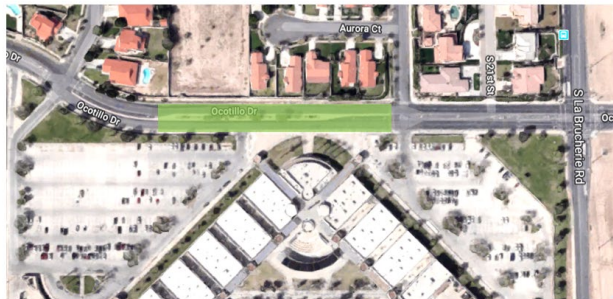
29. Orange Avenue Strip (Quarterly) South of
Haskell/ Sunset West of Lotus Avenue

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Backflows to be checked and maintained in proper condition.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **ten** 5-gallon shrubs per **month** to beautify or replace dead plant material where requested by CITY.



Ocotillo Drive Strip & Median



Orange Ave. Strip

EL CENTRO TRANSIT CENTER (SCHEDULE D #29)

Acreage: ~1.31 Acres

Location/Address:

a. 7th Street/State Street

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



A) El Centro Town Square
B) El Centro Transit Center



CITY OF EL CENTRO

Department of Parks & Recreation

Request for Bids

CITY FACILITIES AND SMALL PARKS

General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping
Services at Various City Parks and Facilities

Requested By:
City of El Centro
Parks & Recreation Division
375 S. 1st Street
El Centro, CA 92243
Phone: (760) 337-4553
Fax: (760) 337-4551
Adriana Nava, Community Services Director

**GENERAL LANDSCAPING SERVICES, TREE REMOVAL AND IRRIGATION
REPAIR AND EMERGENCY LANDSCAPING SERVICES AT VARIOUS CITY PARKS
AND FACILITIES**

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NOTICE INVITING BIDS

RECEIPT OF BIDS: Sealed bids will be received at the office of the City Clerk, City of El Centro, CITY of the WORK, located at 1275 Main Street, El Centro, CA 92243, until 2:00 PM, on, **Wednesday October 9, 2024** for general landscape services, tree-trimming and removal, and emergency on-call services at various parks and public facilities within the City of El Centro. Bids received after the due time and date will not be considered.

DESCRIPTION OF WORK: The general scope of services includes: To provide all labor, tools, equipment, materials and supplies necessary to complete all the work in a timely manner that will meet the City's requirements. The initial term of the Agreement will be two years, with three possible one-year extensions. Increased compensation may be negotiated for such extension. CONTRACTOR shall be required to perform the following landscape maintenance activities at various sites throughout the City as follows:

- Tree removal including stump and roots
- Tree planting per City Guidelines
- Lawn mowing/edging maintenance
- Irrigation system (all systems) maintenance
- Weed abatement
- Clean up and disposal and/or recycling of generated green waste
- Root pruning and root barrier installation
- Shrub trimming
- Groundcover maintenance
- Fertilizing
- Emergency on-call services

SITE OF WORK: The site of the WORK is located in the City of El Centro City limits at various city parks and facilities as outlined in the bid schedule.

OPENING OF BIDS: The bids will be publicly opened and read at 2:00 PM on **Wednesday October 9, 2024**, at the above-mentioned office of the CITY. CONTRACTORS and their authorized agents are invited to be present.

OBTAINING CONTRACT DOCUMENTS: The contract documents are entitled "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities." The Contract Documents may be downloaded free from Planet Bids by visiting the City of El Centro website at www.cityofelcentro.org and selecting "Public Works (Planet Bids)" from the "DOING BUSINESS" drop down. A compact disc containing electronic copies of the Contract Documents may be obtained at the Economic Development office located at 1249 Main St., El Centro for a fee of \$5.00; however, the bidder will be required to register for the project on Planet Bids prior to receipt of the compact disc.

COMPLETION OF WORK: The term of the contract will be for an initial three (3) year period, and will include (2) two options for (1) year extensions up to a total contract of five (5) years.

BIDS TO REMAIN OPEN: The successful CONTRACTOR shall guarantee the total bid price for a period of 120 calendar days from the date of bid opening.

CONTRACTOR'S LICENSE CLASSIFICATION: In accordance with the provisions of California law, the CITY has determined that the successful CONTRACTOR shall possess a valid business license from the City of El Centro and a **C-27 Landscaping** license from the State of California at the time that the bid is submitted and maintain during the period of the contract. Failure to possess the specified licenses shall render the bid non-responsive and shall act as a bar to award of the contract to any CONTRACTOR not possessing said licenses. Failure of the successful CONTRACTOR to possess said licenses during the contract period will be considered a breach of the contract.

MANDATORY PRE-BID CONFERENCE: Bidders MUST attend a pre-bid conference which will be conducted by the City's PROJECT MANAGER on Thursday September 19, 2024 at 10:00am . The meeting will be held at the Economic Development Division, 1249 Main St., El Centro, CA 92243. The objective of the Pre-bid conference is to acquaint Bidders with the scope of work and provide the opportunity to conduct a job walk to familiarize the bidders with the site conditions.

MANDATORY EXAMINATION OF WORK SITES: The CONTRACTOR is required to examine carefully all the sites as listed in the bid document. Absent CONTRACTOR's solicitation phase bid protest, City of an error in the bid documents, it will be assumed that the CONTRACTOR has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of WORK to be performed, and as to the requirements of the contract documents. It is mutually agreed that submission of a bid shall be considered prima facie evidence that the CONTRACTOR has made such examination.

PROJECT ADMINISTRATION: All communications relative to this WORK shall be directed, in writing, to the CITY's Community Services Director prior to the opening of bids.

City of El Centro Parks & Recreation Division
1249 Main Street
El Centro, CA 92243
Attn: Adriana Nava
Community Services Director
Telephone: (760) 337-4543
Email - anava@cityofelcentro.org

Questions must be submitted in writing by 5:00 pm Friday September 27, 2024 to allow time for distributing answers and/or clarifications to plan holders. Questions on bids received may be submitted to the City's Parks Supervisor, Javier Villaverde at least 10 calendar days before the award of bid by 5:00 pm on 5:00 pm Friday September 27, 2024 to allow time for distributing answers and/or clarification to plans. Questions may be answered in writing posted on website or emailed to all those who picked up bid packets.

CITY'S RESPONSES: Responses to questions that may be asked will be provided by written Addenda. No oral comments shall be of any force or effect with respect to this solicitation.

CALIFORNIA WAGE RATE REQUIREMENTS: In accordance with the provisions of California Labor Code sections 1770 *et seq.* as amended, the Director of the Department of Industrial Relations has determined the general prevailing rate of per diem wages in accordance with the standards set forth in such sections for the locality in which the WORK is to be

performed. A copy of said wage rates is on file at the office of CITY. It shall be mandatory for CONTRACTOR to whom the WORK is awarded, and upon any Subcontractor under CONTRACTOR, to pay not less than said specified rates to all workers employed by them in the execution of the WORK.

CONTRACTOR AND SUBCONTRACTOR REGISTRATION WITH DEPARTMENT OF INDUSTRIAL RELATIONS: Labor Code section 1771.1 provides that a contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Public Contract Code section 4104, or engage in the performance of any contract for public work, as that term is defined in Chapter 1, Part 7, Division 2 of the Labor Code, unless currently registered and qualified to perform public work pursuant to Labor Code section 1725.5. Labor Code section 1771.1 also provides that it is not a violation of that section for an unregistered contractor to submit a bid that is authorized by Business and Professions Code section 7029.1 or by Public Contract Code section 10164, provided the contractor is registered to perform public work pursuant to Labor Code section 1725.5 at the time the contract is awarded. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

RETAINAGE FROM PAYMENTS: CONTRACTOR may elect to receive one hundred (100) percent of payments due under the Contract Documents from time to time, without retention of any portion of the payment by CITY, by depositing securities of equivalent value with CITY in accordance with the provisions of section 22300 of the Public Contract Code. Such securities, if deposited by CONTRACTOR, shall be valued by CITY, whose decision on valuation of the securities shall be final. Securities eligible for investment under this provision shall be limited to those listed in section 16430 of the Government Code, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit or any other security mutually agreed to by CONTRACTOR and CITY.

No bid will be received unless it is made on the prescribed bid form furnished by the City. No emailed or faxed bids. Each bid must be accompanied by a guaranty of cash, certified check, cashier's check or bid bond made payable to the City of El Centro for an amount equal to at least ten percent (10%) of the bid. Such guaranty will be forfeited should the bidder to whom the contract is awarded fail to enter the contract. All guaranties are to be returned after the contract is awarded. See Section 17 of the Instructions to Bidders below.

CITY'S RIGHTS RESERVED: The CITY reserves the right to reject any or all bids, to waive any informality in a bid and to make awards to the lowest responsive, responsible bidder as it may best serve the interest of the CITY.

Date: _____ CITY: City of El Centro

—END OF NOTICE INVITING BIDS—

INSTRUCTIONS TO BIDDERS

1. **DEFINED TERMS.** Terms used in these Instructions to Bidders and the Notice Inviting Bids which are defined in the General Conditions have the meanings assigned to them in the General Conditions. The term "Bidder" means one who submits a Bid directly to CITY, as distinct from a sub-bidder, who submits a Bid to a Bidder.

2. **INTERPRETATIONS AND ADDENDA.**

2.1 All questions about the meaning or intent of the Contract Documents are to be directed to CITY. Interpretations or clarifications considered necessary by CITY in response to such questions will be issued by addenda. Questions received less than seven (7) days prior to the date for opening of bids may not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

2.2 Addenda may also be issued to modify the Contract Documents as deemed advisable by CITY.

3. **BASIS FOR SELECTION OF BIDDER.** The successful bid will be both responsive and responsible. A responsive bid is determined by reviewing the bid itself. Responsibility will be determined by looking at the bidder and factors beyond the face of the bid.

A. Responsible bidder as it pertains to this contract shall be as follows:

3.1.1 Standards of Responsibility: The City may reject bids on the basis of non-responsibility. A responsible bidder is one that has the capacity in all respects to perform fully the contract requirements, and the qualifications which will assure good faith performance of the contract. Factors to be considered in determining whether the standard of responsibility has been met include whether a bidder has:

- a. The appropriate financial, material, equipment, facility, capacity (adequate workforce to complete the job in a timely fashion) and personnel resources, including all required certifications, licenses, and expertise necessary to indicate its capacity to meet all contractual requirements, including the following specific requirements:
 - i. Adequate workforce to meet multiple critical work schedules at once;
 - ii. Ability to start projects on the commencement dates set forth by the City and satisfactorily complete them within the City's stated time limits;
- b. A satisfactory record of performance, including but not limited to any prior work performed by bidder for the City or other agency;
- c. Evidence of ability to provide the required bonding and insurance capacity. An apparent low bidder with cash or cashier's check as bid bond is required to submit a pre-qualification letter from an acceptable surety or cashier's check as performance bond within fourteen (14) calendar days of the bid opening;
- d. A satisfactory record of integrity, diligence, and professionalism in the specific contract work;
- e. The legal qualifications to contract with the City; and
- f. Supplied all information requested by the City in connection with the inquiry

concerning responsibility.

3.1.2 Information Pertaining to Responsibility. Before awarding a contract, the City must be satisfied that the prospective CONTRACTOR is responsible. The prospective contractor shall supply any information requested by the City concerning the responsibility of such contractor, including the qualifications and performance records of contractor's employees and proposed subcontractors. The City may use the information provided by prospective CONTRACTOR as well as information obtained from other legitimate sources, including City staff's own experience with the prospective CONTRACTOR and prospective CONTRACTOR'S employees.

3.1.3 If the prospective CONTRACTOR fails to supply the requested information, the City may find the prospective CONTRACTOR non-responsible on the basis of its failure to provide the requested information to the City.

3.1.4 The City's Process Concerning Responsibility.

3.1.5 Written determination of Non-responsibility Requirements. If a bidder who otherwise would have been awarded the Contract is found non-responsible, a written determination of non-responsibility setting forth the basis determination shall be prepared by the City and sent to the non-responsible bidder or offeror. The bidder shall have an opportunity to submit materials refuting the City's determination and to appeal the City's determination of non-responsibility.

4. **EL CENTRO BUSINESS LICENSE.** All Bidders and their Subcontractors not already having a license from the City of El Centro for the WORK will be required to secure the appropriate business license from the City of El Centro before the Agreement can be executed.

1. **DISQUALIFICATION OF BIDDERS.** More than one (1) Bid from an individual, firm, partnership, corporation or association under the same or different names will not be considered. If CITY believes that any Bidder is interested in more than one (1) Bid for the WORK contemplated, all Bids in which such Bidder is interested will be rejected. If CITY believes that collusion exists among the Bidders, all Bids will be rejected. A party who has quoted prices to a Bidder is not hereby disqualified from quoting prices to other Bidders, or from submitting a Bid directly for the WORK.

6. **BIDDER'S EXAMINATION OF CONTRACT DOCUMENTS AND SITE**

It is the responsibility of each Bidder before submitting a Bid:

(a) To examine thoroughly the Contract Documents and other related data identified in the Bidding Documents (including "technical data" referred to below);

(b) To visit the site to become familiar with and satisfy Bidder as to the general and local conditions that may affect cost, progress or performance of the WORK;

(c) To consider Federal, State and local Laws and Regulations that may affect cost, progress or performance of the WORK;

- (d) To study and carefully correlate the Bidder's knowledge and observations with the Contract Documents and other related data; and
- (e) To notify City of all conflicts, errors, ambiguities or discrepancies in or between the Contract Documents and such other related data.
- (f) The bidder is required to thoroughly examine the Specifications including Contract Form for the work contemplated, and it will be assumed that the bidder has investigated and is satisfied as to the requirements of the specifications, including the contract. It is mutually agreed that submission of a bid shall be considered prima facie evidence that the bidder has made such examination.

7. BID FORM.

7.1 The Bid shall be made on the Bid Schedule bound herein and the pages may be removed from the bound volume. The envelope enclosing the sealed Bids shall be plainly marked in the upper left-hand corner with the name and address of the Bidder and shall bear the words "BID FOR" followed by "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities" El Centro, CA, 92243, and the date and hour of opening of Bids. The Bid Security shall be enclosed in the same envelope with the Bid.

7.2 All blanks on the Bid Form must be completed in ink.

7.3 Bids by corporations must be executed in the corporate name by the president and a vice-president (or other corporate officer). Such Bid shall be accompanied by the enclosed certificate of authority to sign, attested by the secretary or assistant secretary, and with the corporate seal affixed. The corporate address and state of incorporation must appear below the signature.

7.4 Bids by partnerships must be executed in the partnership name and be signed by a managing partner, accompanied by evidence of authority to sign and his/her title must appear under the signature and the official address of the partnership must appear below the signature.

7.5 All names must be printed below the signature.

7.6 The Bid shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the Bid form. Failure to acknowledge Addenda shall render the Bid non-responsive and shall be cause for its rejection.

7.7 The address to which communications regarding the Bid are to be directed must be shown.

7.8 All Bidders must provide evidence of authority to conduct business in California to the extent required by law.

8. QUANTITIES OF WORK. The quantities of work or material stated in unit price items of the Landscape Bid Form are supplied only to give an indication of the general scope of

the WORK; CITY does not expressly or by implication agree that the actual amount of work or material will correspond therewith, and reserves the right after award to increase or decrease the amount of any unit price item of the WORK in accordance with Article 3 of the General Conditions, to delete any Bid item in its entirety, or to add additional Bid items up to and including an aggregate total amount not to exceed twenty-five (25) percent of the Contract Price.

9.

10. **SUBMISSION OF BIDS.** The Bid shall be delivered by the time and to the place set forth in the Notice Inviting Bids. It is the Bidder's sole responsibility to see that its Bid is received in proper time.

11. **BID SECURITY, BONDS AND INSURANCE.** Each Bid shall be accompanied by a certified or cashier's check or approved Bid bond in the amount stated in the Notice Inviting Bids. Said check or bond shall be made payable to the City of El Centro and shall be given as a guarantee that the Bidder, if awarded the Agreement, will enter into an Agreement with CITY, and will furnish the necessary insurance certificates, payment bond and performance bond; each of said Bonds to be in the amount stated in the Supplementary General Conditions. In case of refusal or failure to enter into said Agreement, the check or Bid bond, as the case may be, shall be forfeited to CITY. If the Bidder elects to furnish a Bid bond as its Bid security, the Bidder shall use the Bid bond form bound herein, or one conforming substantially to it in form.

12. **DISCREPANCIES IN BIDS.** In the event of a discrepancy between words and numbers in the Bid, the words shall govern. In the event there are unit price Bid items in the Schedule of Values and the amount indicated for a unit price Bid item does not equal the product of the unit price and quantity, the unit price shall govern and the amount will be corrected accordingly, and the Bidder shall be bound by said correction. In the event there is more than one (1) Bid item in the Schedule of Values and the total indicated for the schedule does not agree with the sum of the prices bid on the individual items, the prices bid on the individual items shall govern and the total for the schedule will be corrected accordingly, and the Bidder shall be bound by said correction.

13. **MODIFICATIONS AND UNAUTHORIZED ALTERNATIVE BIDS.** Unauthorized conditions, limitations or provisos attached to the Bid will render it informal and may cause its rejection as being non-responsive. The completed Bid forms shall be without interlineations, alterations or erasures in the printed text. Alternative Bids will not be considered unless called for. Oral, telegraphic or telephonic Bids or modifications will not be considered.

14. **WITHDRAWAL OF BID.** The Bid may be withdrawn by the Bidder by means of a written request, signed by the Bidder or its properly authorized representative. Such written request must be delivered to the place stipulated in the Notice Inviting Bids for receipt of Bids prior to the scheduled closing time for receipt of Bids.

15. **BID RESULTS.** To obtain bid results, provide a self-addressed, stamped envelope, referencing "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities General Landscaping Services and Emergency Landscape Services at Various City Parks and

Facilities.” Bid tabulation will be mailed to you after verification of extensions. Bid results will not be given out over the telephone. Bid results may be posted on the City’s website at www.cityofelcentro.org.

16. **AWARD OF CONTRACT.** Award of a contract, if it be awarded, will be on the basis of the Bid proposal estimated quantities and will be made to the lowest responsive Bidder whose Bid complies with all the requirements prescribed. Unless otherwise specified, any such award will be made within the period stated in the Notice Inviting Bids that the Bids are to remain open. Unless otherwise indicated, a single award will be made for all the Bid items in an individual Bid schedule. The lowest Bid shall be the lowest total of the Bid prices on the Base Bid.
17. **RETURN OF BID SECURITY.** Within fourteen (14) Days after award of the Agreement, CITY will return the Bid securities accompanying such of the Bids as are not considered in making the award. All other Bid securities will be held until the Agreement has been finally executed. They will then be returned to the respective Bidders whose Bids they accompany.
18. **EXECUTION OF AGREEMENT.** The apparent low Bidder will be required to execute a written Agreement with CITY on the form of agreement provided, shall secure all insurance and shall furnish all certificates and Bonds required by the Contract Documents within fourteen (14) calendar Days after receipt of notification that the Bidder is the apparent low Bidder. Failure or refusal to enter into an Agreement as herein provided or to conform to any of the stipulated requirements in connection therewith shall be considered non-responsive and result in the forfeiture of the Bid security. If the lowest responsive Bidder refuses or fails to execute the Agreement, CITY may proceed to the second lowest responsive Bidder. If the second lowest responsive Bidder refuses or fails to execute the Agreement, CITY may proceed to the third lowest responsive Bidder. On the failure or refusal of such second or third lowest Bidder to execute the Agreement, each such Bidder’s Bid securities shall be likewise forfeited to CITY.
19. **LIQUIDATED DAMAGES.** Provisions for liquidated damages, if any, are set forth in the Agreement.
20. **WORKERS’ COMPENSATION REQUIREMENT.** The Bidder should be aware that in accordance with section 3700 of the California Labor Code it will, if awarded the Agreement, be required to secure the payment of compensation to its employees and execute the Workers’ Compensation Certification in the form contained in these Contract Documents.
22. **DEFINITIONS.**

For the purposes of this document, the following definitions shall apply:

ADDENDA – Written or graphic instruments issued prior to the Agreement, which modify or interpret the Contract Documents, specifications, by additions, deletions, clarifications, or corrections.

BID – The offer or proposal of the bidder submitted on the prescribed form setting forth the prices for the work to be performed.

BIDDER – Any person, firm, or corporation submitting a bid for the work.

BONDS – Bid, and other instruments of surety, furnished by the CONTRACTOR and the CONTRACTOR's surety in accordance with the Contract Documents.

CHANGE ORDER – A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the work within the general scope of the Contract Documents, or authorizing any adjustments in the contract price.

CITY – CITY OF EL CENTRO

CONTRACT DOCUMENTS – The contract, including information for bidders, Notice of Award, Maintenance Services Agreement, Notice to Proceed, General Conditions, Special Provisions, Insurance Requirements and Addenda.

CONTRACT PRICE – The total moneys payable to the CONTRACTOR under the terms and conditions of the Contract Documents.

CONTRACTOR – The person, firm or corporation with whom the CITY has executed the Agreement for any one or multiple bid divisions.

DIRECTOR – The Community Services Director and or his/her designee.

EXTRA WORK – Additional work directed based on approved bid amounts. Effectuated through a field Order.

FIELD ORDER – A written order effecting a change in the work or EXTRA WORK not involving an adjustment in the contract price, issued by the CITY to the Contractor.

NOTICE OF AWARD – Written notice of the acceptance of the bid from the CITY to the successful bidder.

NOTICE TO PROCEED – Written communication issued by the CITY to the Contractor authorizing him/her to proceed with the work and establishing the date for commencement of the work.

PREPARER OF THESE SPECIFICATIONS – CITY OF EL CENTRO.

PROJECT – The undertaking to be performed as provided in the Contract Documents.

SPECIFICATIONS – A part of the Contract Documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship and including the General Conditions, and Special Provisions.

SUBCONTRACTOR – An individual, firm, or corporation having a direct contract with the Contractor or with any other Subcontractor for the performance of a part of the work at the site.

SPECIAL PROVISIONS – Additions to the General Conditions. In the event of a discrepancy, the Special Provisions shall govern over the General Conditions.

SUPPLIERS – Any person or organization who supplies materials or equipment for the work, including that fabricated to a special design, but who does not perform labor at the site.

WORK – All labor necessary to produce the maintenance required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the project.

WRITTEN NOTICE – Any notice to any party of the Agreement relative to any part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party or their authorized representative on the work.

- END OF INSTRUCTIONS TO BIDDERS -

BID FORMS

BID TO: CITY OF EL CENTRO

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with CITY in the form included in the Contract Documents to perform the WORK as specified or indicated in said Contract Documents entitled "General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities."

2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the Notice Inviting Bids and Instructions to Bidders, dealing with the disposition of the Bid security.

3. This Bid will remain open for the period stated in the Notice Inviting Bids unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish the insurance certificates, Payment Bond and Performance Bond required by the Contract Documents.

4. Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged):

Number _____
Date _____

5. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where WORK is to be performed, the applicable legal requirements (Federal, State and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.

To all the foregoing, and including all Bid schedule(s) and information required of Bidder contained in this Bid form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time set forth in said Contract Documents, and to accept in full payment therefore the Contract Price based on the total Bid price(s) named in the aforementioned Bid schedule(s).

Dated: 10/2/2024

Bidder: Executive Landscape Inc.

By: 
(Signature)

Title: President

BID SCHEDULE - PRICES

Pursuant to and in compliance with the Notice Inviting Bids and other Contract Documents relating to the bid for General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities and in accordance with Specifications the undersigned Bidder, having familiarized himself with the terms of the Agreement, the local conditions affecting the performance of the Agreement and the cost of the WORK at the place the WORK is to be done; and with the Specifications and other Contract Documents, hereby stipulated; CONTRACTOR agrees to complete the Agreement, including all of its component parts and everything required to be performed, and to provide and furnish any and all labor, materials, equipment, tools, expendable supplies, and all utility and transportation services necessary to perform the Agreement, and complete in a workmanlike manner all of the WORK required in connection with the Agreement, all in strict conformance with the Specifications for the following prices and sum.

The following Bid Form of estimated quantities is included for convenience of bidding and a basis for comparison of Bids only, and CITY does not, expressly, or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the WORK, or to delete portions of the WORK, as may be deemed necessary or advisable by CITY.

All Bidders are REQUIRED to use unit prices where indicated and to complete this schedule.

All items shall be complete and in place per the Bid and Contract Documents ~~40~~50.00

BID FORM

Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned Bidder, having familiarized himself/herself with the terms of the Contract and the Contract Documents, the local conditions affecting the performance of the Contract and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated, the Work of the Contract, including all of its component parts, and the furnishing of all materials and equipment required to be incorporated in the form a permanent part of the work; the furnishing of tools, equipment, supplies, transportation, utilities, facilities, labor, superintendence and services required to perform and complete the work; bonds, insurance and submittals; and including the assumption of all obligations, duties and responsibilities necessary to the successful completion of the Contract, including its acceptance by the CITY for General Landscaping Services, Tree Removal and Irrigation Repair and Emergency Landscaping Services at Various City Parks and Facilities.

Important Note: CONTRACTOR shall be bound to the prices on the Bid Form for the three-year duration of the contract term. Thereafter, if the contract is extended and at the request of the CONTRACTOR, CITY and CONTRACTOR will meet and revise prices to be effective for the next fiscal year (July 1 - June 30) in February of each year. This increase shall not exceed 3% in any one year. An exception to this limit can be made by the CITY in the event of unforeseen and uncontrollable circumstances such as but not limited to: Fuel Pricing, Workers' Compensation Rates, Prevailing Wage changes, etc.

CONTRACTOR's Name: Executive Landscape Inc.

