



**AGENDA
CITY OF EL CENTRO
CITY COUNCIL
TUESDAY, NOVEMBER 4, 2025**

City Hall

Regular Meeting

3:30 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 November 4, 2025.

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=81248429552>

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:

Sonia Carter

City Manager: Robert Sawyer

Mayor Pro-Tem:

Marty Ellett

City Attorney: Elizabeth Martyn Evans

Council Members:

Sylvia Marroquin

City Clerk: Norma Wyles

Claudia Camarena

Michael Crankshaw

3:30 PM CLOSED SESSION - CONFERENCE ROOM "A":

ROLL CALL:

CLOSED SESSION PUBLIC COMMENT:

Any member of the public wishing to address the City Council on any matter appearing in 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.

COUNCIL ADJOURNS INTO CLOSED SESSION:

CITY COUNCIL CLOSED SESSION:

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957:

Public Employment - Chief of Police

CONFERENCE WITH LABOR NEGOTIATOR:

City Representative: City Manager

Negotiating with: Acting Police Chief

Under Negotiation: Employment Terms

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54959.9(d)(1):

Navarro V. El Centro Regional Medical Center and City of El Centro

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54956.9(d)(2):

Possible litigation against the City - 2 cases

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 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:

(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.

CONSENT AGENDA (ITEMS 1-5):

1. Approval of the minutes of the City Council meeting held on October 21, 2025.
2. 2nd Reading and Adoption of Ordinance No. 25-07, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING EL CENTRO MUNICIPAL CODE CHAPTER 17, SECTION 60, REGARDING COMMERCIAL VEHICLES WITH MORE THAN TWO AXLES, waive reading and adopt by title only.
3. Resignation of Ms. Jessie Villanueva from the Friends of El Centro Board be accepted, effective immediately, with regrets; and that the City Clerk be authorized to advertise the unscheduled vacancy.
4. Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE FOR THE FY2025 LAW ENFORCEMENT MENTAL HEALTH AND WELLNESS ACT (LEMHWA) GRANT PROGRAM.
5. Filling of Planning Commission Resolution No. 25-13, regarding Zoning Variance for a fence at 2779 W. Main Street.

PUBLIC HEARING:

6. Public hearing for the purpose of establishing Mobile Vendor Permit and Facility Use (Mobile Vendor) Permit Fees.

Presentation: Angel Hernandez, Community Development Director

Recommendation:

Adopt Resolution No 25- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, SETTING MOBILE VENDOR PERMIT FEES.

NEW BUSINESS:

7. Ordinance Prohibiting the Operation of Electric Bicycles in City-Owned Parks.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Introduce and Approve Ordinance No. 25- , ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ADDING CITY CODE SECTION 19-42.1 TO THE EL CENTRO MUNICIPAL CODE PROHIBITING THE USE OPERATION OF ELECTRIC BICYCLES IN CITY-OWNED PARKS, waive reading and approve as first reading and authorize the City Clerk to place on the next agenda for second reading and adoption.

8. Appointment of the City of El Centro Police Chief.

Presentation: Dulce Bedolla, Human Resource Director

Recommendation:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE COMPENSATION AND EMPLOYMENT TERMS FOR THE POSITION OF CHIEF OF POLICE.

9. Award of Bid and authorizing a contract for the Eddie White Complex-Frazier Field Parking Lot Project.

Presentation: Adriana Nava, Community Services Director

Recommendation:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR EDDIE WHITE-FRAZIER FIELD PARKING LOT PROJECT.

10. Amending Resolution No. 21-82 Establishing Norms and Procedures and Order of Business for the City Council.

Presentation: Robert Sawyer, City Manager

Recommendation:

Adopt Resolution No. 25 - , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, AMENDING RESOLUTION NO. 21-82 ESTABLISHING NORMS AND PROCEDURES AND ORDER OF BUSINESS FOR THE CITY COUNCIL OF THE CITY OF EL CENTRO AND RELATED FUNCTION AND ACTIVITIES

11. Discussion and any necessary action regarding the appointments to the Planning Commission Board to fill two (2) scheduled vacancies.

Presentation: Sonia Carter , Mayor

Recommendation:

Mayor's Recommendation: Appointment of the Planning Commission to fill two scheduled vacancies with a term ending October 3, 2029.

LEGISLATIVE ACTION:

INFORMATIONAL ITEMS:

TASK FORCE AND MAYOR/CONFERENCE REPORTS - COUNCIL MEMBER REPORTS:

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 # 2025-359)

Item: 1.

Meeting: 11/4/2025 3:30 PM

Department: City Clerk

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head:

DOC ID: 2025-359

Approval of the minutes of the City Council meeting held on October 21, 2025.

CITY MANAGER'S RECOMMENDATION:

FISCAL IMPACT:

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.:

BACKGROUND:

DISCUSSION:

CONCLUSION:

ATTACHMENTS:

1. 10-21-2025 Regular CC Minutes

REGULAR MEETING
EL CENTRO CITY COUNCIL
CITY HALL, COUNCIL CHAMBERS
1275 MAIN STREET, EL CENTRO, CA
TUESDAY, OCTOBER 21, 2025, 3:30 P.M.

The El Centro City Council met in a regular session on Tuesday, October 21, 2025 at 3:35 p.m. in Conference Room A, El Centro City Hall, 1275 W. Main Street, El Centro, California for the purpose of closed session.

PRESENT: Council: Camarena, Ellett, Marroquin
City Clerk Wyles, Acting City Manager Sawyer, City Attorney Martyn Evans

ABSENT: Council: (Crankshaw, Mayor Carter arrived at 4:00 p.m.)

CLOSED SESSION PUBLIC COMMENT

None

CITY COUNCIL CLOSED SESSION

Moved by Marroquin, second by Ellett, to adjourn into closed session for:

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54956.9(a):

Sonia Carter v. City of El Centro

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54957(b):

Public Employment – City Attorney

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54959.9(d)(2):

Possible litigation against the city

CLOSED SESSION PURSUANT TO GOVT. CODE SECTION 54956.9(d)(4):

Possible litigation by the city

Motion carried.

Closed Session concluded at 5:40 p.m.

City Council recessed to 6:00 p.m.

OPEN SESSION

The El Centro City Council met in a regular session on Tuesday, October 21, 2025, at 6:03 p.m. in Council Chambers, El Centro City Hall, 1275 Main Street, El Centro, California.

PRESENT: Council: Camarena, Carter, Ellett, Marroquin
City Clerk Wyles, Acting City Manager Sawyer, City Attorney Martyn Evans

ABSENT: Council: Crankshaw

Pledge of Allegiance to the flag of the United States of America was led by Council Member Marroquin and Invocation was given by Mayor Pro-Tem Ellett.

CITY ATTORNEY REPORT ON CLOSED SESSION

No reportable action.

PUBLIC COMMENTS

Public comment was received from Peter Martinez, Shirley Jackson and Sky Ainsworth.

PRESENTATION AND ANNOUNCEMENTS BY MAYOR

1. Proclamation for Rafael Solis Day, 100th Birthday
2. Catholic Charities – Working Hands Program Update by Albert Jauregui and Antoinette Fallon.
3. Quiet Servant Award – Resident Award to Verna Wow-Wright and Employee Award to Fernando Bañuelos.
4. SoCal Gas Co Rates Update – Deborah McGarry, Public Affairs Manager.

CONSENT AGENDA (ITEMS 5-15)

Moved by Marroquin, second by Carter, approving consent items # 5-15.

5. Approval of Warrant Registers for the month of September 2025.
6. Approval of Payroll Registers for the month of September 2025.
7. Approval of Treasurer's Report for the month of September 2025.
8. Approval of the minutes of the City Council meetings held on September 16, 2025, September 30, 2025, and October 14, 2025.
9. 2nd Reading and Adoption of Ordinance No. 25-05, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO REPEALING CHAPTER 11, ARTICLE V; AMENDING CHAPTER 16, ARTICLE VIII; AND AMENDING CHAPTER 29 OF THE EL CENTRO CITY CODE ESTABLISHING REGULATIONS ON MOBILE VENDING, waive reading and adopt by title only.
10. 2nd Reading and Adoption of Ordinance No. 25-06, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING THE ZONING MAP OF THE CITY OF EL CENTRO PERTAINING TO CHANGE OF ZONE 22-05, waive reading and adopt by title only.
11. Adoption of **Resolution No. 25-68**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE CITY MANAGER TO FILE A FINANCING APPLICATION TO THE STATE WATER BOARD FOR FINANCING APPLICATIONS FOR A DRINKING WATER SERVICE.
12. Adoption of **Resolution No. 25-69**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE CITY MANAGER TO FILE A FINANCING APPLICATION TO THE STATE WATER BOARD FOR FINANCING APPLICATIONS FOR A CONNECTION TO THE CITY SEWER SYSTEM.

13. Adoption of **Resolution No. 25-70**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING AND AUTHORIZING THE EL CENTRO POLICE DEPARTMENT TO PARTICIPATE IN THE DEPARTMENT OF HOMELAND SECURITY GRANT PROGRAM FOR OPERATIONS STONEGARDEN 2024.
14. Adoption of **Resolution No. 25-71**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF CITIZENS' OPTION FOR PUBLIC SAFETY PROGRAM FUNDS FOR FISCAL YEAR 2023-2024 THROUGH THE STATE OF CALIFORNIA LOCAL SAFETY AND PROTECTION ACCOUNT.
15. Approval of the Dispatcher Recruitment Incentive Program.

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
ABSTAINED: None

PUBLIC HEARING

16. This was the scheduled date and time for a public hearing to consider an amendment to Municipal Code Chapter 17, Section 60 regarding the prohibition of vehicles with more than two axles on portions of Wake Avenue and 8th Street. Presentation by Abraham Campos, Public Works Director/City Engineer. Mayor Carter opened the public hearing and invited anyone wishing to speak to come forward. Seeing no one come forward, Mayor Carter closed the public hearing and returned the item to the City Council for comments.

Mayor Pro-Tem Ellett asked about any other vehicles are not allowed. Mr. Campos commented that restriction do not apply to emergency vehicles. Council Member Marroquin thanked Mr. Campos for being proactive and bringing the item before the Council, noting that Council Members had received multiple complaints regarding that area. Mayor Carter stated that this action was a long time coming.

Moved by Marroquin, second by Ellett, approval of **Ordinance No. 25-07**, AN ORDINANCE OF THE CITY OF EL CENTRO AMENDING THE MUNICIPAL CODE CHAPTER 17, SECTION 60, REGARDING COMMERCIAL VEHICLES WITH MORE THAN TWO AXLES, waive reading and approve as a 1st reading and authorize the City Clerk to place on the next agenda for second reading and adoption.

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
ABSTAINED: None

17. Continuance of Public Hearing to Consider Setting Mobile Vendor Permit Fees for the meeting of November 4, 2025. Staff request that the City Council defer action and discussion on mobile vending permit fees allow additional time for staff to complete the required public noticing related to the proposed fee updates. Staff further recommends continuing the public hearing to the Council meeting of November 4, 2025.

NEW BUSINESS

18. Appointment of City Manager, presentation by Dulce Bedolla, Human Resource Director.
Motion by Marroquin, second by Carter, adoption of **Resolution No. 25-72**, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE COMPENSATION AND EMPLOYMENT TERMS FOR THE POSITION OF CITY MANAGER.

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
ABSTAINED: None

19. Motion by Marroquin, second by Camarena, to ratify a letter of support for Controlled Thermal Resources for Hell's Kitchen Project for Imperial County.

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
ABSTAINED: None

20. Moved by Ellett, second by Marroquin, approving the appointment of **Betty Tucker, Adrienne Lawson,** and **Matthew Cowie** to the Library and Community Services Board with term ending on June 30, 2028.

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
ABSTAINED: None

LEGISLATIVE ACTION:

None

TASK FORCE AND MAYOR & COUNCIL MEMBERS REPORTS

Council Members provided updates on their activities since the last City Council meeting and shared information on upcoming events.

CITY MANAGER REPORT

Reported on recent activities.

ADJOURNMENT

With no further business, the meeting was adjourned at 8:25 pm.

Norma Wyles, City Clerk

APPROVED BY:

Sonia Carter, Mayor



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2025-354)

Item: 2.

Meeting: 11/4/2025 3:30 PM

Department: City Clerk

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head:

DOC ID: 2025-354

2nd Reading and Adoption of Ordinance No. 25-07, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING EL CENTRO MUNICIPAL CODE CHAPTER 17, SECTION 60, REGARDING COMMERCIAL VEHICLES WITH MORE THAN TWO AXLES, waive reading and adopt by title only.

CITY MANAGER'S RECOMMENDATION:

FISCAL IMPACT:

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.:

BACKGROUND:

DISCUSSION:

CONCLUSION:

ATTACHMENTS:

1. Ordinance No. 25-07 Prohibition of Vehicles on Wake Avenue

ORDINANCE 25-07

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING
EL CENTRO MUNICIPAL CODE CHAPTER 17, SECTION 60, REGARDING
COMMERCIAL VEHICLES WITH MORE THAN TWO AXLES

1. Findings: The City Council of the City of El Centro finds as follows:
 - a. The City may prohibit the use of City streets by certain classes of vehicles, such as trucks that are excessively noisy or create unsafe traffic conditions for other drivers. (See Vehicle Code Section 21101(c).
 - b. Such vehicles include trucks with double axles as set out in Section 17-60(a) of the City Code. Complaints regarding noise and safety have been received regarding such vehicle on Wake Avenue beginning at Imperial Avenue east to La Brucherie.
 - c. Such regulations are not arbitrary, unreasonable or confiscatory and currently exist within the City.
2. Section 17-60(a) is amended to add subsections (10), (11), and (12) to read as follows:
 - (10) On Wake Avenue between La Brucherie Avenue and Imperial Avenue.
 - (11) On Wake Avenue between 8th Street and Cypress Drive.
 - (12) On 8th Street between Bradshaw Drive and Wake Avenue.
3. This ordinance shall take effect 30 days after the date of its adoption.

INTRODUCED at a regular meeting of the City Council of the City of El Centro California, held on the 21st day of October, 2025.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2025.

CITY OF EL CENTRO

By: _____
Sonia Carter, 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. 25-07 had its first reading on the 21st day of October, 2025, and had its second reading on the _____ day of _____, 2025, and was passed by the following vote:

AYES: Camarena, Carter, Ellett, Marroquin
NOES: None
ABSENT: Crankshaw
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 # 2025-353)

Item: 3.

Meeting: 11/4/2025 3:30 PM

Department: City Clerk

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head: Norma Wyles

DOC ID: 2025-353

Resignation of Ms. Jessie Villanueva from the Friends of El Centro Board be accepted, effective immediately, with regrets; and that the City Clerk be authorized to advertise the unscheduled vacancy.

CITY MANAGER'S RECOMMENDATION:

That the resignation of Ms. Jessie Villanueva from the Friends of El Centro Board be accepted, effective immediately, with regrets; and that the City Clerk be authorized to advertise the unscheduled vacancy.

FISCAL IMPACT:

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

City Beautification, Engagement & Civic Pride

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

BACKGROUND:

DISCUSSION:

CONCLUSION:

ATTACHMENTS:

1. Resignation Letter - Ms. Jessie Villanueva

From: [Bianca Sanabria](#)
To: [Norma Wyles](#)
Cc: [Adriana Nava](#)
Subject: FW: Letter of participation
Date: Thursday, October 23, 2025 4:04:37 PM

Norma,

Below is the email I received from Jessie after informing her that she is no longer eligible since she now resides in San Diego. Please let me know if you need any additional information. Thank you.

Bianca Sanabria

From: Jessie V <jessiev86@gmail.com>
Sent: Tuesday, September 23, 2025 5:01 PM
To: Bianca Sanabria <bsanabria@cityofelcentro.org>
Subject: Letter of participation

CAUTION: This email originated from outside of the City of El Centro. Do not click links or open attachments unless you recognize the sender and know the content to be safe.

Hi Bianca,

Thank you for reaching out today. If you will please share this with the board it would be greatly appreciated. Thank you.

Dear Friends of El Centro Board Members,

It has been an honor to serve on the Friends of El Centro Board and to contribute to its mission of strengthening our community. I am writing to inform you that, per the bylaws, my board position requires that I be a resident of El Centro. Since I no longer reside within the city, I am unable to continue serving as a board member at this time.

Although I must step down from my official role, please know that I remain deeply committed to the work of Friends of El Centro. I continue to be involved with several nonprofit organizations in El Centro and would welcome the opportunity to collaborate on projects, share resources, and help bring more opportunities to our community.

I am grateful for the time I've spent working alongside such dedicated individuals and I look forward to supporting Friends of El Centro in new ways moving forward. Please feel free to reach out to me if I can be of any assistance or partnership in the future.

With gratitude and respect,

Jessie Villanueva
Co-President SI El Centro



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2025-342)

Item: 4.

Meeting: 11/4/2025 3:30 PM

Department: Police

Category: Resolution

Prepared by: Rene McNish ,
Lieutenant

Department Head: Rene McNish

DOC ID: 2025-342

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE FOR THE FY2025 LAW ENFORCEMENT MENTAL HEALTH AND WELLNESS ACT (LEMHWA) GRANT PROGRAM.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE FOR THE FY2025 LAW ENFORCEMENT MENTAL HEALTH AND WELLNESS ACT (LEMHWA) GRANT PROGRAM.

FISCAL IMPACT:

\$161,800 (No Matching Funds)

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 Police Department has been awarded \$161,800 in funding through the United States Department of Justice, Office of Community Oriented Policing Services (COPS Office) under the FY2025 Law Enforcement Mental Health and Wellness Act (LEMHWA) Grant Program. The department submitted its proposal entitled "Shield Strong: Advancing Total Wellness for ECPD Officers and Families" to strengthen its existing officer wellness program.

This funding will allow the El Centro Police Department to expand and institutionalize wellness practices by enhancing peer support, increasing access to mental health services, improving physical fitness infrastructure, and supporting family-oriented wellness initiatives.

DISCUSSION:

The FY2025 LEMHWA Grant will support a comprehensive wellness initiative designed to improve the overall mental, physical, and emotional health of sworn and non-sworn personnel and their families. Grant activities will include specialized Critical Incident Stress Management (CISM) training to build internal capacity for peer-based trauma response, contracting with licensed clinicians to provide confidential counseling and family therapy, and hosting departmental and family wellness workshops focused on resilience and stress

management.

Additionally, funds will be used to upgrade the department's physical fitness facilities with new equipment such as treadmills, training systems, and reformers to promote physical readiness and stress reduction. Outreach and educational materials will also be developed to encourage early use of wellness resources and reduce stigma surrounding mental health care within law enforcement.

The total project cost of \$161,800 is fully federally funded with no local match required. The grant is reimbursement-based and will cover allowable costs for travel, equipment, training, supplies, and professional services. The project period extends from October 1, 2025, through September 30, 2027.

CONCLUSION:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE FOR THE FY2025 LAW ENFORCEMENT MENTAL HEALTH AND WELLNESS ACT (LEMHWA) GRANT PROGRAM.

ATTACHMENTS:

1. FY25 LEMHWA Award Notification
2. FY25 LEMHWA Pre-Acceptance Award Package_15JCOPS-25-GG-00457-LEMH_192706_AW-163657
3. FY25 LEMHWA RESO

Rene McNish

From: do-not-reply@usdoj.gov
Sent: Friday, October 10, 2025 12:28 PM
To: Robert Sawyer; Rene McNish; Rene McNish
Subject: DOJ Justice Grants System - Award Number 15JCOPS-25-GG-00457-LEMH Notification

CAUTION: This email originated from outside of the El Centro Police Department. Do not click links or open attachments unless you recognize the sender and know the content to be safe.



JUSTgrants
JUSTICE GRANTS SYSTEM

Congratulations! Application GRANT14447787 submitted under the 2025 FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects has been selected for an award. Please log into Justice Grants System (JustGrants) at <https://justgrants.usdoj.gov> to see award details.

For assistance logging into JustGrants, contact JustGrants.Support@usdoj.gov or 833-872-5175.

Prior to the Authorized Representative accepting the award, the Entity Administrator needs to assign a Financial Manager (responsible for submitting the Federal Financial Form), a Grant Award Administrator (responsible for submitting Grant Award Modifications, Performance Reports and Closeouts) and an Alternate Grant Award Administrator (responsible for submitting Grant Award Modifications) to the award.

To be eligible for payment, follow the Automated Standard Application for Payments (ASAP) recipient enrollment and login guidance at the JustGrants Website www.justicegrants.usdoj.gov. Please do not reply to this message. You can contact your grant manager Bethany Wilson at 202-330-2299 and bethany.wilson@usdoj.gov

For more information go to www.justicegrants.usdoj.gov
JustGrants is operated under the U.S. Department of Justice



Department of Justice (DOJ)

Office of Community Oriented Policing Services (COPS Office)

Washington, D.C. 20531

Name and Address of Recipient:	CITY OF EL CENTRO 1275 W MAIN ST
City, State and Zip:	EL CENTRO, CA 92243
Recipient UEI:	XVYWRM8J34J5
Project Title: FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects - CITY OF EL CENTRO, CA	Award Number: 15JCOPS-25-GG-00457-LEMH
Solicitation Title: FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects	
Federal Award Amount: \$161,800.00	Federal Award Date: 10/10/25
Awarding Agency:	Office of Community Oriented Policing Services
Award Type:	Initial
Funding Instrument Type:	Grant
Opportunity Category: D	
Assistance Listing: 16.070 - Law Enforcement Mental Health and Wellness Act	
Project Period Start Date: 10/1/25	Project Period End Date: 9/30/27
Budget Period Start Date: 10/1/25	Budget Period End Date: 9/30/27
Project Description: The El Centro Police Department requests funding to support peer support network expansion, provide increased access to licensed mental health professionals, deliver specialized mental health training, and offer family-focused resources. These enhancements will help institutionalize wellness practices, reduce stigma, improve physical and emotional readiness, and foster a culture of resilience across the department.	
Award Letter October 10, 2025 Dear Rene McNish, On behalf of Attorney General Pamela Bondi, it is my pleasure to inform you the Office of Community Oriented Policing Services (the COPS Office) has approved the application submitted by CITY OF EL CENTRO for an award under the funding opportunity entitled 2025 FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects. The approved award amount is \$161,800. Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.	

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by the COPS Office, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Cory D. Randolph
COPS Acting Director

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit www.ojp.gov/program/civil-rights-office/outreach. If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at askOCR@ojp.usdoj.gov or www.ojp.gov/program/civil-rights-office/about#ocr-contacts.

Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name

UEI	ORI Number
XVYWRM8J34J5	

Street 1	Street 2
1275 W MAIN ST	

City	State/U.S. Territory
EL CENTRO	California

Zip/Postal Code	Country
92243	United States

County/Parish	Province

Award Details

Federal Award Date	Award Type
10/10/25	Initial

Award Number	Supplement Number
15JCOPS-25-GG-00457-LEMH	00

Federal Award Amount	Funding Instrument Type
\$161,800.00	Grant

Assistance Listing Number	Assistance Listings Program Title
16.070	Law Enforcement Mental Health and Wellness Act

Statutory Authority
The Public Safety Partnership and Community Policing Act of 1994, 34 U.S.C. § 10381 et seq

[] I have read and understand the information presented in this section of the Federal Award Instrument.

Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title

2025 FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects

Awarding Agency

COPS

Application Number

GRANT14447787

Grant Manager Name

Bethany Wilson

Phone Number

202-330-2299

E-mail Address

bethany.wilson@usdoj.gov

Project Title

FY25 Law Enforcement Mental Health and Wellness Act (LEMHWA) Implementation Projects - CITY OF EL CENTRO, CA

Performance Period Start**Date**

10/01/2025

Performance Period End Date

09/30/2027

Budget Period Start Date

10/01/2025

Budget Period End Date

09/30/2027

Project Description

The El Centro Police Department requests funding to support peer support network expansion, provide increased access to licensed mental health professionals, deliver specialized mental health training, and offer family-focused resources. These enhancements will help institutionalize wellness practices, reduce stigma, improve physical and emotional readiness, and foster a culture of resilience across the department.

[] I have read and understand the information presented in this section of the Federal Award Instrument.

Financial Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

A financial analysis of budgeted costs has been completed. All costs listed in the approved budget below were programmatically approved based on the final proposed detailed budget and budget narratives submitted by your agency to the COPS Office. Any adjustments or edits to the proposed budget are explained below.

Budget Clearance Date:

9/4/25 7:54 PM

Comments

No items

Budget Summary

Budget Category	Proposed Budget	Change	Approved Budget	Percentage
Sworn Officer Positions:	\$0	\$0	\$0	
Civilian or Non-Sworn				

Personnel:	\$0	\$0	\$0	
Travel:	\$15,000	\$0	\$15,000	
Equipment:	\$48,800	-\$48,800	\$0	
Supplies:	\$10,000	\$0	\$10,000	
SubAwards:	\$0	\$0	\$0	
Procurement Contracts:	\$88,000	\$0	\$88,000	
Other Costs:	\$0	\$48,800	\$48,800	
Total Direct Costs:	\$161,800	\$0	\$161,800	
Indirect Costs:	\$0	\$0	\$0	
Total Project Costs:	\$161,800	\$0	\$161,800	
Federal Funds:	\$161,800	\$0	\$161,800	100.00%
Match Amount:	\$0	\$0	\$0	0.00%
Program Income:	\$0	\$0	\$0	0.00%

[] I have read and understand the information presented in this section of the Federal Award Instrument.

Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Condition 1

Restrictions on Internal Confidentiality Agreements: No recipient or subrecipient under this award, or entity that receives a contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts the lawful reporting of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information. Full-Year Continuing Appropriations and Extensions Act, 2025, Public Law 119-4; Further Consolidated Appropriations Act, 2024, Public Law 118-47, Division B, Title VII, Section 742.

Condition 2

Compliance with 8 U.S.C. § 1373: Authority to obligate or expend contingent on compliance with this condition. State or local government entity recipients of this award, and any subrecipient of this award at any tier that is an entity of a State or of a unit of local government, must comply with 8 U.S.C. §1373, which provides that such entities may not prohibit, or in any way restrict, any government entity or official from sending to, receiving from, maintaining, or exchanging information regarding citizenship or immigration status, lawful or unlawful, of any individual with components of the U.S. Department of Homeland Security or any other federal, state or local government entity. This includes any prohibitions or restrictions imposed or established by a State or local government entity or official.

Any obligations or expenditures of a recipient or subrecipient that are impermissible under this condition shall be unallowable costs for purposes of this award.

References to the Immigration and Naturalization Service in 8 U.S.C. 1373 are to be read, as a legal matter, as references to components of the U.S. Department of Homeland Security.

Condition 3

Federal Civil Rights and Nondiscrimination Laws (certification): The recipient agrees that its compliance with all applicable Federal civil rights and nondiscrimination laws is material to the government's decision to make this award and any payment thereunder, including for purposes of the False Claims Act (31 U.S.C. 3729-3730 and 3801-3812), and, by accepting this award, certifies that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable Federal civil rights or nondiscrimination laws.

Condition 4

Federal Laws, Presidential Memoranda, and Executive Orders: Recipients of grant funding must comply with all applicable federal laws and Presidential Memoranda and all Executive Orders by the President.

Condition 5

Award Monitoring Activities: Federal law requires that recipients receiving federal funding from the COPS Office must be monitored to ensure compliance with their award conditions and other applicable statutes and regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice. Award monitoring activities conducted by the COPS Office include site visits, enhanced office-based grant reviews, alleged noncompliance reviews, financial and programmatic reporting, and audit resolution. As a COPS Office award recipient, you agree to cooperate with and respond to any requests for information pertaining to your award. This includes all financial records, such as general accounting ledgers and all supporting documents. All information pertinent to the implementation of the award is subject to agency review throughout the life of the award, during the close-out process and for three-years after the submission of the final expenditure report. 2 C.F.R. §§ 200.334 and 200.337, and, as applicable, 34 U.S.C. § 10385(a).

Condition 6

Authorized Representative Responsibility: The recipient understands that, in accepting this award, the Authorized Representatives declare and certify, among other things, that they possess the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accept (or adopt) all material requirements throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

Condition 7

Contract Provision: All contracts made by the award recipients under the federal award must contain the provisions required under 2 C.F.R. Part 200, Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. Please see appendices in the Award Owner's Manual for a full text of the contract provisions.

Condition 8

Award Owner's Manual: The recipient agrees to comply with the terms and conditions in the applicable award year COPS Office Program Award Owner's Manual; DOJ Grants Financial Guide; COPS Office statute (34 U.S.C. § 10381, et seq.) as applicable; Students, Teachers, and Officers Preventing (STOP) School Violence Act of 2018 (34 U.S.C. § 10551, et seq.) as applicable; the requirements of 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), including subsequent changes, as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101; 48 C.F.R. Part 31 (FAR Part 31) as applicable (Contract Cost Principles and Procedures); the Cooperative Agreement as applicable; representations made in the application; and all other applicable program requirements, laws, orders, regulations, or circulars.

Failure to comply with one or more award requirements may result in remedial action including, but not limited to, withholding award funds, disallowing costs, suspending, or terminating the award, or other legal action as appropriate.

Should any provision of a condition of this award be held to be invalid or unenforceable by its terms, then that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law (to any person or circumstance) under this award. Should it be held, instead, that a condition (or a provision thereof) is of utter invalidity

or unenforceability, such condition (or such provision) shall be deemed severable from this award.

Condition 9

Federal Civil Rights: The recipient and any subrecipient must comply with applicable federal civil rights and nondiscrimination statutes and regulations including: Section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d), as implemented in Subparts C and D of 28 C.F.R. Part 42; section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), as implemented in Subpart G of 28 C.F.R. Part 42; section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681), as implemented in Subpart D of 28 C.F.R. Parts 42 and 54; section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102), as implemented in Subpart I of 28 C.F.R. Part 42; and section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)), as implemented in Subpart D of 28 C.F.R. Part 42. In addition to applicable federal statutes and regulations that pertain to civil rights and nondiscrimination, the recipient and any subrecipient must comply with the requirements in 28 C.F.R. Parts 22 (Confidentiality of Identifiable Research and Statistical Information); 28 C.F.R. Part 23 (Criminal Intelligence Systems Operating Policies); 28 C.F.R. Part 38 (Partnerships with Faith-Based and Other Neighborhood Organizations); and 28 C.F.R. Part 46 (Protection of Human Subjects). For an overview of the civil rights laws and nondiscrimination requirements in connection with your award, please see <https://www.ojp.gov/program/civil-rights/overview>.

Condition 10

Duplicative Funding: The recipient understands and agrees to notify the COPS Office if it receives, from any other source, funding for the same item or service also funded under this award.

Condition 11

Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and COPS Office authority to terminate award): The recipient and subrecipient agree to comply with the following requirements of 2 C.F.R. Part 175, Appendix A to Part 175 – Award Term:

I. Trafficking in Persons

(a) Provisions applicable to a recipient that is a private entity. (1) Under this award, the recipient, its employees, subrecipients under this award, and subrecipient's employees must not engage in:

- (i) Severe forms of trafficking in persons;
- (ii) The procurement of a commercial sex act during the period of time that this award or any subaward is in effect;
- (iii) The use of forced labor in the performance of this award or any subaward; or
- (iv) Acts that directly support or advance trafficking in persons, including the following acts:
 - (A) Destroying, concealing, removing, confiscating, or otherwise denying an employee access to that employee's identity or immigration documents;
 - (B) Failing to provide return transportation or pay for return transportation costs to an employee from a country outside the United States to the country from which the employee was recruited upon the end of employment if requested by the employee, unless:

- (1) Exempted from the requirement to provide or pay for such return transportation by the Federal department or agency providing or entering into the grant or cooperative agreement; or
- (2) The employee is a victim of human trafficking seeking victim services or legal redress in the country of employment or a witness in a human trafficking enforcement action;
- (C) Soliciting a person for the purpose of employment, or offering employment, by means of materially false or fraudulent pretenses, representations, or promises regarding that employment;
- (D) Charging recruited employees a placement or recruitment fee; or
- (E) Providing or arranging housing that fails to meet the host country's housing and safety standards.

(2) The Federal agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C. 7104b(c), without penalty, if any private entity under this award:

- (i) Is determined to have violated a prohibition in paragraph (a)(1) of this appendix; or
- (ii) Has an employee that is determined to have violated a prohibition in paragraph (a)(1) of this this appendix through conduct that is either:

- (A) Associated with the performance under this award; or
- (B) Imputed to the recipient or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by DOJ at 2 C.F.R. Part 2867.

(b) Provision applicable to a recipient other than a private entity. (1) The Federal agency may unilaterally terminate this award or take any remedial actions authorized by 22 U.S.C.

7104b(c), without penalty, if a subrecipient that is a private entity under this award:

(i) Is determined to have violated a prohibition in paragraph (a)(1) of this

appendix; or

(ii) Has an employee that is determined to have violated a prohibition in paragraph

(a)(1) of this appendix through conduct that is either:

(A) Associated with the performance under this award; or

(B) Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by 2 C.F.R. Part 2867.

(c) Provisions applicable to any recipient.

(1) The recipient must inform the Federal agency and the Inspector General of the Federal agency immediately of any information you receive from any source alleging a violation of a prohibition in paragraph (a)(1) of this appendix.

(2) The Federal agency's right to unilaterally terminate this award as described in paragraphs (a)(2) or (b)(1) of this appendix:

(i) Implements the requirements of 22 U.S.C. 78, and

(ii) Is in addition to all other remedies for noncompliance that are available to the Federal agency under this award.

(3) The recipient must include the requirements of paragraph (a)(1) of this award term in any subaward it makes to a private entity.

(4) If applicable, the recipient must also comply with the compliance plan and certification requirements in 2 CFR 175.105(b).

(d) Definitions. For purposes of this award term:

Employee means either:

(1) An individual employed by the recipient or a subrecipient who is engaged in the performance of the project or program under this award; or

(2) Another person engaged in the performance of the project or program under this award and not compensated by the recipient including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing requirements.

Private Entity means any entity, including for-profit organizations, nonprofit organizations, institutions of higher education, and hospitals. The term does not include foreign public entities, Indian Tribes, local governments, or states as defined in 2 CFR 200.1.

The terms "severe forms of trafficking in persons," "commercial sex act," "sex trafficking," "Abuse or threatened abuse of law or legal process," "coercion," "debt bondage," and "involuntary servitude" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

Condition 12

Termination: Recipient understands and agrees that the COPS Office may terminate funding, in whole or in part, for the following reasons:

(1) When the recipient fails to comply with the terms and conditions of a Federal award.

(2) When the recipient agrees to the termination and termination conditions.

(3) When the recipient provides the COPS Office written notification requesting termination including the reasons, effective date, and the portion of the award to be terminated. The COPS Office may terminate the entire award if the remaining portion will not accomplish the purposes of the award.