BASE BID

Schedule A – City Parking Lots

Item No.	Full Service	Total Annual Cost
1-A	#1 – Old Post Office 5th & Olive Landscape Maintenance (Irrigation excluded)	\$ 1825.00
1-B	#1 – Old Post Office 5th & Olive Irrigation Maintenance	\$ 900.00
2-A	#2 – Parking Lot #2 500 Block State Landscape Maintenance (Irrigation excluded)	\$ 1825.00
2-B	#2 – Parking Lot #2 500 Block State Irrigation Maintenance	\$ 900.00
3-A	#3 – Office Supply 6th and State Landscape Maintenance (Irrigation excluded)	\$ 1825.00
3-B	#3 – Office Supply 6th and State Irrigation Maintenance	\$ 900.00

4-A	#4 – Vet Clinic 5th & Broadway Landscape Maintenance (Irrigation excluded)	\$ 4050.00
4-B	#4 – Vet Clinic 5th & Broadway Irrigation Maintenance	\$ 900.00
5-A.	#5 – By Legion 500 Block Broadway Landscape Maintenance (Irrigation excluded)	\$ 1825.00
5-B	#5 – By Legion 500 Block Broadway Irrigation Maintenance	\$ 900.00
6-A.	#6 – Pest Control 7th & Broadway Landscape Maintenance (Irrigation excluded)	\$ 1825.00
6-B	#6 – Pest Control 7th & Broadway Irrigation Maintenance	\$ 900.00
7-A	#7 – Across Crest 700 Block Main Landscape Maintenance (Irrigation excluded)	\$ 1825.00
7-B	#7 – Across Crest 700 Block Main Irrigation Maintenance	\$ 900.00
8-A	#8 – W of lot #3 6th & State Landscape Maintenance (Irrigation excluded)	\$ 1000.00
8-B	#8 – W of lot #3 6th & State Irrigation Maintenance	\$ 400.00
9	#9 Valley Center Point Parking Lot 1120 N. Imperial Ave Landscape Maintenance (Irrigation excluded)	\$ 4050.00
TOTAL BID SCHEDULE A (ITEMS 1-9) (In Words)		(In Figures) 26750.00

Schedule B – City Facilities

Item No.	Full Service	Total Annual Cost
10-A	City Hall & Econ. Dev. 1275 & 1249 Main St. Landscape Maintenance (Irrigation excluded)	\$ 7500.00
10-B	City Hall & Econ. Dev. 1275 & 1249 Main St. Irrigation Maintenance	\$ 1450.00

11-A	El Centro Town Square Landscape Maintenance (Irrigation excluded)	\$ 1550.00
11-B	El Centro Town Square Irrigation Maintenance	\$ 900.00
12-A	8th and Vine Park Landscape Maintenance (Irrigation excluded)	\$ 2900.00
12-B	8th and Vine Park Irrigation Maintenance	\$ 900.00
13-A	Fire Station #1 Landscape Maintenance (Irrigation excluded)	\$ 3200.00
13-B	Fire Station #1 Irrigation Maintenance	\$ 900.00
14-A	Fire Station #2 Landscape Maintenance (Irrigation excluded)	\$ 3200.00
14-B	Fire Station #2 Irrigation Maintenance	\$ 900.00
15-A	Fire Station #3 Landscape Maintenance (Irrigation excluded)	\$ 7500.00
15-B	Fire Station #3 Irrigation Maintenance	\$ 1550.00
16-A	Old Post Office Pavilion Landscape Maintenance (Irrigation excluded)	\$ 4600.00
16-B	Old Post Office Pavilion Irrigation Maintenance	\$ 1550.00
17-A	Police Department Landscape Maintenance (Irrigation excluded)	\$ 6000.00
17-B	Police Department Irrigation Maintenance	\$ 1550.00
18-A	Business Incubator Landscape Maintenance (Irrigation excluded)	\$ 6000.00
18-B	Business Incubator Irrigation Maintenance	\$ 1550.00
19-A	El Centro Aquatic Center Landscape Maintenance (Irrigation excluded)	\$ 9000.00
19-B	El Centro Aquatic Center Irrigation Maintenance	\$ 1550.00
20-A	Sidewinder Skate Park Landscape Maintenance (Irrigation excluded)	\$ 8900.00

20-B	Sidewinder Skate Park Irrigation Maintenance	\$ 1550.00
21-A	Martin Luther King Jr. Sports Pavilion Landscape Maintenance (Irrigation excluded)	\$ 6000.00
21-B	Martin Luther King Jr. Sports Pavilion Irrigation Maintenance	\$ 1550.00
22-A	El Centro Library Landscape Maintenance (Irrigation excluded)	\$ 84.00
22-B	El Centro Library Irrigation Maintenance	\$ 1550.00
23-A	Dog Park Landscape Maintenance (Irrigation excluded)	\$ 7900.00
23-B	Dog Park Irrigation Maintenance	\$ 1550.00
24-A	First Responders Park Landscape Maintenance (Irrigation excluded)	\$ 7900.00
24-B	First Responders Park Irrigation Maintenance	\$ 1500.00
TOTAL BID SCHEDULE B (ITEMS 10-24) (In Words)		(In Figures) 102784.00

Schedule C – Road Medians

Item No.	Full Service	Total Annual Cost
25-A	Cypress Circle @ Poplar Dr. & Cypress Landscape Maintenance (Irrigation excluded)	\$ 1900.00
25-B	Cypress Circle @ Poplar Dr. & Cypress Irrigation Maintenance	\$ 900.00
26-A	Main Street Trimming (4 th to 8 th St.), raking, weeding, DG maintenance, clean gutter & grates Landscape Maintenance (Irrigation excluded)	\$ 7500.00
26-B	Main Street Trimming (4 th to 8 th St.), raking, weeding, DG maintenance, clean gutter & grates Irrigation Maintenance	\$ 1550.00
27-A	Ocotillo Avenue between 24 th St and Ocotillo Dr. Landscape Maintenance (Irrigation excluded)	\$ 1900.00
27-B	Ocotillo Avenue between 24 th St and Ocotillo Dr. Irrigation Maintenance	\$ 900.00
28-A	Orange Avenue Strip South of Haskell/Sunset and West of Lotus Landscape Maintenance (Irrigation excluded)	\$ 3800.00
28-B	Orange Avenue Strip South of Haskell/Sunset and West of Lotus Irrigation Maintenance	\$ 900.00
TOTAL BID SCHEDULE C (ITEMS 25-28) (In Words)		(In Figures) 19350.00

Schedule D – Transit Facilities

Item No.	Full Service	Total Annual Cost
29-A	El Centro Transit Center 7th and State Landscape Maintenance (Irrigation excluded)	\$ 3500.00
29-B	El Centro Transit Center 7th and State Irrigation Maintenance	\$ 750.00
TOTAL BID SCHEDULE D (ITEMS 29) (In Words)		(In Figures) 4250.00

SCHEDULE E – Extra Work

Item No.	Extra Work – All Locations	Hourly Cost
	<u>Labor including work truck/tools</u>	
30.	Common Labor	\$ 32.00 hr
31.	Skilled Technician	\$ 38.00 hr
32.	Supervisor	\$ 52.00 hr
33.	Emergency / After Hour Response	\$ 75.00 hr
	<u>Equipment</u>	
34.	Spray equipment	\$ 15.00 hr
35.	Tractor with implements	\$ 150.00 hr
36.	Slit seeder	\$ 35.00 hr
37.	Mower	\$ 35.00 hr
TOTAL BID SCHEDULE E (ITEMS 30-37) (In Words)		(In Figures) 432.00

SCHEDULE F – Contractor Markup

In order to determine a low bid for Schedule F, the contractor's markup percentage costs for items in Bid Schedule F shall be multiplied by the sample Total Cost shown below. Contractor is to insert the standard markup for the items listed as a percentage and extend the dollar amount in the bid schedule.

Item No.	Description	Total Cost (Comparison Basis Only)	Percentage of Cost	Amount
38.	Materials Markup	\$1,000	15%	150.00
39.	Equipment Markup	\$1,000	15%	150.00
40.	Contractor's Fee Markup	\$1,000	10%	100.00
41.	Performance and Payment Bond Cost	\$1,000	3%	30.00
42.	General Conditions	\$1,000	15%	150.00
43.	Premium Labor	\$1,000	25%	250.00
TOTAL BID SCHEDULE F (ITEMS 38 - 43) (In Words)				(In Figures) 830.00

ADDITIVE BID ITEMS:

Item No.	Additive Item	Cost per unit
44.	Special Provisions Section 17 Item 1 – City Parking Lots & Strip (A-H) The CONTRACTOR shall provide ten 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 300.00
45.	Special Provisions Section 17 Item 2 – City Hall and Economic Development Offices The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 150.00
46.	Special Provisions Section 17 Item 3 – Sidewinder Skate Park The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 150.00
47.	Special Provisions Section 17 Item 4 – Martin Luther King Junior Pavilion/Conrad Harrison Youth Center The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 150.00
48.	Special Provisions Section 17 Item 5 – Cypress Drive Roundabout Re-seeding 2 times per year (Bermuda and Rye grass).	\$ 200.00
49.	Special Provisions Section 17 Item 6 – Main Street Planters The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 150.00
50.	Special Provisions Section 17 Item 7 – El Centro Town Square The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 150.00
51.	Special Provisions Section 17 Item 8 – El Centro Transit Center The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	\$ 150.00
52.	Special Provisions Section 17 Item 9 – Small Park on 8 th Street and Vine Street Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 225.00
53.	Special Provisions Section 17 Item 10 – Fire Station #1 Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 575.00
54.	Special Provisions Section 17 Item 11 – Fire Station #2 Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 575.00
55.	Special Provisions Section 17 Item 12 – Fire Station #3	\$ 150.00

	The CONTRACTOR shall provide five 5-gallon shrubs per quarter to replace dead plant material where requested by CITY.	
56.	Special Provisions Section 17 Item 13 – Old Post Office Pavilion Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 425.00
57.	Special Provisions Section 17 Item 14 – Police Department Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 300.00
58.	Special Provisions Section 17 Item 15 – Medians and Strips The CONTRACTOR shall provide ten 5-gallon shrubs per month to beautify or replace dead plant material where requested by CITY.	\$ 150.00
59.	Special Provisions Section 17 Item 16 – El Centro Library The CONTRACTOR shall provide ten 5-gallon shrubs per month to replace dead plant material where requested by CITY.	\$ 300.00
60.	Special Provisions Section 17 Item 17 –Dog Park Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 500.00
61.	Special Provisions Section 17 Item 18 –First Responders Park Re-seeding 2 times per year (Bermuda and Rye grass) and compost.	\$ 500.00
TOTAL ADDITIVE BID (ITEMS 44 - 61) (In Words)		(In Figures) \$ 5100.00

Total Base Bid – Sum of Bid Schedules A, B, C, D, E, and F \$ 159496.00

Total Base Bid in Words:

One hundred fifty nine thousand, four hundred ninety six dollars

Total Additive Bid \$ 5100.00

Total Additive Bid in Words:

Five thousand one hundred dollars

BASIS OF AWARD

Award of contract, if any be made, shall be made to the Contractor with the lowest responsive responsible bid based on the Base Bid (Bid Schedules A, B, C, D, E, and F, Items 1 through 44).

The quantities shown in the contract bid form for this project are for the purposes of determining the lowest responsible bidder and establishing a budget. The quantities in no way represent the actual amount of work that will be available or will become available. Adjustments in unit prices must not be allowed on any bid item regardless of the quantity of work available from or authorized by the City.

ACKNOWLEDGEMENT OF ADDENDA

The Bidder shall list below any and all addenda issued for this project. Failure to list issued addenda will result in a non-responsive bid:

ADDENDA (Please acknowledge with initials)

DATE RECEIVED

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

-END OF ACKNOWLEDGMENT OF ADDENDA-

LIST OF SUBCONTRACTORS

The Bidder shall list below the name and the location of the place of business of each Subcontractor who will perform work or labor or render service to CONTRACTOR in or about the construction of the WORK, or a Subcontractor licensed by the State who, under subcontract to CONTRACTOR, specially fabricates and installs a portion of the WORK according to the specifications, in an amount in excess of one-half (0.5) of one (1.0) percent of CONTRACTOR's Total Bid. The Bidder shall also list below the portion of the WORK which will be done by each Subcontractor under this contract. CONTRACTOR shall list only one (1) Subcontractor for each portion of the WORK. **If Bidder does NOT intend to use ANY subcontractors, state "NONE" in the first block.**

Substitutions of subcontractors listed will not be permitted unless approved by the CITY.

PORTION OF WORK	NAME OF SUBCONTRACTOR	DIR REGISTRATION NUMBER	PLACE OF BUSINESS ADDRESS/TELEPHONE No.
N/A			

-END LIST OF SUBCONTRACTORS-

GENERAL INFORMATION

BIDDER'S GENERAL INFORMATION:

The Bidder shall furnish the information requested below. Additional sheets shall be attached as required. Failure to complete Item Nos. 1 through 3 will cause the Bid to be non-responsive and shall cause its rejection. In any event, no award will be made until all of the Bidder's general information (i.e., items 1 through 3, inclusive) is delivered to CITY.

INFORMATION TO BE PROVIDED BY ALL BIDDERS WITH BID SUBMITTAL:

- (1) CONTRACTOR's name and address: Executive Landscape Inc.
P.O.Box 1075
Fallbrook, CA 92088
- (2) CONTRACTOR's telephone number: 760-731-9036 FAX number: 760-731-9038
- (3) CONTRACTOR's license: Primary classification C-27
California State License No. and Expiration Date 680784 11/30/2024
Supplemental classifications held, if any: C-8 C-29
Name of Licensee, if different from (1) above: _____
-

To be considered for award, CONTRACTOR shall have met all requirements established by CITY of the Project.

-END GENERAL INFORMATION-

EXPERIENCE STATEMENT

The bidder shall submit, as a part of its bid, the following statements as to its experience qualifications. The bidder certifies that all statements and information set forth are true and accurate.

- a. The bidder has been engaged in the contracting business under its present business name for 30 years.
- b. Experience in work of nature similar in type and magnitude to that set forth in the specification extends over a period of 25 years.
- c. The bidder, as CONTRACTOR, has satisfactorily completed all contracts awarded to it, except as follows: (Name any and all exceptions and reasons therefore). Bidder should attach additional pages if necessary.
 1. None
 2. _____
- d. The following contracts covering work similar in type and magnitude to that set forth in the specifications have been satisfactorily completed within the last five (5) years for the following owners (person, firms or authorities): It is acceptable to provide an attached list of projects in lieu of the form below.

	Name/Owner	Tel. No.	Type of Work	Contract Amount (Rounded to Closest Thousand Dollars)
1.	City of San Marcos	760-566-4236	Maintenance	120081.00
2.	City of San Marcos	760-566-4236	Maintenance	39604.00
3.	City of El Centro	760-554-5320	Maintenance	16781.00
4.				
5.				
6.				

-END OF EXPERIENCE STATEMENT-

NON-COLLUSION DECLARATION

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am

President

(Insert "Sole Owner", "Partner", "President", "Secretary", or other proper title)

of Executive Landscape Inc.

(Insert name of bidder)

The party making the forgoing bid/proposal submitted herewith to the City of El Centro declares:

- That the bid is not made in the interest of, or on behalf of, any undisclosed person partnership, company, association, organization, or corporation;
- That the bid is genuine and not collusive or sham;
- That the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding;
- That the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, of that of any other, bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract;
- That all statements contained in the bid are true;
- That the bidder has nor directly, or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.
- Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 10/2/2024 [date] at Fallbrook [city] CA [state].

Date 10/2/2024

Contractor's Name

Executive Landscape Inc.

Contractor's Signature

Title

President

-END OF NONCOLLUSION DECLARATION-

**CORPORATE CERTIFICATION
OR
PARTNERSHIP INFORMATION**

Name of Corporation or Partnership Executive Landscape Inc.

State of Incorporation California

List names and addresses of each partner, or titles, names and business addresses of President, Secretary and Treasurer.

<u>Edwin B Earle</u>	<u>3125 Ridge Way Fallbrook, CA 92028</u>
<u>Kathleen Earle</u>	<u>3125 Ridge Way Fallbrook, CA 92028</u>
<u>Tony Earle</u>	<u>17224 Tam O'Shanter Dr Poway, CA 92064</u>

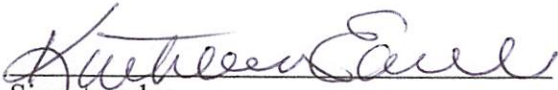
Date 10/2/2024

CONTRACTOR
Executive Landscape Inc.

Signature 

Title President

ATTEST:


Signature by

Vice- President
Title

-END OF CORPORATE CERTIFICATION OR PARTNERSHIP INFORMATION-

DRUG/ALCOHOL TESTING REQUIREMENTS

CONTRACTOR shall execute the following form as required by the Federal Drug and Alcohol, Section 49 CFR Part 382.

I agree to comply with the provisions of Federal Omnibus Transportation Employee Testing Act of 1991, and that I will administer a program of alcohol and drug testing of all commercial vehicle operators, as required by Federal Regulations.

CONTRACTOR certifies compliance with the City of El Centro's Drug and Alcohol Free Workplace Policy as a condition of the State Drug-Free Workplace Act of 1990 (Government Code sections 8350 *et seq.*) and the Federal Drug Free Workplace Act of 1988 (41 U.S.C.A. Sections 701 *et seq.*) In addition, CONTRACTOR agrees to submit a copy of its own drug free workplace policy.

Dated 10/2/2024

Executive Landscape Inc.
CONTRACTOR's Name


CONTRACTOR's Signature

President
Title

- **END DRUG/ALCOHOL TESTING REQUIREMENTS** -

WORKERS' COMPENSATION CERTIFICATE

(AS REQUIRED BY SECTION 1861
OF THE CALIFORNIA LABOR CODE)

I am aware of the provisions of section 3700 of the Labor Code, which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the WORK of this Agreement.

CONTRACTOR: Executive Landscape Inc.

By: 

Title: President

- END OF WORKERS' COMPENSATION CERTIFICATE -

SITE VISIT CERTIFICATE

THIS IS TO CERTIFY that:

I, Edwin B Earle (name of bidder or his representative) of the Executive Landscape Inc. (name of construction firm) visited the site in connection with the Bid for **General Landscaping Services and Emergency Landscape Services at Various City Parks and Facilities.**

Having examined the bid documents, I certify that I have acquainted with the nature, geographical and exact location of the works; the general conditions of execution; the neighboring buildings and other constraints that might affect the construction methods; the obligation not to obstruct the traffic where requested, or the flow of any water; the physical conditions specific to the construction sites; the climatic conditions; local conditions; means of communication and transport; the possibility of supplying water, electricity and fuel; the availability of labor sufficient in number and quantity; all constraints and obligations resulting from social, tax and customs legislation; and all conditions and circumstances which might influence the execution or price of the works.

I further certify that I am satisfied with the description of the works and the Project Engineer's explanations and that I understand perfectly the works to be undertaken as specified and implied in the execution of the Contract.

Edwin B Earle
(Name and Signature of Bidder or his Representative)

Date : 10/2/2024

Note 1: This form shall be completed at the time of the visit to the site where the works are to be carried out.

- END OF SITE VISIT CERTIFICATE -

**CONTRACTOR'S CERTIFICATION OF QUALIFICATION
FOR LICENSE CLASSIFICATION**

After award of the contract, the CONTRACTOR, whether an individual, co-partnership, limited partnership, corporation, or any other combination or organization, shall execute the following form:

1. If an individual, I hereby certify that I am, or my responsible managing employee _____ (insert name) is, qualified for the license classification called for in these contract documents.
2. If a co-partnership or limited partnership, the general partner hereby certifies that the general partner _____ (insert name), or responsible managing employee _____ (insert name), is qualified for the license classification called for in these contract documents.
3. If a corporation, or any other combination or organization, the responsible managing officer _____ (insert name), or a responsible managing employee _____ (insert name), is qualified for the license classification called for in these contract documents.

If the individual who qualifies the CONTRACTOR for the license classification called for in these contract documents changes during the progress of the work, then CONTRACTOR shall, within seven (7) days of any such change, notify the Director of Public Works in writing of such change, including the name, license number and status of the individual.

For the purpose of this Certification, a responsible managing employee shall mean an individual who is a bona fide employee of the CONTRACTOR and is actively engaged in the classification of work for which that individual is the qualifying person on behalf of the CONTRACTOR under California law.

DATED: _____ CONTRACTOR: _____

SIGNATURE: _____ TITLE: _____

ATTEST:

SIGNATURE BY: _____

TITLE: _____

- END OF CONTRACTOR'S CERTIFICATION OF QUALIFICATION -

PERFORMANCE BOND

Whereas, The City Council of the City of El Centro, State of California, and _____ (hereinafter designated as "principal") have entered into an agreement whereby principal agrees to install and complete certain designated public improvements, which said agreement, dated _____, 20__, and identified as project _____, is hereby referred to and made a part hereof; and

Whereas, Said principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

Now, therefore, we, the principal and _____, as surety, are held and firmly bound unto the City of El Centro (hereinafter designated as "El Centro") in the penal sum of _____ dollars (\$_____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above-bounded principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless El Centro, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by El Centro in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

In Witness Whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20__.

(SEAL)

(SEAL)

(CONTRACTOR)

(Surety)

By: _____
(Signature)

By: _____
(Signature)

- END OF PERFORMANCE BOND -

PAYMENT BOND

Whereas, The City Council of the City of El Centro, State of California, and _____ (hereinafter designated as "the principal") have entered into an Agreement whereby the principal agrees to install and complete certain designated public improvements, which Agreement, dated _____, 20 ____, and identified as project _____, is hereby referred to and made a part hereof; and

Whereas, Under the terms of the Agreement, the principal is required before entering upon the performance of the work, to file a good and sufficient payment bond with the City of El Centro to secure the claims to which reference is made in Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code of the State of California.

Now, therefore, the principal and the undersigned as corporate surety, are held firmly bound unto the City of El Centro and all contractors, subcontractors, laborers, materialmen, and other persons employed in the performance of the Agreement and referred to in Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code in the sum of _____ dollars (\$_____), for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this work or labor, that the surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the City of El Centro in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 15 (commencing with section 3082) of Part 4 of Division 3 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

In Witness Whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20__.

(SEAL)

(SEAL)

(CONTRACTOR)

(Surety)

By: _____
(Signature)

By: _____
(Signature)

- END OF PAYMENT BOND -

CITY OF EL CENTRO

MAINTENANCE SERVICES AGREEMENT

This MAINTENANCE SERVICES AGREEMENT ("Agreement"), is made and effective , by and between the City of El Centro, a municipal corporation ("CITY"), and , a *[sole proprietorship, partnership, limited liability partnership, corporation]* ("CONTRACTOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

I. SCOPE OF WORK

The CONTRACTOR shall perform within the time set forth in Article II of this Agreement and shall furnish all labor, materials, equipment, tools, utility services, and transportation and perform and complete all work required in connection with the following:

- Tree trimming 15 feet maximum
- Tree removal including stump and roots
- Tree planting per City Guidelines
- Lawn mowing/edging maintenance
- Irrigation system (all systems) maintenance
- Weed abatement
- Clean up and disposal and/or recycling of generated green waste
- Root pruning and root barrier installation
- Shrub trimming
- Groundcover maintenance
- Fertilizing
- Emergency on-call services

The scope of work is more specifically described in these Specifications.

By entering into this Agreement, CONTRACTOR acknowledges that there may be other contractors on the site whose work will be coordinated with that of its own. CONTRACTOR expressly warrants and agrees that it will cooperate with other contractors and will do nothing to delay, hinder, or interfere with the work of other separate contractors, the CITY, or utilities. CONTRACTOR also expressly agrees that, in the event its work is hindered, delayed, interfered with, or otherwise affected by a separate contractor, its sole remedy will be a direct action against the separate contractor. To the extent allowed by law, the CONTRACTOR will have no remedy, and hereby expressly waives any remedy against the CITY on account of delay, hindrance, interference or other events caused by a separate contractor.

II. TIME FOR PROJECT COMPLETION

All of CONTRACTOR's work on the Project shall be completed within durations established for the individual activities as set forth in Special Provisions, Section 4 "Turf Mowing Schedule" and in Special Provisions Section 17 "Site Maps", hereinafter referred to as Project Schedule. All work shall commence ten (10) calendar days after

receiving a written Notice of Award from the CITY or Project Manager, if a Project Manager is employed by CITY on the Project. CONTRACTOR shall refer to the Notice Inviting Bids, and Specifications, all of which, as set forth below, are incorporated herein by reference, for contractual obligations regarding individual activity durations. The aggregate sum total work of all individual Prime Contractors to the CITY comprises the entire "Project" and shall be commenced and completed in conformance with the Project Schedule. The entire Project shall be completed within 36 months with yearly extensions available as determined by the Director for a maximum contract of 60 months.

III. THE CONTRACT SUM

The CITY shall pay to the CONTRACTOR for the performance of this Agreement, subject to any additions and deductions provided in the Project documents, the sum of dollars and cents (\$) for the first two years of the Agreement. Thereafter, CONTRACTOR may request and CITY shall consider an increase in compensation for any extension in an amount no greater than the CPI increase/3% or for each extension year.

IV. PROGRESS PAYMENTS

Based upon Applications for Payment submitted to the CITY by the CONTRACTOR, the CITY shall make progress payments on account of the Contract Sum to the CONTRACTOR as provided in the General Conditions. The CONTRACTOR shall provide a monthly billing to CITY showing the specific work done on the schedule required as set forth in the Specifications. CITY shall not make any payment for disputed work (i.e. work not done to the appropriate standard) or for work not done. CITY may retain 5% from each monthly payment which would be paid when disputed work is completed to the CITY's satisfaction. This retention is in addition to liquidated damages.

V. RETENTION OF SECURITIES

Public Contract Code Section 22300 permits the substitution of securities for any monies withheld by a public agency to ensure performance under a contract, at the request and expense of the CONTRACTOR.

VI. INDEMNITY, DEFENSE AND HOLD HARMLESS AGREEMENT

CONTRACTOR shall indemnify, defend with legal counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the CITY. Should conflict of interest principles preclude a single legal counsel from representing both CITY and CONTRACTOR, or should CITY otherwise find CONTRACTOR's legal counsel unacceptable, then CONTRACTOR shall reimburse the CITY its costs of defense, including without limitation reasonable legal counsel's fees, expert fees and all other costs and fees of litigation. The CONTRACTOR shall promptly pay any final judgment

rendered against the CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONTRACTOR's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

CONTRACTOR obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of CITY under any provision of this agreement, CONTRACTOR shall not be required to indemnify and hold harmless CITY for liability attributable to the active negligence of CITY, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where CITY is shown to have been actively negligent and where CITY active negligence accounts for only a percentage of the liability involved, the obligation of CONTRACTOR will be for that entire portion or percentage of liability not attributable to the active negligence of CITY.

VII. PREVAILING WAGES

- A. Wage rates for this Project shall be in accordance with the "General Wage Determination Made by the Director of Industrial Relations Pursuant To California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.1", for Imperial County. Wage rates shall conform with those included with the bidding documents, including all pre-determined wage increases, and the Project site.
- B. The following Labor Code sections are hereby referenced and made a part of this Agreement:
 - 1. Section 1775 - Penalty for Failure to Comply with Prevailing Wage Rates.
 - 2. Section 1777.4 - Apprenticeship Requirements.
 - 3. Section 1777.5 - Apprenticeship Requirements.
 - 4. Section 1813 - Penalty for Failure to Pay Overtime.
 - 5. Sections 1810 and 1811 - Working Hour Restrictions.
 - 6. Section 1775 - Payroll Records.
 - 7. Section 1773.8 - Travel and Subsistence Pay.

VIII. RECORD AUDIT

In accordance with Government Code, Section 8546.7, records of both the CITY and the CONTRACTOR shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

IX. CERTIFICATIONS

Contractor shall have a Class C27 License.

X. CONTRACTOR'S FAILURE TO PROCURE COMPLETION OF PROJECT

In the event CONTRACTOR fails to furnish tools, equipment, or labor in the necessary quantity or quality, or fails to prosecute the work or any part thereof contemplated by this Agreement in a diligent and workmanlike manner, and if the CONTRACTOR for a period of three (3) calendar days after receipt of written demand from CITY or its designated representative to do so, fails to furnish tools, equipment, or labor in the necessary quantity or quality, and to prosecute its work and all parts thereof in a diligent and workmanlike manner, or after commencing to do so within said three (3) calendar days, fails to continue to do so; then the CITY may exclude the CONTRACTOR from the premises, or any portion thereof, and take possession of said premises or any portion thereof, together with all material and equipment thereon, and may complete the work contemplated by this Agreement or any portion of said work, either by furnishing the tools, equipment, labor or material necessary, or by letting the unfinished portion of said work, or the portion taken over by the CITY to another contractor or by a combination of such methods. In any event, the procuring of the completion of said work, or the portion thereof taken over by the CITY, shall be a charge against the CONTRACTOR, and may be deducted from any money due or becoming due to CONTRACTOR from the CITY, or the CONTRACTOR shall pay the CITY the amount of said charge, or the portion thereof unsatisfied. The sureties provided for under this Agreement shall become liable for payment should CONTRACTOR fail to pay in full any said cost incurred by the CITY.

XI. INSURANCE

Prior to the beginning of and throughout the duration of the Work, CONTRACTOR and its subcontractors shall maintain insurance in conformance with the requirements set forth below. CONTRACTOR will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so.

CONTRACTOR acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to CONTRACTOR or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to CITY.

A. CONTRACTOR shall provide the following types and amounts of insurance:

Without limiting CONTRACTOR's indemnification of CITY, and prior to commencement of Work, CONTRACTOR shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to CITY.

General liability insurance. CONTRACTOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONTRACTOR shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the CONTRACTOR arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Umbrella or excess liability insurance. CONTRACTOR shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
- Pay on behalf of wording as opposed to reimbursement;
- Concurrence of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Workers' compensation insurance. CONTRACTOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for CONTRACTOR's employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, CONTRACTOR shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor's employees.

CONTRACTOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Pollution liability insurance. Environmental Impairment Liability Insurance shall be written on a CONTRACTOR's Pollution Liability form or other form acceptable to CITY providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three (3) years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to

defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insured. CITY, its officials, officers, agents, and employees, shall be included as insureds under the policy.

Other provisions or requirements

Proof of insurance. CONTRACTOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONTRACTOR, his agents, representatives, employees or subcontractors. CONTRACTOR must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. CITY and its officers, officials, employees, and agents shall continue as additional insureds under such policies.

Primary/noncontributing. Coverage provided by CONTRACTOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONTRACTOR or CITY will withhold amounts sufficient to pay premium from CONTRACTOR payments. In the alternative, CITY may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the CITY's risk manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONTRACTOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONTRACTOR hereby

waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its sub consultants.

Enforcement of contract provisions (non estoppel). CONTRACTOR acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONTRACTOR of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the CONTRACTOR maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the CONTRACTOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. CONTRACTOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that CONTRACTOR's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONTRACTOR agrees to ensure that its sub-consultants, subcontractors, and any other party involved with the project that is brought onto or involved in the project by CONTRACTOR, provide the same minimum insurance coverage and endorsements required of CONTRACTOR. CONTRACTOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONTRACTOR agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

City's right to revise requirements. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the

CONTRACTOR a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the CONTRACTOR, the CITY and CONTRACTOR may renegotiate CONTRACTOR's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. CONTRACTOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONTRACTOR's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONTRACTOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

XII. CONTRACTOR'S LICENSE

CONTRACTOR must possess at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing. CONTRACTOR shall ensure that any subcontractor working on the Project possesses at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing.

XIII. REGISTRATION REQUIREMENTS [applicable to public works projects]

Pursuant to Section 1771.1(a) of the Labor Code:

"A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded."

CONTRACTOR must be registered with the Department of Industrial Relations (DIR) of the State of California in order to be eligible to work on public works projects. CONTRACTOR must ensure registration with the DIR that is active and in good standing.

No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public

works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The CONTRACTOR is not subject to public works requirements (including registration with the DIR) if the public works project is under \$1,000, unless the CITY knows that the same CONTRACTOR will be awarded total project costs in excess of \$1,000 for a given year.

XIV. CORPORATION IN GOOD STANDING

If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that _____, whose title is _____, is authorized to act for and bind the corporation.

XV. PROVISIONS REQUIRED BY LAW

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

XVI. SUBSURFACE HAZARDOUS MATERIALS

- A. In the event trenches or other excavations extend deeper than four (4) feet below the surface, the CONTRACTOR shall promptly, and before the following conditions are disturbed, notify the CITY in writing of any:
 - 1. Material that the CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code that is required to be removed to a Class I, Class II or Class III disposal site in accordance with the provisions of existing law.
 - 2. Subsurface or latent physical conditions at the site differing from those indicated.
 - 3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in the Work or the character provided for in the CONTRACT.
- B. Upon receipt of said notification the CITY will investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the CONTRACTOR's cost of or the time required for performance of any part of the work, the CITY will issue a change order under the procedures described in the General Conditions.
- C. In the event that a dispute arises between the CITY and the CONTRACTOR

whether the conditions materially differ, or involve hazardous waste or cause a decrease or increase in the CONTRACTOR's cost of or time required for performance of any part of the work, the CONTRACTOR shall not be excused from any scheduled completion date provided for by the Agreement, but shall proceed with all work to be performed under the Agreement. The CONTRACTOR shall retain any and all rights provided either by Agreement or by law which pertain to the resolution of disputes and protests between the contracting parties.

XVII. LIQUIDATED DAMAGES

Pursuant to Government Code Section 53069.85, if work is not completed within the contract time or in strict accordance with the Project Schedule, it is understood, acknowledged and agreed that the CITY will suffer damage and that such damage may be difficult to quantify. It is therefore agreed that the CONTRACTOR shall pay to the CITY the sum of five hundred dollars (\$500) for each and every calendar day of delay beyond the Contract Time, or beyond any scheduled action under this Agreement, established in or pursuant to the Project Schedule, or beyond the time indicated in the Project Schedule for any individual Contract activity.

CONTRACTOR expressly understands, acknowledges and agrees that such liquidated damages can and shall be imposed if the CONTRACTOR does not meet each and every aspect of any activity schedule, completion schedule or Project milestones established in or pursuant to the Project Schedule. If the CITY accepts work or makes any payment under this Agreement after a default by reason of delays, the acceptance of such work and/or payment(s) shall in no respect constitute a waiver or modification of any provisions regarding Contract Time, a completion schedule, the Project Schedule or the accrual of liquidated damages. In the event the same is not paid, the CONTRACTOR further agrees that the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under the Agreement. This Article does not exclude recovery of damages under provisions of the Contract Documents, and is expressly in addition to the CITY's ability to seek other damages.

CONTRACTOR is to refer to Project Schedule for duration of individual activities. Liquidated damages may be assessed if any individual activity duration exceeds the time indicated for that activity on the Project Schedule.

XVIII. COMPONENT PARTS OF THE CONTRACT

This Agreement entered into consists of the following CONTRACT DOCUMENTS, all of which are component parts of the Agreement as if herein set out in full or attached hereto: Delete the ones that don't apply

Notice Inviting Bids
Scope of Summary
Information for Bidders
Bid Form
Non-Collusion Declaration
Site Visit Certification
Faithful Performance Bond

Proposed Subcontractors
Bid Bond
Information Required of Bidder
Contract
Certificate Re. Worker's Compensation
Drug-free Workplace Certification
Addenda

Labor and Materials Payment Bond
General Conditions
Special Provisions

Drawings
Aerial Maps
Change Orders

All of the above named CONTRACT DOCUMENTS are intended to be complementary. Work required by one of the above named CONTRACT DOCUMENTS and not by others shall be done as if required by all.

XIX. ENTIRE CONTRACT

This Agreement constitutes the entire contract of the parties. No other agreements or contracts, whether oral or written, pertaining to the work to be performed, exist between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties. No waiver of any term or condition of this agreement shall be a continuing waiver thereof.

CONTRACTOR

CITY

City of El Centro

By: 

By: _____

Title: President

Title: _____

Date: 10/2/2024

Date: _____

GENERAL CONDITIONS

1. **GENERAL:** The CONTRACTOR shall be experienced in horticulture and landscape maintenance, practices and techniques, and shall provide skilled, uniformed, and sufficient number of workers, with adequate equipment, to perform the WORK throughout the year.

WORK to be performed shall include the mowing of all lawn and turf areas in parks and/or facilities as listed in the contract documents.

WORK to be performed shall include the mowing, trimming, and edging, of lawn and turf areas, trimming & pruning of plants & trees, maintenance of ground covering & check all irrigation systems per the Special Provisions. All sprinkler heads shall be kept clear through weed eating or manual cleaning.

The CONTRACTOR shall provide regular inspection of turf area for pests and diseases. Approved herbicide shall be applied to control broadleaf weeds. Applications of pre-emergent herbicide shall be used for winter annual weeds. The CONTRACTOR shall hold the appropriate applicator license through the Department of Pesticide Regulation.

The CONTRACTOR shall also sweep or rake lawn and turf areas as needed to keep them clean and clear of all lawn clippings as a result of said mowing. The CONTRACTOR shall keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. Means of sweeping and/or cleaning may be by manual labor such as sweeping or the use of power blowers and/or the use of mechanical sweepers. In no case shall any equipment be used that is determined to be a safety hazard or a public nuisance by the CITY's authorized representative.

The CONTRACTOR also will remove on days of scheduled mowing, by whatever means appropriate, and before any mowing all trash and debris in area to be mowed so as to avoid creating additional debris and prevent hazards that may result from mowing over such items. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY for the CITY's jobs only.

The CONTRACTOR shall provide tree and shrub pruning and associated WORK.

2. **INCIDENTAL MOWING:** The CONTRACTOR agrees that the intent of the contract is for the CONTRACTOR to maintain the park and facilities within the terms and conditions stated herein. Although usual mowing will be on a regular mutually-agreed upon schedule, occasional mowing may be required to meet the needs of special occasions or events at various parks and or facilities. Said occasional mowing as required at any given park or facility outside the normal scheduled mowing shall be termed incidental mowing. Incidental mowing shall be included in the monthly amount paid as indicated in the contract documents. The CITY for such incidental mowing shall pay no additional costs.

3. **ADDITIONS AND DELETIONS OF PARKS AND FACILITIES:** The CONTRACTOR agrees that the number of parks or facilities may be increased or decreased from time to time. Such increases may be due to new developments or annexations to the City. Parks and facilities shall be increased or decreased, upon written by the CITY. Increase parks and facilities shall be in addition to those already indicated in the contract documents. All additional mowing of parks and facilities shall be paid by the CITY monthly, at a rate agreed prior to commencing of said

mowing, and upon monthly invoice by the CONTRACTOR. Additionally, the CITY reserves the right to reduce the frequency of park and facility mowing to cover additions or reductions of parks and facilities. In all cases, reductions or additions to mowing shall be based on previously agreed upon rate for said mowing. Changes in mowing additions or reduction shall be negotiated between the CONTRACTOR and the CITY's authorized representative.

4. SPECIAL AND EMERGENCY MOWING: The CONTRACTOR agrees to provide special mowing and landscape maintenance upon demand by the CITY in addition to any and all mowing specified elsewhere herein at a rate agreed upon and listed in bid documents as per location. Said special mowing shall be mowing which may be required and provided for in the scope of WORK. Special mowing may be required at any day of the week including weekends and or holidays. The CONTRACTOR shall provide mowing within (24) hours after receiving request. The CITY shall pay payment for such mowing monthly, at a rate agreed prior to commencing of said mowing, and upon monthly invoice by the CONTRACTOR.

5. EQUIPMENT: It shall be the responsibility of the CONTRACTOR to provide all necessary equipment as may be needed to perform the duties of the contract and as listed in the contract documents. All equipment used in the performance of the contract shall meet and or exceed all local, State and Federal safety standards that may apply to such devices. The CITY reserves the right to terminate the use of any equipment that it deems hazardous, excessively noisy or considered to be a public nuisance to the health of its residents, employees or authorized agents. All equipment used in the performance of the contract shall be clearly marked so as to be identifiable as belonging to the CONTRACTOR. All equipment shall be kept in good working order with mower and edger blades kept sharp and free of damage. Mowing of the listed parks and facilities shall be accomplished by the use of rotary mowers or reel mowers. Use of flail mowers is prohibited under the terms of the contract.

6. PARK AND FACILITY USE: The CITY reserves the right to use any or all of its facilities listed in the contract at any time it deems appropriate and or necessary, and may at its discretion, make changes to mowing schedules upon seventy-two (72) hours written notice to the CONTRACTOR.

7. PERMITS AND LICENSES: The CONTRACTOR shall at its own cost and expense apply for and obtain all necessary permits and licenses required in connection with the requirements of the contract. The CONTRACTOR shall at all times, comply with all laws, ordinances, and regulations of all governmental authorities under which the WORK is performed pursuant to the contract. The CONTRACTOR shall maintain a file containing all necessary permits and licenses available for the CITY to inspect at any time. In the event laws, ordinances, and/or regulations of governmental authorities are enacted subsequent to the signing of the contract, which have an impact on costs to the CONTRACTOR, said costs either positive or negative shall be negotiated and adjustments may be made to the amounts to be paid as indicated in the contract.

8. INDEPENDENT CONTRACTOR: In the performance of the services under the contract, the CONTRACTOR shall be an independent contractor, maintaining complete control of its personnel and operations. As such, the CONTRACTOR shall pay all salaries, wages, expenses, social security taxes, Federal and State unemployment taxes and any similar taxes relating to the performances of the contract. The CONTRACTOR shall be held responsible for its workers and subcontractors when working with and/or around hazardous materials and the education thereof.

9. SUBCONTRACTORS: The CONTRACTOR shall not subcontract any parts of the contract without the prior written consent of the CITY. All persons engaged in the park and facilities mowing service will be considered as employees of the CONTRACTOR, and subject to the provision of the contract. Additionally, the contract and the WORK to be performed under the contract shall not be in any way assigned or transferred by the CONTRACTOR without written consent of the CITY.

10. PENALTIES FOR NON-PERFORMANCE: In the event the CONTRACTOR does not complete required services as listed in contract documents designated for a given week, the CITY shall deduct from the amount owed the CONTRACTOR the proportionate value of the incomplete WORK. Deductions will be specific as to park and or facility for which service was not performed. A deduction of Fifty dollars (\$50) *per service* not performed per service interval.

11. TERM: The contract will be for a term of two (2) years. The contract may be extended for three (3) additional one (1) year periods upon mutual agreement between the CONTRACTOR and the CITY.

13. GENERAL

a) Specification Disclaimer

CONTRACTOR acknowledges that the Services specified in this document are not intended to express every detail of the Service to be provided by the CONTRACTOR and the CONTRACTOR hereby represents that it is experienced and competent in providing Service that meets or exceeds generally accepted practices commensurate with those provided by other companies that provide such Service.

b) Maintenance of Service Records and Disclosure

Maintenance and Service Monthly Checklist Documentation is located in the Special Conditions section of these specifications.

CONTRACTOR shall prepare and maintain records for Services provided and chemicals applied to the property in order to substantiate charges to CITY for such Services. CONTRACTOR shall retain such records for a period of twelve (12) months from the date of performance of the Service. CONTRACTOR may be called upon periodically by the CITY to perform work not herein specified. Such work will be classified as change orders.

c) Staging of Operations

The CONTRACTOR shall stage their work at each location out of the way of pedestrian and auto traffic. CONTRACTOR vehicles shall have traffic control erected around any parked vehicles. Parking on IID right of way and City of El Centro travel ways is prohibited, unless provided prior approval by either agency.

d) Supervision

3.1.5.1 CONTRACTOR shall provide adequate supervisory staff to supervise and direct its employees and subcontractors, if any, in providing service and compliance with these specifications.

3.1.5.2 The supervisor (either CONTRACTOR's employee or a subcontractor's employee) shall not leave the site until all work is completed.

3.1.5.3 CONTRACTOR must have a system so the crew performing the work can communicate with the CITY. The system may involve telephone communication between the CITY and the CONTRACTOR and then communication via radio with the crew performing the work. Alternatively, supervisory personnel must be able to functionally communicate as may be required from time to time to report emergencies, equipment malfunctions, and to correctly understand instructions by the CITY.

3.1.5.4 In addition to the supervisory staff assigned to the direct supervision of the landscape maintenance crew, CONTRACTOR shall maintain and show evidence of an adequate management level supervisory staff who shall make periodic scheduled and unscheduled visits to each site during normal business hours and when service is being performed. The purpose of these visits is to ensure maintenance at the optimum level.

3.1.5.5 CONTRACTOR shall monitor and appraise its own performance based on this contract, the objective being to measure the effectiveness of the landscape maintenance program. The CONTRACTOR will be available for a monthly walk through of the site with the CITY or CITY's Representative, or as necessary.

e) Frequency of Services

The landscape and maintenance tasks are to be performed at the locations listed in the Special Provisions. The task frequency and number of occurrences throughout the year shall be determined based on geographic locations, growing season and the type of landscaping/maintenance at each property. In the event that time is lost due to inclement weather, the CONTRACTOR shall reschedule his crews and divide their times accordingly to visit each site during the time remaining. The CONTRACTOR shall be allowed to work on Saturdays/Sundays, if needed to make up for rain days with prior approval.

f) Uniformed Employees

CONTRACTOR's crews including laborers and supervisors shall perform work on the premises in a uniform to be designed by the CONTRACTOR. Uniforms must be in good repair and worn properly including wearing of shirts at all times. CONTRACTOR's vehicles on the premises shall be marked with the CONTRACTOR's name and/or logo.

g) Communication Protocol

CONTRACTOR shall meet with the CITY to walk the property to discuss conditions, schedules, and items of concern regarding this agreement at the request of the CITY.

CONTRACTOR, at the request of the CITY, shall make available weekly or monthly logs as to time, date, and type of services performed.

h) Interference with the Public

CONTRACTOR hereby agrees to reasonably adjust the times of the day and days of the week when work is performed to minimize interference with public events.

CONTRACTOR shall provide protection for CITY employees, residents, and the general public when working on landscape, sidewalks, driveways, or near building and building entrances.

i) Clean-up

The CONTRACTOR shall at all times keep the premises occupied by him and access to such premises in a neat, clean and safe condition. Upon completion of any Work, the CONTRACTOR shall promptly remove all his equipment, temporary structures, and surplus construction and other materials not to be used at or near the same location at the end of each day. Upon completion of any work and before final payment is made, the CONTRACTOR shall, at his expense, satisfactorily dispose of all plants, rubbish, unused materials, and other equipment and materials belonging to him or used in the performance of work and the CONTRACTOR shall leave the premises in a neat, clean and safe condition. In the event of the CONTRACTOR's failure to comply with any of the foregoing, the same may be accomplished by the CITY at the CONTRACTOR's expense.

14. EXISTING CONDITIONS AND EXAMINATION OF SITE

CONTRACTOR acknowledges that it has inspected or was able to inspect the work sites and that it understands the Service requirements and conditions under which the Service is to be performed. No allowances shall be made due to the CONTRACTOR's error, negligence or failure to have adequately inspected the sites where Service is to be performed. CONTRACTOR acknowledges, understands and agrees that the cost of the Service is intended to cover foreseeable work, risks, hazards and difficulties inherent to the Service of this nature.

15. DESIGNATION LETTER OF GENERAL SUPERINTENDENT

The CONTRACTOR shall submit a letter designating the General Superintendent for the Project to the CITY, within 10 days after the issuance or the notice to proceed. Substitutions will not be permitted without prior approval of the CITY. The letter shall also include emergency contact information for the CONTRACTOR.

16. INSURANCE

See the form of contract above for insurance requirements.

17. LOSS PREVENTION

17.01 The CONTRACTOR shall examine the landscape, including irrigation system, on a monthly basis or as outlined in in these Landscape Maintenance Specifications and the

Monthly Checklists for this project, looking for problems or potential problems with the landscape.

- 17.02 The CONTRACTOR shall make minor replacements and repairs to the landscape facilities as part of the required maintenance work. A minor item would be something that takes less than 15 minutes to repair by a skilled workman, using minimal replacement parts. Major items (including replacement of or installation of plants outside of the bid schedule) needing replacement or repair shall be reported to the CITY within one week of occurrence. Major items shall be considered and approved by change order to the required work.

The CONTRACTOR shall be available to perform additional work related to the landscape maintenance as may be authorized in writing by the CITY. Such work shall be non-minor items relating to landscape care or maintenance, which are not a part of the normal maintenance work, as outlined in this specification.

17.03 Damages from CONTRACTOR Operations

- 17.03.01 CONTRACTOR agrees to repair or replace all damage to residential and/or neighboring property caused by equipment or employees of the CONTRACTOR.
- 17.03.02 Lawn, trees, shrubs, hardscapes, or ground covers that are damaged or destroyed due to the CONTRACTOR's operations, negligence or misuse of chemicals shall be replaced at CONTRACTOR's expense within thirty (30) days of discovery. Replacement plants shall be comparable in size to the lost plant, or shall be approved by CITY, if smaller. The CONTRACTOR will repair grades and other work necessitated due to planting and removal and replacements.
- 17.03.03 In the event that the lawn becomes sparse or barren due to CONTRACTOR neglect during the period of maintenance, CONTRACTOR shall repair lawn to its previous condition and to the CITY's satisfaction. Lawn areas shall be kept as green and healthy as possible at all times in all areas to maintain a high level of appearance.
- 17.03.04 Irrigation equipment that is damaged or destroyed due to the CONTRACTOR's operations shall be repaired or replaced by the CONTRACTOR promptly at CONTRACTOR's expense.
- 17.03.05 Damage to any backflow preventers (BFPs) or fire valves or other utility equipment existing in landscaped areas caused by the CONTRACTOR's employees or equipment shall be repaired or replaced by the CONTRACTOR at its cost, immediately after such damage.

18. RESPONSE TIME

The CONTRACTOR, at no additional cost, is to be available to respond to emergency calls regarding landscape care or maintenance for the project sites of this contract. The CONTRACTOR shall respond within two hours after initial contact by the CITY or the CITY's

representative. The CONTRACTOR shall address the issue per these specifications. After the CONTRACTOR has evaluated and/or pacified the issue, the CONTRACTOR and CITY will discuss the work required to completely correct the issue. Should the issue be considered a major item, then major item shall be corrected by change order upon approval of the CITY.

19. LAWS, CODES, AND ORDINANCES

Any requirement of this specification that conflicts with or is in violation of any government rule, ordinance, regulation, etc. shall be void. The CONTRACTOR shall notify the CITY immediately of any such requirement found in this specification.

The CONTRACTOR shall, throughout the course of this work, comply with all rules, ordinances, regulations, etc. set forth by agencies having jurisdiction, which apply to the work site, the CONTRACTOR, and/or his/her employees.