(4) Pursuant to any other award terms and conditions, including, when an award no longer effectuates the program goals or agency priorities to the extent such termination is authorized by law.

2. C.F.R. § 200.340.

Condition 13

Recipient Integrity and Performance Matters: For awards over \$500,000, the recipient agrees to comply with the following requirements of 2 C.F.R. Part 200, Appendix XII to Part 200 – Award Term and Condition for Recipient Integrity and Performance Matters:

I. Reporting of Matters Related to Recipient Integrity and Performance

(a) General Reporting Requirement.

(1) If the total value of your active grants, cooperative agreements, and procurement contracts from all Federal agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient must ensure the information available in the responsibility/qualification records through the System for Award Management (SAM.gov), about civil, criminal, or administrative proceedings described in paragraph (b) of this

award term is current and complete. This is a statutory requirement under section 872 of Public Law 110–417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111– 212, all information posted in responsibility/qualification records in SAM.gov on or after April 15, 2011 (except past performance reviews required for Federal procurement contracts) will be publicly available.

(b) Proceedings About Which You Must Report.

(1) You must submit the required information about each proceeding that—

(i) Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;

(ii) Reached its final disposition during the most recent five-year period; and

(iii) Is one of the following—

(A) A criminal proceeding that resulted in a conviction;

(B) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;

(C) An administrative proceeding that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or

(D) Any other criminal, civil, or administrative proceeding if—

(1) It could have led to an outcome described in paragraph (b)(1)(iii)(A) through (C);

(2) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and

(3) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.

(c) Reporting Procedures. Enter the required information in SAM.gov for each proceeding described in paragraph (b) of this award term. You do not need to submit the information a second time under grants and cooperative agreements that you received if you already provided the information in SAM.gov because you were required to do so under Federal procurement contracts that you were awarded.

(d) Reporting Frequency. During any period of time when you are subject to the requirement in paragraph (a) of this award term, you must report proceedings information in SAM.gov for the most recent five-year period, either to report new information about a proceeding that you have not reported previously or affirm that there is no new information to report. If you have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, you must disclose semiannually any information about the criminal, civil, and administrative proceedings.

(e) Definitions. For purposes of this award term—

Administrative proceeding means a nonjudicial process that is adjudicatory in nature to make a determination of fault or liability (for example, Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with the performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere. Total value of currently active grants, cooperative agreements, and procurement contracts includes the value of the Federal share already received plus any anticipated Federal share under those awards (such as continuation funding).

Condition 14

Reporting Subawards and Executive Compensation: The recipient agrees to comply with the following requirements of 2 C.F.R. Part 170, Appendix A to Part 170 – Award Term:

I. Reporting Subawards and Executive Compensation

(a) Reporting of first-tier subawards—(1) Applicability. Unless the recipient is exempt as provided in paragraph (d) of this award term, the recipient must report each subaward that equals or exceeds \$30,000 in Federal funds for a subaward to an entity or Federal agency. The recipient must also report a subaward if a modification increases the Federal funding to an amount that equals or exceeds \$30,000. All reported subawards should reflect the total amount of the subaward.

(2) Reporting Requirements. (i) The entity or Federal agency must report each subaward described in paragraph (a)(1) of this award term to the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at <http://www.fsr.gov>.

(ii) For subaward information, report no later than the end of the month following the month in which the subaward was issued. (For example, if the subaward was made on November 7, 2025, the subaward must be reported by no later than December 31, 2025).

(b) Reporting total compensation of recipient executives for entities—(1) Applicability. The recipient must report the total compensation for each of the recipient's five most highly compensated executives for the preceding completed

fiscal year if:

(i) The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000;

(ii) in the preceding fiscal year, the recipient received:

(A) 80 percent or more of the recipient's annual gross revenues from Federal procurement contracts (and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and,

(iii) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 after receiving this subaward. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

(2) Reporting Requirements. The recipient must report executive total compensation described in paragraph (b)(1) of this appendix:

(i) As part of the recipient's registration profile at <https://www.sam.gov>.

(ii) No later than the month following the month in which this Federal award is made, and annually after that. (For example, if this Federal award was made on November 7, 2025, the executive total compensation must be reported by no later than December 31, 2025.)

(c) Reporting of total compensation of subrecipient executives—(1) Applicability. Unless a first-tier subrecipient is exempt as provided in paragraph (d) of this appendix, the recipient must report the executive total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if:

(i) The total Federal funding authorized to date under the subaward equals or exceeds \$30,000;

(ii) In the subrecipient's preceding fiscal year, the subrecipient received:

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts

(and subcontracts) and Federal awards (and subawards) subject to the Transparency Act; and,

(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal awards (and subawards) subject to the Transparency Act; and

(iii) The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 after receiving this subaward. (To determine if the public has access to the compensation information, see

the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

(2) Reporting Requirements. Subrecipients must report to the recipient their executive total compensation described in paragraph

(c)(1) of this appendix. The recipient is required to submit this information to the

Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) at <http://www.fsr.gov> no later than the end of the month following the month in which the subaward was made. (For example, if the subaward was made on November 7, 2025, the subaward must be reported by no later than December 31, 2025).

(d) Exemptions. (1) A recipient with gross income under \$300,000 in the previous tax year is exempt from the requirements to report:

(i) Subawards, and

(ii) The total compensation of the five most highly compensated executives of any subrecipient.

(e) Definitions. For purposes of this award term:

Entity includes:

(1) Whether for profit or nonprofit:

(i) A corporation;

(ii) An association;

(iii) A partnership;

(iv) A limited liability company;

(v) A limited liability partnership;

(vi) A sole proprietorship;

(vii) Any other legal business entity;

(viii) Another grantee or contractor that is not excluded by subparagraph (2); and

(ix) Any State or locality;

(2) Does not include:

- (i) An individual recipient of Federal financial assistance; or
- (ii) A Federal employee.

Executive means an officer, managing partner, or any other employee holding a management position.

Subaward has the meaning given in 2 CFR200.1.

Subrecipient has the meaning given in 2CFR 200.1.

Total Compensation means the cash and noncash dollar value an executive earns during an entity's preceding fiscal year. This includes all items of compensation as prescribed in 17 CFR 229.402(c)(2).

Condition 15

Assurances and Certifications: The recipient acknowledges its agreement to comply with the Assurances and Certifications forms that were signed as part of its application.

Condition 16

Conflict of Interest: Recipients and subrecipients must disclose in writing to the COPS Office or pass-through entity, as applicable, any potential conflict of interest affecting the awarded federal funding in 2 C.F.R. § 200.112.

Condition 17

Debarment and Suspension: The recipient agrees not to award federal funds under this program to any party which is debarred or suspended from participation in federal assistance programs. 2 C.F.R. Part 180 (Government-wide Nonprocurement Debarment and Suspension) and 2 C.F.R. Part 2867 (DOJ Nonprocurement Debarment and Suspension).

Condition 18

Equal Employment Opportunity Plan (EEOP): Please see the Office for Civil Rights website <https://www.ojp.gov/eeop> notice for current information on the recipient's responsibilities related to the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan.

Condition 19

Employment Eligibility: The recipient agrees to complete and keep on file, as appropriate, the Department of Homeland Security, U.S. Citizenship and Immigration Services (USCIS) Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States. Immigration Reform and Control Act of 1986 (IRCA), Public Law 99-603.

Condition 20

Enhancement of Contractor Protection from Reprisal for Disclosure of Certain Information: Recipients and subrecipients agree not to discharge, demote, or otherwise discriminate against an employee as reprisal for the employee disclosing information that he or she reasonably believes is evidence of gross mismanagement of a federal contract or award, a gross waste of federal funds, an abuse of authority relating to a federal contract or award, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or award. Recipients and subrecipients also agree to provide to their employees in writing (in the predominant native language of the workforce) of the rights and remedies provided in 41 U.S.C. § 4712. Please see appendices in the Award Owner's Manual for a full text of the statute.

Condition 21

False Statements: False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and/or any other remedy available by law. 31 U.S.C. § 3729-3733.

Condition 22

Mandatory Disclosure: Recipients and subrecipients must timely disclose in writing to the Federal awarding agency or pass-through entity, as applicable, all federal criminal law violations involving fraud, bribery, or gratuity that may potentially affect the awarded federal funding. Recipients that receive an award over \$500,000 must also report certain civil, criminal, or administrative proceedings in SAM and are required to comply with the Term and Condition for Recipient Integrity and Performance Matters as set out in 2 C.F.R. Part 200, Appendix XII to Part 200. Failure to make required disclosures can result in any of the remedies, including suspension and debarment, described in 2 C.F.R. §

Condition 23

Reports/Performance Goals: To assist the COPS Office in monitoring and tracking the performance of your award, your agency will be responsible for submitting semi-annual programmatic performance reports that describe project activities during the reporting period and quarterly Federal Financial Reports using Standard Form 425 (SF-425). 2 C.F.R. §§ 200.328 - 200.329. The performance report is used to track your agency's progress in implementing the award, and, as applicable, community policing strategies including gauging the effectiveness of your agency's community policing capacity. The Federal Financial Report is used to track the expenditures of the recipient's award funds on a cumulative basis throughout the life of the award.

Condition 24

System for Award Management (SAM.gov) and Universal Identifier Requirements: The recipient agrees to comply with the following requirements of 2 C.F.R. Part 25, Appendix A to Part 25 – Award Term:

I. System for Award Management (SAM.gov) and Universal Identifier Requirements

(a) Requirement for System for Award Management. (1) Unless exempt from this requirement under 2 CFR 25.110, the recipient must maintain a current and active registration in SAM.gov. The recipient's registration must always be current and active until the recipient submits all final reports required under this Federal award or receives the final payment, whichever is later. The recipient must review and update its information in SAM.gov at least annually from the date of its initial registration or any subsequent updates to ensure it is current, accurate, and complete. If applicable, this includes identifying the recipient's immediate and highest-level owner and subsidiaries and providing information about the recipient's predecessors that have received a Federal award or contract within the last three years.

(b) Requirement for Unique Entity Identifier (UEI). (1) If the recipient is authorized to make subawards under this Federal award, the recipient:

(i) Must notify potential subrecipients that no entity may receive a subaward until the entity has provided its UEI to the recipient.

(ii) Must not make a subaward to an entity unless the entity has provided its UEI to the recipient. Subrecipients are not required to complete full registration in SAM.gov to obtain a UEI.

(c) Definitions. For the purposes of this award term:

System for Award Management (SAM.gov) means the Federal repository into which a recipient must provide the information required for the conduct of business as a recipient. Additional information about registration procedures may be found in SAM.gov (currently at <https://www.sam.gov>).

Unique entity identifier means the universal identifier assigned by SAM.gov to uniquely identify an entity.

Entity is defined at 2 CFR 25.400 and includes all of the following types as defined in 2 CFR 200.1:

- (1) Non-Federal entity;
- (2) Foreign organization;
- (3) Foreign public entity;
- (4) Domestic for-profit organization; and
- (5) Federal agency.

Subaward has the meaning given in 2 CFR 200.1.

Subrecipient has the meaning given in 2 CFR 200.1.

Condition 25

Additional High-Risk Recipient Requirements: The recipient agrees to comply with any additional requirements that may be imposed during the award performance period if the awarding agency determines that the recipient is a high-risk recipient. 2 C.F.R. § 200.208.

Condition 26

Allowable Costs: The funding under this award is for the payment of approved costs for program-specific purposes. The allowable costs approved for your agency's award are limited to those listed in your agency's award package. In accordance with 2 C.F.R. § 200.400(g), the recipient or subrecipient must not earn or keep any profit resulting from the award. Your agency may not use award funds for any costs not identified as allowable in the award package.

Condition 27

Training Guiding Principles: Any training or training materials developed or delivered with award funding provided by

the Office of Community Oriented Policing Services is to adhere to the following guiding principles –

1. Trainings must comply with applicable law.

In developing and conducting training under the award, recipients (and any subrecipients) shall not violate the Constitution or any federal law, including any law prohibiting discrimination.

2. The content of trainings and training materials must be accurate, appropriately tailored, and focused.

The content of training programs must be accurate, useful to those being trained, and well matched to the program's stated objectives. Training materials used or distributed at trainings must be accurate, relevant, and consistent with these guiding principles.

3. Trainers must be well-qualified in the subject area and skilled in presenting it.

Trainers must possess the subject-matter knowledge and the subject-specific training experience necessary to meet the

4. Trainers must demonstrate the highest standards of professionalism.

Trainers must comport themselves with professionalism. While trainings will necessarily entail varying teaching styles, techniques, and degrees of formality, as appropriate to the particular training goal, professionalism demands that trainers instruct in the manner that best communicates the subject matter while conveying respect for all.

Condition 28

Computer Network Requirement: The recipient understands and agrees that no award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. Nothing in this requirement limits the use of funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities. Full-Year Continuing Appropriations and Extensions Act, 2025, Public Law 119-4; Consolidated Appropriations Act, 2024, Public Law 118-42, Division C, Title V, Section 527.

Condition 29

Evaluations: The COPS Office may conduct monitoring or sponsor national evaluations of its award programs. The recipient agrees to cooperate with the monitors and evaluators. 34 U.S.C. § 10385(b).

Condition 30

Extensions: Recipients may request an extension of the award period to receive additional time to implement their award program. Such extensions do not provide additional funding. Only those recipients that can provide a reasonable justification for delays will be granted no-cost extensions. Extension requests must be received prior to the end date of the award. 2 C.F.R. §§ 200.308(f)(10) and 200.309.

Condition 31

Human Subjects Research: The recipient agrees to comply with the provisions of the U.S. Department of Justice's common rule regarding Protection of Human Subjects, 28 C.F.R. Part 46, prior to the expenditure of Federal funds to perform such activities, if applicable. The recipient also agrees to comply with 28 C.F.R. Part 22 regarding the safeguarding of individually identifiable information collected from research participants.

Condition 32

Modifications: Award modifications are evaluated on a case-by-case basis in accordance with 2 C.F.R. § 200.308(i). For federal awards in excess of the simplified acquisition threshold (currently, \$250,000), any modification request involving the reallocation of funding between budget categories that exceed or are expected to exceed 10 percent (10%) of the total approved budget requires prior written approval by the COPS Office. Regardless of the federal award amount or budget modification percentage, any reallocation of funding is limited to approved budget categories. In addition, any budget modification that changes the scope of the project requires prior written approval by the COPS Office.

Condition 33

The Paperwork Reduction Act Clearance and Privacy Act Review: Recipient agrees, if required, to submit all surveys, interview protocols, and other information collections to the COPS Office for submission to the Office of Management and Budget (OMB) for clearance under the Paperwork Reduction Act (PRA). Before submission to OMB, all

information collections that request personally identifiable information must be reviewed by the COPS Office to ensure compliance with the Privacy Act. The Privacy Act compliance review and the PRA clearance process may take several months to complete. 44 U.S.C. §§ 3501-3520 and 5 U.S.C. § 552a.

Condition 34

Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment: Recipient agrees that it, and its subrecipients, will not use award funds to extend, renew, or enter into any contract to procure or obtain any covered telecommunication and video surveillance services or equipment as described in 2 CFR §200.216. Covered services and equipment include telecommunications or video surveillance services or equipment produced or provided by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities); or an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of China. The use of award funds on covered telecommunications or video surveillance services or equipment are unallowable.

2. C.F.R. § § 200.216 & 471. See also Section 889 of the John S. McCain National Defense Authorization Act of Fiscal Year 2019, Public Law 115-232.

Condition 35

Sole Source Justification: Recipients who have been awarded funding for the procurement of an item (or group of items) or service in excess of the simplified acquisition threshold (currently, \$250,000) and who plan to seek approval for use of a noncompetitive procurement process must provide a written sole source justification to the COPS Office for approval prior to obligating, expending, or drawing down award funds for that item or service. 2 C.F.R. § 200.325(b)(2).

Condition 36

Supplementing, not Supplanting: State, local, and tribal government recipients must use award funds to supplement, and not supplant, state, local, or Bureau of Indian Affairs (BIA) funds that are already committed or otherwise would have been committed for award purposes (hiring, training, purchases, and/or activities) during the award period. In other words, state, local, and tribal government recipients may not use COPS Office funds to supplant (replace) state, local, or BIA funds that would have been dedicated to the COPS Office-funded item(s) in the absence of the COPS Office award. 34 U.S.C. § 10384(a).

Condition 37

Travel Costs: Travel costs for transportation, lodging and subsistence, and related items are allowable with prior approval from the COPS Office. Payment for allowable travel costs will be in accordance with 2 C.F.R. § 200.475.

Condition 38

Copyright: If applicable, the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award in accordance with 2 C.F.R. § 200.315(b). The COPS Office reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use the work, in whole or in part (including create derivative works), for Federal Government purposes, and to authorize others to do so. The COPS Office also reserves the right, at its discretion, not to publish deliverables and other materials developed under this award as a U.S. Department of Justice resource.

Products and deliverables developed with award funds and published as a U.S. Department of Justice resource will contain the following copyright notice:

“This resource was developed under a federal award and may be subject to copyright. The U.S. Department of Justice reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use the work for Federal Government purposes and to authorize others to do so. This resource may be freely distributed and used for noncommercial and educational purposes only.”

Condition 39

Requirement to report actual or imminent breach of personally identifiable information (PII).

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an

actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of a COPS Office grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to the recipient's COPS Office Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Condition 40

Domestic preferences for procurements: Recipient agrees that it, and its subrecipients, to the greatest extent practicable, will provide a preference for the purchase, acquisition, or use of goods, products, and materials produced in, and services offered in, the United States. 2. C.F.R. § 200.322 and Executive Order 14005, Ensuring the Future is Made in All of America by All of America's Workers, January 25, 2021.