20. CHANGES IN WORK

- a. The CITY may at any time, as the need arises, order changes within the scope of the work without invalidating the Agreement. If such changes increase or decrease the amount due under the Contract Documents, or in the frequency required for performance of the work, an equitable adjustment shall be authorized by a Change Order.
- b. The CITY may also at any time by issuing a Field Order make changes in the details of the work. The CONTRACTOR shall proceed with the performance of any changes in the work so ordered by the CITY unless the CONTRACTOR believes that such Field Order entitles him to a change in Contract Price or Time, or both, in which event he shall give the CITY written notice thereof within seven (7) days after the receipt of the ordered change. Thereafter the CONTRACTOR shall document the basis for the change in Contract Price or Time within thirty (30) calendar days. The CONTRACTOR shall execute such changes upon the receipt of an executed Change Order or further instructions from the CITY.
- c. In the event of any emergency that the CITY determines endangers life or property, any work required by reason of such an emergency shall be performed in accordance with verbal orders from the CITY. These orders will be confirmed in writing as soon as practicable. Any such authorization, whether written or verbal, may be accompanied by drawings and data as are necessary to show the extent of such change or extra work. In the event of ordered emergency work, the CONTRACTOR shall keep accurate records of actual costs in accordance with these specifications until such time as Agreement of compensation is reached. Keeping of such records shall not be construed as an indication that this method of compensation is necessarily acceptable for such emergency work and shall not preclude the possibility of an Agreement to pay for such emergency work on a unit-price or lump-sum basis. Upon determination as to the compensation due the CONTRACTOR for performing any emergency work, the Contract Documents will be amended in writing by a Change Order.

21. CHANGES IN CONTRACT PRICE

- a. All changes which affect the cost or time of the contracted work of the project must be authorized by means of a Change Order. The Change Order will include extra

work, or work for which quantities have been dramatically altered from those shown in the bidding schedule. All changes should be recorded on a Change Order Form as they occur. Each Change Order Form must contain complete and detailed justification for all items addressed by the Change Order.

- b. The value of any work covered by a Change Order or of any claim for increase or decrease in the Contract Price shall be determined by one or more of the following methods in the order of precedence listed below:
 - 1) An agreed lump sum.
 - 2) The actual cost of labor, direct overhead, materials, supplies, equipment, and other services necessary to complete the work. In addition, there shall be added an amount to be agreed upon but not to exceed fifteen percent (15%) of the actual cost of the work to cover the cost of general overhead and profit.
 - 3) Unit prices previously approved.

22. MATERIALS, SERVICES AND FACILITIES

- a) It is understood that, except as otherwise specifically stated in the Contract Documents, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, water, trash and organic debris disposal costs and fees, power, transportation, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the work within the specified time.
- b) Manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

23. PROTECTION OF WORK, PROPERTY AND PERSONS

The CONTRACTOR will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. He will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to, all employees on the work and other persons who may be affected thereby, all the work and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, sidewalks, pavements, roadways, structures, P.C.C. curb and gutter, P.C.C. cross-gutters, irrigation facilities and utilities not designated for removal, relocation or replacement in the course of construction.

- a) The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the work, all necessary safeguards for safety and protection. The CONTRACTOR will notify the CITY of adjacent utilities when prosecution of the work may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or in part, by the CONTRACTOR, any subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

- b) In emergencies affecting the safety of persons or the work or property at the site or adjacent thereto, the CONTRACTOR, without special instruction or authorization from the CITY shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the CITY prompt written notice of any significant changes in the work or deviations from the Contract Documents caused thereby, and a change order shall thereupon be issued covering the changes and deviations involved.
- c) The CONTRACTOR shall maintain all portions of the work in a neat, clean and sanitary condition at all times. Toilets shall be furnished by the CONTRACTOR where needed for use by all employees and their use shall be strictly enforced. The CONTRACTOR shall also be responsible for furnishing and maintaining a potable water supply or providing potable drinking water to their employees and subcontractors.
- d) The CONTRACTOR shall keep adequate first-aid facilities and supplies available at the project sites.
- e) The CONTRACTOR shall assure that his/her Subcontractors of all tiers shall comply with the foregoing provisions.

24. SUSPENSION OF WORK, TERMINATION, AND DELAY

- a) The CITY may suspend the work or any portion thereof for a period of not more than ninety (90) days or such further time as agreed upon by the CONTRACTOR, by written notice to the CONTRACTOR which shall fix the date on which work shall be resumed. The CONTRACTOR will resume that work on the dates so fixed. The CONTRACTOR will be allowed an increase in the Contract Price or an extension of the contract time, or both, directly attributed to any suspension.
- b) If the CONTRACTOR is adjudged as bankrupt or insolvent, or makes a general assignment for the benefit of its creditors, or if a trustee or receiver is appointed for the CONTRACTOR or for any of its property, or if the CONTRACTOR files a petition to take advantage of any debtor's act, or to re-organize under the bankruptcy or applicable laws, or repeatedly fails to supply sufficient skilled workmen, or suitable material, or equipment, or repeatedly fails to make prompt payments to subcontractors or for labor, materials or equipment, or otherwise violates any provision of the Contract Documents, then the CITY may, without prejudice to any other right or remedy, and after giving the CONTRACTOR a minimum of ten (10) days from delivery or a written notice, terminate the services of the CONTRACTOR, and finish the work by whatever method the CITY may deem expedient. In such case the CONTRACTOR shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract Price exceeds the direct and indirect costs of completing the project, such excess shall be paid to the CONTRACTOR. If such costs exceed unpaid balance, the CONTRACTOR will pay the difference to the CITY. Such costs incurred by the CITY will be determined by the CITY and incorporated in a Change Order.
- c) Where the CONTRACTOR's services have been so terminated by the CITY, said termination shall not affect any right of the CITY against the CONTRACTOR then existing or which may thereafter accrue. Any payment of moneys by the CITY due the

CONTRACTOR will not release the CONTRACTOR from compliance with the Contract Documents.

- d) After ten (10) days from delivery of a written notice to the CONTRACTOR, the CITY may, without cause and without prejudice to any other right or remedy, elect to abandon the project and terminate the Contract. In such case the CONTRACTOR shall be paid for all work executed and any expense sustained plus reasonable profit.
- e) If, through no act or fault of the CONTRACTOR, the work is suspended for a period of more than ninety (90) days by the CITY, or under an order of court or other public authority, or the CITY fails to act on any request for payment within sixty (60) days after it is submitted, or the CITY fails to pay the CONTRACTOR substantially the sum approved by the CITY or awarded by arbitrators within sixty (60) days after its approval and presentation, then the CONTRACTOR may, after ten (10) days from delivery of a written notice to the CITY, terminate the contract and recover from the CITY payment for all work executed and all expenses sustained. In addition and in lieu of terminating the contract, if the CITY has failed without good cause to make any payment as aforesaid, the CONTRACTOR may, upon ten (10) days written notice to the CITY, stop the work until paid all amounts then due, in which event and upon resumption of the work, Change Orders shall be issued for adjusting the contract price or extending the contract time or both to compensate for the costs and delays attributable to the stoppage of the work.
- f) If the performance of all or any portion of the work is suspended, delayed, or interrupted as a result of a failure of the CITY to act within the time specified in the Contract Documents, or if no time is specified, within a reasonable time, an adjustment in the contract price or extension of the contract time, or both, shall be made by Change Order to compensate the CONTRACTOR for the costs and delays necessarily caused by the failure of the CITY.

25. PAYMENT TO CONTRACTOR

- a) At least ten (10) days before each progress payment falls due (but not more often than every thirty-one (31) calendar days), the CONTRACTOR will submit to the CITY a partial payment estimate filled out and signed by the CONTRACTOR covering the work performed during the period covered by the partial payment estimate and supported by completed reports and/or checklists. If payment is requested on the basis of materials not incorporated in the work but delivered and suitably stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data, such as paid invoices, or other written evidence satisfactory to the CITY, as will establish the CITY's interest therein, including applicable insurance. The CITY within ten (10) days after receipt of each partial payment estimate, shall either indicate in writing approval of payment and present the partial payment estimate to the CITY, or return the partial payment estimate to the CONTRACTOR indicating in writing the reasons for refusing to approve payment. In the latter case, the CONTRACTOR may make the necessary corrections and resubmit the partial payment estimate. The CITY will, within thirty (30) days of presentation of an approved partial payment estimate, pay the CONTRACTOR a progress payment on the basis of the approved partial payment estimate.
- b) All progress payments shall be accompanied with the CONTRACTOR's invoice.

- c) The CONTRACTOR will indemnify and save the CITY or the CITY's officers, employees, or agents harmless from all claims growing out of the lawful demand of subcontractors, laborers, workmen, mechanics, and materialmen, and parts thereof, equipment, tools, and all supplies incurred in the furtherance of the performance of the work. The Contractor shall, at the CITY's request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived. If the CONTRACTOR fails to do so, the CITY may, after having notified the CONTRACTOR, either pay unpaid bills or withhold from the CONTRACTOR's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the CONTRACTOR shall be resumed in accordance with terms of the Contract Documents, but in no event shall the provisions of this sentence be construed to impose any obligations upon the CITY to either the CONTRACTOR, or any third party. In paying any unpaid bills of the CONTRACTOR, any payment so made by the CITY shall be considered as a payment made under the Contract Documents by the CITY to the CONTRACTOR and the CITY shall not be liable to the CONTRACTOR for any such payments made in good faith.
- d) The CITY may withhold or, on account of subsequently discovered evidence, nullify the whole or part of any approved partial payment estimate to such extent as may be necessary to protect the CITY from loss on account of:
 - a. Defective work not remedied.
 - b. Claims filed or reasonable evidence indicating probable filing of claims.
 - c. Failure of CONTRACTOR to make payments properly to Subcontractors or for material or labor.
 - d. A reasonable doubt that the work can be completed for the balance then unpaid.
 - e. Performance of work in violation of the terms of the Contract Documents.
- e) Where work on lump sum or unit price items is substantially complete but lacks clean-up and/or corrections ordered by the CITY, amounts shall be deducted from lump sum items in partial payment estimates to amply cover such clean-up and corrections.
- f) On lump sum projects the CONTRACTOR shall present a comprehensive breakdown of the contract price as a basis for payment for review and approval by the CITY. The comprehensive breakdown shall be submitted to the CITY within ten (10) days of the issuance of the Notice to Proceed.

27. SEPARATE CONTRACTS

- a) The CITY reserves the right to enter into other contracts in connection with this project. The CONTRACTOR shall afford other CONTRACTOR's reasonable opportunity for the introduction their materials and the execution of their Work, and shall properly connect and coordinate the Work with theirs. If proper execution or results of any part of the CONTRACTOR's Work depends upon the Work of any other Contractor, the CONTRACTOR shall inspect and promptly report to the CITY any defects in such Work that renders it unsuitable for such proper execution and results.

- b) The CITY may perform additional Work related to the Project or the CITY may enter into other Contracts containing provisions similar to these. The CONTRACTOR shall afford the other Contractors who are parties to such Contracts (or the CITY, if the CITY is performing the additional Work) reasonable opportunity of the introduction and storage of materials and the execution of Work, and shall properly connect and coordinate the Work with theirs.
- c) If the performance of additional Work by other Contractors or the CITY is not noted in the Contract Documents prior to the execution of the Contract, written notice thereof shall be given to the CONTRACTOR prior to starting any such additional Work. If the CONTRACTOR believes that the performance of such additional Work by the CITY or others involves an additional expense or entitles it to an extension of the Contract Time, the CONTRACTOR may make a claim thereof as provided in Section V Items 8.01, 8.02, 9.01, 9.02.

28. SUBCONTRACTING

- a) The CONTRACTOR may utilize the services of specialty Subcontractors on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors.
- b) The CONTRACTOR shall not award Work to Subcontractor(s), in excess of twenty percent (15%) of the Contract price, without prior written approval of the CITY.
- c) The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its Subcontractors, and persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by it.
- d) The CONTRACTOR shall cause appropriate provisions to be inserted in all subcontracts relative to the Work to bind Subcontractors to the CONTRACTOR by the terms of the Contract Documents insofar as applicable to the Work of Subcontractors and give the CONTRACTOR the same power with regard to terminating any subcontract that the CITY may exercise over the CONTRACTOR under any provision of the Contract Documents.
- e) Nothing contained in this Contract shall create any contractual relation between any Subcontractor and the CITY.

29. GUARANTEE

The CONTRACTOR shall guarantee all new materials and equipment furnished and Work performed for a period of one (1) year from the date of installation and completion of any parts and repairs to the irrigation systems at each site. The CONTRACTOR warrants and guarantees for a period of one (1) year from the date of installation and completion of any parts and repairs to the irrigation systems at each site is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects including the repairs of the damage of other parts of the irrigation systems resulting from such defects. The CITY shall give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other work that

may be made necessary by such defects, the CITY may do so and charge the CONTRACTOR the cost thereby incurred.

30. DISPUTE RESOLUTION

Dispute resolution shall follow the provisions of Public Contract Code Section 9204, attached and incorporated herein.

31. FILING OF BID PROTESTS

By submitting a Bid, each Bidder hereby agrees and understands that the Bidder must comply with these protest procedures and exhaust all administrative remedies set forth herein prior to the initiation of any type of related legal action. With the express written Contract of the City and Bidder, and subject to the requirements of applicable law, this protest procedure can also be used to resolve issues surrounding the City's determination of a Bidder as not responsible. The following terms as used in this Section shall have the following meanings:

"Protest" shall mean a written objection by an interested party or affected party to (i) the requirements or specifications contained in the Notice to Bidders or any portion of documents accompanying that notice; or (ii) a proposed award recommendation protest.

Solicitation Phase Protest. The purpose of the solicitation is to obtain competitive Bids from Bidders. Any Bidder who has submitted a bid and who believes that a free and open competition has not taken place or that a particular specification or requirement is impractical, unduly restrictive, or ambiguous may advise the AGENCY of its concerns by submitting a detailed Solicitation Protest Statement in accordance with the requirements set forth below in this Section A. The Protest does not replace the requirement to report irregularities in the bid documents.

(1) Contents and Requirements

A solicitation protest must be submitted to the contact named in the bid documents by personal delivery or email by close of business at least fifteen (15) calendar days prior to the Bid due date, and must contain all of the following to be considered:

- a. The name, address, and telephone number of the protester; and
- b. The Project Name and Project Number; and
- c. A detailed statement setting forth the grounds for protest, which shall include all the factual and legal documentation in support of the protest in sufficient detail to establish merits of the protest; and
- d. The desired resolution of the protest.

If the submitted protest does not comply with the requirements set forth herein, then it will not be considered for evaluation and will be returned to the protestor. Any grounds for protest not raised are waived. The protest may not be amended after filing. The protest is a public document.

(2) Evaluation and Determination

No hearing will be held on the protest. The City's Community Services Director or designee, will review the protest and any supporting material and conduct an investigation of the facts. He/she may, but need not, requires other Bidders to submit statements or arguments regarding the protest and may discuss the protest with the protestor.

The Community Services Director or designee shall issue a final written decision regarding any solicitation protest to each Bidder prior to Bid opening. The written decision will cite any actions that will or will not be taken in response to the protest. That decision shall be final, and there shall be no further administrative recourse.

Protest of Award based upon Responsiveness

(1) Contents and Requirements

Following the opening of the Bids any unsuccessful Bidder, may protest City's proposed award of the Contract by submitting a protest to the Community Services Director or designee ("Community Services Director") no later than close of business on the fifth business day following the date of the bid opening. That protest must be submitted in a timely manner, signed by the protesting Bidder, and must contain all of the following to be considered:

- d. The name, address, and telephone number of the protestor; and
- e. The Project Name and Project Number; and
- f. The City action or recommendation that is being protested;
- g. A detailed statement setting forth every ground, reason, legal authority and facts in support of the protest, including all documents and evidence including specific references to parts of the bid documents; and
- h. A clear statement of the relief request

A protest that does not comply with the requirements set forth herein will be returned to the protestor. The protest shall not be amended after filing. Any grounds for protest not raised are waived. The protest is a public document. The protest must be provided by the protesting party to all bidders at the time such protest is filed with the City.

Award Protest Statements are public documents. City will notify the affected parties when a protest has been submitted.

(2) Evaluation and Determination

Any bidder may file statements in support of or in opposition to the protest within three (3) business days. The Community Services Director, or designee, shall review the facts and all submittals relative to the protest and shall issue a written decision setting forth the basis for such decision. The written decision will be issued to the protestor and to all affected parties.

Unless otherwise required by law, no hearing shall be provided. In the event a hearing is conducted, the Community Services Director or designee, shall issue

written notice to the protestor and affected parties identifying the date and time for the hearing, along with rules concerning the hearing.

Delay in Award

Execution of any proposed contract shall be delayed pending the resolution of the protest unless one or more of the following conditions is present:

1. The items or services being procured are urgently required;
2. Delivery or performance will be unduly delayed by failure to make award promptly; or
3. Failure to make prompt award will otherwise cause undue harm to the City.

No Limitations on Remedies

Nothing contained herein shall be construed to act as a limitation of the City's choice of remedies or confer any right upon any interested party or affected party to a remedy.

Basis for Choice Remedy

In determining the appropriate remedy, the City shall consider all of the circumstances surrounding the notice of bids and/or award, including, but not limited to:

1. The seriousness of any deficiency found to exist in the contracting process;
2. The effect of the action on the competitive process;
3. Any urgency surrounding the requirement to enter into a contract; and
4. The effect that implementing the remedy will have on the AGENCY.

Remedies

If the City determines that the award or proposed award was not made in accordance with applicable statutes, regulations, policies and/or procedures, the City, in its sole discretion, may grant any of the following remedies or any other remedy it deems appropriate:

1. Prior to award, City may issue a new solicitation, make a new selection/award recommendation, or award the contract consistent with applicable statutes, regulations, policies and procedures;
2. Take no further action;
3. Pursuant to the requirements of state law, in the event of a protest based upon non-responsibility, hold a hearing on that issue; or
4. Take any other action that is permitted by law to promote compliance.

32. CONFLICT OF INTEREST

No official of the CITY who is authorized in such capacity and on behalf of the CITY to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting or approving any work or material supply contract or any subcontract in connection with construction of the project, shall become directly or indirectly involved personally in this contract or in any part thereof. No officer, employee, attorney, engineer or inspector of or for the CITY who is authorized in such capacity and on behalf of the CITY who is in

any legislative, executive, supervisory or other similar functions in connection with the construction of the project shall become directly or indirectly involved personally in this Contract or in any part thereof, any material supply contract, subcontract, insurance contract or any other contract pertaining to the project.

33. AFFIRMATIVE ACTION

Each Contractor shall be required to have an affirmative action plan which declares that it does not discriminate on the basis of race, color, creed, national origin, sex, marital status, or age and which specifies goals and target dates to assure compliance with this requirement by contractors and to assure that suspected or reported violations are promptly investigate.

34. MOBILIZATION

- A. Mobilization shall consist of preparatory work and operations including, but not limited to, those necessary for the movement of personnel, equipment, supplies, fuel and incidentals to the Project site for all other work and operations that must be performed or costs incurred before beginning work on the various Contract items on the Project site.
- B. Mobilization shall include, but not be limited to, the following items, all as required for the proper performance and completion of the Work:
 - 1. Obtaining all permits, licenses, and insurances. Providing copies to the CITY;
 - 2. Transportation to and from the Jobsites of all the CONTRACTOR'S material and equipment as required;
 - 3. Providing restroom facilities for construction personnel;
 - 4. Providing for potable water facilities as specified. This includes a means by which all on site CONTRACTOR, Subcontractor or supplier personnel can wash their hands with soap. It also includes providing potable drinking water to the construction personnel at the project sites;
 - 5. Submitting all required Subcontractor insurance certificates;
 - 6. Posting all CAL/OSHA required notices and establishment of safety programs;
 - 7. Having the CONTRACTOR's representative at the Project sites during work activity full time;
 - 8. Furnishing of Monthly Checklists, and/or Reports;
 - 9. Paying other miscellaneous fees

All costs incurred for the mobilization and the associated work shall be included in the Bid cost and no additional compensation shall be provided therefore.

END OF GENERAL CONDITIONS

SPECIAL PROVISIONS

The following list of Special Provisions are a part of the contract, and as such are enforceable under the terms and conditions set forth in the contract documents.

1. PLANT LOSS

It is one of the CONTRACTOR's prime responsibilities to prevent loss of plants caused by pests, diseases, insects, soil conditions, nutrient, micro-climatic conditions, improper planting, or problems in irrigation. CONTRACTOR agrees to be continuously alert in locating and defining problems and agrees to exercise prompt and proper corrective action. A preliminary written report shall be submitted for major corrective problems not covered in the Contract along with the costs.

CONTRACTOR agrees to replace, at the CONTRACTOR's cost, any dead, stunted, or damaged that are the result primarily of the CONTRACTOR's negligence including, but not limited to, irrigation malfunctions that are not addressed within a reasonable amount of time based on environmental conditions. Plants lost from CONTRACTOR's negligence shall be replaced, at the CONTRACTOR's expense, within thirty (30) days of discovery. Replacement plants shall be comparable in size to the lost plant up to a maximum size of a thirty-six (36) inch box, or if smaller, the size shall be approved by the CITY.

The CONTRACTOR shall not be held responsible for plant losses due to maladies beyond the CONTRACTOR's control; this includes, but is not limited to, disease or insect attack for which there is no legal recommended control, acts of vandalism, earthquakes, fires, storms, freezing/frost, and related events. CONTRACTOR shall report all such conditions to the CITY in writing within seventy-two (72) hours of occurrence, and submit a proposal for the work or repairs along with the costs. The CONTRACTOR shall obtain CITY's written permission/direction or authorization prior to proceeding with the work. Failure to notify the CITY within seventy-two (72) hours of occurrence will result in replacement at the CONTRACTOR's cost as if the cause was CONTRACTOR negligence.

The CITY shall approve all replacement plants that differ in species. However, it is agreed that replacing plants shall not be used by the CONTRACTOR as a substitute for proper care. The CITY will consider CONTRACTOR negligence a major breach of contract with full responsibility for costs and losses.

Dead plants and those in a state of decline shall be brought to the CITY's attention immediately and before removal. The CITY shall pay labor and material for plant replacement not caused by CONTRACTOR negligence, as deemed by the CITY, on an actual time and material basis.

All new plant material and irrigation installations or repairs shall be guaranteed for a period of ninety (90) days for unhealthy plant installation and/or poor workmanship. Exceptions include damage or death of plant material due to wind or storm, or vandalism, theft, or other willful acts over which the CONTRACTOR has no control. Existing plants shall be replaced by CONTRACTOR if they die due to CONTRACTOR's negligence. All

replacement plants and materials shall be inspected and approved by CITY prior to installation.

At the end or termination of the Contract, the CITY reserves the sole right to withhold final payment(s) in the amount necessary to replace any damaged or dying plant material that is a result of CONTRACTOR negligence or to restore any site which is in a condition that is worse than when the Contract was executed.

2. FERTILIZATION

The CONTRACTOR will be responsible for performing all fertilizations of turf and landscape and shall be included in the base bid. The fertilization schedule shall be coordinated with the CITY during the first month of the contract period.

All turf areas (excluding no-mow) shall receive fertilizer applications four times per year. Approximate dates of these are April 1, June 1, September 1, and November 1. Turf is to be maintained in good condition with horticultural acceptable growth and color, and additional fertilization may be required as extra work. Variations to these dates may be required under individual circumstances. All fertilizer shall be approved by the CITY prior to application.

All shrub, groundcover and no-mow turf areas shall receive fertilizer applications two times per year. Approximate dates of these are March 1 and September 1. Intent is to maintain plants in good condition with horticultural acceptable growth and color. Variations to these dates may be required under individual circumstances. All fertilizer shall be approved by the CITY prior to application.

3. TURF MOWING

- a. All grass shall be bagged and removed from March to October unless there is winter overseeding (rye) whereas the bagging will continue year around. Alternate mowing direction where feasible every mowing. Maintain a uniform lawn height free from scalping.
- b. All turf will be mowed with professional quality mulching mower equipment. Pricing assumes that bagging and removing clippings will be required only when excessive leaf debris is present, turf is too long to mulch, or when moisture conditions are too high to allow effective mulching without substantial clumping of turf debris.
- c. Prior to each mowing, remove all litter and debris from lawn areas. Formal turf areas shall be mowed per the schedule below and maintained at a height no less than one (1") inch and no more than two (2") inches for all warm season grasses, and one and one-half (1.5") to three (3") inches for all cool season grasses. One-third (1/3) of grass height shall be taken off with each mowing. The CONTRACTOR recognizes that any more than one-third (1/3) of height removed may potentially cause damage and give a scalped appearance that is not desired by the CITY.
- d. The CITY and the CONTRACTOR will evaluate and determine any areas that require bagging and removal of clippings on a regular year-around basis.
- e. CONTRACTOR is responsible for any damage incurred as a result of mower damage to trees and shrubs and must repair or replace any such damage at no cost to the CITY. Properly maintained tree wells are encouraged to minimize such damage.
- f. The CONTRACTOR shall at his own expense repair and or replace with forty-eight (48) hours any sprinkler, valve, piping, or park fixture including but not limited to

picnic tables, playground equipment, cement curbing, wooden curbing, any trees, and or other plant material that is damaged as result of the CONTRACTOR carrying out the WORK as described in the contract. Said repairs and or replacements shall be performed under the supervision of the CITY's authorized representative. In addition, all materials used shall of equal or superior quality as determined by the CITY's representative.

- g. Clippings will be swept or blown from hardscapes after each mowing. Sweeping is encouraged when feasible.

4. TURF MOWING SCHEDULE

It is hereby agreed upon between the CITY and the CONTRACTOR that the CITY will, when it determines necessary, call for the halting of all mowing, sweeping, and trimming of specific parks and or facilities as needed. The purpose of this provision is to accommodate periods or seasons of the year that do not require mowing or maintenance of said facilities.

Turf Mowing Schedule

Month	Number of Cuts
January	One mowing
February	One mowing
March	Two mowings
April	Weekly
May	Weekly
June	Weekly
July	Weekly
August	Weekly
September	Weekly
October	Two mowings
November	Two mowings
December	One mowing

- 4.1 The CONTRACTOR shall provide the CITY with a schedule listing all times, and days that mowing will occur, and shall submit to the CITY any requests for change in said schedule, all changes are subject to approval by the Director Community Services or its authorized representative. In no case shall the mowing of any park or facility begin before 6:00 a.m. The CONTRACTOR must adjust hours to compensate for weather changes, i.e.: rain, excessive humidity, moisture, etc. CONTRACTOR shall not mow when turf is wet. Any tracking of turf due to CONTRACTOR mowing when turf is wet shall be repaired pursuant to CITY requirements at the CONTRACTOR'S expense.
- 4.2 In consideration of the use of the facilities listed in the contract documents, the CONTRACTOR agrees that there will be no mowing and or other maintenance relating to the performance of the contract on Saturday or Sunday. The Director of Community Services and/or the authorized representative may grant exemptions as it may be deemed appropriate. All exemption shall be given only in writing and only upon the written request of the CONTRACTOR.

5. TURF EDGING AND TRIMMING (WEEKLY)

- a. Mechanically trim all landscape turf edges once a month. Edges include all formal lawn perimeters and tree wells in lawn areas. In April, June, and August, redefine all formal lawn edges with a mechanical blade-type edger or hand spade. Clean debris from hardscapes and non-turf landscape areas. Remove larger debris.
- b. Trim all formal lawn areas that cannot be reached by a mower after each mowing. Areas to be trimmed include any lawn adjacent to poles, signs, bollards, trees, walls and all other obstacles. Perform trimming to the same height as mowing. Clean debris from hardscapes and non-turf landscape areas, remove larger debris.
- c. CONTRACTOR shall trim sprinkler heads and valves boxes weekly to prevent overgrowth.
- d. CONTRACTOR shall trim around all guardrails every other mowing.
- e. CONTRACTOR is responsible for any damage incurred as a result of trimmer or edger damage to trees and shrubs and must repair or replace any such damage at no cost to the CITY. Properly maintained tree wells are encouraged to minimize such damage.

6. ACCESS LIMITATIONS

No vehicles will be allowed to enter into the park or athletic field areas where there is not a paved access and or road upon which to travel, unless express written permission has been given by the CITY.

7. TURF AERATION

The CONTRACTOR shall perform core aerations of turf (no mow areas excluded) as part of the bid. Two (2) aerifications are required in all turf areas each year. Aeration plugs shall be properly destroyed so as to not pose a safety issue or interfere with the use of parks and facilities. The aeration schedule shall be coordinated with the CITY during the first month of the contract period. Additional turf aerations may be proposed, as "extra work" by the CONTRACTOR, in order to meet the designated standard. All proposals, and costs, must be approved by the CITY prior to additional turf aerations occurring.

8. IRRIGATION.

CONTRACTOR shall monitor the watering of all the turf areas on a regular basis, notifying the CITY of any under/over watered areas, suggesting the appropriate frequency and amount of watering and reporting any problems noted, so that the beauty of such areas are maintained at all times.

Irrigation system repair shall occur and be compensated as stated below:

- A. Irrigation system repair will be the responsibility of the CONTRACTOR. All replacement materials are to be with new original types and models, unless a substitute is approved by the CITY. The CONTRACTOR shall implement repairs in accordance with all effective warranties, and no separate payment shall be made for repairs on equipment covered by warranties.
- B. Maintenance, repair, and replacement of malfunctioning sprinkler heads and quick couplers, including risers, swing joints, shall be included in the CONTRACTOR's base bid. The CONTRACTOR shall provide labor for the above items at no extra charge and

shall bill the CITY for the required parts with a maximum mark up of 10% over cost, unless the CITY provides materials.

- C. Maintenance and repair of valves, filters, valve boxes, batteries and wiring shall be covered in the CONTRACTOR's base bid. The CONTRACTOR shall provide labor for the above items at no extra charge and shall bill the CITY for the required parts with the agreed upon mark up over cost.
- D. Replacement of valves, filters, valve boxes, and wiring shall be considered "extra work" in their entirety. Decisions regarding repair versus replacement will be made by the CONTRACTOR and the CITY jointly. In the event that there is a disagreement with regards to how to proceed, the CITY's choice will prevail.
- E. Repair and replacement of lateral lines, main lines, check valves, and controllers shall be considered "extra work" in their entirety.
- F. Repairs and replacements of any irrigation component or property damaged by the CONTRACTOR or as a result of negligence, error, or omission by the CONTRACTOR shall not be submitted to the CITY for payment and are the responsibility of the CONTRACTOR.
- G. Repair and replacement of any irrigation components or property that is a result of vandalism, or unintentional damage, caused by the public shall be considered "extra work" in its entirety. All vandalized components must be reported to the CITY immediately and prior to the repair or replacement in order for the CONTRACTOR to be compensated for the repair or replacement. If the vandalized components are not presented within one working day, the CONTRACTOR will be paid based on the above stated criteria for repair and replacement.
- H. When the CONTRACTOR observes or is notified of water waste due to excessive overspray, overwatering for irrigation system malfunction, he/she shall respond within 24 hours. Repairs/adjustments shall be completed promptly to prevent damage to the landscape. All such incidents shall be reported to the CITY immediately.

9. TREE WORK

- A. All tree trimming shall comply with good arboreal practice for the particular species of trees being trimmed. The CONTRACTOR shall be consistent with the pruning standards as adopted by the International Society of Arboriculture (ISA) guidelines; American National Standards Institute (ANSI) standards, including, but not limited to ANSI 300 (most current revision) and ANSI Z133 (most current revision). The CONTRACTOR shall also meet the requirements of the American National Standards, ANSI-Z133.1-2008 entitled "Safety Requirements for Tree Pruning, Trimming, Repair or Removal," published by the Tree Care Industry Association, Inc. at 136 Harvey Road – Suite B101-110, Londonderry, NH 03035.
- B. The Parks Supervisor shall determine if the CONTRACTOR has met all trimming requirements and payment shall not be made for trimming that is not in accordance with the above standards. The CONTRACTOR shall be deemed in agreement default, if they consistently fail to comply with the aforementioned standards.
- C. Standards
 - 1. Prior to beginning the work, the CONTRACTOR shall review with the Parks Maintenance Supervisor the various methods, tools, and work scheduling to be

used on the project. Unless otherwise indicated, tree trimming shall include, but not be limited to, accepted pruning activities.

2. Any structural weakness, decayed trunk or branches, or split crotches or limbs discovered by the CONTRACTOR during the course of trimming shall be reported to the Parks Maintenance Supervisor for determination of the appropriate course of action.
3. The use of "lopping shears" shall be specifically approved by the Parks Maintenance Supervisor.
4. Daily tree trimming operations shall commence no earlier than 6:00 AM and shall be completed each day no later than 5:00 PM, unless for emergency services.
5. Limbs one inch (1") in diameter or greater shall be precut to prevent splitting. When there is a chance of bark tearing at the crotch, remove large limbs with three cuts. Make the first cut on the underside of the branch one foot (1') to two feet (2') from the crotch. The undercut should be at least one-third (1/3) of the diameter. Make the second cut one-inch (1") to three inches (3") further from the crotch than the first. The final cut is made at the crotch in a manner to favor the earliest possible covering of the wound by callus growth. Cuts shall not be made so large that they will prevent sap flow. All cut branches three and one-half inches (3 1/2") or larger in diameter shall be lowered by proper ropes to the ground. Any damage caused by dropping limbs shall be repaired within three (3) days at the CONTRACTOR's expense and to the satisfaction of the Parks Maintenance Supervisor. All debris resulting from tree trimming operations shall be removed from the work site on a daily basis.
6. Removal of all vines entwined in the tree or around its trunk, and the removal of sucker growth on tree trunks is required on all trees.

D. Tool Sanitation

On all trees, including palms, known or suspected to be diseased, pruning tools and cut surfaces shall be disinfected with a ten (10) percent chlorine bleach solution after each cut and between trees where there is danger of transmitting the disease on tools. Fresh solution shall be mixed daily.

E. General Trimming and Shaping of Broadleaf Trees.

Follow the shape indicated by the natural growth habits of each tree species. Trimming and shaping of trees shall be as directed by the Parks Maintenance Supervisor and in accordance with the following:

1. Cuts to laterals to preserve the natural form of the tree, leaving the head open enough for the branching system to show and permitting the dead material to be easily cleaned out and light to show through the head. Tree foliage shall be reduced by at least twenty-five percent (25%) but no more than fifty percent (50%).
2. Trim to remove dead wood or weak, diseased, insect-infested, broken, low, or crossing limbs. Branches with an extremely narrow angle of attachment should normally be removed. Small limbs, including suckers and waterspouts, shall be cut close to the trunk or branch from which they arise.
3. Heading cuts and/or topping will not be allowed under any circumstances. Heading, rounding over, or stubbing shall not be an accepted practice for reducing the size or the framework of any tree.

F. General Trimming and Shaping of City Trees:

1. The objective is to control canopy size and basic structure while maintaining an aesthetically pleasing appearance.
2. City trees shall be pruned on an annual cycle. The objective is to prune the trees in a manner that will provide clearance for sidewalks and homes while maintaining the natural shape and beauty of individual street trees. CONTRACTOR shall be required to meet the schedule requirements as outlined in the Professional Services Agreement requirements.

G. Trimming for Traffic Clearances.

Tree trimming for traffic clearances shall provide clearances up to fifteen (15') above finish grade for moving vehicles within the traveled roadway, for pedestrians on sidewalks. Clearances for adjacent structures and their connecting utility lines (service drops), shall be determined by the Parks Maintenance Supervisor and conform to the following:

1. The maximum clearance under trees within the street right-of-way shall be up to fifteen (15') feet over the traveled road, and ten feet (10') over the curb line and the sidewalk side of the tree. When pruning the bottom branches, care shall be given to obtain a balanced appearance when viewed from across the street immediately opposite the tree.
2. Cut to laterals to preserve the natural form of the tree. Remove lateral branches at their point of origin, or shorten the length of a branch by cutting to a lateral, which is large enough to assume leadership.
3. When cutting back, avoid cutting back to small suckers. Remove smaller limbs and twigs in such a manner as to leave the foliage pattern evenly distributed.

H. Tree Care for Trees 15 Feet and Above

The CONTRACTOR shall be required to perform basic maintenance for all trees that will include, but not be limited to, tree well adjustments and watering, removal of weeds from tree wells, and pruning of trees up to fifteen (15) feet.

I. Utility Line Clearance

During the course of this Maintenance Services Agreement, the CONTRACTOR may be required to perform utility line clearance in conjunction with routine or non-routine trimming activities. The CONTRACTOR shall be required to furnish all supervision, labor, equipment and materials necessary to accomplish the work in accordance with the Maintenance Services Agreement with safety and health standards of the California Occupational Safety and Health Act (OSHA) and all applicable rules, regulations and orders. The competency of CONTRACTOR's personnel shall be maintained through regular training. All persons performing tree work on City trees in or around primary electrical lines shall be trained to do so in accordance the "Electrical Safety Orders" of the State of California.

J. Tree Removals

1. During the course of trimming activities for a specified street, CONTRACTOR shall notify the Parks Maintenance Supervisor of any trees which may be dead, hazardous, or in need of removal for any reason. The Parks Maintenance Supervisor shall make the final determination to remove or provide public noticing for removal at a later

date. Removals shall be conducted in good workmanlike manner in accordance with the standards of the arboricultural profession.

2. All wood from removed trees is the property of the City and shall be disposed of at the direction of the Parks Maintenance Supervisor. No wood shall be left along public right-of-way unless approved by the Parks Maintenance Supervisor. All tree parts are to be loaded into transport vehicles or containers. The vehicles or containers must have the front, sides and rear solid and the top shall be tarped, or otherwise tightly enclosed. The transporting of tree parts must be made so that no debris escapes during the transport. Branches, suckers, bark and other tree parts that are chipped are to be covered while transported and hauled to the disposal site during the workday.
3. CONTRACTOR shall be required to call Underground Alert at least two (2) days before stumps are to be ground out. All tree stumps must be removed to at least eighteen (18) inches below the lowest soil level adjacent to the stump, or until deep roots are no longer encountered. The CONTRACTOR shall grind the stump a minimum distance of one and one half (1½') feet either side of the outer circumference of the stump, or until surface roots are no longer encountered.
4. Stumps should be cut low enough to the ground where routing can be done safely. This may be accomplished by cutting the stump at the time of grinding, or at the time of tree removal. All stumps are to be ground within forty-eight (48) hours of tree removal. Holes created by stump and root grinding must be filled the same day. The resultant chips from routing may be used to fill the hole to two (2) inches above normal ground level unless a new tree is to be planted in the same location and clean fill dirt will be required as a backfill. All excess routing chips debris will be removed and loaded into transport vehicle for disposal. Any damaged paved surfaces shall be restored to their original condition.

K. Pest Control

The City may periodically require the CONTRACTOR to treat for insects or disease. Treatment will be done only when specifically requested by the Parks Maintenance Supervisor and shall be made in the form of soil injections. CONTRACTOR shall be required to provide the CITY with a written recommendation provided by a State Licensed Pest Control Advisor.

L. Crew Rental Services

CONTRACTOR shall provide a minimum standard crew of three (3) persons, one (1) chipper truck, one (1) chipper, one (1) aerial tower truck and all necessary saws and hand tools. Crew complement should also be capable of modification in order to perform miscellaneous tree care tasks.

M. Emergency Response Service

1. The CONTRACTOR shall be required to provide emergency on call response for damaged trees as a result of storms or other reasons. Emergency calls may occur at any given time. The CONTRACTOR will be provided with locations and the work to be done at each location via telephone or email from a CITY authorized representative. Emergency work shall begin within two (2) hours of the initial telephone call.
2. CONTRACTOR shall be required to provide twenty-four (24) hour emergency phone numbers and the names of at least five (5) individuals upon award of Professional Services Agreement. Should the contact persons or their phone

numbers change during the course of the Professional Services Agreement, those changes shall be submitted to the CITY within two (2) working days.

3. CONTRACTOR shall be required to provide all necessary traffic control during the course of emergency work. Should the work involve any high voltage power lines or any utility lines the CONTRACTOR shall be required to notify the responsible utility company.
4. Work performed under the emergency provision of this Professional Services Agreement shall be paid for on a "crew hour" basis. This shall include all labor, tools equipment, disposal fees and necessary materials.

N. Traffic Control

1. CONTRACTOR shall be required to supply the necessary equipment to provide adequate traffic control measures during tree trimming operations. This shall include but not be limited to high visibility arrow boards where appropriate. The CONTRACTOR must abide by the most current edition of the Work Area Traffic Control Handbook, or W.A.T.C.H. manual, for traffic control. The CITY, prior to use, must approve all traffic control measures.
2. Tree trimming operations may be conducted on one side of the street at a time and at no time may streets be closed unless authorized, in advance, by the Parks Maintenance Supervisor or his designee. During all tree trimming operations adequate provisions shall be made by the CONTRACTOR to accommodate normal traffic flow over public streets. Means of ingress and egress shall be provided for occupants of adjacent property with convenient access to driveways, buildings, businesses or private residences. Pedestrian traffic shall be accommodated on adjacent sidewalks.
3. CONTRACTOR shall be required to provide and maintain barriers, guards, and lights whenever and wherever necessary in order to effectively protect the public from the dangers associated with the tree trimming operations. CONTRACTOR shall be required to post proper notices and signals for the public regarding detours and the conditions of work currently in progress.

O. Public Noticing of Tree Trimming Operations

1. CONTRACTOR shall be required to notify residents and/or businesses of scheduled tree trimming operations at least seven (7) calendar days prior to the work being performed, if necessary. Notifications shall be made in the form of door hangers, or letters mailed through the US Postal system.
2. CITY approved "No Parking" signs shall be posted on individual trees scheduled for trimming twenty-four (24) hours prior to the work being performed, if necessary. Signs shall be taped or tied and not nailed or stapled to the trees.

P. Disposal of Debris

All brush generated from tree trimming operations shall be recycled where practical.

Q. Green Waste Report

Green waste that is transported to an offsite facility for grinding into mulch shall be documented and submitted to the Parks Maintenance Supervisor on a monthly basis. Weight slips shall be required as proof of disposal and shall be included in the monthly Green Waste Report.

R. Wood Chips

Chips generated from trimming operations within the City of El Centro may be dumped and spread at a CITY designated site or dumped at a green waste facility at the direction of the CITY Staff.

At the direction of the Parks Maintenance Supervisor, wood waste generated from tree removals shall be chipped into pure wood chips with an even uniform size. These chips shall be dumped and spread in specified locations in the city or dumped at a green waste facility at the direction of CITY Staff.

S. Milling

At the direction of the Parks Maintenance Supervisor, large tree trunks, which meet proper specifications, will be required to be milled into lumber suitable for use in a variety of applications. Milled lumber shall be returned to the City at a cost to be included in the proposal.

T. Invoice

CONTRACTOR shall be required to submit invoices on a monthly basis. Invoice format shall include but not be limited to: a list of each street where trimming operations took place; the address of each individual tree trimmed; the species and its current condition; and the height, trunk diameter, and canopy spread of each individual tree that was trimmed. Each invoice shall include an exact copy in electronic format that is compatible with the City's Tree Inventory program. Failure to submit invoices in this format may result in non-payment until these requirements are met.

U. Inspections

1. The Parks Maintenance Supervisor shall be furnished with every reasonable facility for ascertaining full knowledge of the tree maintenance operations involving the workmanship, character of materials and equipment used and employed in the work.
2. Each month, if necessary, the CONTRACTOR shall be required to submit a complete working schedule of all tree maintenance operations including but not limited to trimming, planting, removals, stump grinding and watering.
3. Inspection of the work shall not relieve the CONTRACTOR of any obligations to complete the work as outlined in this document. Defective work shall be made good even if the defective work was not pointed out during the initial inspection and the work was accepted for payment.
4. Any work found to be unacceptable will be noted in writing. Upon receipt of notice these deficiencies; the CONTRACTOR shall make a reasonable good faith effort to correct the deficiencies within ten (10) calendar days. If unacceptable conditions are not corrected within this time period the CITY shall have the right to deduct payment or terminate the Professional Services Agreement.

V. Withholding Payment

The CITY may withhold payment to such extent as may be necessary to protect the CITY from loss due to one or more of the following reasons:

1. Defective or inadequate work not corrected.
2. Claims filed or reasonable evidence indicating probable filing of claims.
3. Failure of the CONTRACTOR to make proper payments to subcontractors or for materials or labor.
4. A reasonable doubt that the Maintenance Services Agreement can be completed for the balance unpaid.

W. Minor Modifications and/or Additional Work

1. The CITY may modify these specifications with the joint approval of the CONTRACTOR and the CITY. All modifications shall be in writing.
2. In the event that the CITY should require additional work beyond the requirements of these specifications, the CONTRACTOR shall perform all work at a competitive price as listed.
3. Additional work may be added to the Maintenance Services Agreement work as the need arises. The CONTRACTOR shall perform all specified and approved additional work at the unit prices submitted with this proposal.
4. The CONTRACTOR must be willing to provide a competitive price for additional work that may be added to the Maintenance Services Agreement. CONTRACTOR will be required to demonstrate the ability to properly execute the expanded workload with the necessary increase in labor, materials and equipment needed to complete the additional work in a timely manner.
5. The CONTRACTOR must have the ability to receive and respond to emergency situations and must respond to emergency call outs within two (2) hours of receipt of the call.

10. BARK, MULCH, DECOMPOSED GRANITE

The CONTRACTOR will be responsible for notifying the CITY when areas are in need of new bark, mulch or decomposed granite. Racking of bark, mulch, or decomposed granite and litter removal at these areas shall occur as needed but at least on a monthly basis and shall be included in the bid. The CITY reserves the right to have the bark installed in any manner that it sees fit and by whomever it sees fit. In the event that the CITY requests that new bark mulch be added by the CONTRACTOR, it will be considered "extra work" in its entirety.

11. SHRUBS AND GROUND COVER

Trimming all shrubs shall be pruned as needed to meet the intent of the landscape design and have a neat appearance. Ground covers shall be edged as needed to keep plant growth from extending beyond curbs, onto sidewalks, buildings, and turf areas. Ground cover in medians shall not be allowed to extend beyond the curb or sidewalk. Pruning shall occur three (3) times per year or as plant material growth dictates to meet standard.

All hedge and shrub heights along fences and walls will be maintained at the height of the fence line or at an approved height.

12. CONTACT INFORMATION

The CONTRACTOR provide a telephone number to the CITY that is accessible twenty-four (24) hours per day so that complaints and or requests can be addressed within twenty-four (24) hours of notification. It is further agreed that CONTRACTOR be available to resolve complaints and or request for service in a period of no longer than twenty-four (24) hours.

13. CONSULTATION

The CONTRACTOR shall provide complete professional consultation on landscape at all times, which includes weekly inspection by the CONTRACTOR and periodic reporting to CITY regarding landscape problems and proposed solutions and which may include landscape agronomist and arborist consultation and referrals or recommendations to landscape architectural consultants, as needed.

14. COMMUNICATION

The CONTRACTOR shall provide regular communications, whether verbal or written, and work as close as possible with the Parks Supervisor, Director of Community Services or other persons designated by the City Manager, keeping in mind the goals and objectives set forth by the CITY.

15. ADDITIONAL SERVICES

The CONTRACTOR shall make cost effective recommendations that are based on existing conditions and that are in the interest of the CITY without any extended cost to be incurred.

16. SAMPLE INSPECTION FORM

LANDSCAPE INSPECTION RATING FORM

SITE: _____

Category	Meets Standards Y/N	Notes
Turf maintenance		
Irrigation maintenance		
Shrubs, groundcover, mulch areas		
Tree maintenance		

NOTE: If any category does not meet City Standards, monthly payment for the specific site(s) will be withheld until the site is back in conformance.

17. SITE MAPS. Each proposed area requires different services, covers different size areas, contain varying numbers of plants and trees, and consists of different irrigation devices and systems. The following is a general description of each area.

SCHEDULE A - CITY PARKING LOTS (NUMBERS 1-9)

Acreage: ~13,743 Square Feet

Location/Address:

- | | |
|---|--|
| 1. Old Post Office -5 th & Olive (#1) | 5. Legion – 500 Block Broadway (#5) |
| 2. Parking Lot #2 500 Block State (#2) | 6. Pest Control – 7 th & Broadway (#6) |
| 3. Office Supply – 6 th and State (#3) | 7. Crest – 700 Block Main Street (#7) |
| 4. Vet Clinic – 5 th & Broadway (#4) | 8. NW corner of 6 th St. and State (#8) |
| | 9. Valley Centerpoint Parking Lot (#9) |

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
Programming of irrigation controllers per seasonal watering schedules. Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Removal of wind blown debris by blowing walkways and driveways.

- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY for CITY's jobs only.
- Plants and shrubs shall be pruned and trimmed to not exceed three (3) feet above curb grade to maintain visibility for motorists.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **ten** 5-gallon shrubs per month to replace dead plant material where requested by CITY.



1. Old Post Office - 5th & Olive Ave.
2. Parking Lot #2
3. Office Supply - 6th & State St.
4. Vet Clinic - 5th & Broadway Ave.

5. By Legion - 500 Block Broadway Ave.
6. Pest Control - 7th & Broadway
7. Across Crest - 700 Block Main St.
8. W. of #3 - 6th & State St.



9. Valley Centerpoint Parking Lot

SCHEDULE B – CITY FACILITIES (NUMBERS 10 – 24)

10. CITY HALL & ECONOMIC DEVELOPMENT OFFICES

Acreage: ~11,258 Square Feet

Location/Address:

- | | |
|--|---------------------|
| a. <u>1275 Main Street, inclusive of parking lot off State Street, and outside of gated area to street curb.</u> | b. 1249 Main Street |
|--|---------------------|

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size.

Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.



- A) City Hall – 1275 Main St.
B) Economic Development – 1249 Main St.

11. EL CENTRO TOWN SQUARE

Acreage: ~8,390 Square Feet

Location/Address:

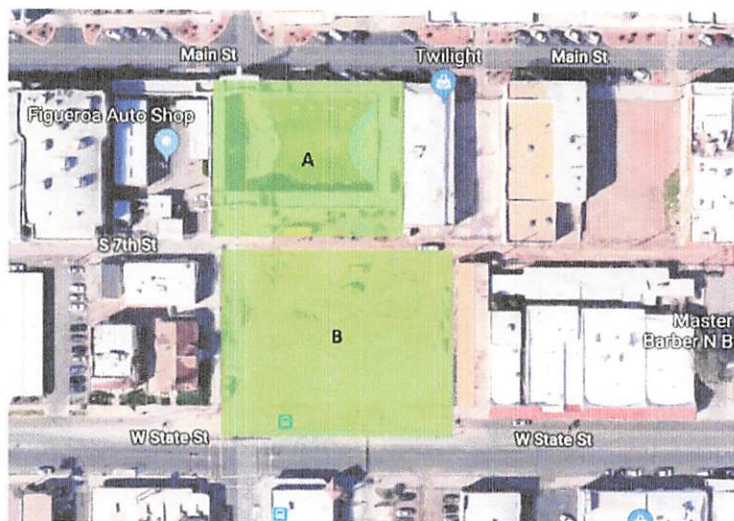
7th Street/Main Street Intersection

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Weed abatement 4 times per year.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **month** to replace dead plant material where requested by CITY.