Condition 41

The recipient understands that one or more cost items within the approved budget is subject to further programmatic review. The recipient agrees not to obligate, expend, or draw down funds for these specific cost items until the COPS Office issues an Award Condition Modification (ACM) which will remove this award condition and release the identified funds. The partial withholding is specific to cost items requiring further review and will not impact use of the remaining funding. For additional information on the specific cost item(s) that are pending programmatic review, please contact the COPS Office Program Manager.

Condition 42

Public Release Information: The recipient agrees to submit one copy of all reports and proposed publications resulting from this award ninety (90) days prior to public release. Any publications (written, curricula, visual, sound, or websites) or computer programs, whether or not published at government expense, shall contain the following statement:

"This project was supported, in whole or in part, by federal award number [YYYY-XX-XXXX] awarded to [Entity] by the U.S. Department of Justice, Office of Community Oriented Policing Services. The opinions contained herein are those of the author(s) or contributor(s) and do not necessarily represent the official position or policies of the U.S. Department of Justice. References to specific individuals, agencies, companies, products, or services should not be considered an endorsement by the author(s), contributor(s), or the U.S. Department of Justice.

[] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand

that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
COPS Acting Director	Cory D. Randolph	9/29/25 7:22 PM

Authorized Representative

☐ Declaration and Certification (Law Enforcement Executive/Program Official)

Entity Acceptance

Title of Authorized Entity Official
no value

Name of Authorized Entity Official
no value

Signed Date And Time
no value

☐ Declaration and Certification (Government Executive/Financial Official)

Entity Acceptance

Title of Authorized Entity Official
Deputy Chief

Name of Authorized Entity Official
no value

Signed Date And Time
no value

RESOLUTION NO 25-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING
THE EL CENTRO POLICE DEPARTMENT TO ACCEPT THE UNITED STATES
DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE, LAW ENFORCEMENT
MENTAL HEALTH AND WELLNESS ACT PROGRAM FOR FISCAL YEAR 2025
GRANT IN AN AMOUNT NOT TO EXCEED \$161,800.00

WHEREAS, the Law Enforcement Mental Health and Wellness Act (LEMWHA) Program provides critical funding to enhance the mental health and wellness services for law enforcement agencies across the nation; and

WHEREAS, the City of El Centro recognizes the urgent need to support mental health initiatives for its police force, ensuring their effectiveness and resilience in serving the community; and

WHEREAS, securing the LEMWHA program is imperative for continuing the successful interventions and trainings provided through this partnership, which have proven essential in enhancing the department's peer support network and overall mental health readiness; and

WHEREAS, the El Centro Police Department has submitted a grant application and is required to execute a certificate of acceptance.

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 hereby accepts the grant funds not to exceed one hundred sixty-one thousand, eight hundred dollars and zero cents (\$161,800).
3. That the City Manager is authorized to execute on behalf of the City any grant award agreement, a copy of which will be on file in the Office of the City Clerk, including any extensions or amendments thereof.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro held on the _____ day of _____, 2025

CITY OF EL CENTRO

By _____
Sonia Carter, 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. 25- 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 _____, 2025, 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 # 2025-344)

Item: 5.

Meeting: 11/4/2025 3:30 PM

Department: Community Development

Category: Action Item

Prepared by: Andrea Montano,

Associate Planner

Department Head:

DOC ID: 2025-344

Filling of Planning Commission Resolution No. 25-13, regarding Zoning Variance for a fence at 2779 W. Main Street.

CITY MANAGER'S RECOMMENDATION:

Receive and file Planning Commission Resolution No. 25-13, approving Zoning Variance 25-01 and associated findings.

FISCAL IMPACT:

None.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

City Beautification, Engagement & Civic Pride

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

None.

BACKGROUND:

The applicant, Jason Jackson, submitted a variance request to construct a six (6)-foot-tall masonry fence within the required twenty (20)-foot front yard setback along West Main Street.

Under Municipal Code Section 29-312, variance requests must be formally submitted to the Planning and Zoning Division and reviewed by the Planning Commission following a public hearing. The Commission must find that there are special circumstances applicable to the property, the variance granted will not be a special privilege, the variance will not be detrimental to public welfare and that the variance is consistent with the General Plan. The Commission's decision is then filed with the City Council, which may affirm, modify, or set the matter for its own public hearing before the decision becomes final.

DISCUSSION:

On October 14, 2025, the Planning Commission reviewed a variance request to construct a six (6) foot-tall fence within the required twenty (20) foot front yard setback. After receiving comments from staff, the applicant, and project opponents, the Commission adopted findings in support of granting the variance.

CONCLUSION:

Receive and file Planning Commission Resolution No. 25-13, approving Zoning Variance 25-01 and associated findings.

ATTACHMENTS:

1. Attachment A- Planning Commission Resolution 25-13

**PLANNING COMMISSION RESOLUTION NO. 25-13
FOR ZONING VARIANCE NO. 25-01**

WHEREAS, the applicant has requested a variance to allow the height of a fence in the required front yard to be six feet in height rather than four feet in height at 2779 Main Street, along the Main Street frontage of the parcel; and

WHEREAS, the approval of Zoning Variance 25-01 is a project pursuant to the California Environmental Quality Act and qualifies for an exemption pursuant to Section of 15303 of CEQA Guidelines related to the construction or conversion of small structures; and

WHEREAS, a public hearing was held on the petition for Zoning Variance No. 25-01 at a regular Planning Commission meeting held on October 14, 2025 in the City Council Chambers at 1275 W. Main Street, El Centro, California; and

WHEREAS, the public hearing was advertised according to law: a legal notice was published on October 3, 2025 in the Imperial Valley Press, a local paper of general circulation, indicating the date and time of the public hearing in compliance with City ordinance concerning Zoning Variance 25-01, and said notice was mailed to each property owner within a 300-foot radius of the project site in accordance with City ordinance; and

WHEREAS, prior to the submittal of the application, City staff advised the applicant that the proposed project did not meet the standards or findings required to obtain a variance under Section 29-311 of the Zoning Ordinance and the applicant elected to proceed with the application and request formal consideration by the Planning Commission; and

WHEREAS, the staff provided a presentation and answered questions; and

WHEREAS, the applicant was present and heard; and

WHEREAS, one written objection filed with the Commission, and members of the public spoke in opposition to the project; and

WHEREAS, Staff conducted necessary research and analysis in accordance with Section 29-312 of the Zoning Ordinance and after presentations at the meeting and discussions, the Planning Commission determined that the required findings to support the variance could be made; and

WHEREAS, the property does contain special or physical characteristics that prevent compliance with the zoning regulations; and

WHEREAS, approval of the variance would not grant any special privilege not enjoyed by other properties in the same zoning district because there are other properties in the area with fences similar to that requested by the applicant; and

WHEREAS, granting of the variance will be not detrimental to the public health, safety, convenience or welfare or injurious to property and improvements in the same vicinity and zone in which subject property is situated; and

WHEREAS, granting of such variance will not adversely affect the general plan for the city; and

WHEREAS, this grant of this variance is conditioned on the requirement that should the property owner of 2765 Main Street (APN 052-042-025) submit a written claim of their right to utilize the 20-foot access easement for roadway purposes (recorded in Book 1140, Page 428 Official Records) which the subject fence would obstruct, the property owner of 2779 Main Street shall, at their expense and in a timely manner, remove the 20-foot portion of the subject fence to provide the owner of 2765 Main Street access to their property through the said easement; and

WHEREAS, the Planning Commission therefore directs that their decision to approve Zoning Variance 25-01 and associated findings be filed with the City Council at the next available City Council meeting.

NOW, THEREFORE, be it resolved that the Planning Commission approves Zoning Variance No. 25-01.

PASSED AND ADOPTED on October 14, 2025 by the following vote:

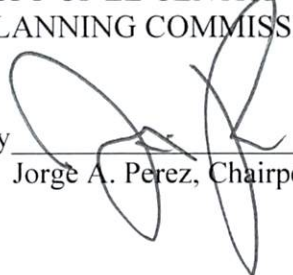
ROLL CALL Ayes: Lopez, Chan, Popejoy, Alvarez, Urias

Noes: Perez, Bertussi

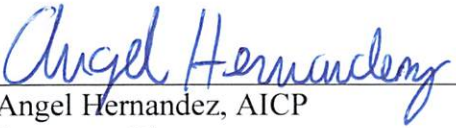
Absent:

Abstaining:

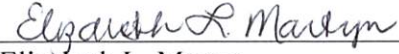
CITY OF EL CENTRO
PLANNING COMMISSION

By 
Jorge A. Perez, Chairperson

ATTEST:

By 
Angel Hernandez, AICP
Secretary-Director

APPROVED AS TO FORM:

By 
Elizabeth L. Martyn
City Attorney



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2025-345)

Item: 6.

Meeting: 11/4/2025 3:30 PM

Department: Community Development

Category: Resolution

Prepared by: Andrea Montano,
Associate Planner

Department Head: Angel Hernandez

DOC ID: 2025-345

Public hearing for the purpose of establishing Mobile Vendor Permit and Facility Use (Mobile Vendor) Permit Fees.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No 25- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, SETTING MOBILE VENDOR PERMIT FEES.

FISCAL IMPACT:

Proposed fees would offset city staff time utilized in reviewing mobile vendor applications for and ensure compliance with mobile vending requirements.

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.:

None

BACKGROUND:

The Mobile Vendor Ordinance was presented to the City Council on September 16, 2025 which will require a Mobile Vendor Permit for all mobile vendors and a Facility Use (Mobile Vendor) Permit for mobile vendors that will be located within City facilities. Fees for both permits are required to be set by a resolution approved by City Council at a duly noticed public hearing. Staff requested that the City Council continue the public hearing originally scheduled for October 21, 2025, to the November 4, 2025, City Council Meeting. This was done to allow additional time to comply with public notice requirements for actions involving permit fees, which require written notices to be mailed. As of the submittal of this staff report, no public comments had been received.

DISCUSSION:

Ordinance No. 25-05 authorizes the City to establish fees for Mobile Vendor Permits and Facility Use (Mobile Vendor) Permits to recover the reasonable costs associated with administering the City's mobile vending program. These fees are intended to offset staff time required for application processing, plan review, field inspection, and the regulation of mobile vending activities on City property, including streets and sidewalks. Consistent with the provisions of Propositions 218 and 26, the proposed fees are regulatory in nature and not considered taxes, as they are designed solely to recover the cost of providing a specific governmental service.

Staff prepared a fee report utilizing the methodology and cost allocation framework established in the City's adopted User Fee Study, prepared by Wildan Financial Services and approved by City Council Resolution No. 19-13 on March 19, 2019. As detailed in the

Report on El Centro Mobile Vendor Permit and Facility Use (Mobile Vendor) Fees (Attachment A), the calculated cost to process a Mobile Vendor Permit is \$108.61, and the cost to process a Facility Use (Mobile Vendor) Permit is \$106.83. To promote fairness and accessibility while maintaining cost recovery, staff recommended establishing both fees at \$100.

CONCLUSION:

Adopt Resolution No 25- , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, SETTING MOBILE VENDOR PERMIT FEES.

ATTACHMENTS:

1. Attachment A- Fee Report
2. Attachment B- Resolution

REPORT ON EL CENTRO MOBILE VENDOR PERMIT AND FACILITY USE PERMIT (MOBILE VENDOR) FEES

Background: The City has adopted Ordinance No. 25-05, “An Ordinance of the City Council of the City of El Centro Repealing Chapter 11, Article V; Amending Chapter 16, Article VIII; and Amending Chapter 29 of The El Centro City Code Establishing Regulations on Mobile Vending” which provides for mobile vendor permits and facility use (mobile vendor) permits and authorizes the establishment and collection of fees for such permits.

Legal Authority: The fees are regulatory as well as for use of City property. The City has the authority to impose fees under its police power. They thus meet the requirements of Proposition 218 and Proposition 26 and are not a tax pursuant to Art. XIII C, Section 1(e)(3) and (4) of the California Constitution which provide that the definition of a special tax does not include the following:

- (3) A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
- (4) A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.

Pursuant to the City of El Centro Municipal Code Chapter 16 Article XIII, the City may impose regulatory fees that are reasonably related to the cost of providing a regulatory program. The City also may impose fees for the use of their property at market rates. Mobile vending permit fees are for the regulation of City sidewalks, streets and private property for mobile vending.

The Fee is the Reasonable Cost of the Service Provided, plus overhead. The amount of the Mobile Vendor Permit Fee and the Facility Use (Mobile Vendor) Permit Fee is to recover the actual cost to the City of processing, reviewing, and inspecting each application, including overhead, any debt service and general administration and the fee is not intended to generate general revenue. It also is for the use of City property, i.e. streets and sidewalks.

Calculation of the Fee: No general fund revenues will be used to fund the permit issuance.

The time and material cost to process a Mobile Vendor Permit was calculated to be \$108.61 and cost to process a Facility Use Permit for Mobile Vendors was calculated to be \$106.83. These fees were prepared in accordance with the User Fee Study prepared by Wildan Financial Services and approved by Resolution No. 19-13 adopted on March 19, 2019.

Staff recommends establishing the fee at \$100 which is considered a fair and reasonable amount to balance cost recovery and vendor accessibility. The fee for a Facility Use (Mobile Vendor) Permit is also proposed to be \$100.

These fees shall go into effect immediately from the date of their adoption and 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.

City of El Centro
Mobile Vendor Permit Fee
FY 2024-2025

Position	Rate	Time	Total
Planning Division Secretary	34.53	.75	\$ 25.90
Assistant Planner	37.17	.75	\$ 27.88
Community Development Director	77.31	.25	\$ 19.33
Code Enforcement Officer	35.51	1	\$ 35.51
Total Staff Time		2.75	\$ 108.61

City of El Centro
Facility Use (Mobile Vendor) Permit Fee
FY 2024-2025

Position	Rate	Time	Total
Secretarial Assistant	24.26	2.5	\$60.65
Parks Supervisor	51.12	.50	\$25.56
Community Services Director	82.48	.25	\$20.62
Total Staff Time		3.25	\$ 106.83

RESOLUTION NO. 25-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
EL CENTRO, CALIFORNIA, SETTING MOBILE VENDOR
PERMIT 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; cities also may establish fees for service through the framework defined in Article XIIC, Section 1(e) and cities may establish fees for use of their property; and

WHEREAS, the City Council instructed staff to review and update City fees to confirm and adjust amounts that provided for allowable cost recovery which reduces the burden on the general fund resources otherwise used to fund individual services; and

WHEREAS, 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 Propositions 218 and 26 based upon the fully-burdened hourly rates of City personnel; and

WHEREAS, after notice and hearing as required by law, such methodology for fee calculation was adopted by Resolution No. 19-13; and

WHEREAS, the City Council approved Ordinance No. 25-05, which repealed Chapter 11, Article V, amended Chapter 16, Article VIII, and amended Chapter 29 related to the establishment of mobile vending regulations in the City; and

WHEREAS, the fees for services related to licensing, permitting, and regulation now must be set pursuant to the User Fee Study specifically for the following: mobile vendor application, and facility user permit for mobile vendors; and

WHEREAS, the City Council recently updated the Mobile Vendor Ordinance which provides for fees for the permits authorized by that ordinance; and

WHEREAS, fees for such permits have been determined by applying the methodology for fee determination in the Fee Study, including any accrued cost of living adjustments since 2000, and the rates for such services have been determined as set out in Exhibit “A”, attached and incorporated; and

WHEREAS, the City Council has conducted a duly noticed public hearing on the adoption of such program participation fees and has heard any and all testimony regarding such mobile vendor fees; and

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

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

WHEREAS, the City Council now finds from its review of the permit fees and the other documents on file for this matter (which are made a part of the record of this hearing) that the proposed mobile vendor permit fees are related to a regulatory 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 the 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 for the use of City property; 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.

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

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

SECTION 2. CEQA EXEMPTION. The adoption of the mobile vendor fees 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 mobile vendor fees as set out in and marked as Exhibit A to this Resolution hereby are adopted.

SECTION 4. 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 day of October, of 2025.

CITY OF EL CENTRO

By _____
Sonia Carter, 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. 25-_____ 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 _____ 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

Exhibit A

City of El Centro

Mobile Vendor Permit Fee

FY 2024-2025

Permit	Amount
Mobile Vendor Permit	\$100
Facility Use (Mobile Vendor) Permit	\$100



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2025-286)

Item: 7.

Meeting: 11/4/2025 3:30 PM

Department: Community Services

Category: Ordinance

Prepared by: Adriana Nava,

Community Services Director

Department Head: Adriana Nava

DOC ID: 2025-286

Ordinance Prohibiting the Operation of Electric Bicycles in City-Owned Parks.

CITY MANAGER'S RECOMMENDATION:

Introduce and Approve Ordinance No. 25- , ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ADDING CITY CODE SECTION 19-42.1 TO THE EL CENTRO MUNICIPAL CODE PROHIBITING THE USE OPERATION OF ELECTRIC BICYCLES IN CITY-OWNED PARKS, waive reading and approve as first reading and authorize the City Clerk to place on the next agenda for second reading and adoption.

FISCAL IMPACT:

The proposed ordinance will not have a fiscal impact.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

Community Health, Safety & Welfare

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.:

Not applicable.

BACKGROUND:

Over the past year, e-bikes have become increasingly common throughout the community. Their widespread use in El Centro's parks has resulted in noticeable damage to park grounds and created safety concerns for visitors using park pathways. Both Parks staff and park visitors have reported that e-bikes are contributing to wear and tear within the parks, and several have witnessed near collisions between pedestrians and e-bike riders. Unlike standard bicycles, e-bikes can reach much higher speeds, typically up to 20 miles per hour, with some models reaching 28 miles per hour, and their larger wheels can cause greater damage to grassy areas. Damage has been specifically documented at Bucklin Park and Buena Vista Park.

DISCUSSION:

The purpose of this ordinance is to protect the safety and enjoyment of all park users by prohibiting the operation of electric bicycles within City-owned parks. This measure is intended to reduce conflicts between pedestrians and high-speed bicycle traffic, while preserving the natural character of City park spaces.

If approved, the ordinance will grant City staff and law enforcement officers the authority to enforce the prohibition of e-bikes. Violations may result in an infraction. As part of the enforcement process, the City will install clear and visible signage in all affected park areas to notify the public of the restriction.

CONCLUSION:

Staff recommends approval of Ordinance No. 25-____, ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ADDING CITY CODE SECTION 19-42.1 TO THE EL CENTRO MUNICIPAL CODE PROHIBITING THE USE OPERATION OF ELECTRIC BICYCLES IN CITY-OWNED PARKS.

ATTACHMENTS:

1. E-Bike Ordinance_10-29-25

ORDINANCE NO. 25-_____

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL
CENTRO ADDING CITY CODE SECTION 19-42.1 TO THE
EL CENTRO MUNICIPAL CODE PROHIBITING THE
OPERATION OF ELECTRIC BICYCLES IN CITY-OWNED
PARKS

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

Section 1. Purpose and Intent

The purpose of this ordinance is to protect the safety and enjoyment of all park users by prohibiting the operation of electric bicycles within City-owned parks. This action is necessary to reduce conflicts between pedestrians and high-speed and other bicycle traffic and to preserve the natural character of City park spaces.

Section 2. Section 19-42.1 hereby is added to the El Centro Municipal Code to read as follows:

Section 19-42.1. Definitions

For purposes of this ordinance:

- “Electric Bicycle” or “E-Bike” shall mean a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts (1 horsepower), as defined under California Vehicle Code Section 312.
- E-bikes shall include:
 - Class 1: Pedal-assist only
 - Class 2: Throttle on demand
 - Class 3: Pedal-assist up to 28 mph

Section 19-42.2 Prohibited Conduct

No person shall operate an electric bicycle within the boundaries of any City-owned park, trail, or recreational area, including but not limited to operation of any kind on walking paths, park parking lots, athletic fields, or playground areas.

Section 19-42.3 Exceptions

This ordinance shall not apply to:

- Authorized city staff or emergency personnel operating electric bicycles in the performance of their official duties.
- Persons using electric mobility devices in accordance with the Americans with Disabilities Act (ADA).
- Use of e-bikes on designated multi-use or commuter trails, if explicitly posted as permitted by the Director of Community Services or designee for operation of e-bikes.

Section 19.42-4 Enforcement and Penalties

City staff and law enforcement officers have the authority and shall enforce the provisions of Section 19-42.1 – 19-42.3.

A violation of Section 19-42.2 shall be deemed an infraction. Any citation for an infraction shall be proceeded by a verbal or documented warning from a city representative.

A second or subsequent violation shall be subject to the provisions of City Code Section 1-12(b)(1).

Section 19.42-5. Posting and Notification

The City shall post clear and visible signage in all affected park areas stating the prohibition of electric bicycle use. The City may also use digital platforms and community outreach to inform the public of this ordinance.

Section 3. Severability

If any provision of this ordinance is held invalid, such invalidity shall not affect the remaining portions.

Section 4. Effective Date: This ordinance shall be effective 30 days from the date of its adoption.

INTRODUCED at a regular meeting of the City Council of the City of El Centro, California, held on the 4th day of November 2025.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the 4th day of November 2025.

CITY OF EL CENTRO

By _____
Sonia Carter, 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. 25-____ had its first reading on November 4, 2025 and had its second reading on November 18, 2025 and was passed by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

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 # 2025-362)

Item: 8.

Meeting: 11/4/2025 3:30 PM

Department: Human Resources

Category: Resolution

Prepared by: Dulce Bedolla, Human
Resource Director

Department Head: Dulce Bedolla

DOC ID: 2025-362

Appointment of the City of El Centro Police Chief.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE COMPENSATION AND EMPLOYMENT TERMS FOR THE POSITION OF CHIEF OF POLICE.

FISCAL IMPACT:

General Fund

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.:

BACKGROUND:

Kelly Brown was previously appointed to the position of Deputy Police Chief and is now being appointed to the position of Chief of Police.

DISCUSSION:

Compensation and benefits for the position of Chief of Police are being presented to the City Council for final approval:

Upon approval of this resolution and through December 31, 2025, the base salary is \$14,534.

Life Insurance in the amount of \$200,000

Medical insurance benefits on the same basis as other City employees.

CONCLUSION:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE COMPENSATION AND EMPLOYMENT TERMS FOR THE POSITION OF CHIEF OF POLICE.

ATTACHMENTS:

1. Chief of Police K Brown RESOLUTION

RESOLUTION 25-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE COMPENSATION AND EMPLOYMENT TERMS FOR THE POSITION OF CHIEF OF POLICE

WHEREAS, Kelly L. Brown (the “Employee”) has been duly appointed to the position of Chief of Police; and

WHEREAS, Kelly L. Brown (the “Employee”) previously was appointed to the position of Deputy Police Chief and was compensated pursuant to Resolution 23-15; and

WHEREAS, this Resolution provides the compensation for the position of Chief of Police and constitutes a contract of employment between Employee and the City of El Centro ("the City" or "the Employer") and is approved and adopted at an open session regular meeting of the City Council; and

WHEREAS, in light of the foregoing facts, the City Council of the City of El Centro, California ("the City Council") finds that the approval of this resolution will be in the best interest of the City of El Centro, California, to adjust the compensation provisions for Employee.

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

1. The foregoing is true and correct and adopted hereby.
2. That Resolution No. 23-15 hereby is repealed. The term of this Resolution is from the date of its adoption through December 31, 2025.
3. Effective November 4, 2025, the Employee shall receive a base salary of fourteen thousand five hundred thirty-four dollars (\$14,534) per month for the administrative services rendered to the City of El Centro.
4. Performance Increases. The Employee's anniversary date shall be November 4, 2026. The Employee shall be evaluated by the City Manager on July 1 on each subsequent anniversary date.
5. Residency. As part of his appointment to the position of Chief of Police for the City, Employee is required to live in El Centro or within a twenty-five (25) mile radius of the City boundaries. If requested, Employee will have to show proof of registering to vote within the City and of processing a change on his driver's license to a local address.
6. Medical/Life Insurance.
 - A. Group Health Plan. Employee shall be eligible for the Employer's comprehensive major medical, dental, life and vision care insurance program on the same terms and conditions as other employees with the same contribution by

the City. Employee may obtain coverage for his legal dependents under such program.

B. Life Insurance. Employer shall provide term life insurance in the amount of two hundred thousand dollars (\$200,000), up to the age of seventy (70). If an employee has reached the age of seventy (70), the life insurance will be paid at the reduced benefit amount in accordance with the City's contract with the Life Insurance Administrator.

C. Disability Insurance. Employer shall continue to provide Disability Insurance to Employee in the same manner as other employees.

7. Retirement. Employee shall be eligible to participate in the City's Retirement Plan with the California Public Employee Retirement System (CalPERS). The City will contribute one hundred percent (100%) of the employer contribution amount as determined by CalPERS. The Employee shall pay the employee portion of twelve percent (12%). Employee contributions will be paid pretax under IRS section 414 (h) (2).

Upon retirement from the City, Employee shall have the opportunity to participate in the same comprehensive major medical, dental, life and vision care insurance program.

If the sum of Employee's age (expressed in years and complete months) plus the employees' total years of PERS service credit (as reflected in the records of the California PERS) totals seventy-five (75) or greater, Employer shall pay six hundred nineteen dollars and one cent (\$619.01) towards the cost of the Employee portion of said insurance until Employee reaches age sixty-five (65). During this time, insurance coverage will be available to Employee's dependents at Employee's expense. At age sixty-five (65), the retired Employee may elect to continue said insurance coverage as a Medicare Supplement Plan, including dependent coverage, at Employee's expense.

8. At-Will Employment Status. It is understood and agreed to by and between the parties that Employee's employment with the City of El Centro is at-will and that the employee's service is at the pleasure of the City Manager.

9. City Personnel Rules Applicable to Employee. It is further understood by the parties that the Employee cannot contest discipline or a separation without cause from employment under the City's Personnel Rules and Regulations. Employee understands that he has no property right in his employment and cannot contest discipline or termination for cause except as otherwise provided in Section 10 below. Employee shall comply with all provisions of the City Personnel Rules and Regulations as those may be amended from time to time ("Personnel Rules") except as set out in Section 8 above and Section 10, below.

10. Employment Termination/Severance Pay. The employment of the Employee shall terminate upon written notice by either party. However, should such termination be instigated by the City without cause, then Employee shall receive severance pay in an amount equal to employee's base monthly salary at the last date employee is at work (and not on leave status) with the City times four (4) months. Entitlement to all other benefits cease with Employee's termination from City employment. Notwithstanding, the City may determine to terminate Employee for cause as cause is defined in the Rules. In that event, City shall proceed with termination as set out under the Personnel Rules and Police Officer Bill of Rights. If Employee is so terminated, he shall not be entitled to severance.

11. Vacation Leave. Employee shall accrue vacation leave. Vacation leave is provided for Employee for the purpose of rest and relaxation from duties and for attending personal business.

A Accrual. Employee's vacation leave shall accrue at a rate of six and fifteen one hundredth (6.15) hours bi-weekly. This rate of accrual is the maximum permitted under the City's vacation leave accrual program and will not increase in subsequent years.

B Accumulation. Vacation leave may be accumulated up to a maximum of one and one-half (1.5 h) times the annual accrual rate with a maximum of two hundred forty (240) hours.

C Scheduling. Employee's requests to take Vacation leave must have the prior approval of the City Manager. Such approval shall not be unreasonably withheld.

D Payment of Vacation Leave at Termination. Upon termination of employment, Employee shall be paid for any accrued Vacation leave at Employee's current rate of pay.

E. Cash Out. Employee shall be allowed to cash out only the amount of the denied vacation leave hours, up to the maximum of eighty (80) hours when:

1. He has taken a minimum of one (1) week of vacation leave during the current fiscal year; and
2. He thereafter is denied a request to take additional vacation leave in that fiscal year because of department or City workload or reasons beyond the control of either party to this MOU; and
3. For such reason, he is unable to take said vacation leave by the end of that fiscal year without triggering overtime which would be paid by the City.

F One-Time Payment. Such a cash out shall be a one-time payment that is not compensable under PERS and is not part of the regular rate of pay.

G Hardship. Employees may cash out vacation leave only in the event of a financial emergency where: (i) the employee can demonstrate that the employee has a real financial emergency caused by an event beyond their control, (ii) it would result in serious financial hardship if the cash payment were not made, and (iii) the amount of the cash payment is limited to the amount necessary to meet the emergency. The City Manager or designee will determine, at their sole discretion, whether an emergency exists and the extent of the financial need.

12. Sick Leave. Employee shall accrue sick leave.

A. Accrual. Sick leave shall accrue at a rate of three and sixty-nine one hundredth (3.69) hours bi-weekly. Accumulation, Sick leave hours may be accumulated without restriction.

13. Administrative Leave. Employer shall provide Employee with sixty-four (64) hours of paid administrative leave per year effective July 1, of each year. If hired after July 15 hours will be prorated. Administrative leave shall not accumulate from year-to-year. Any administrative leave time remaining in Employee's account as of June 1 of any year may be converted to cash, provided, however, that the total leave converted shall not exceed five (5) days. If administrative leave is not converted, any administrative leave time remaining as of June 30th shall be forfeited.

14. Car Allowance. Employee will be provided with a City vehicle for Employee's use consistent with acceptable Police Chief past practice and the understanding the nature of routine off-hour responses to police and other city business. If Employee utilizes his personal vehicle for travel outside of the county, he will be reimbursed at the current Federal privately-owned vehicle mileage reimbursement rate in accordance with the City's Personnel Rules and Regulations, Section 17.10.

15. Uniforms and Equipment. For purposes of defraying the cost of purchasing and maintaining uniforms and clothing prescribed by the Employer, Employee will receive a uniform allowance of one thousand five hundred (\$1,500) annually; seven hundred fifty (\$750) dollars payable in the month of January and seven hundred fifty (\$750) dollars in the month of July. Employee shall furnish, upon the request of the Employer, copies of the receipts for the purchase or maintenance of uniforms or clothing prescribed by the Employer. Employer shall provide police equipment, police car, bullet resistant vest, and replacement for wear and tear of such items.

16. Holidays. The Employee shall be entitled to the same holidays as other employees.

17. Bereavement Leave.

a. In the event of a death in Employee's immediate family, Employee shall be eligible for a leave of absence for up to three (3) regularly scheduled days. If required travel

exceeds five hundred (500) miles each way, Employee may be granted an additional day (eight hours) of bereavement leave. During such leave, Employee shall be paid her regular salary; provided, however, that prior approval for the use of such leave is obtained from Employee's supervisor.

- b. Employee's immediate family shall be defined as: spouse, child, mother, father, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandmother, grandfather or a grandchild.
- c. Documentation of the date and location of the funeral and the date of burial shall be furnished by Employee upon request of the City.

18. Professional Education. The City also agrees to budget for and to pay for travel and subsistence expenses of the Employee for short courses, institutes and seminars that are necessary for the Employee's professional development and for the good of the Employer.

19. Dues and Subscriptions. The City agrees to budget and to pay the professional dues and subscriptions of the Employee necessary for his continuation and full participation in national, state and local associations and organizations necessary and desirable to keep the Employee up to date with regard to matters of importance to the City, as a Police Chief.

20. Civic Club Membership. The City recognizes the desirability of representation in and before local civic and other organizations and the Employee is authorized to become a member of such club(s) and organization(s). The City shall pay related and reasonable expenses thereto and allow the Employee to participate on City time.

21. Full-Time Commitment. During the term of this Agreement, Employee shall dedicate his full-time to fulfilling his responsibilities hereunder. Employee shall not be involved in any outside activity that conflicts with the performance of his duties as Police Chief.

22. Severability. If any of the provisions of this Agreement are held to be illegal, invalid or unenforceable in any respect, the remainder of the agreement and all other provisions hereunder shall not be affected thereby, and such provision shall be deemed to be modified to the extent necessary to permit its enforcement to the maximum extent permitted by applicable law.

23. Assignment. This agreement shall be binding upon and inure to the benefits of Employer, its successors it assigns and to the benefit of Employee, his/her heirs, and legal representatives, except that Employee's duties to perform future services and the right to receive payment therefore are hereby and expressly agreed to be non-assignable and non-transferable.

24. Governing Law. This agreement shall be governed by the laws of the State of California, and any litigation concerning this Agreement shall be filed and maintained in the State of California.

25. Attorney's Fees/Costs. Each party shall bear its own attorney's fees or costs associated with litigation concerning this Agreement.

26. Complete Agreement. This document between the parties constitutes the complete agreement and supersedes all previous agreements and understandings.

27. Reimbursement of Cash Settlement Upon Conviction of a Crime Involving Office or Position. Regardless of the term of this agreement, if this agreement is terminated, any cash settlement related to the termination that the Employee may receive from the City shall be fully reimbursed to the City if the Employee is convicted of a crime involving an abuse of his office or position.

CITY OF EL CENTRO

By: _____

Sonia Carter, 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. 25-_____, was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the 4th day of November 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By _____
Norma Wyles, City Clerk

I agree to the foregoing:

Kelly Brown

Date: _____



City Council of the City of El Centro

1275 W. Main Street
El Centro, CA 92243

SUBMITTED

ACTION ITEM (ID # 2025-352)

Item: 9.

Meeting: 11/4/2025 3:30 PM

Department: Community Services

Category: Action Item

Prepared by: Omar Negrete, Engineer

Department Head: Adriana Nava

DOC ID: 2025-352

Award of Bid and authorizing a contract for the Eddie White Complex-Frazier Field Parking Lot Project.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 25- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR EDDIE WHITE-FRAZIER FIELD PARKING LOT PROJECT.

FISCAL IMPACT:

In 2021, the City submitted a grant application to the Imperial County Air Pollution Control District (APCD) for improvements at the Eddie White Complex – Frazier Field. Although the application was not initially awarded, the City was notified in 2024 that funding in the amount of \$342,012 had been approved to support the construction of a new parking lot at the site.

The total estimated project cost is \$362,403.85, with an additional \$37,000 in contingency, bringing the overall project budget to \$399,403.85.

Staff recommends that the funding shortfall of \$57,391.85 be covered through Measure P or the General Fund to fully fund the project.

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.:

Pyramid Construction has successfully collaborated with the City on multiple past projects, including (but not limited to) the South Imperial Avenue Extension, Commercial Avenue Overlay, the CHP project, and several other private developments within city limits — all completed with positive reviews. The company's State Contractor License is currently active. Pyramid Construction will obtain or renew its City Business License prior to the commencement of the project, if necessary.

BACKGROUND:

Frazier Field Park serves as the home of District 22 El Centro Little League and features four ball fields, a snack bar, restrooms, and a parking lot. Two fields are located at the front of the park along Sixth Street, while the remaining two are situated at the rear, adjacent to McKinley Elementary School. The facility is managed through a Joint Use Agreement between the City of El Centro and the El Centro Elementary School District. The front portion of the park is City-owned, while the rear portion is owned by the School District.