A) El Centro Town Square
B) El Centro Transit Center

12. SMALL PARK ON 8TH STREET & VINE STREET

Acreage: ~14,457 Square Feet

Location/Address:

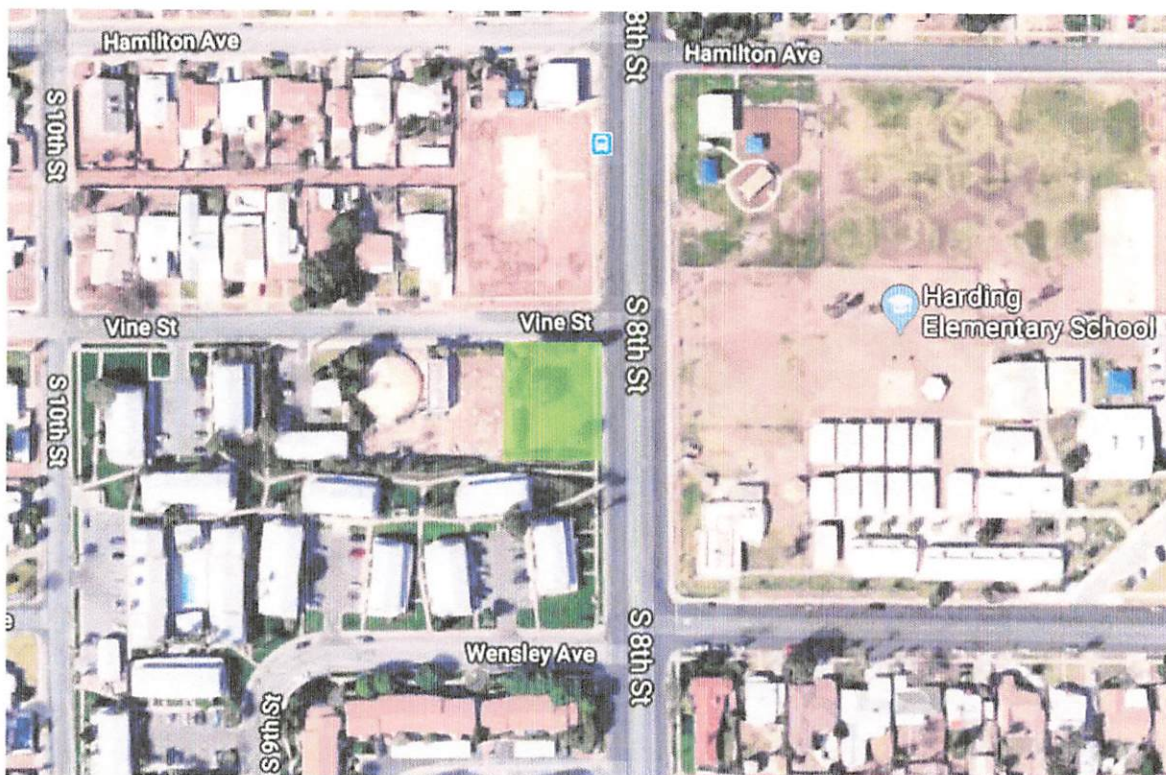
8th Street and Vine Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



13. FIRE STATION #1

Acreage: ~2,837 Square Feet

Location/Address:

775 State Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



14. FIRE STATION #2

Acreage: ~37,930 Square Feet

Location/Address:

900 S. Dogwood Avenue

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



15. FIRE STATION #3

Acreage: ~2.87 Acres

Location/Address:

1910 N. Waterman Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



16. OLD POST OFFICE PAVILION

Acreage: ~4119 Square Feet

Location/Address:

250 S. 5th Street

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



17. POLICE DEPARTMENT

Acreage: ~11,556 Square Feet

Location/Address:

150 S. 11th Street

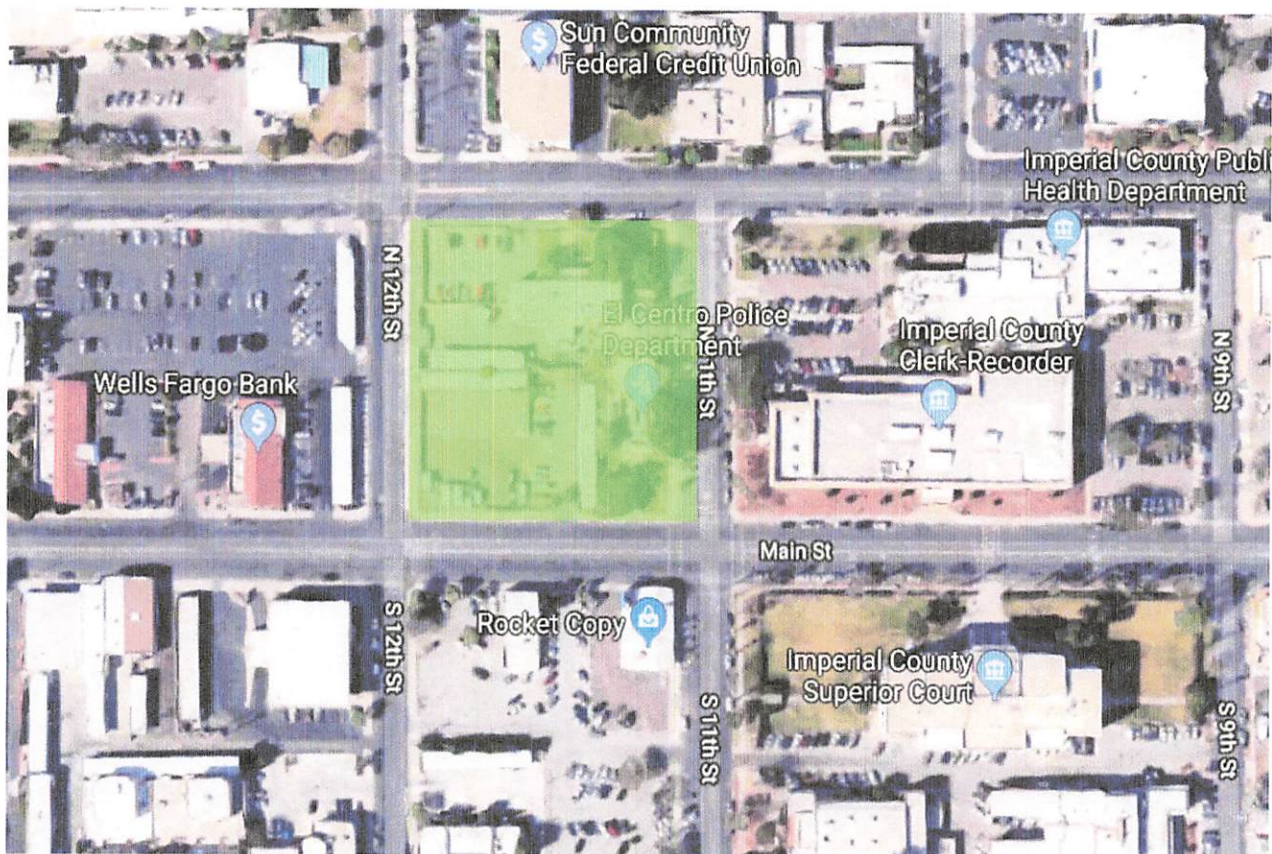
Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Note: Scope of work shall commence once construction is completed.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



18. BUSINESS INCUBATOR

Acreage: 1.5 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



19. EL CENTRO AQUATIC CENTER

Acreage: 3.22 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



20. SIDEWINDER SKATE PARK

Acreage: 1.18 Acres

Location/Address:

Northwest corner of 6th Street/Park Avenue

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



21. MARTIN LUTHER KING JUNIOR PAVILION & CONRAD HARRISON YOUTH CENTER

Acreage: 2.44 Acres

Location/Address:

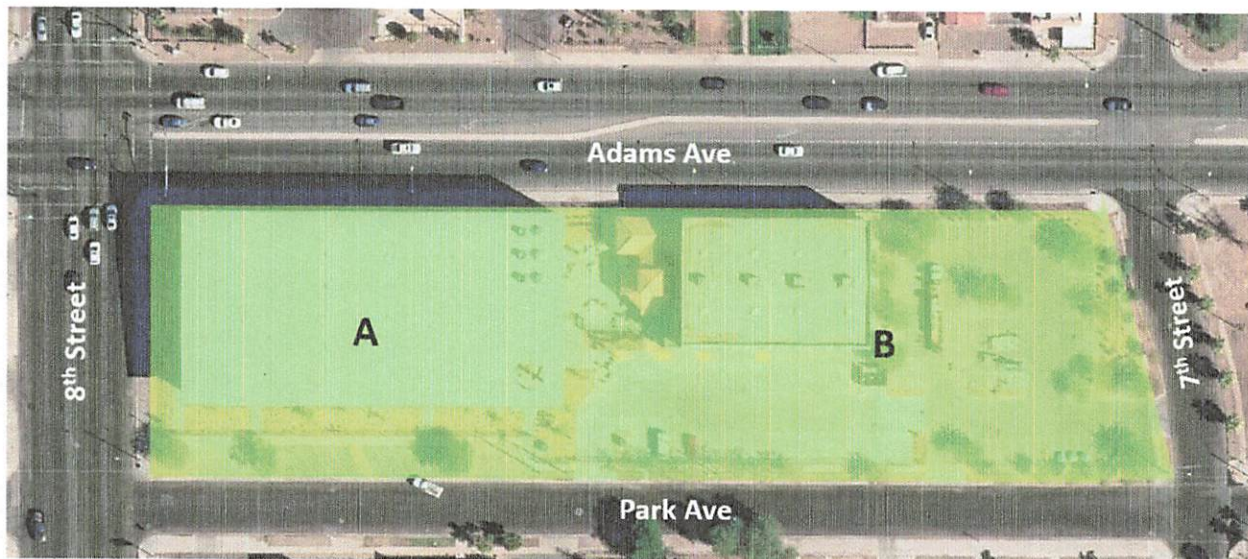
Southeast corner of 8th Street and Adams Avenue/SR86

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants, shrubs, and trees once per week.
- Litter removal and disposal once per week. Litter along the outside of the perimeter fence shall also be disposed once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Landscaping within the City right of way, outside of the perimeter fence shall be maintained. Weekly weed abatement along the right of way area is also required.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



- A. MLK Sports Pavilion
- B. Conrad Harrison Youth Center Gym

22. EL CENTRO LIBRARY

Acreage: ~2.41 Acres

Location/Address:

c. 1198 N. Imperial Ave.,

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide five 5-gallon shrubs per month to replace dead plant material where requested by CITY.



23. DOG PARK

Acreage: ~1.20 Acres

Location/Address:

7th Street & Park Ave.

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



24. FIRST RESPONDERS PARK

Acreage: ~ 2.95 Acres

Location/Address:

1910 N. Waterman Ave.

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Keep all walkways, playground and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- During periods of turf dormancy, provided additional tree and shrub pruning and associated work. Aeration to turf areas as needed minimum two times per year. Do not weed eat base of tree without trunk protectors. Manual removal needed. Keep site clear of plant weeds and foreign material.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.
- Detention basin area included in scope of work.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass) and compost.



SCHEDULE C – ROAD MEDIANS (NUMBERS 25 – 28)

25. CYPRESS DRIVE ROUNDABOUT

Acreage: ~4,486 Square Feet

Location/Address:

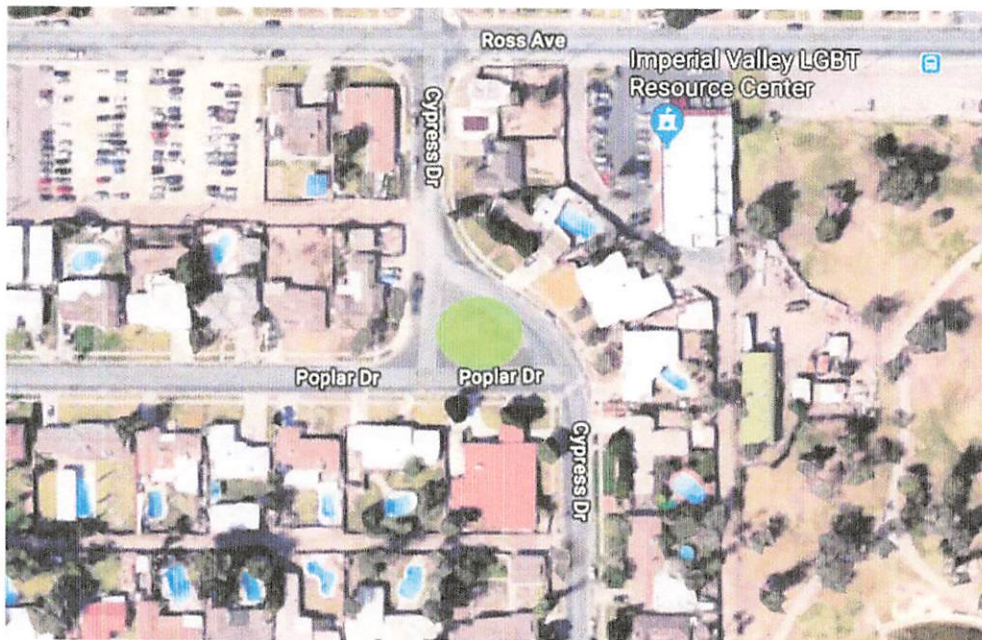
Poplar Drive/Cypress Drive intersection

Scope of Work:

- Landscaping, weeding, mowing, trimming, and edging of lawn areas, trimming and pruning of plants and trees once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.

Additive Bid Items:

- Re-seeding 2 times per year (Bermuda and Rye grass).



26. MAIN STREET PLANTERS

Acreage: ~23,813 Square Feet

Location/Address:

Main Street from 4th Street to 8th Street

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- DG shall be maintained and DG shall be added two times per year.
- Plants and shrubs shall be pruned and trimmed to not exceed three (3) feet above curb grade to maintain visibility for motorists.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **month** to replace dead plant material where requested by CITY.



Main Street Planters from 4th Street to 8th Street
(Planters wrap around 5th, 6th and 7th Street Intersections)

27. OCOTILLO & 28. ORANGE AVE

Acreage: ~2,006 Square Feet

Location/Address:

28. Ocotillo Drive Strip & Median
(Weekly)

29. Orange Avenue Strip (Quarterly) South of
Haskell/ Sunset West of Lotus Avenue

Scope of Work:

- Landscaping, mowing, trimming, and edging of lawn and turf areas, trimming and pruning of plants and trees, maintenance of ground covering once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed. Programming of irrigation controllers per seasonal watering schedules. Backflows to be checked and maintained in proper condition.
- Sprinkler heads shall be kept clear through weed eating or manual cleaning. Inspection of turf area for pests and diseases.
- Litter removal and disposal once per week.
- Keep all walkways and pavement areas including streets, clean and clear of any grass clippings or debris that may be generated from said mowing. All debris, grass clippings and trash shall be disposed of in dumpsters on site provided by the CITY.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **ten** 5-gallon shrubs per **month** to beautify or replace dead plant material where requested by CITY.



Ocotillo Drive Strip & Median



Orange Ave. Strip

EL CENTRO TRANSIT CENTER (SCHEDULE D #29)

Acreage: ~1.31 Acres

Location/Address:

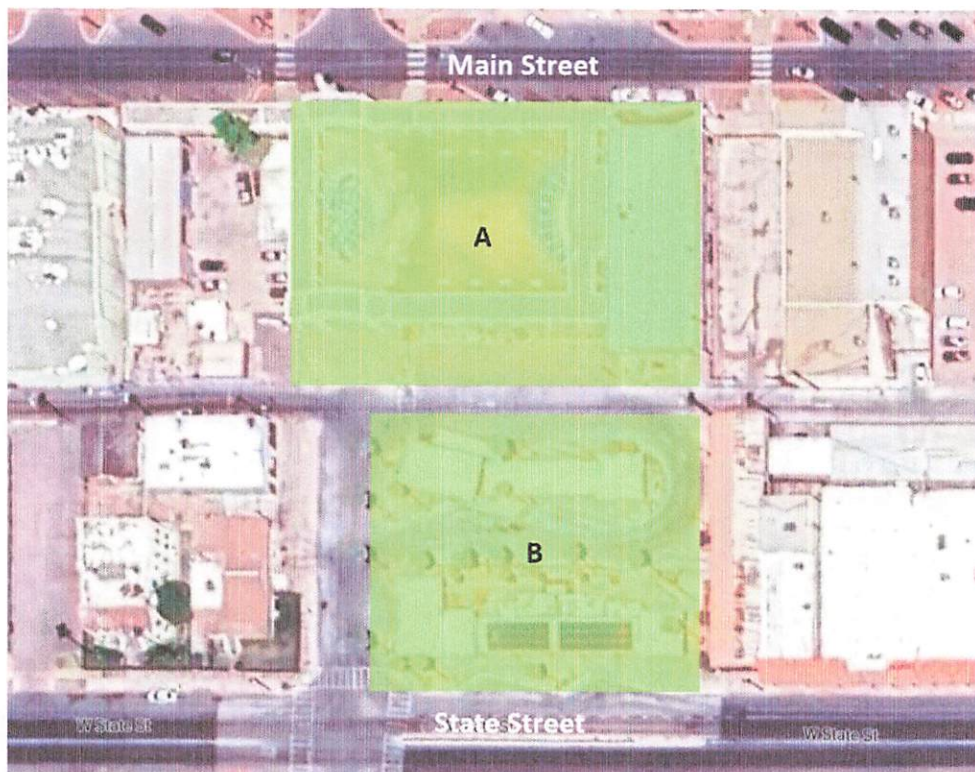
a. 7th Street/State Street

Scope of Work:

- Landscaping, weeding, raking, trimming, and pruning of plants and trees once per week.
- Litter removal and disposal once per week.
- Irrigation to be maintained in proper watering conditions at all times. Irrigation lines and bubbler heads are to be maintained and replaced by the CONTRACTOR as needed.
- Clean gutter and grates once per month or as needed.
- Additionally, any and all plants that dies or is damaged due to CONTRACTOR's negligence shall be replaced at the CONTRACTOR's expense, equal in plant size. Replacement shall be made within fifteen (15) days from the date the defective plant is brought to the attention of the CONTRACTOR.

Additive Bid Items:

- The CONTRACTOR shall provide **five** 5-gallon shrubs per **quarter** to replace dead plant material where requested by CITY.



A) El Centro Town Square
B) El Centro Transit Center

-END OF SPECIAL PROVISIONS-



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-237)

Item: 15.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Angel Hernandez,

Director of Community Development

Department Head: Angel Hernandez

DOC ID: 2024-237

Discussion and Any Necessary Action Regarding a Master Tax Share and Fiscal Impact Agreement Between the County of Imperial and City of El Centro

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A MASTER TAX AND FISCAL IMPACT AGREEMENT WITH THE COUNTY OF IMPERIAL FOR THE EXCHANGE OF PROPERTY TAX REVENUES UPON ANNEXATION OF TERRITORY TO THE CITY.

FISCAL IMPACT:

If approved, the Master Tax and Fiscal Impact Agreement would distribute property tax revenues between the City and County of Imperial for properties that are annexed during the term of this agreement.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Financial & Governance Stability & Sustainability

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Not Applicable

BACKGROUND:

Before the Imperial County Agency Formation Commission (LAFCO) schedules a public hearing on the annexation of territory into the City of El Centro, it requires that a Master Tax Share Agreement be in place between the City and the County of Imperial. The Master Tax Share Agreement serves to distribute the property tax revenues collected by each agency from the properties affected by an annexation. Additionally, the Master Tax Share Agreement serves to comply with Section 99 of the California Revenue and Taxation Code, which requires that when there is a jurisdictional change (e.g. annexation) the government bodies of all agencies whose service areas would be altered, agree to accept the negotiated exchange of property tax revenues. Starting this year, staff from the County and City have worked on preparing a master tax share agreement, the first since 2003, to be approved by their governing bodies.

DISCUSSION:

Staff have prepared a draft agreement (Exhibit A) and resolution (Exhibit B) for the City Council's consideration. In summary, the proposed Master Tax Share and Fiscal Impact Agreement, subject to City Council and Board of Supervisors approval, contains the following terms and conditions:

Tax Share Distribution - The primary element of the agreement is the distribution of tax revenue that accrues to each agency. This is separated into two categories of revenues:

"Base year revenues" means property tax revenues accruing to each agency in the fiscal year in which the annexation is accepted by the State Board of Equalization. The "Tax increment" means that the amount of property tax revenues in excess of base year revenues accrued to each agency (by Tax Rate Area) and resulting from the increase in assessed valuation from one year to the next. Below is a table summarizing the proposed distribution:

Category	County of Imperial	City of El Centro
Special Districts	0%	100%
Base Year Allocation		
Substantially Developed Areas	100%	0%
Not Substantially Developed Areas	60%	40%
Increment Allocation		
Substantially Developed Areas	50%	50%
Not Substantially Developed Areas: Residential, Non-Residential and Mixed Development	40%	60%

County Development Impact Fees - Development projects that are subject to this agreement would be required to pay development impact fees to the County. Fees are collected prior to the City issuing a building permit. Similar fees have been included in previous agreements.

Term of Agreement - The agreement would be effective for one year beginning on the date of approval by both bodies. No less than 90 days prior to its expiration, the City and County will commence negotiations on its renewal or modification.

CONCLUSION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A MASTER TAX AND FISCAL IMPACT AGREEMENT WITH THE COUNTY OF IMPERIAL FOR THE EXCHANGE OF PROPERTY TAX REVENUES UPON ANNEXATION OF TERRITORY TO THE CITY.

ATTACHMENTS:

1. Exhibit A - MTS Agreement
2. Exhibit B - Resolution

1 **MASTER TAX SHARING AND FISCAL IMPACT AGREEMENT**

2 THIS MASTER TAX SHARING AND FISCAL IMPACT AGREEMENT (“Agreement”), made
3 and entered into by and between the COUNTY OF IMPERIAL, a political subdivision of the state of
4 California (“County”), and the CITY OF EL CENTRO, a municipal corporation of the state of California
5 (“City”) (individually, “Party;” collectively, “Parties”) shall be as follows:

6 **WHEREAS**, Section 99 of the California Revenue and Taxation Code provides that in case of a
7 jurisdictional change, the governmental bodies of all agencies whose service areas or responsibilities would
8 be altered by such jurisdictional change must agree, by resolution, to accept the negotiated exchange of
9 property tax revenues; and

10 **WHEREAS**, Section 56668 of the California Government Code requires that certain factors be
11 considered in reviewing any Proposal before the Local Agency Formation Commission (“LAFCO”),
12 including the, “effect of the proposed action and of alternative actions on adjacent areas, on mutual social
13 and economic interests and on the local government structure of the county;” and

14 **WHEREAS**, Section 56069 of the California Government Code defines “Proposal” as a request or
15 statement of intention made by petition, or by resolution of application of a legislative body, proposing
16 proceedings for the Change of Organization or reorganization described in the request or statement of
17 intention; and

18 **WHEREAS**, Section 56021 of the California Government Code defines “Change of
19 Organization” to mean any of the following: (a) a city incorporation; (b) a district formation; (c) an
20 annexation to, or detachment from, a city or district; (d) a disincorporation of a city; (e) a district
21 dissolution; (f) a consolidation of cities or special districts; or (g) a merger or establishment of a
22 subsidiary district; and

23 **WHEREAS**, LAFCO requires a written agreement regarding the exchange of property tax
24 between the affected governmental bodies prior to the approval of any annexation; and

25 **WHEREAS**, in order to offset the negative fiscal impacts to County, to facilitate annexations to
26 the City, and to comply with LAFCO requirements, the Parties are entering into this Agreement, in which
27 City agrees to exchange property tax revenues and make certain payments to County, as further detailed
28 below.

1 **NOW, THEREFORE**, the Parties agree as follows:

2
3 **1. DEFINITIONS.**

4 **1.1.** “Base year revenues” means property tax revenues accruing to each agency in the current
5 fiscal year, being defined as the fiscal year in which the annexation is accepted by the State
6 Board of Equalization.

7 **1.2.** “Tax increment” means that the amount of property tax revenues in excess of base year
8 revenues accruing to each agency (by Tax Rate Area) and resulting from the increase in
9 assessed valuation from one year to the next.

10 **2. TAX APPORTIONMENT.**

11 **2.1.** Special Districts. When a special district, including County Fire and Library Districts, gives
12 up its service responsibility in a territory, upon annexation of such territory to a City, the
13 affected special districts shall transfer to the City all of its base year revenues and tax
14 increment attributable to the annexed territory, effective in the fiscal year following the
15 calendar year in which annexation is completed. Cemetery Districts are expressly excluded
16 from this paragraph, such that any changes in assessments and tax revenues would need to be
17 negotiated directly with the Cemetery Districts.

18 **2.2.** Substantially Developed Areas. For jurisdictional changes where the proposed area is agreed
19 to by County and City to be already substantially developed at the time of annexation, revenue
20 shall be distributed as follows:

21 **2.2.1.** Base year revenues. No transfer of the base year revenues is required.

22 **2.2.2.** Tax increment. The aggregate amount of the tax increment that would accrue to
23 County, as a result of the aforesaid base year revenue apportionment, shall be
24 distributed in the amount of fifty percent (50%) of the increment to the City and fifty
25 percent (50%) of the increment to the County.

26 **2.3.** Not Substantially Developed Areas. For jurisdictional changes where the proposed area is
27 agreed to by County and City to be not substantially developed at the time of annexation,
28 revenue shall be distributed as follows:

1 **2.3.1.** Base year revenues. The County shall transfer to the City forty percent (40%) of the
2 base year revenues.

3 **2.3.2.** Tax increment. The aggregate amount of the tax increment that would accrue to
4 County and City, as a result of the aforementioned base year revenue apportionment,
5 shall be distributed in the amounts as follows:

6 **(a)** Annexations of territory where the proposed area is agreed by the Parties to
7 be for residential development, the tax increment shall be distributed in the
8 amount of sixty percent (60%) to the City and forty percent (40%) to the
9 County.