Over the years, only minor upgrades have been made to the facility, and many of the core features—including the ball fields, dugouts, backstops, lighting, and scoreboards—are in

need of significant improvements. Additionally, the facility lacks an ADA-accessible walkway connecting to the rear fields, limiting accessibility for all residents.

Recently, some improvements have been completed, including renovations to the snack bar and restrooms. Upgrades to the snack bar include new doors, light fixtures, shelving, a new air conditioning unit, and updated service windows. Restroom enhancements included fresh paint, new light fixtures, and replacement doors.

DISCUSSION:

The proposed project includes the construction of a 59-space parking lot, a bioretention basin, and a 5-foot-wide pedestrian pathway running east-west for a length of 140 feet. Connectivity to the adjacent ballfields will be established via a 10-foot-wide, 140-foot-long north-south walkway.

Due to property constraints, including landlocked residential parcels to the north, several design considerations were incorporated. The existing alleyway, which provides access to these residential properties, will remain accessible through the installation of new asphalt dikes along the northern project boundary. These dikes are designed to maintain resident access while preventing stormwater runoff from entering the adjacent properties.

Additional improvements to enhance quality of life for nearby residents include upsizing an existing waterline from 1 inch to 4 inches to improve water pressure. The project design also eliminates the need for a pump station, thereby avoiding the ongoing maintenance and electrical infrastructure costs typically associated with such systems.

Other planned improvements include the installation of a new driveway, curb ramps, alley approaches, and preservation of existing survey monuments. Relocation of traffic signs and adjustment of utility valves may also be required. Temporary traffic control measures will be in place throughout the duration of the project to ensure public safety.

A bid opening was held on October 9, 2025 at the City Clerk's office and all bids were opened and read aloud. The city received a total of ____ as follows:

Pyramid Construction	\$362,403.85
Farmers Land Leveling	\$455,775.47
Radco Inc.	\$494,296.00
Venture Construction	\$510,595.00

After reviewing all bids, staff found the bid from Pyrmid Construction to be the lowest and responsive bid.

CONCLUSION:

Staff is recommending the award of a bid to Pyramid Construction in the amount of **\$362,403.85** via approval of Resolution No. 25-____, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR EDDIE WHITE-FRAZIER FIELD PARKING LOT PROJECT.

ATTACHMENTS:

1. PLANS 08-04-2025

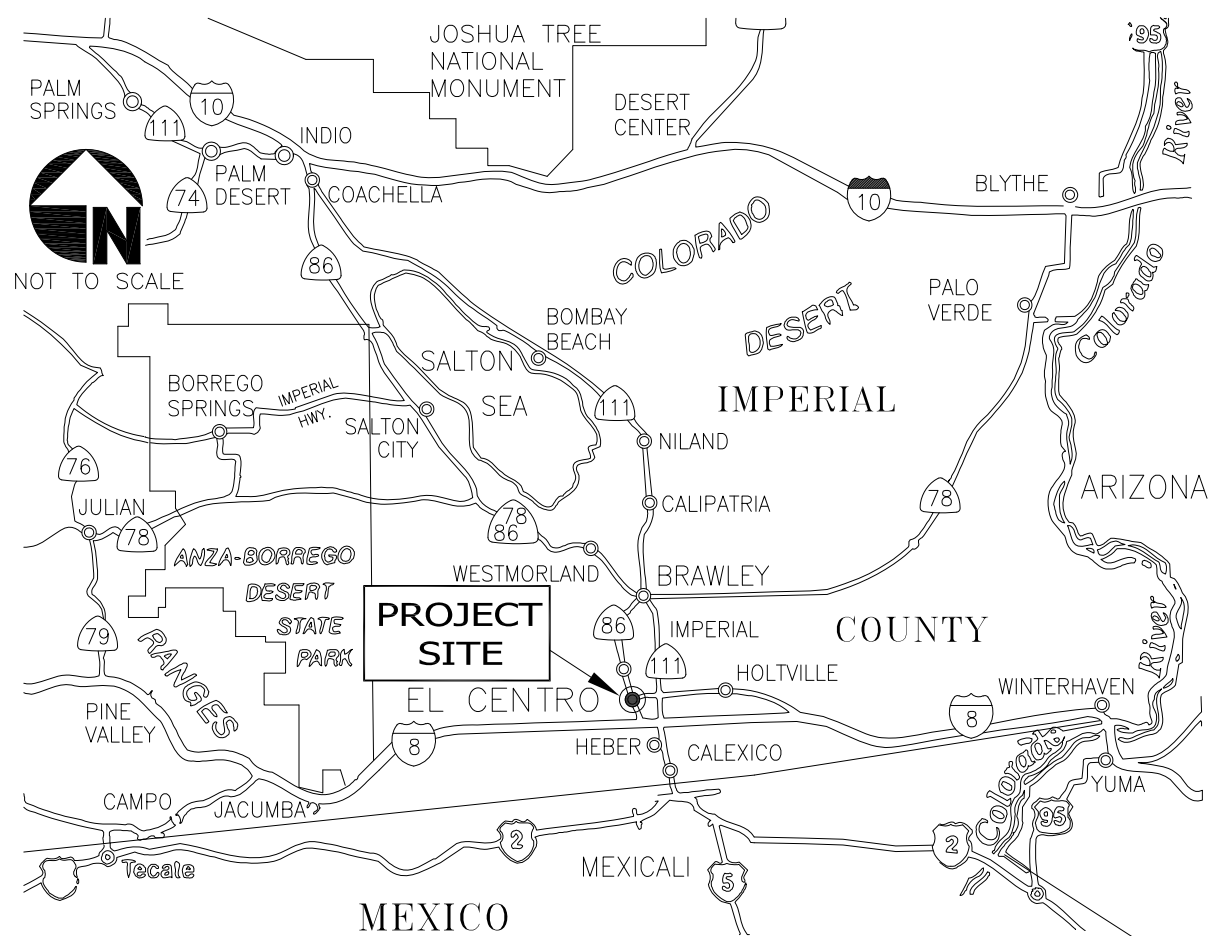
2. BID Sheet Template
3. 00083048

CITY OF EL CENTRO - FRAZIER FIELD PARK

EL CENTRO CALIFORNIA

AUGUST 2025

VICINITY MAP



NOTE TO CONTRACTOR

CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF DESIGN PROFESSIONAL.

ENGINEER'S NOTE TO CONTRACTOR

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN ON THESE DRAWINGS. THE CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN OR NOT SHOWN ON THESE DRAWINGS.

NOTE:
ANY REFERENCES TO SPECIFIC MANUFACTURERS OR MODELS ARE FOR DESCRIPTIVE PURPOSES ONLY. CONTRACTOR ARE ALLOWED TO PROVIDE APPROVED EQUAL MATERIALS OR PRODUCTS SUBJECT TO ENGINEER'S APPROVAL.

LEGEND/SYMBOLS

AB	AGGREGATE BASE
FS	FINISHED SURFACE
EG	EDGE OF GUTTER
TC	TOP OF CURB
SWK	SIDEWALK
AC	ASPHALT CONCRETE
R/W	RIGHT OF WAY
CB	CATCH BASIN
BCR	BEGINNING OF CURB RETURN
ECR	END OF CURB RETURN
GB	GRADE BREAK
PCC	PORTLAND CEMENT CONCRETE
DWY	DRIVEWAY
CAB	CRUSHED AGGREGATE BASE
FL	FLOWLINE
CL	CENTERLINE
L.O.S.	LINE OF SIGHT
P.A.	PLANTER AREA

PROJECT INFORMATION

OWNER

CITY OF EL CENTRO
1275 MAIN STREET
EL CENTRO, CA 92243
TEL. 760-337-4508

CITY ENGINEER

ABRAHAM CAMPOS, P.E.
CITY OF EL CENTRO
1275 MAIN STREET
EL CENTRO, CA 92243
TEL. (760) 337-5182

AGENCY CONTACTS

FIRE DISTRICT

EL CENTRO FIRE DEPARTMENT
770 STATE ST.
EL CENTRO, CA. 92243
PHONE: 760-337-4530

POLICE

EL CENTRO POLICE DEPARTMENT
150 N. 11TH. STREET
EL CENTRO, CA. 92243
PHONE: 760-352-2111

TELEPHONE

AT&T
PHONE: 1-800-750-2355

CITY OF EL CENTRO

CONTACT: ABRAHAM CAMPOS, PE
1275 MAIN STREET
EL CENTRO, CA 92243
PHONE: 760-337-5182

IMPERIAL IRRIGATION DISTRICT

ENERGY DEPARTMENT
333 E. BARIANI BLVD.
IMPERIAL, CA 92251
PHONE: 760-339-9280
FAX: 760-339-9471

CITY OF EL CENTRO

UTILITY SERVICE DEPARTMENT
WATER: 760-337-4560
SEWER: 760-337-4560
GENERAL SERVICES:

GAS COMPANY

602 E. ROSS ROAD, SC8054
EL CENTRO, CA 92243-1515
PHONE: 760-370-5012
FAX: 760-352-5721

PROJECT GENERAL NOTES

- CITY OF EL CENTRO ENCROACHMENT PERMIT CONDITIONS AND PROVISIONS SHALL TAKE PRECEDENCE OVER THE APPROVED PLANS AND SPECIFICATIONS FOR ANY CONFLICTS.
- THE STRUCTURAL SECTION SHALL BE IN ACCORDANCE WITH CITY OF EL CENTRO STANDARDS (OR CALTRANS IF IN STATE ROW) AND AS APPROVED BY THE PUBLIC WORKS DIRECTOR (OR CALTRANS).
- APPROVAL OF THESE IMPROVEMENT PLANS AS SHOWN DOES NOT CONSTITUTE APPROVAL OF ANY CONSTRUCTION OUTSIDE THE PROJECT BOUNDARY.
- ALL UNDERGROUND UTILITIES WITHIN THE STREET RIGHT-OF-WAY SHALL BE CONSTRUCTED, CONNECTED AND TESTED PRIOR TO CONSTRUCTION OF BERM, CURB, CROSS-GUTTER AND PAVING.
- THE EXISTENCE AND LOCATION OF EXISTING UNDERGROUND FACILITIES SHOWN ON THESE PLANS WERE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS. TO THE BEST OF OUR KNOWLEDGE, THERE ARE NO OTHER EXISTING FACILITIES EXCEPT AS SHOWN ON THESE PLANS. HOWEVER, THE CONTRACTOR IS REQUIRED TO TAKE PRECAUTIONARY MEASURES TO PROTECT ANY EXISTING FACILITY SHOWN HEREON AND ANY OTHER WHICH IS NOT OF RECORD OR NOT SHOWN ON THESE PLANS.
- LOCATION AND ELEVATION OF IMPROVEMENTS TO BE MET BY WORK TO BE DONE SHALL BE CONFIRMED BY FIELD MEASUREMENTS PRIOR TO CONSTRUCTION OF NEW WORK. CONTRACTOR WILL MAKE EXPLORATORY EXCAVATIONS AND LOCATE EXISTING UNDERGROUND FACILITIES SUFFICIENTLY AHEAD OF CONSTRUCTION TO PERMIT REVISIONS TO PLANS IF REVISIONS ARE NECESSARY BECAUSE OF ACTUAL LOCATION OF EXISTING FACILITIES.
- UTILITIES COORDINATION

NO LESS THAN 3 WORKING DAYS PRIOR TO ANY EXCAVATION OR TRENCHING, EACH CONTRACTOR DOING SUCH WORK SHALL CONTACT THE FOLLOWING AGENCIES SO THAT EXISTING UNDERGROUND UTILITIES MAY BE LOCATED. THE AGENCY MAY REQUIRE AN INSPECTOR TO BE PRESENT.

- CITY OF EL CENTRO GENERAL SERVICES DEPARTMENT (760) 337-4505 (WATER, SEWER AND GENERAL SERVICES)
- IRRIGATION DISTRICT (POWER) (760) 339-9280
- IRRIGATION DISTRICT (WATER) (760) 339-9254
- AT&T (800) 288-2020
- THE GAS CO. (800) 422-4133
- CABLE COMPANY TO BE DETERMINED

EXISTING UNDERGROUND UTILITIES

BEFORE EXCAVATING FOR THIS CONTRACT, VERIFY LOCATION OF UNDERGROUND UTILITIES. THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR STRUCTURES SHOWN ON THESE PLANS HAS BEEN OBTAINED FROM AVAILABLE RECORDS ONLY AND MAY NOT REFLECT ALL EXISTING UTILITIES. LOCATION OF ALL EXISTING UTILITIES SHALL BE CONFIRMED BY FIELD MEASUREMENTS BY CONTRACTOR PRIOR TO CONSTRUCTION OF WORK.

CONTRACTOR IS REQUIRED TO TAKE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN HEREON AND ANY OTHER EXISTING LINES NOT OF RECORD OR NOT SHOWN ON THESE PLANS.

ACCURATE VERIFICATION AS TO SIZE, LOCATION AND DEPTH OF EXISTING UNDERGROUND SERVICES SHALL BE THE CONTRACTORS RESPONSIBILITY. THE CONTRACTOR SHALL NOTIFY THE SOUTHERN CALIFORNIA GAS COMPANY, PACIFIC BELL TELEPHONE COMPANY, IMPERIAL IRRIGATION DISTRICT AND ANY OTHER AFFECTED UTILITY AGENCIES PRIOR TO STARTING HIS WORK NEAR SUCH UTILITY FACILITIES AND SHALL COORDINATE HIS WORK WITH UTILITY REPRESENTATIVES. FOR LOCATION OF UNDERGROUND UTILITIES AND APPURTENANCES, CONTACT "UNDERGROUND SERVICE ALERT" AT 811.

8. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT THE UTILITY AGENCIES, ADVISE THEM OF THE PROPOSED IMPROVEMENTS AND BEAR THE COST OF RELOCATIONS, IF NEEDED.

9. PRIVATE ROAD IMPROVEMENTS SHOWN HEREON ARE FOR INFORMATION ONLY. CITY OF EL CENTRO OFFICIALS SIGNATURE HEREON DOES NOT CONSTITUTE APPROVAL OR RESPONSIBILITY OF ANY KIND FOR THE DESIGN OR CONSTRUCTION OF THESE PRIVATE IMPROVEMENTS.

10. THE CONTRACTOR SHALL BE RESPONSIBLE TO SECURE AN ENCROACHMENT PERMIT FROM THE CITY OF EL CENTRO FOR ANY EXCAVATION OR CONSTRUCTION WITHIN CITY OF EL CENTRO ROAD RIGHT-OF-WAY. FOR INSPECTIONS, 48 HOUR MINIMUM NOTICE IS REQUIRED. ADDITIONALLY, UNDERGROUND SERVICE ALERT (USA) MUST BE CALLED TWO WORKING DAYS BEFORE THE CONTRACTOR MAY EXCAVATE. THEY'RE CONTACT NUMBER (800) 227-2600. ALL WORK AND MATERIALS ARE SUBJECT TO THE INSPECTION AND APPROVAL FROM THE CITY OF EL CENTRO DEPARTMENT OF PUBLIC WORKS OR THEIR REPRESENTATIVE.

11. NO REVISIONS OF ANY KIND SHALL BE MADE TO THESE PLANS WITHOUT THE PRIOR WRITTEN APPROVAL OF BOTH THE CITY OF EL CENTRO ENGINEER (OR HIS REPRESENTATIVE) AND THE ENGINEER OF RECORD. A REPRODUCIBLE AS-BUILT PLAN SET WILL BE PROVIDED TO THE PUBLIC WORKS DEPARTMENT AS A CONDITION OF SUBSTANTIAL CONSTRUCTION COMPLETION AND PRIOR TO ACCEPTANCE.

12. ALL WORK AND MATERIALS SHALL CONFORM TO THESE PLANS AND SPECIFICATIONS, THE CITY OF EL CENTRO DEPARTMENT OF PUBLIC WORKS STANDARDS AND ENCROACHMENT PERMIT CONDITIONS, ANY REFERENCED STANDARDS AND SPECIFICATIONS AND THE SPECIFICATIONS & THE REQUIREMENTS OF THE AGENCIES REFERRED TO HEREIN. ALL WORK SHOWN OR INDICATED BY THESE PLANS SHALL BE COMPLETED IN ACCORDANCE WITH THE STANDARDS, POLICIES AND REGULATIONS OF CITY OF EL CENTRO; WHERE, OR IF, CONFLICTS OCCUR, THEN THE CITY OF EL CENTRO REQUIREMENTS SHALL GOVERN.

13. UNLESS SPECIFICALLY INDICATED OTHERWISE METHODS EMPLOYED AND MATERIAL USED IN THE CONSTRUCTION OF ALL OFFSITE IMPROVEMENTS SHALL CONFORM TO THE APPLICABLE PROVISIONS OF THE "STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS DATED MAY 2006". ALL WORK IS SUBJECT TO INSPECTION AND APPROVAL AS REQUIRED.

14. IF NECESSARY IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN AN EXCAVATION PERMIT FROM THE STATE OF CALIFORNIA DIVISION OF SAFETY AND TO ADHERE TO ALL PROVISIONS OF THE STATE CONSTRUCTION SAFETY ORDERS AND STANDARDS.

15. CONSTRUCTION PROJECTS DISTURBING MORE THAN ONE ACRE MUST OBTAIN A NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT. OWNER/DEVELOPERS ARE REQUIRED TO FILE A NOTICE OF INTENT (NOI) WITH THE STATE WATER RESOURCES CONTROL BOARD, PREPARE A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND MONITORING PLAN FOR THE SITE.

16. TRAFFIC CONTROL IS THE RESPONSIBILITY OF THE AWARDED CONTRACTOR AND SHALL COMPLY WITH THE CURRENT WORK AREA TRAFFIC CONTROL HANDBOOK OR AS DIRECTED BY THE CITY OF EL CENTRO ENGINEER.

17. ANY EXISTING SURVEY MONUMENTS OR CITY OF EL CENTRO RECOGNIZED BENCHMARKS SHALL BE PROTECTED BY THE CONTRACTOR. SHOULD ANY SUCH MONUMENTS OR BENCHMARKS BE REMOVED, DAMAGED, OBLITERATED OR ALTERED BY THE CONTRACTORS OPERATIONS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER RESETTING OF THE SAME AS PER THE SUBDIVISION MAP ACT, THE PROFESSIONAL LAND SURVEYORS ACT AND TO THE SATISFACTION OF THE CITY OF EL CENTRO CITY ENGINEER/GENERAL SERVICES DIRECTOR. SUCH POINTS SHALL BE REFERENCED AND REPLACED WITH APPROPRIATE MONUMENTATION BY A LICENSED LAND SURVEYOR OR A REGISTERED CIVIL ENGINEER AUTHORIZED TO PRACTICE LAND SURVEYING, A CORNER RECORD OR RECORD OF SURVEY, AS APPROPRIATE SHALL BE FILED BY THE LICENSED LAND SURVEYOR OR REGISTERED CIVIL ENGINEER.

18. THE NOTES LISTED ABOVE ARE A MINIMUM LIST. THIS DOES NOT RELIEVE THE CONTRACTOR FROM COMPILING WITH ADDITIONAL NOTES THAT MAY BE REQUIRED FOR THE PROJECT.

SHEET INDEX

- TITLE SHEET, VICINITY MAP AND GENERAL NOTES
- SITE PLAN
- GRADING PLAN
- UTILITY PLAN
- DETAIL PLAN

CITY COUNCIL

SONIA CARTER	MAYOR
JOHN "MARTY" ELLET	MAYOR PRO-TEM
MICHAEL CRANKSHAW	COUNCIL MEMBER
SYLVIA MARROQUIN	COUNCIL MEMBER
CLAUDIA CAMARENA	COUNCIL MEMBER

PARTICIPATING CITY STAFF

CEDRIC CECENA	CITY MANAGER
ADRIANA NAVA	COMMUNITY SERVICES DIRECTOR
ABRAHAM CAMPOS, PE	PUBLIC WORKS DIRECTOR/CITY ENGINEER
FELIX DE LEON	PRINCIPAL ENGINEER
OMAR NEGRETE	COMMUNITY SERVICES INSPECTOR

SPECIAL THANKS

PROJECT AREA



DIGALERT



CALL TOLL FREE
1-800-227-2600
2 Working Days Before You Dig

Basis of
Bearings:

Bench Mark:

REVISIONS

CITY OF EL CENTRO APPROVALS

SEAL

SEAL

CITY OF EL CENTRO, CA

FRAZIER FIELD PARK
TITLE SHEET

01

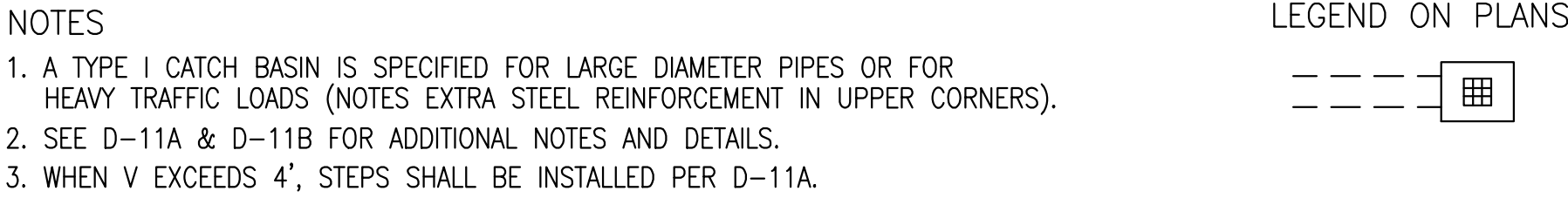
SHEET

PROJECT NO.: -

DATE: AUGUST 04, 2025

01 of 05

Page 05 of 05



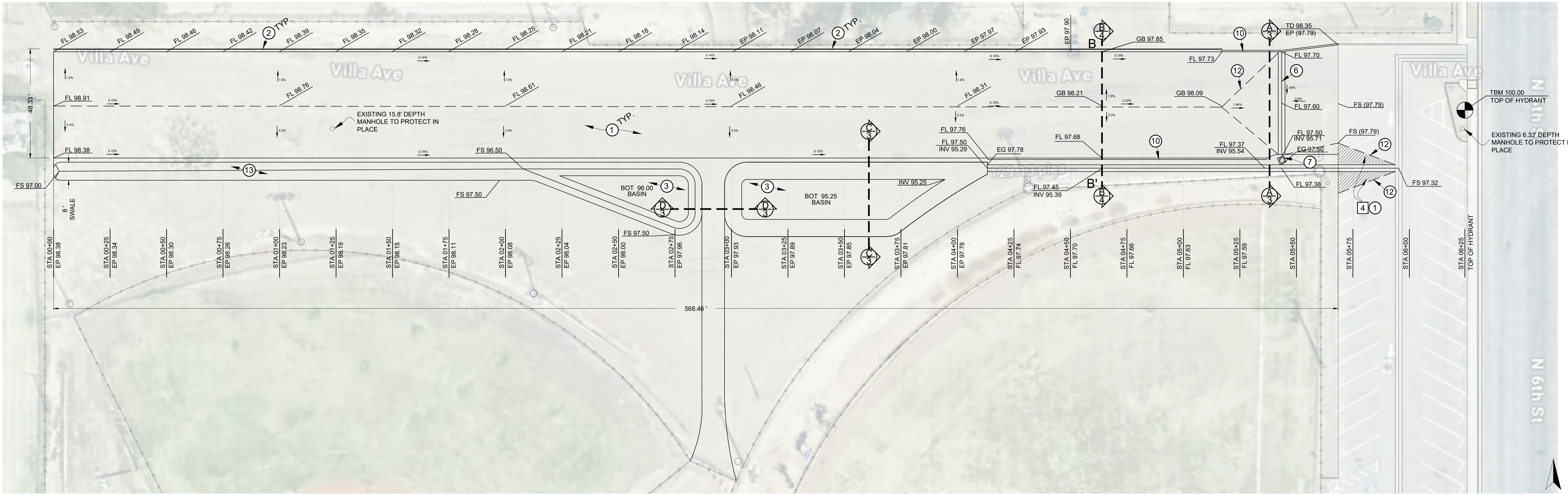
4	DROP INLET
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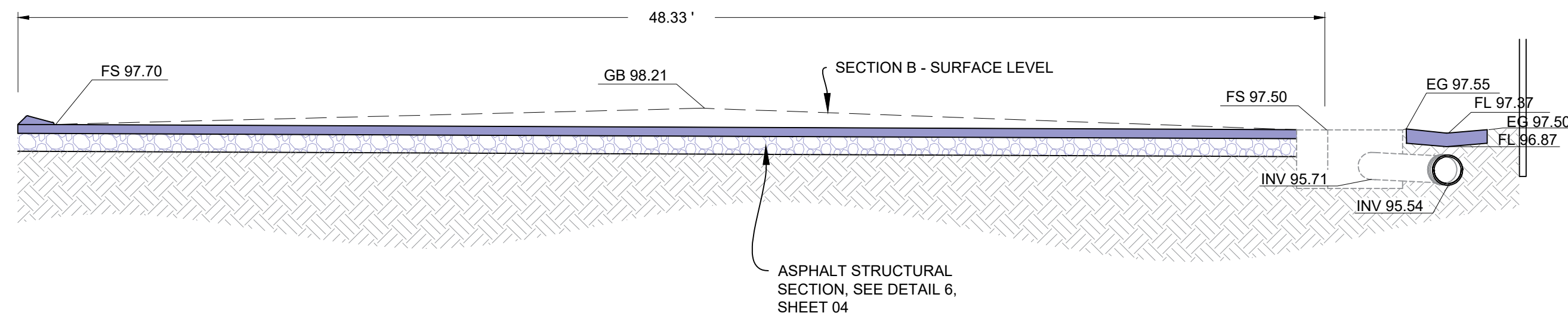
DMA CALCULATION

DIGALERT

 CALL TOLL FREE
 1-800-227-2600
 2 Working Days Before You Die



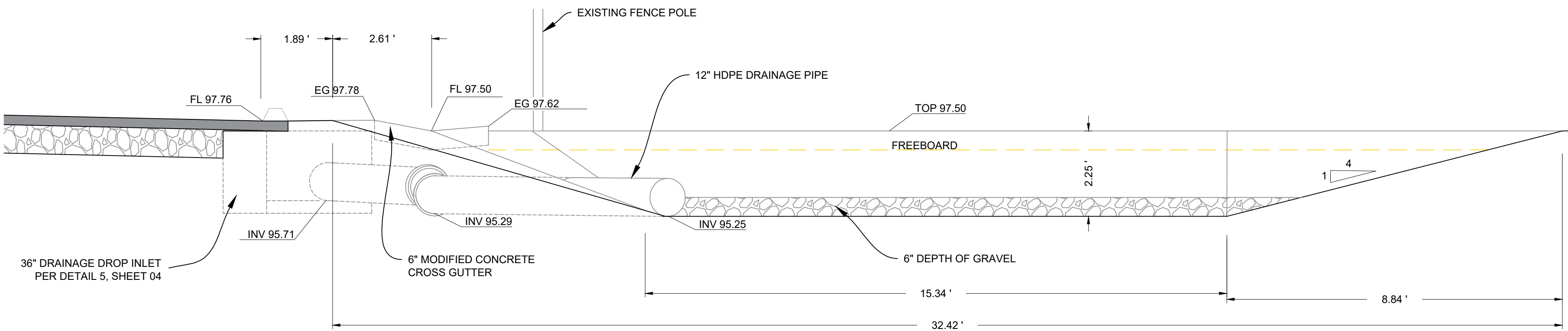
GRADING PLAN II SC 1:20



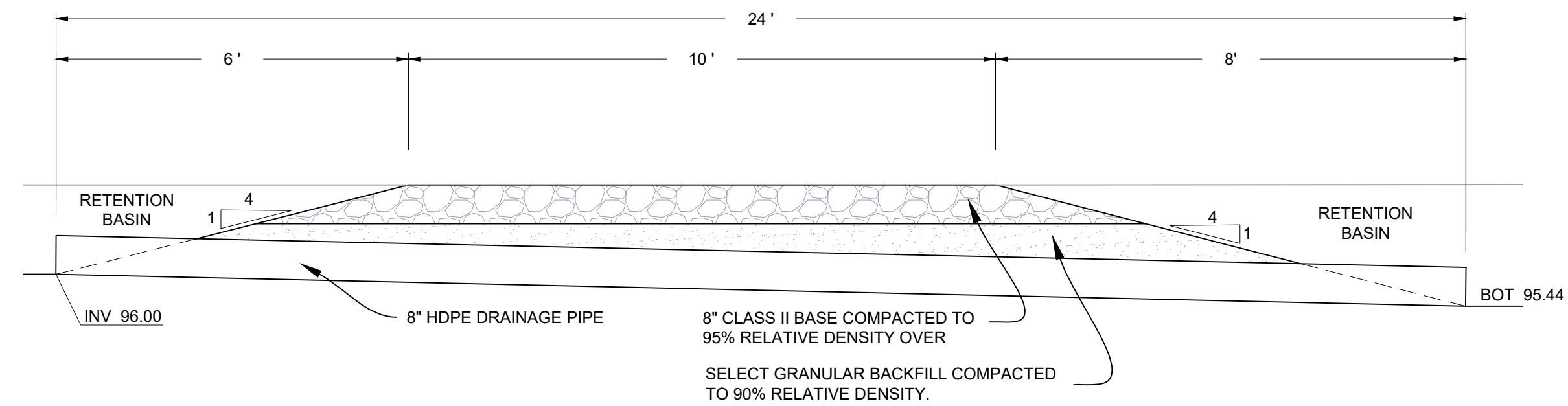
SECTION A - SCALE 1"=4'

- ① CONSTRUCT 2.5" HMA OVER 8" CLASS II BASE COMPACTED TO 95% RELATIVE DENSITY OVER 12" SCARIFIED AND RECOMPACTED NATIVE COMPACTED TO 90% RELATIVE DENSITY.
- ② CONSTRUCT OF ASPHALT DIKE PER CALTRANS STANDARD DETAIL, SEE DETAIL 03, SHEET 02
- ③ CONSTRUCT OF RETENTION BASIN PER CITY GUIDELINES
- ④ INTSTALL HDPE PIPE PER PLAN
- ⑤ PAINT PARKING STRIPES PER DETAIL 1, SHEET 2
- ⑥ CONSTRUCT CONCRETE CROSS GUTTER PER DETAIL 07, SHEET 05
- ⑦ NEW 24" X 24" DROP INLET, SEE DETAIL 04, SHEET 05
- ⑧ INSTALL CONCRETE WHEEL STOP OVER PARKING STALLS
- ⑨ INSTALLATION ADA PARKING SIGN, SEE DETAIL 2, SHEET 02
- ⑩ INSTALLATION OF ASPHALT DIKE PER CALTRANS STANDARD DETAIL TYPE "F", SEE DETAIL 03, SHEET 02
- ⑪ NEW CLASS II BASE PATHWAY
- ⑫ HIGH POINT/ GRADEBREAK
- ⑬ CONSTRUCT SWALE PER PLAN WITH 4:1 SLOPES

CONSTRUCTION KEYNOTES

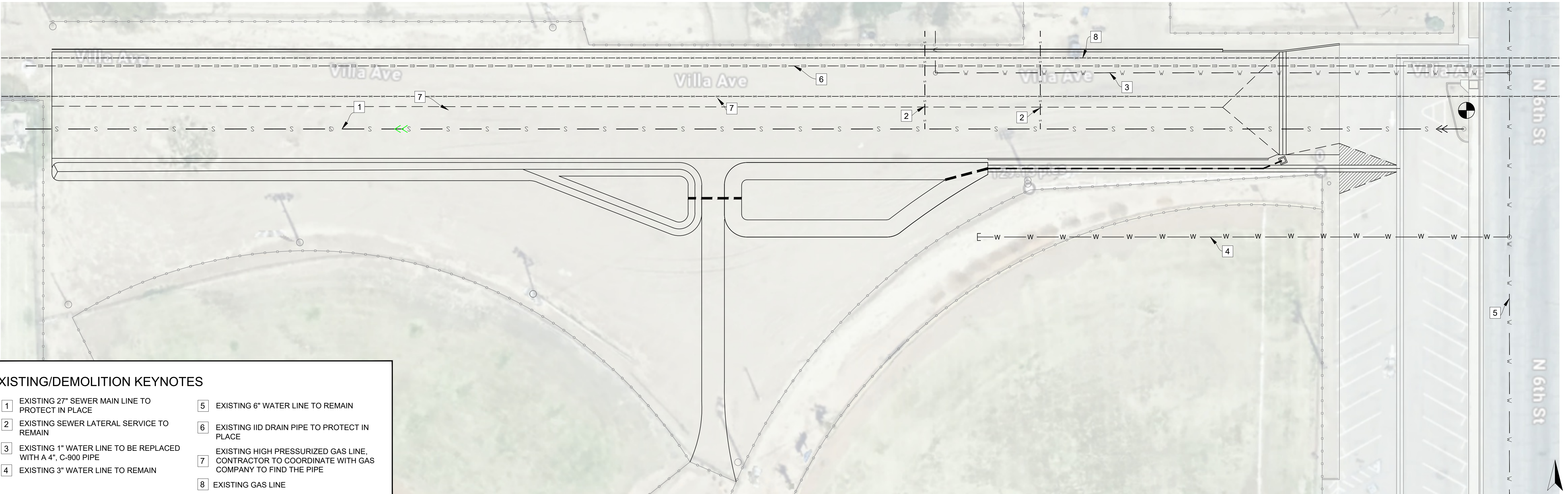


SECTION C - SCALE 1"=2'



SECTION D - SCALE 1"=2'

DIGALERT  CALL TOLL FREE 1-800-227-2600 2 Working Days Before You Dig	Basis of Bearings:	Bench Mark:	REVISIONS				CITY OF EL CENTRO APPROVALS		SEAL				SEAL	CITY OF EL CENTRO, CA		03 SHEET 03 of 05
			△	FIRST PROPOSAL DRAFT	11/16/2024	O.N.	_____ DATE		_____ DATE				DESIGNED _____ CHECKED _____ DATE _____	PROJECT NO.: -		
			△							FRAZIER FIELD PARKING LOT						
			△							GRADING PLAN						
			△													
			△													
			△													
REV	DESCRIPTION	DATE	BY													