10 **(b)** Annexations of territory where the proposed area is agreed by the Parties to
11 be for non-residential development, the tax increment shall be distributed in
12 the amount of sixty percent (60%) to the City and forty percent (40%) to the
13 County.

14 **(c)** Annexations of territory where the proposed area is agreed by the Parties to
15 be a combination of residential and non-residential development (mixed
16 development), the tax increment shall be distributed in the amount of sixty
17 percent (60%) to the City and forty percent (40%) to the County.

18 **2.3.3.** Property owned by a tax-exempt entity. For annexations of territory of property owned
19 by a tax-exempt entity, the base year revenue shall be zero dollars (\$0.00).
20 Additionally, a tax increment shall only be generated if the property, or a portion
21 thereof, is developed by an entity subject to property taxation. In that specific instance,
22 tax increment shall be distributed in accordance to Section 2.3.1 or Section 2.3.2 of
23 this Agreement as applicable.

24 **2.3.4.** The table below summarizes the preceding items under Section 2 of this Agreement
25 for reference:
26
27
28

Category	County of Imperial	City of El Centro
Special Districts	0%	100%
Base Year Allocation		
Substantially Developed Areas	100%	0%
Not Substantially Developed Areas	60%	40%
Increment Allocation		
Substantially Developed Areas	50%	50%
Not Substantially Developed Areas: Residential, Non-Residential and Mixed Development	40%	60%

3. **APPLICATION**

The provisions of this Agreement shall apply to the apportionment of all secured and unsecured property tax revenues, due to annexation to the City which have not heretofore been negotiated and agreed to by the parties to the effective date of this Agreement.

4. **COUNTY DEVELOPMENT IMPACT FEES**

4.1. To offset the negative impacts to County of any annexation approved during the term of this Agreement, City shall require developer, as compensation for the discounted negative impacts for the first twenty (20) years of project development, to pay the County certain Impact fees pursuant to the *Schedule of Fiscal Impact Fees Per Unit (residential) and per Square Foot (nonresidential) – Countywide* attached hereto as **Exhibit “A”** (“Fee Schedule”). Said Fee Schedule is pursuant to the Impact Fee Study prepared for the County of Imperial, California by Tischler Bise dated August 17, 2006. A copy of said Impact Fee Study is available upon request.

1 **4.2.** In the event that the developer fails to pay the County the applicable County Impact Fees
2 required to be paid in respect of any building permits related to any annexation approved
3 during the term of this agreement for which the developer is making application to the City,
4 City shall deny the application for the said building permits until such time as the developer
5 pays the required County Impact Fees applicable to such building permits as provided for
6 pursuant to the Fee Schedule.

7 **4.3.** Said payment of County Impact Fees shall be made by the developer to the County in the
8 appropriate and applicable amount depending upon the number of building permits for which
9 the developer is making application to the City at any given time. Upon payment by the
10 developer of the County Impact Fees applicable to any building permits for which the
11 developer is making application to the City as provided for above, the County shall issue a
12 receipt and/or other form of documentation evidencing that the developer has made the
13 required payment and the City shall be entitled to rely upon such receipt and/or other
14 documentation issued by the County that the required County Impact Fees in respect of such
15 building permits have been paid for the purposes of this Agreement.

16 **4.4.** In the event that 1) the developer fails to pay the County the applicable County Impact Fees
17 required to be paid in respect of any building permits related to any annexation approved
18 during the term of this agreement for which the developer is making application to the City
19 and 2) the City approves the application for the said building permits despite the failure of
20 developer to pay the applicable County Impact Fees, then City shall pay County the
21 applicable County Impact Fees. Such payment shall be due within thirty (30) days of the
22 approval of the application for building permits.

23 **5. TERM OF AGREEMENT**

24 **5.1.** This Agreement shall become effective upon execution by both Parties and remain in effect
25 for a term of one (1) year from the date of signing. The terms and conditions shall remain in
26 full force and effect until each term or condition is completely and fully satisfied or a
27 subsequent agreement is negotiated and approved by both Parties.
28

1 **5.2.** Not less than ninety (90) days prior to the expiration of this Agreement, the County and City
2 shall commence negotiation for continuance of this Agreement or formation of new
3 Agreement including fee review and related studies to support any new or revised
4 agreement.

5 **6. REDEVELOPMENT**

6 Prior to the City including any portion of any annexations covered by this Agreement into any
7 program which adversely fiscally impacts County, such as former “Redevelopment Agencies / Zones”
8 (“RDA’s”) where any successor Agencies are formed that are similar to RDA’s and property tax revenues
9 could be affected, City and County shall renegotiate and enter into a new and separate agreement which
10 addresses said negative fiscal impacts.

11 **7. INTENT OF AGREEMENT**

12 By entering into this Agreement, the parties mutually assume the continuation of a statutory scheme
13 for the distribution of tax revenues that is compatible with the provisions contained herein, and such
14 assumption is a basic intent of this Agreement.

15 **8. MEMORANDUM OF ANNEXATION**

16 Following approval of each individual annexation project by LAFCO falling under the terms of this
17 Master Tax Sharing Agreement, a Memorandum of Annexation memorializing the subject annexation shall
18 be entered into by the parties, signed by the City and agendized before the Board of Supervisors for approval,
19 so that a public record is created for the Imperial County Auditor-Controller’s Office to utilize as a tool for
20 processing annual property tax distributions going forward. The form of Memorandum is attached hereto
21 as **Exhibit “B”**.

22 **9. SEVERABILITY**

23 If any term or provision of this Agreement is held by a court of competent jurisdiction to be void,
24 invalid or otherwise unenforceable, the remaining terms and provisions shall continue in full force and effect.

25 **10. GOVERNING LAW**

26 This Agreement is made and entered into in Imperial County, California. This agreement shall be
27 construed and enforced in accordance with the laws of the State of California, except that the Parties agree
28

that any action brought by either Party regarding this Agreement shall be brought in a court of competent jurisdiction in Imperial County, or if appropriate, in the Federal District Court serving Imperial County.

11. GOOD FAITH

The Parties hereto agree to act in good faith and deal fairly with the other Party in the performance of this Agreement.

12. NOTICES.

Notices required hereunder shall be in writing and may be given either personally or by registered or certified mail, postage prepaid, return receipt requested. If given by registered or certified mail, such notice shall be addressed as indicated below, and shall be deemed given and received upon the earlier of actual receipt by the Party to whom the notice was sent, or return of the requested receipt to the Party giving notice. Notice personally given shall be deemed given when delivered to the Party to whom the notice is addressed. Any party may upon ten (10) days written notice to the other Party, change the address where notices are to be sent.

Notice to County

County of Imperial
County Executive Office
Attention: County Executive Officer
940 Main Street, Suite #208
El Centro, CA 92243

With Copies To

Imperial County LAFCO
Attention: Executive Officer
1122 State St., Suite D
El Centro, CA 92243

Notice to City

City of El Centro
Attention: City Manager
1275 W. Main Street
El Centro, CA 92243

13. COUNTERPARTS.

The Parties herein agree that this Agreement may be executed in counterparts.

1 **14. AUTHORITY.**

2 The Parties herein each warrant and represent that they are authorized to execute this Agreement and
3 bind City or County to the terms and conditions of this Agreement.

4
5 **IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed the
6 day and year written below.

7
8 **COUNTY OF IMPERIAL:**

8 **CITY OF EL CENTRO**

9
10 By: _____
11 Luis A. Plancarte, Chairman
12 Imperial County Board of Supervisors

10 By: _____
11 Sylvia Marroquin, Mayor
12 El Centro City Council

13 Date: _____

13 Date: _____

14
15 **ATTEST:**

15 **ATTEST:**

16
17 By: _____
18 Blanca Acosta, Clerk
19 of the Board of Supervisors

17 By: _____
18 Norma Wyles, Clerk
19 of the City of El Centro

20 **Approved as to Form:**

20 **Approved as to Form**

21 By: _____
22 Eric R. Havens
23 County Counsel

21 By: _____
22 Elizabeth L. Martyn
23 City Attorney

COUNTY OF IMPERIAL
FISCAL IMPACT FEES
EFFECTIVE JANUARY 20, 2007

Exhibit A

Units	Total Impact Fee Per Unit	Per Fiscal Impact Studies	Surcharge for Developable Land	Total
Residential		Per Housing Unit		
Single Family	\$2,420	\$225	\$72.60	\$2,718
Multi Family	\$1,895	\$276	\$56.85	\$2,228
Mobile Home	\$1,624		\$48.72	\$1,673
	Countywide Impact Fee Per 1,000 Square Foot			
Non-Residential				
Com/Shop Ctr (50,000 or less sq ft)	\$671.00	\$80.00	\$20.00	\$771
Com/Shop Ctr (50,001-100,000 sq ft)	\$587.00	\$80.00	\$17.00	\$684
Com/Shop Ctr (100,001-200,000 sq ft)	\$513.00	\$80.00	\$15.00	\$608
Com/Shop Ctr over (200,000 sq ft)	\$449.00	\$80.00	\$13.00	\$542
Office/Inst (25,000 or less sq ft)	\$549.00	\$80.00	\$16.00	\$645
Office/Inst (25,000-50,000 sq ft)	\$502.00	\$80.00	\$15.00	\$597
Office/Inst (50,001-100,000 sq ft)	\$461.00	\$80.00	\$13.00	\$554
Medical-Dental Office	\$700.00	\$80.00	\$21.00	\$801
Hospital	\$470.00	\$80.00	\$14.00	\$564
Business Park	\$407.00	\$80.00	\$12.00	\$499
Light Industrial	\$276.00	\$80.00	\$8.00	\$364
Manufacturing	\$199.00	\$80.00	\$5.00	\$284
Warehousing	\$162.00	\$80.00	\$4.00	\$246
Elementary School	\$216.00	\$80.00	\$6.00	\$302
Other Non-Residential				
Lodging (per room)	\$91.00		\$2.00	\$93
Day Care (per student)	\$55.00		\$2.00	\$57
Nursing Home (per bed)	\$54.00		\$1.00	\$55

Prepared 11/14/2006

Based on TischlerBise Fiscal Impact Fee Study dated August 17, 2006 &
Proposed Fiscal Impact Fee Ordinance

EXHIBIT "B"

MEMORANDUM OF ANNEXATION

This Memorandum of Annexation is made and entered into by and between the **CITY OF EL CENTRO**, a municipal corporation of the state of California ("**City**"), and the **COUNTY OF IMPERIAL**, a political subdivision of State of California ("**County**"), with respect to that certain Master Tax Sharing Agreement dated _____, 2024 ("**Agreement**"), for the annexation located at _____, also identified as a portion of APN _____ ("Annexation Property"):

1. Parties: County of Imperial & City of El Centro
2. Reference to the 2024 Master Tax Sharing Agreement approval date (not known yet)
3. Name of Annexation (ex: "EC __ - __")
4. Annexation date of approval by LAFCO
5. Assessor's Parcel Numbers for the affected properties

IT IS SO AGREED.

COUNTY:

County of Imperial

By: _____
_____, Chairperson
Imperial County Board of Supervisors

Date: _____

CITY:

City of El Centro

By: _____
_____, Mayor

Date: _____

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EL CENTRO APPROVING A MASTER
TAX AND FISCAL IMPACT AGREEMENT WITH
THE COUNTY OF IMPERIAL FOR THE
EXCHANGE OF PROPERTY TAX REVENUES
UPON ANNEXATION OF TERRITORY TO THE
CITY

WHEREAS, it is necessary for the City Council of the City of El Centro, California (hereinafter referred to as “City Council”) to approve a Master Tax and Fiscal Impact Agreement (hereinafter referred to as “the Agreement”) for exchange of property tax revenues upon annexation of territory to the City; and

WHEREAS, this Agreement shall become effective upon execution by both the City and the County of Imperial and remain in effect for a term of one year; and

WHEREAS, the City Council finds that its approval of the Agreement will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO DOES HEREBY RESOLVE THAT:

1. That the foregoing is true, correct and adopted hereby.
2. That the City Council does hereby approve the Agreement with the County of Imperial for the exchange of property tax revenue due to annexation to the City.
3. That the Mayor of the City of El Centro, California, is hereby authorized to sign said Agreement, a copy of which is on file in the Office of the City Clerk, on behalf of the City of El Centro, California.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of 2024.

CITY OF EL CENTRO

By: _____
Sylvia Marroquin, Mayor

ATTEST:

By: _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By: _____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-244)

Item: 16.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Veronica Leal, Staff
Assistant

Department Head: Joseph Bernal

DOC ID: 2024-244

Agreement between the City of El Centro and the American Red Cross for Use of City Facilities.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AN UPDATED AGREEMENT WITH THE AMERICAN RED CROSS FOR TEMPORARY USE OF CITY FACILITIES TO PROVIDE SERVICES DURING A DISASTER.

FISCAL IMPACT:

Limited to facility costs during operations; electricity, water, etc.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Community Health, Safety & Welfare

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

As per agreement, the American Red Cross will provide proof of Commercial General Liability and Automotive Liability.

BACKGROUND:

The American National Red Cross, a non-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims.

DISCUSSION:

This resolution proposes an agreement between the City of El Centro and the American Red Cross to enhance disaster preparedness and response capabilities for city residents. Under this agreement, the American Red Cross will have access to designated city facilities, including the MLK Pavilion, Conrad Harrison Youth Center, and the Community Center for disaster-related activities and services, subject to availability.

The agreement aims to support the provision of critical assistance to residents during emergencies, ensuring timely access to shelter, aid, and other resources. This partnership aligns with the city's commitment to community resilience and disaster readiness.

CONCLUSION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AN UPDATED AGREEMENT WITH THE AMERICAN RED

CROSS FOR TEMPORARY USE OF CITY FACILITIES TO PROVIDE SERVICES DURING A DISASTER.

ATTACHMENTS:

1. Facility Use Agreement (2024)
2. Pet Addendum to Facility Use Agrmt (2024)
3. Resolution- American Red Cross (rvsd 112224)



Facility Use Agreement

The American National Red Cross (“Red Cross”), a non-profit corporation chartered by the United States Congress, provides services to individuals, families, and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross’s disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner (“Owner”) so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner:

Full Name of Owner	City of El Centro
Address	1275 W. Main St. El Centro, CA 92243 Attn. City Manager
24-Hour Point of Contact Name and Title Work Phone Cell	City Manager Cedric Cesena Office: (760) 337-4540 Cell: (760) 336-1085 Fire Chief Joseph Bernal Office: (760) 337-4530 Cell: (760) 554-5269
Address for Official Notices (only if different from above	

Red Cross:

Chapter Name	
Chapter Address	
24-Hour Point of Contact Name and Title Work Phone Cell	
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

Insert name and complete street address of building or, if multiple buildings, write “See attached facility list,” and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use. Martin Luther King Sports Pavilion and Conrad Harrison Youth Center – 770 Park Ave., El Centro, CA 92243

Community Center – 375 So. First St., El Centro, CA 92243

Terms and Conditions

1. Use of Facility: Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):
2. RED CROSS shall not store any equipment or materials at the FACILITY or adjoining property without the
prior written approval of the CITY Manager or designee.
3. RED CROSS shall not remove, relocate, or take CITY property outside of the FACILITY for any reason
without the prior written approval of the CITY Manager or designee.
4. RED CROSS shall not use CITY equipment, tools, or furnishings located in or about the FACILITY without
the prior written approval of the CITY Manager or designee.
6. RED CROSS shall comply with all local, state, and federal laws and regulations related to the use of the
FACILITY. The RED CROSS agrees to abide by all applicable federal and state accessibility standards and
regulations.
8. RED CROSS shall not admit a larger number of individuals than can lawfully, safely, and freely move about
the FACILITY.
10. Gambling of any kind is not permitted at the FACILITY.
11. Smoking is not permitted at the FACILITY.
12. Alcohol and Drugs are not permitted at the FACILITY
13. Household pets are permitted at the FACILITY in a designated area.

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		
Storage of supplies		
Parking of vehicles		
Disaster Shelter		

14. Facility Management: The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
 15. Condition of Facility: The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the
-
- LOG Facility Use Agreement Form V.6.0 2024-04-11
- 2
Page 669 of 700

Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.

16. Food Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
17. Custodial Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
18. Security/Safety: In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
19. Signage and Publicity: The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the

written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

20. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.

21. Fee (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:

- a. Owner will not charge a fee for the use of the Facility.
Owner Initials _____ Red Cross Initials _____
- b. The Red Cross will pay \$___ per: _____ for the right to use and occupy the Facility
Owner Initials _____ Red Cross Initials _____

22. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

- a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.
- b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	Red Cross Initials
Water		
Gas		
Electricity		
Waste Disposal		

- d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
- e. If the disaster is a Federally declared disaster and Owner is a municipal, county, parish, or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to

reimburse the Owner for costs covered by Public Assistance Category B.

23. Insurance: General liability insurance. Red Cross shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$ 1, 000,000 per occurrence, \$ 2, 000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO " insured contract" language will not be accepted. Such insurance shall name the City, its officers, employees, agents, and volunteers as additional insureds. Red Cross shall file certificates of such insurance with the City which shall be endorsed to provide thirty (30) days' prior notice to the City of cancellation or any change of coverage or limits. Copies of such insurance certificates shall be provided at the time of execution of this Agreement. Requirements for coverage features or limits contained in this Section are not intended as a limitation on coverage, limits on other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Red Cross maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Red Cross.
- Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

24. Indemnification:

The Red Cross shall defend, hold harmless, and indemnify Owner from and against any and all causes of action, claims, liabilities obligations, judgments, losses, costs, expenses or damages, including liability for injuries or illnesses to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Red Cross's use or occupancy of the Facility and adjoining property, unless solely caused by the gross negligence or willful misconduct of the City, its officers, employees or agents. In the event Agency indemnities are made a party to any action, lawsuit or other adversarial proceeding arising from Renter's use or occupancy of the Facility and adjoining property, Red Cross shall provide a defense to the City indemnitees, or, at the City's option, reimburse the City indemnitees their costs of defense including reasonable legal fees, incurred in defense of such claims. The Red Cross shall indemnify, defend and hold harmless the City, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or person or damage to property to the extent caused by Red Cross' activities and/or use or occupancy of the Facility and adjoining property, unless solely caused by the negligence or willful misconduct of the City, its officers, agents or employees.

1. Term: The term of this agreement begins on the date of the last signature below and ends 30 calendar days after written notice by either party.

Digital Signature: Each party agrees that either part's execution of this agreement by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this AGREEMENT and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. The use of digital signatures is intended to facilitate more efficient execution and delivery of signed documents.

City of El Centro

The American National Red Cross

Owner (Legal Name)

(Legal Name)

By (Signature)

By (Signature)

Cedric Cesena

Name (Printed)

City Manager

Title

Date

Name (Printed)

Title

Date

PET ADDENDUM TO FACILITY USE AGREEMENT

This Pet Addendum to Facility Use Agreement ("Addendum") is hereby annexed to and made a part of the Facility Use Agreement ("Agreement") having an effective date of , 20 , and entered into between ("Owner") and The American National Red Cross, a nonprofit corporation, a Federally chartered instrumentality of the United States, and a body corporate under the laws of the United State (36 U.S.C. §§ 300101-300111 (2007) ("Red Cross"). Owner and Red Cross are each sometimes referred to herein as a "Party" and collectively, as "Parties", as the context requires. Capitalized terms used, but not defined herein have the meanings set forth in the "Agreement".

Owner hereby grants permission to the Red Cross to permit its clients while occupying a portion of the Premises ("Client") to keep only those pet(s) described below upon the terms and conditions in this Addendum. All pets are subject to the following general policies:

1. Clients' household pets, including assistance/therapy animals (each as defined by applicable law) are permitted to be kept on and in the area of the Facility designated on Exhibit A of this Addendum ("Pet Area"), or other areas (designated in writing by Owner) in or adjacent to the building.
2. Clients' service and/or guide animals (as defined by applicable law) are permitted to be kept in the same area of the Facility as the Client.
3. At all times when a client's pet is outside the Pet Area, the pet must be secured by either a leash, or in a carrier or other container and restrained in such a way so as not to cause any damage to people or the Facility. Except for service and/or guide animals, no pet is permitted in any part of the Facility, other than the Pet Area, or other areas designated and approved by Owner.
4. Owner's personnel shall avoid physical contact with any pet and shall enter the Pet Area only accompanied by the Red Cross Representative (identified in the Agreement) or Animal Welfare Organization (AWO) providing care and/or support of the pet.
5. Red Cross agrees that it, acting through the AWO, shall be responsible for sheltering, feeding, maintaining, and overseeing the welfare of the pets in compliance with all applicable laws and regulations, including but not limited to all state law and local ordinances regarding pet ownership and liability.
6. The Parties may execute and deliver this Addendum in counterparts.
7. Except as otherwise set forth in this Addendum, the terms of the Agreement remain in effect.
8. The term of this Addendum shall be coterminous with the term of the Agreement.

The Parties have executed and delivered this Addendum as of the Effective Date.

[Signatures follow on next page]

IN WITNESS WHEREOF, the Parties, acting through their duly authorized officers, have executed this Contract, which shall come into force as of the latest date of the signatures below.

OWNER	RED CROSS
Name: City of El Centro_____	The American National Red Cross
By: _____ Signature	By: _____ Signature
Print Name: Cedric Ceseña_____	Print Name: _____
Title: City Manager_____	Title: _____

Exhibit A

Diagram of Pet Area (include location of pet waste disposal bins/areas)

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AN UPDATED AGREEMENT WITH THE AMERICAN RED CROSS FOR TEMPORARY USE OF CITY FACILITIES TO PROVIDE SERVICES DURING A DISASTER

WHEREAS, the American Red Cross requires space in which to provide services to individuals, families and communities when disaster strikes; and

WHEREAS, it now is necessary for the City Council of the City of El Centro, California (the "City Council") to approve an updated agreement with American Red Cross for temporary use of City facilities, and specifically the Dr. Martin Luther King Jr. Sports Pavilion, Conrad Harrison Youth Center, and the Community Center to provide emergency and disaster-related activities and services, if and when needed, to the residents of the City; and

WHEREAS, the Agreement has been coordinated with the City's Fire Department; and

WHEREAS City Council finds that the approval of said Agreement will be in the best interest of the City of El Centro, California.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted hereby.
2. That the City Council does hereby approve the agreement with American Red Cross.
3. That the City Manager of the City of El Centro, California, is hereby authorized to sign said Agreement, a copy of which is on file in the Office of the City Clerk, on behalf of the City of El Centro, California and along with the Fire Chief to take the necessary steps to implement it.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the 3rd day of December, 2024.

City of El Centro

By: _____
Sylvia Marroquin, Mayor

ATTEST:

By: _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: _____
Elizabeth L. Martyn
City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California held on the 3rd day of December 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By: _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-245)

Item: 17.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Resolution

Prepared by: Veronica Leal, Staff
Assistant

Department Head: Joseph Bernal

DOC ID: 2024-245

Approving the purchase of a Rosenbauer Viper Fire Truck.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE EL CENTRO FIRE DEPARTMENT TO PURCHASE ONE STOCK ROSENBAUER 109' VIPER AERIAL APPARATUS.

FISCAL IMPACT:

\$1,500,000 (ARPA Funded)

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Community Health, Safety & Welfare

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

Verified business license not required as vendor operates outside of the City of El Centro. No contract work will be performed in El Centro. Velocity Fire Equipment Sales is a licensed and insured fire and equipment sales provider in Arizona. The vendor has provided references, and the City has previously purchased Rosenbauer emergency vehicles.

BACKGROUND:

The El Centro Fire Department is requesting the purchase of a 2024 stock 109' Rosenbauer Viper aerial apparatus to address critical operational needs. This new apparatus will replace an engine lost in a vehicle accident on May 16, 2023, as well as the department's aging 2006 American LaFrance 75' aerial apparatus, which has experienced increasing maintenance challenges due to its deteriorating condition.

The decision to purchase a stock unit reflects the department's urgent need to maintain readiness and ensure continued service delivery. Current market conditions have significantly impacted the fire apparatus industry, with build times for custom apparatus now ranging between 2 to 4 years or more. Given the loss of an engine and the state of the existing aerial apparatus, waiting for a custom-built is not a viable option.

The Rosenbauer Viper apparatus, available as a stock unit, provides an immediate and cost-effective solution. Its advanced features, including a 109-foot aerial ladder, will enhance the department's ability to respond to high-angle rescues, multi-story structure fires, and other critical incidents, ensuring the community's safety is not compromised.

DISCUSSION:

The Fire Department recommends purchasing a 2024 Rosenbauer stock 109' Viper Fire Truck offered by Velocity Fire Equipment Sales. This acquisition will enhance the El Centro Fire Department's operational capabilities by providing a modern, state-of-the-art apparatus to support emergency response and fire suppression efforts.

The new fire truck will replace aging equipment and ensure the department continues to meet the community's safety needs effectively and efficiently.

CONCLUSION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE EL CENTRO FIRE DEPARTMENT TO PURCHASE ONE STOCK ROSENBAUER 109' VIPER AERIAL APPARATUS.

ATTACHMENTS:

1. Rosenbauer Purchase Agreement 2024
2. Resolution-Purchase of Rosenbauer Fire Engine 2024

El Centro, CA (Stock 109' Viper 7683)
(enter)
(enter), (enter) (enter)



Date: (enter)

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution by the El Centro, CA (Stock 109' Viper 7683), hereinafter called the Buyer and an officer of Rosenbauer South Dakota, LLC, hereinafter called the Company, the following apparatus and equipment.

One (1) (select), complete with (select) chassis per attached specifications.	\$1,502,211.66 each
The contract purchase order price includes sales tax in the amount of \$114,329.66.	
Gross due upon completion and delivery total	TOTAL \$1,502,211.66

All of which are to be built in accordance with the specifications, clarifications and exceptions attached, and which are made a part of this agreement and contract.