EXISTING/DEMOLITION KEYNOTES

- 1

EXISTING 27" SEWER MAIN LINE TO PROTECT IN PLACE
- 2

EXISTING SEWER LATERAL SERVICE TO REMAIN
- 3

EXISTING 1" WATER LINE TO BE REPLACED WITH A 4", C-900 PIPE
- 4

EXISTING 3" WATER LINE TO REMAIN
- 5

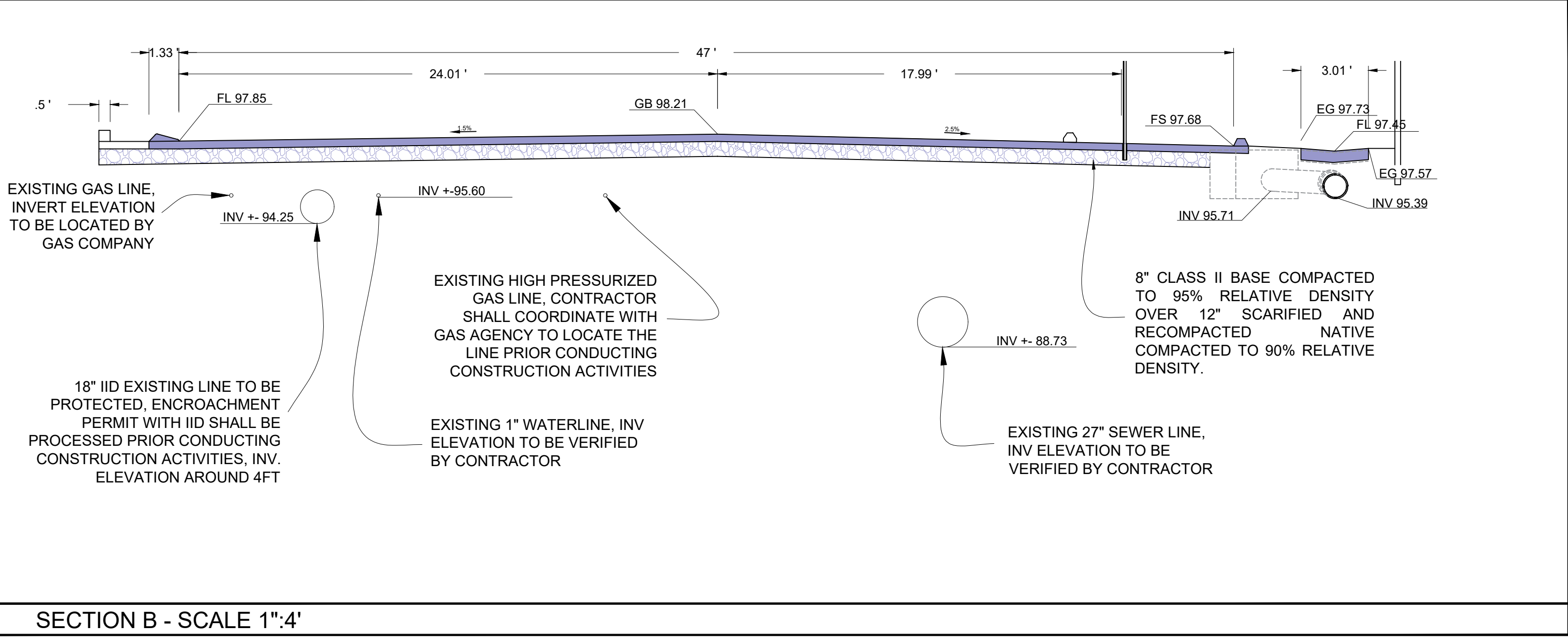
EXISTING 6" WATER LINE TO REMAIN
- 6

EXISTING IID DRAIN PIPE TO PROTECT IN PLACE
- 7

EXISTING HIGH PRESSURIZED GAS LINE. CONTRACTOR TO COORDINATE WITH GAS COMPANY TO FIND THE PIPE
- 8

EXISTING GAS LINE

UTILITY PLAN II 1:20



SECTION B - SCALE 1":4'

DIGALERT	<i>Basis of Bearings:</i>	<i>Bench Mark:</i>	REVISIONS				CITY OF EL CENTRO APPROVALS		SEAL				SEAL	CITY OF EL CENTRO, CA		04 SHEET 04 of 05	
			△	FIRST PROPOSAL DRAFT	11/16/2024	O.N.	_____ DATE						_____ DATE	DESIGNED _____ CHECKED _____ DATE _____			
			△														
			△														
			△														
			△														
			REV	DESCRIPTION	DATE	BY								PROJECT NO.: -	DATE: AUGUST 04, 2025		

BID SHEET



PROJECT: 2025 Frazier Field				
BID OPENING DATE: October 09, 2025				
BID OPENING TIME: 2:30 p.m.				
BIDDER NAME	TOTAL BID			
Farmers Land Leveling Inc. DBA: Masters Construction	\$494,296.00			
Radco Inc.	\$455,775.47			
Venture Construction & Management	\$510,595.00			
Pyramid Construction & Aggregates Inc.	\$352,403.85			

RESOLUTION NO. 25-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR EDDIE WHITE-FRAZIER FIELD PARKING LOT PROJECT

WHEREAS, the plans and specifications have been adopted by the City Council of the City of El Centro, California and the notice inviting bids has been advertised as required by section 2-185.15 of the City Municipal Code for the Eddie White-Frazier Field Parking Lot Project; and

WHEREAS, four (4) bids were received and opened on October 09, 2025, 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 four (4) firms submitted bids, with Pyramid Construction, submitting the lowest responsive and responsible bid in the total amount of three hundred sixty-two thousand, four hundred and three dollars, and eighty-five cents (\$362,403.85); 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 Pyramid Construction for the Project.
3. That the City Manager is hereby authorized to sign a contract for the Project in the total amount of three hundred sixty-two thousand, four hundred and three dollars, and eighty-five cents (\$362,403.85), 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 thirty-seven thousand dollars, and zero cents (\$37,000), 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 thirty-seven thousand dollars, and zero cents (\$37,000), 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 , 2025.

CITY OF EL CENTRO

By _____
Sonia Carter, 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. 25- was duly and regularly adopted a regular meeting of the City Council of the City of El Centro, California, held on the day of ,2025 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 # 2025-360)

Item: 10.

Meeting: 11/4/2025 3:30 PM

Department: City Manager

Category: Resolution

Prepared by: Cindy De Zilwa,
Management Assistant

Department Head: Robert Sawyer

DOC ID: 2025-360

Amending Resolution No. 21-82 Establishing Norms and Procedures and Order of Business for the City Council.

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 25 - , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, AMENDING RESOLUTION NO. 21-82 ESTABLISHING NORMS AND PROCEDURES AND ORDER OF BUSINESS FOR THE CITY COUNCIL OF THE CITY OF EL CENTRO AND RELATED FUNCTION AND ACTIVITIES

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:

Based upon the City's council-manager form of government, Section X(C)(1) of the Norms and Procedures, provides that all items placed on the agenda for open or closed session are subject to the discretion of the City Manager. Councilmember Camarena has expressed that the Councilmembers should be able to place an item on the agenda without the consent of the Manager. The request was considered in light of the strong manager form of government, as well as the provisions of Government Code Section 54956 of the Brown Act, which allows three Councilmembers to call a special meeting.

DISCUSSION:

Language has been added to the end of Section X(C)(1) which provides that three Councilmembers may request that an item be added to the agenda. The City Manager will do so unless the item violates law or policy.

As is already required, the Mayor will be notified when an item is placed on the agenda by the three Councilmembers.

CONCLUSION:

Adopt Resolution No. 25 - RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, AMENDING RESOLUTION NO. 21-82 ESTABLISHING NORMS AND PROCEDURES AND ORDER OF BUSINESS FOR THE CITY COUNCIL OF THE CITY OF EL CENTRO AND RELATED FUNCTION AND ACTIVITIES

ATTACHMENTS:

1. RESOLUTION NO 25 -

RESOLUTION NO. 25-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA,
AMENDING RESOLUTION NO. 21-82 ESTABLISHING NORMS AND PROCEDURES
AND ORDER OF BUSINESS FOR THE CITY COUNCIL OF THE CITY OF EL CENTRO
AND RELATED FUNCTION AND ACTIVITIES

WHEREAS, the Norms and Procedures provide uniform parliamentary and other procedures for the City Council to conduct its business in an orderly and efficient manner; and

WHEREAS, consistent with Chapter 2, Division 3 of the Municipal Code and Section X (c) of the Norms and Procedures, the City Manager controls the placement of items on the agenda

WHEREAS, there has been a request to amend the Norms and Procedures to clarify the process by which Council members may place items on the agenda.

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

Section X(c) of the Norms and Procedures shall be amended to read as follows:

Except for matters pending before any City Council Standing Committee, Board, Commission or other advisory body of the City or the City Council, matters pertinent to matters within the jurisdiction of the City may be placed on the agenda for open or closed session by any Council Member, the City Manager, any Department Director, or any other person, subject to the discretion of the City Manager. The Mayor shall be notified by that Council Member when that Council Member requests an item to be placed on the agenda. In addition, when three Council Members request that the City Manager place an item on the agenda, the City Manager shall do so unless the item violates applicable law or policy.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the 4th day of November, 2025.

CITY OF EL CENTRO

By: _____
Sonia Carter

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. 25-_____ 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 _____ 2025, 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 # 2025-343)

Item: 11.

Meeting: 11/4/2025 3:30 PM

Department: City Clerk

Category: Action Item

Prepared by: Norma Wyles, City Clerk

Department Head: Sonia Carter

DOC ID: 2025-343

Discussion and any necessary action regarding the appointments to the Planning Commission Board to fill two (2) scheduled vacancies.

CITY MANAGER'S RECOMMENDATION:

Mayor's Recommendation: Appointment of the Planning Commission to fill two scheduled vacancies with a term ending October 3, 2029.

FISCAL IMPACT:

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.:

BACKGROUND:

DISCUSSION:

CONCLUSION:

ATTACHMENTS:

1. Memo -Planning Commission 11-04-25
2. Sergio Lopez
3. Armando Munoz

MEMORANDUM

TO: Sonia Carter, Mayor & City Council
FROM: Norma Wyles, City Clerk
RE: Planning Commission Board Vacancies
DATE: November 4, 2025

PLANNING COMMISSION BOARD:

There are two (2) scheduled vacancies with new term ending October 3, 2029.

The following individuals would like to be considered for **re-appointment**:

1. Sergio A. Lopez

The following individual would like to be considered for **appointment**:

2. Armando Munoz



City of El Centro
1275 Main Street, El Centro, CA 92243
(760) 337- 4515

APPLICATION FOR APPOINTMENT OR REAPPOINTMENT TO CITIZENS' BOARDS/COMMISSIONS

This application is a public document

Name: Sergio A. Lopez Phone Number: 760-791-8360

Residence Address: 2001 Cypress Dr.

Mailing Address (if different than above): _____

Contact Email: slopz46@yahoo.com

Employer: Retired Position: _____

Business Address: _____ Business Phone: _____

Are you a resident of El Centro? Yes X No _____ If yes, how long? _____

Please indicate the Citizen Board/Commission that you are interested in serving on. If you are interested in more than one board/commission, please indicate your preferences in order (1st, 2nd, 3rd choice).

If you currently are serving on a Board or Commission and wish to be reappointed, you must complete this application prior to the end of your term and return it to the City Clerk.

_____ **Building Board of Appeals** (No residency requirement)

_____ **Library and Community Services Board – Voting Member** (Must be registered voter of El Centro) - 3 Year Term

_____ **Library and Community Services Board – Non-Voting Member** (Must be register voter of El Centro)- 2 Year Term

_____ **Imperial Valley Housing Authority** (No residency requirement) – 4 Year Term

_____ **Personnel Appeals Board** (City resident) – 4 Year Terms

X **Planning Commission** (City resident or live within sphere of influence and within one mile of City boundaries)- 4 Year Term

Please note that resumes will not be accepted in lieu of this application. Information concerning a particular commission is available from the City Clerk's Office on request, telephone (760) 337-4515.

Educational Background:

A.A. - IVC
B.A. - SDSU
MEd - University of San Diego

Please list any special skills, civic or community involvement or memberships, interests, past El Centro Citizen

Commissions you have served on, etc.: (Use additional pages, if you desire.)

Planning Commission

Additional comments: (Use additional pages, if you desire)

Please list three local references:

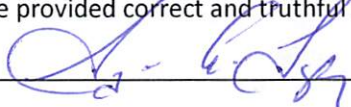
1. Efrain Silva
2. Greg Arcevalo
3. Elizabeth Huff

YOU WILL BE NOTIFIED ONLY IF YOU ARE APPOINTED TO A BOARD. THE CITY COUNCIL WOULD LIKE TO BE ABLE TO KEEP YOUR APPLICATION ON FILE FOR CONSIDERATION IN THE FUTURE. YOUR APPLICATION WILL BE RETAINED ON FILE FOR TWO (2) YEARS.

I am willing to fulfill all requirements of a Citizen Commissioner or Board Member.

- I am willing to file financial disclosure statement (Form 700) a public record, as required by the State and the City's Conflict of Interest Code.
- I understand continued absences or failure to file a Statement of Economic Interest may be grounds for dismissal/automatic removal from office (Sec. 2-3, Code of the City of El Centro).

I hereby certify under penalty of disqualification and termination that I agree to all requirements mentioned above, and have provided correct and truthful information on this application.

Signature:  Date: 10/14/25

PLEASE NOTE: Any information appearing on this application will be of public record and your application may appear on the City of El Centro website (internet). If you do not wish for your application to be placed on the website (internet), please notify the City Clerk's Office.

Please return this application along with any supplemental sheets to the Office of the City Clerk, City Hall, 1275 Main Street, El Centro, CA 92243. Any questions, related to the application, please contact City Clerk's Office at 760-337-4515.



RCVD CITY CLERK'S
SEP 18 '25 PM4:50

City of El Centro
1275 Main Street, El Centro, CA 92243
(760) 337- 4515

APPLICATION FOR APPOINTMENT OR REAPPOINTMENT TO CITIZENS' BOARDS/COMMISSIONS

This application is a public document

Name: ARMANDO MUNOZ Phone Number: 760 351 6637

Residence Address: 2350 W. ORANGE AVE EL CENTRO

Mailing Address (if different than above): SAME

Contact Email: AMBULDERST@YAHOO.COM

Employer: SELF Position: BUSINESS OWNER

Business Address: 350 W. BRIGHTON AVE Business Phone: 442 283 5070

Are you a resident of El Centro? Yes ☒ No ☐ If yes, how long? 20 YRS

Please indicate the Citizen Board/Commission that you are interested in serving on. If you are interested in more than one board/commission, please indicate your preferences in order (1st, 2nd, 3rd choice).

If you currently are serving on a Board or Commission and wish to be reappointed, you must complete this application prior to the end of your term and return it to the City Clerk.

☐ **Building Board of Appeals** (No residency requirement)

☐ **Library and Community Services Board – Voting Member** (Must be registered voter of El Centro) - 3 Year Term

☐ **Library and Community Services Board – Non-Voting Member** (Must be register voter of El Centro)- 2 Year Term

☐ **Imperial Valley Housing Authority** (No residency requirement) – 4 Year Term

☐ **Personnel Appeals Board** (City resident) – 4 Year Terms

☒ **Planning Commission** (City resident or live within sphere of influence and within one mile of City boundaries)- 4 Year Term

Please note that resumes will not be accepted in lieu of this application. Information concerning a particular commission is available from the City Clerk's Office on request, telephone (760) 337-4515.

Educational Background:

I'M A HIGH SCHOOL DROP OUT AFTER 10TH GRADE,
DROPPED OUT TO WORK IN CONSTRUCTION. NOW A GENERAL
CONTRACTOR, AMERICAN BUILDERS INC. LIC #998458 AND
A REAL ESTATE INVESTOR

Please list any special skills, civic or community involvement or memberships, interests, past El Centro Citizen

Commissions you have served on, etc.: (Use additional pages, if you desire.)

I VOLUNTEERED TO RUN A CHRISTIAN DRUG REHAB CENTER FOR
NEW DESTINY 2005-2007 IN WHICH I LIVED IN FOR THOSE
TWO YEARS AS THE DIRECTOR OF THE HOME.

Additional comments: (Use additional pages, if you desire)

I LIVED IN EL CENTRO MOST OF MY TEENAGE YEARS, HUNG AROUND
MAIN ST. A LOT. LEFT AT 18 FOR GOOD AND RETURNED AT 28,
ONLY TO BE DISAPPOINTED IN OUR DOWN TOWN. IF I CAN HELP WITH THE REST
OF OUR CITY, IT BE AN HONOR

Please list three local references:

1. RAFAEL RODRIGUEZ (352) 215-9699
2. DALE STOUT (720) 331-1946
3. CARLOS VASQUEZ (760) 336-9175

YOU WILL BE NOTIFIED ONLY IF YOU ARE CHOSEN FOR A BOARD. THE CITY COUNCIL WOULD LIKE TO BE ABLE TO KEEP YOUR APPLICATION ON FILE FOR CONSIDERATION IN THE FUTURE. YOUR APPLICATION WILL BE RETAINED ON FILE FOR TWO (2) YEARS.

I am willing to fulfill all requirements of a Citizen Commissioner or Board Member.

- I am willing to file financial disclosure statement (Form 700) a public record, as required by the State and the City's Conflict of Interest Code.
- I understand continued absences or failure to file a Statement of Economic Interest may be grounds for dismissal/automatic removal from office (Sec. 2-3, Code of the City of El Centro).

I hereby certify under penalty of disqualification and termination that I agree to all requirements mentioned above, and have provided correct and truthful information on this application.

Signature:  Date: 9-18-25

PLEASE NOTE: Any information appearing on this application will be of public record and your application may appear on the City of El Centro website (internet). If you do not wish for your application to be placed on the website (internet), please notify the City Clerk's Office.

Please return this application along with any supplemental sheets to the Office of the City Clerk, City Hall, 1275 Main Street, El Centro, CA 92243. Any questions, related to the application, please contact City Clerk's Office at 760-337-4515.