DELIVERY:

The estimated delivery time for the completed apparatus, is to be made 545 days after receipt of and approval of this contract duly executed, and dependent on Chassis / Major Components arriving In acceptable condition subject to all causes beyond the Company's control. The quoted delivery time is based upon our receipt of the specified materials required to produce the apparatus in a timely manner. "Delivery" means the date company is prepared to make physical possession of vehicle.

CONTRACT CHANGES:

Changes orders shall be covered by the provisions of Appendix C, attached and incorporated. After execution and acceptance of this Contract, the Buyer may request that the Company incorporate a change to the Products or the Specifications for the Products by delivering a Change Order to the Company; provided, however, that any such Change Order must be in writing and include a description of the proposed change sufficient to permit the Company to evaluate the feasibility of such Change Order. Within seven (7) working days of receipt of a Change Order, the Company will inform the Buyer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or delivery resulting from such Change Order. The Company shall not be liable to the Buyer for any delay in performance or delivery arising from any such Change Order. Purchase Price may be modified only by mutual written agreement of the Parties because of changes to the Apparatus required or requested by the Buyer during the construction process pursuant to Appendix C, Change Order Policy. Any changes in the Purchase Price resulting from changes to the Apparatus required or requested by the Buyer during the construction process shall be stated in the Change Order signed by both parties. Additional Changes: If various state or federal regulatory agencies (e.g. NFPA, DOT, EPA) require changes to the specification' and/or the product that result In a cost increase to comply therewith this cost will be added to the Purchase Price to be paid by the customer.

This Agreement may be terminated by Buyer upon 90 days prior written notice before the Chassis/Mayor Components have been ordered.

Notice: All notices, requests, demands, or other communications under this Agreement will be in writing.
Notice will be sufficiently given for all purposes as follows:

- A. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.
- B. Certified mail. When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.
- C. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account; notice is effective on delivery, if delivery is confirmed by the delivery service.

- D. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice; notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.
- E. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- F. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this Agreement. Any change in address or fax number that is not provided to the other party will not void delivery of any notice under this Agreement, and delivery to the last known address or fax number shall be deemed sufficient for notice under this Agreement.

INDEMNIFICATION

Company shall indemnify, defend, and hold harmless the City, and its officers, employees, and agents ("Agency Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable attorney's fees and costs of litigation ("claims"), arising out of the City's performance of its obligations under this agreement or out of the operations conducted by Company, including the Agency's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the Company. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Company's performance of this Agreement, the Company shall provide a defense to the City Indemnitees or at the City's option reimburse the City Indemnitees their costs of defense, including reasonable attorney's fees, incurred in defense of such claims.

PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING

This agreement and all exhibits are binding on the heirs, successors, and assigns of the parties. The Agreement may not be assigned or subcontracted by either party without the prior written consent of the other.

INTEGRATION; AMENDMENT

This Agreement represents the entire understanding of the parties as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this Agreement. The Agreement may not be modified or altered except in writing signed by both parties. No waiver of any term or condition shall be a continuing waiver.

INTERPRETATION

The terms of this Agreement should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction that might otherwise apply.

SEVERABILITY

If any part of this Agreement is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the Agreement will remain in full force and effect.

TIME OF ESSENCE

Time is of the essence in the performance of this Agreement.

GOVERNING LAW; JURISDICTION

This Agreement will be administered and interpreted under the laws of the State of California. Jurisdiction of any litigation arising from the Agreement will be in a court of competent jurisdiction within the county in which Agency is located.

COMPLIANCE WITH STATUTES AND REGULATIONS

Company will be knowledgeable of and will comply with all applicable federal, state, local, county, and city statutes, rules, regulations, ordinances, and orders.

WAIVER OF BREACH

No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this Agreement.

ATTORNEY'S FEES

Except as provided for herein above, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment, including post-judgment attorney's fees costs and expenses and any attorneys' fees or costs incurred on appeal of any judgment.

EXHIBITS

All exhibits identified in this Agreement are incorporated into the Agreement by this reference.

FORCE MAJEURE:

The Company shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond the Company's control which make the Company's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

www.rosenbaueramerica.com

ROSENBAUER, INC. : J) < _T-i DAKOTA, INC.
1000 1st Street
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ROSENBAUER MINNESOTA, LLC
5101 26TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55002
P 651 452 1000

ROSENBAUER MOTORS, LLC
5101 26TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55002
P 651 452 1000

info@rosenbaueramerica.com

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PAYMENT TERMS:

Final payment for the apparatus shall be made at time of delivery or pick up of the completed vehicle. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to deliver. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon delivery of the apparatus or upon pickup of the apparatus by the Buyer, the Buyer agrees to provide all liability and physical damage insurance. It is further agreed that if on delivery and testing, any defects should develop, the Company shall be given reasonable time to correct changes. Guarantee of the chassis is subject to the guarantee of the chassis manufacturer. *NOTE: upon final inspection at the factory for pick-up or delivery, the Buyer will need to supply a Certificate of Insurance and full payment prior to release of the vehicle, unless prior arrangements for vehicle's release have been made. D

TITLE:

The Apparatus shall always be the property of the Company until it is delivered to the Buyer pursuant to the terms of this agreement. The Company shall bear the sole responsibility and risk for destruction, loss or damage to the apparatus, or any portion of the Apparatus, through the date and time it is delivered to the Buyer. The Company shall deliver good and merchantable title to the Apparatus at the time it is delivered to the Buyer. The Buyer shall bear the sole responsibility and risk for destruction, loss or damage to the Apparatus upon the date and time it takes delivery of the Apparatus.

PIGGY BACK ORDERS:

The Company, at its sole discretion, will allow the terms of the contract to be extended to both the Buyer, as well as to other Municipal, State, or Federal agencies for similar unit(s). The Company will allow tag on/ additional orders for up to three (3) years from the date of contract execution. To facilitate pricing, the Company will quote the original price plus manufacturer's price increases or Producer's Price Index (PPI) whichever is greater as it applies to either Fire Apparatus and/ or commercial heavy truck industries.

The amount in this proposal shall remain firm for a period of 30 days from the date of same.

Respectfully submitted,

Buyer:

We accept the above proposal and enter into contract with signature below.

Dealer: Velocity Fire Equipment Sales

Sales Rep: _____
(enter)

Title: _____

Title: _____

Date

After company receipt of this document signed by the Buyer, the document will be reviewed and upon approval, countersigned by the Company thereby putting the document in force.

Rosenbauer South Dakota, LLC

Title: _____

Date

www.rosenbaueramerica.com

info@rosenbaueramerica.com

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APPENDIX C CHANGE ORDER POLICY

This change order policy is intended to reflect the increased cost of changes which result in delayed deliveries, confused paperwork, poor production flow and increased potential of trucks being built to incorrect specifications. With your cooperation, changes can be kept to a minimum which means we will be able to reduce lead times, increase production and maintain costs which will benefit all of us.

Our objective is accurate, high quality and on-time deliveries exceeding our customer expectations.

Changes any time after the order is received may delay the quoted delivery date. Significant design or component changes will have the largest impact on the schedule and quoted delivery date. Changes that occur later in the process will also have the largest impact on the schedule and quoted delivery date.

All time fences are reference to contract execution date if not otherwise stated.

Change Window #1

All changes will be priced at standard pricing and specials will be priced through our normal process. Significant changes made to the vehicle during this time period may result in a delivery extension.

RBM Chassis	0-60 days
RBA Aerial	0-60 days
Rosenbauer Body	0-60 days

Change Window #2

All changes are subject to a 25% mark-up, as well as a \$250.00 change order processing fee. All changes are subject to factory review and may be denied due to engineering or lead time issues.

RBM Chassis	61-75 days
RBA Aerial	61-75 days
Rosenbauer Body	61-120 days

Change Window #3

All changes are subject to a 50% mark-up, and 50% restocking fee on deleted items, as well as a \$250.00 change order processing fee. All changes are subject to factory review and may be denied due to engineering or lead time issues. No major components can be changed at this time; major components are considered engine, transmission, axles, suspension, cab, frame (wheelbase), seats, water pump and water tank.

RBM Chassis	76-120 days
RBA Aerial	76-120 days
Rosenbauer Body	121-180 days

Change Window #4

Changes are not recommended at this time. Any changes requested will be priced on a time and material basis, as well as a \$500.00 change order processing fee. Any changes requested, and that are quoted to the customer, must be approved by the customer within three days or they will not be valid.

RBM Chassis	After 120 days
RBA Aerial	After 120 days
Rosenbauer Body	After 180 days

**Note: Any late change orders that are factory driven will be done at cost and no additional mark up or penalties will apply.*

BUYER INITIALS: _____

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:ru:THi:cel
P.O. BOX 57
LYONS, SOUTH DAKOTA 57041
P 605 543 5591

ROSENBAUER MINNESOTA, LLC
5151 150TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55092
P 651 462 1000

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WYOMING, MINNESOTA 55092
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RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL
CENTRO AUTHORIZING THE EL CENTRO FIRE DEPARTMENT
TO PURCHASE ONE STOCK ROSENBAUER 109' VIPER AERIAL
APPARATUS

WHEREAS, the El Centro Fire Department (ECFD) maintains a fleet of fire service vehicles to serve the citizens of El Centro; and

WHEREAS, ECFD has identified a need to replace an existing vehicle in various states of disrepair; and

WHEREAS, the City has approved the replacement of one ECFD fire engine during Fiscal Year 2024-2025; and

WHEREAS, ECFD has identified the Freightliner of Arizona dba Velocity Truck Centers, LLC as the source for pricing because of compatibility and availability; and

WHEREAS, this purchase qualifies as a sole source purchase under City Code 2-177(a)(1), and 2-176; and

WHEREAS, during the City Council meeting on October 15, 2024 the City Council approved the use of American Rescue Plan Act funding for the purchase of the requested vehicle.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS;

1. That the foregoing is true, correct, and adopted.
2. That the City Council hereby approves the purchase of one 2024 Rosenbauer Viper Aerial Apparatus from Velocity Truck Centers, LLC and authorizes the City Manager or designee to execute any and all applicable documentation and take any and all necessary actions to implement this Resolution.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro held on the day of , 2024

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:

Office of the City Attorney

By _____
Elizabeth Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24-_____ was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the _____ day of _____, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

By _____
Norma Wyles, City Clerk



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-248)

Item: 18.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Presentation

Prepared by: Veronica Leal, Staff
Assistant

Department Head: Joseph Bernal

DOC ID: 2024-248

Presentation of Automatic Aid Pilot Program Agreement.

CITY MANAGER'S RECOMMENDATION:

Presentation to City Council regarding the Automatic Aid Pilot Program Agreement. Presentation only.

FISCAL IMPACT:

Fiscal impact would be generated in the event of an automatic aid incident. This cost is offset when automatic aid is received.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Community Health, Safety & Welfare

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

BACKGROUND:

The El Centro Fire Department, in partnership with the City of Imperial Fire, County of Imperial Fire, and American Medical Response (AMR), proposes a one-year pilot program for an automatic aid agreement to improve regional emergency response capabilities. This agreement establishes a framework for the immediate, coordinated dispatch of resources to specific high-priority incidents, including structure fires, roadway incidents with three or more patients, and technical rescue operations. Emergency medical calls are not included in this agreement.

The pilot program introduces an automatic aid system, which differs significantly from the existing mutual aid program. While mutual aid requires an active request by the Incident Commander after determining additional resources are needed, automatic aid ensures that pre-designated units from neighboring agencies are dispatched simultaneously with the local agency's response, based on the incident type and location. This approach minimizes delays and ensures that critical resources arrive on scene faster, enhancing life safety and property protection during complex emergencies.

DISCUSSION:

The Automatic Aid Pilot Program seeks to improve response times, optimize resource deployment, and strengthen partnerships between participating agencies. Following the one-year trial period, the program's effectiveness and impact will be evaluated to determine its potential for permanent adoption.

By enabling quicker deployment of additional units, the automatic aid system is expected to improve response efficiency and overall outcomes. The one-year pilot period will allow participating agencies to assess the program's impact, collect operational data, and evaluate its feasibility for permanent implementation.

The Automatic Aid Agreements can positively influence ISO ratings by improving fire department capabilities in areas such as response times, available staffing, and apparatus deployment. For the City of El Centro, currently rated 3/3X, enhanced resource sharing through automatic aid could contribute to maintaining or potentially improving the city's Public Protection Classification (PPC) by demonstrating robust regional collaboration and effective use of resources during critical incidents.

CONCLUSION:

It is the fire department's recommendation to partner with the City of Imperial Fire, County of Imperial Fire, and American Medical Response (AMR), and enter into the one-year pilot program for an automatic aid agreement to improve regional emergency response capabilities.

ATTACHMENTS:

1. Automatic Aid Agreement IMR-IMP-ECN-AMR 24.11.20



Central Zone Automatic Aid Pilot Program

Participating agencies:

El Centro Fire Department

Imperial County Fire Department

City of Imperial

American Medical Response (AMR)

January 1, 2025



AUTOMATIC AID AGREEMENT FOR EXCHANGE OF FIRE PROTECTION AND SPECIALIZED RESCUE BETWEEN THE CITY OF EL CENTRO AND THE IMPERIAL COUNTY FIRE DEPARTMENT.

The purpose of this Automatic Aid agreement is to outline the procedures for carrying out an Automatic Aid response between the City of El Centro Fire Department (ECFD), the Imperial County Fire Department (ICFD), the City of Imperial, and American Medical Response (AMR). Together, ECFD, ICFD, and AMR are the “parties” and each is a party.

W I T N E S E T H

WHEREAS, the parties to this Agreement provide fire protection and rescue services within their respective jurisdictional limits; and

WHEREAS fire and rescue resources for the County of Imperial and City of Imperial are dispatched through Imperial County Sherriff Office dispatch center.

WHEREAS, fire and rescue resources for the City of El Centro are dispatched through the El Centro Police Department dispatch center.

WHEREAS, it is in the best interests of the County of Imperial, City of Imperial, and City of El Centro to provide the most expeditious response to suppress fires and mitigate emergencies; and

WHEREAS, each party is desirous of providing to the other a reasonable and reciprocal exchange of fire protection services on a day-to-day basis.

NOW, THEREFORE, in consideration of these mutual covenants, the parties hereto agree as follows:

1. Revisions

This Agreement may be revised or amended at any time by mutual agreement of the Fire Chiefs. All amendments to this Agreement shall be in writing and signed by the persons authorized to bind the parties thereto. Substantial reductions or modifications of services by any of the agencies shall be cause for reconsideration of the Agreement.

2. Term

The initial term of this automatic aid agreement shall be one (1) year commencing as of the date of execution hereof by all parties. Thereafter, the term of this automatic aid agreement shall automatically renew for successive one (1) year terms on the same terms and conditions. Any of the parties may terminate the agreement at any time with written notice to the other parties at least thirty (30) days prior to the date of intended withdrawal. Parties shall meet biannually to discuss revisions to the existing agreement.

3. Biannual Meetings

At such meetings, the Parties shall determine specific content for and application of performance evaluation methodology. Such methodology should include but not be limited to resource response times, identification of critical infrastructure, communication, and standards compliance.

4. Mutual Benefits

ICFD, City of Imperial, and ECFD intend that this Agreement will provide mutual benefits to each party. The Fire Chiefs of ICFD and ECFD are hereby authorized to identify and revise as they deem necessary any designated areas or types of response periodically as may be dictated by changing conditions and the requirements of mutual benefits to each party.

5. Incident Command

In those instances where the assisting Department arrives before the jurisdictional Department, the assisting Department will take the necessary action dictated by the situation. However, it is assumed that the jurisdictional Department will continue with a Chief Officer response after the arrival of the assisting Department. Overall command of the incident will be assumed by the jurisdictional Department upon its arrival at the scene. The assisting Department's personnel will remain under the command of the Incident Commander. The highest-ranking officer of the assisting Fire Department at the incident, will become the Agency Representative (AREP) or Safety Officer. The resources of the assisting Department will be released from the scene as soon as practical by the jurisdictional Fire Department.

When it is deemed appropriate, the AREP may enter into Unified Command with the jurisdictional Department's Incident Commander. A common and agreed upon communications plan shall be established and utilized by all resources and Incident Commanders.

6. Commitment of Resources

It is mutually understood and agreed that this agreement does not relieve a party from the necessity and obligation of using its own resources for furnishing fire and rescue service within any part of its own jurisdiction, and that the assisting party's response to a request for aid will be dependent upon the existing emergency conditions within its own jurisdiction and the status of its resources.

7. Methods of Requesting Aid

All requests for aid shall be via the respective dispatch center. Persons assigned to the dispatch center for all Departments are authorized to send and receive such requests as per their respective operational procedures. Communication amongst respective command staff will dictate availability of resource types to insure the most appropriate apparatus type is staffed and available for automatic-aid service.

8. Intent of Agreement

The intent of this Agreement is to provide the agency in need with a more efficient and/or effective initial response to an emergency incident. As defined within [National Fire Protection Association](#) Standard 1710 (*Organization and Deployment of Fire Suppression Operation by Career Fire Departments*, (NFPA 1710)) automatic aid refers to a developed plan between two or more fire departments for an immediate joint response on first alarms. The intent of this agreement shall be to provide the respective parties the capacity to realize the goal of meeting NFPA 1710 recommended response for a single-family dwelling initial full alarm assignment and to other emergencies as defined by the respective Fire Chiefs. The agreed upon resources should only be utilized until the agency having responsibility is able to relieve the assisting agency with their own resources and/or obtain the appropriate emergency resources. If the agreed upon resources are not available, the assisting agency need not respond.

9. Fire Incident Reporting

Each agency is responsible for their own National Fire Incident Report (NFIRS). In the event both agencies arrive on scene, the jurisdictional department shall complete the "Fire Section" of the NFIRS report. In the event an assisting agency handles an incident in the jurisdictional department's area of responsibility, the assisting agency shall complete the "Fire Section" of the NFIRS report, and the jurisdictional department will complete the NFIRS as "Aid Received", if needed. If the jurisdictional department is not dispatched, then a NFIRS report is not necessary by the jurisdictional department.

Each agency shall be responsible for obtaining needed information to complete fire reports for incidents within their respective jurisdiction. Assisting units shall contact jurisdictional units to provide appropriate information for completion of fire reports.

10. Training

Joint training exercises will be conducted upon agreement by the parties (minimum of one per quarter). These training exercises shall be coordinated with ECFD and ICFD Command Staff. Prior to initiating the automatic-aid agreement, ICFD and ECFD will participate in a minimum of three training exercises with the objective of terminology standardization as well as apparatus and equipment familiarization. Training exercises should include the involvement of dispatch centers to assure cohesive communication.

11. Services by Imperial County Fire Department and City of Imperial

ICFD and City of Imperial agree to provide a designated fire and rescue response, as jointly agreed upon by the Fire Chiefs of ICFD and ECFD, upon notification by ECFD to designated areas located within the jurisdiction of the City of El Centro.

12. Dispatch and Notification by El Centro Fire Department

Upon receipt by ECFD of an alarm within a designated area located within the jurisdiction of the City of El Centro. ECFD, (as the jurisdictional Department) will dispatch its nearest available and appropriately designated fire or rescue response to that alarm, also notify AMR dispatch, as well as an ICFD fire dispatcher who will, in turn, dispatch the agreed-upon automatic-aid ICFD response.

13. Services by El Centro Fire Department

ECFD agrees to provide a designated fire and rescue response, as jointly agreed upon by the Fire Chiefs of ECFD and ICFD, upon notification by ICFD to designated areas located within the jurisdiction of Imperial County.

14. Dispatch and Notification by Imperial County Fire Department

Upon receipt by ICFD of an alarm within a designated area located within the agreed upon automatic-aid geographic boundaries of Imperial County and in the City of Imperial, ICFD, (as the jurisdictional Department) will dispatch its nearest available and appropriately designated fire or rescue response to that alarm and notify an ECFD fire dispatcher who will, in turn, dispatch the agreed-upon automatic-aid ECFD response as well as AMR dispatch.

15. Amount and Type of Assistance

A. ECFD to ICFD and City of Imperial

Fire Response

Areas outside of the City of El Centro

Upon notification by ICFD, ECFD agrees to automatically dispatch the following resources to fire incidents within the areas defined below. Additional resources may be authorized by the ECFD Fire Chief or ICFD on-duty battalion Chief upon request.

Structure Fire Response

Initial Dispatch:

- Minimum of one (1) apparatus (Minimum crew of 3)

Fire Response (Non-Structure Fire)

Initial Dispatch:

- One (1) Engine (Minimum crew of 3)

Roadway incidents involving three (3) or more patients, fire, or technical rescue

Upon notification, ECFD agrees to automatically dispatch the following resources to reported fire and rescue incidents to supplement/assist ICFD engine companies responding to designated freeway locations.

Initial Dispatch:

- One (1) Engine (Minimum crew of 3)

B. ICFD and City of Imperial to ECFD

Fire Response

Upon notification by ECFD, ICFD and City of Imperial agree to automatically dispatch the following resources to structure fires within the area defined as the jurisdiction of the City of El Centro. Additional resources may be authorized by the ICFD Fire Chief or on-duty Chief upon request. Resources dispatched by Imperial County FD will be dictated by geographic location of the most appropriate apparatus with direction from ICFD command staff and may include an apparatus with crew contracted for service within the City of Imperial. In this case, ICFD apparatus will move-up from another ICFD station to provide dedicated City of Imperial coverage.

Structure Fire Responses

Initial Dispatch:

- Minimum of one (1) apparatus (Minimum crew of 3)

Fire Response (Non-Structure Fire)

Initial Dispatch

- One (1) Engine (Minimum crew of 3)

Roadway incidents involving three (3) or more patients, fire, or technical rescue

Upon notification, ICFD agrees to automatically dispatch the following resources to reported fire and rescue incidents to supplement/assist ECFD engine companies responding to freeway incidents within the jurisdiction of the City of El Centro.

Initial Dispatch:

- One (1) Engine (Minimum crew of 3)

C. AMR to ECFD, ICFD, and City of Imperial

EMS Response

Upon notification of an incident defined by the aforementioned criteria, AMR agrees to automatically dispatch resources to assist responding fire agencies. Upon assignment from the IC, AMR responsibilities may include assignments such as the establishment of a rehabilitation station designated for incident personnel as well as provide emergency medical services and patient transport as needed within the incident. The AMR supervisor may assume the role of agency representative (AREP) and receive the assignment as medical group supervisor upon arrival. Additional resources may be authorized by the AMR supervisor or Operations Director upon request.

Initial Dispatch:

- One (1) ALS ambulance (crew of two)
- One (1) AMR supervisor

16. Communications System

The Parties agree to share the use of communication systems, radios, and radio frequencies for the execution of this Agreement. Sharing of the frequencies must be approved only by authorized personnel for each party and documented in the Incident Action Plan (IAP). The communications plan will be reviewed annually and included in the recurrent joint training exercise.

17. No Third-Party Benefit

This Agreement shall not be construed as, or deemed to be, an agreement for the benefit of anyone not a party hereto, and anyone who is not a party hereto shall not have a right of action hereunder for any cause whatsoever.

18. Hold Harmless

It is mutually understood and agreed that the party requesting assistance is not required to indemnify the party furnishing assistance as to liability or damage imposed by law upon the assisting party for any act or omission of the assisting party or its employees occurring in the performance of the services.

19. No Effect on Master Mutual Aid Agreement

It is mutually understood that this Agreement will in no way affect or have a bearing on the existing Master Mutual Aid Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Automatic Aid Agreement as of the day and year first above written.

El Centro Fire Department:

Name: Joseph Bernal
Title: Fire Chief
Date:

Imperial County Fire Department:

Name: David Lantzer
Title: Fire Chief
Date:

City of Imperial:

Name: Robert Amparano
Title: Mayor
Date:

American Medical Response:

Name: Brandon Walls
Title: Director of Operations
Date:

This Agreement will facilitate coordinated emergency response efforts among the Parties, enhancing public safety and resource efficiency.



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2024-249)

Item: 19.

Meeting: 12/3/2024 4:00 PM

Department:

Category: Informational Items

Prepared by: Catherine Gutierrez,

P.W. Analyst

Department Head: Abraham Campos

DOC ID: 2024-249

Old City Library Electrical Emergency Repairs

CITY MANAGER'S RECOMMENDATION:

Information item only

FISCAL IMPACT:

No impact to the General Fund. The project will be paid with budgeted Measure P funds for the demolition of Valley Center Point buildings. A total of \$300,000 has been allocated for said project this fiscal year and these electrical repairs are expected to be under that amount.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Environmental Sustainability & Infrastructure

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTOR'S LICENSE, REFERENCE CHECKS, INSURANCE, ETC.:

NA

BACKGROUND:

The existing electrical meter and transformers supporting the old library site is located within the old mall area of the Valley Center Point development. The electrical area has been vandalized beyond repair resulting in loss of electrical power to the old library site, including HVAC and alarm systems. For the Health and Safety of the Public, electrical power must be restored to current code standards.

Public Works has worked with a consultant to complete plans and specifications for the demolition of the Valley Center Point buildings, which includes the old Mervyn's, Miller's Outpost and center mall hallway area where the shops were located. Part of the work included relocating the power source to the old library that is to remain within the old Sears building, currently shared between the City and Imagine school. This emergency has resulted in the acceleration of the electrical relocation part of the work as power cannot be restored via the existing vandalized obsolete system.

On May 7, City Council approved an Emergency Resolution to complete the repairs to the electrical system.

DISCUSSION:

UPDATE:

Staff is currently working with IID, Tom Watson Electrical and Nicklaus Engineering to define the scope and obtain proposals for the needed repairs.

CONCLUSION:

Information Item Only

ATTACHMENTS:

None