



A G E N D A



**IMPERIAL BEACH CITY COUNCIL
REDEVELOPMENT AGENCY
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY**

DECEMBER 2, 2009

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

**CLOSED SESSION MEETING – 5:30 P.M.
REGULAR MEETING – 6:00 P.M.**

**THE CITY COUNCIL ALSO SITS AS THE CITY OF IMPERIAL BEACH REDEVELOPMENT AGENCY,
PLANNING COMMISSION, AND PUBLIC FINANCING AUTHORITY**

The City of Imperial Beach is endeavoring to be in total compliance with the Americans with Disabilities Act (ADA). If you require assistance or auxiliary aids in order to participate at City Council meetings, please contact the City Clerk's Office at (619) 423-8301, as far in advance of the meeting as possible.

CLOSED SESSION CALL TO ORDER BY MAYOR

ROLL CALL BY CITY CLERK

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8:

Property: 817 Palm Ave., Imperial Beach, CA 91932, (portion of) APN No. 626-250-06

Agency Negotiator: City Attorney and City Manager

Negotiating Parties: The Pawn Shop, Inc. c/o Mark A. Krasner

Under Negotiation: Instruction to Negotiators will concern price and/or terms of payment

RECONVENE AND ANNOUNCE ACTION (IF APPROPRIATE)

REGULAR MEETING CALL TO ORDER BY MAYOR

ROLL CALL BY CITY CLERK

PLEDGE OF ALLEGIANCE

AGENDA CHANGES

**MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY ANNOUNCEMENTS/
REPORTS ON ASSIGNMENTS AND COMMITTEES**

COMMUNICATIONS FROM CITY STAFF

PUBLIC COMMENT - *Each person wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda.*

PRESENTATIONS (1)

None.

Any writings or documents provided to a majority of the City Council/RDA/Planning Commission/Public Financing Authority regarding any item on this agenda will be made available for public inspection in the office of the City Clerk located at 825 Imperial Beach Blvd., Imperial Beach, CA 91932 during normal business hours.

CONSENT CALENDAR (2.1 - 2.5) - All matters listed under Consent Calendar are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Councilmember or member of the public requests that particular item(s) be removed from the Consent Calendar and considered separately. Those items removed from the Consent Calendar will be discussed at the end of the Agenda.

2.1 MINUTES.

City Manager's Recommendation: Approve the minutes of the Regular City Council Meeting of October 21, 2009 and the Special City Council Meeting of October 26, 2009.

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

City Manager's Recommendation: Ratify the following registers: Accounts Payable Numbers 69903 through 69990 with the subtotal amount of \$679,956.58; and Payroll Checks 41910 through 42003 with the subtotal amount of \$298,647.45; for a total amount of \$978,604.13.

2.3 RESOLUTION NO. 2009-6827 – AMENDING FISCAL YEAR 09-11 SALARY AND COMPENSATION PLAN POSITION DESCRIPTION FOR INFORMATION SYSTEMS MANAGER. (0510-20)

City Manager's Recommendation: Adopt resolution.

2.4 LOCAL APPOINTMENTS LIST. (0460-45)

City Manager's Recommendation: That the City Council approve the Local Appointments List in compliance with Government Code §54972, and authorize the City Clerk to post said list at City Hall and the Library in compliance with Government Code §54973.

2.5 RESOLUTION NO. 2009-6830 – APPROVING AN ADDENDUM TO THE MEMORANDA OF UNDERSTANDING BETWEEN THE CITY AND THE IMPERIAL BEACH FIREFIGHTER ASSOCIATION (IBFA) AND SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) AND AMENDING FISCAL YEAR 2009-10 BUDGET. (0540-20)

City Manager's Recommendation: Adopt resolution.

ORDINANCES – INTRODUCTION/FIRST READING (3.1)

3.1 ORDINANCE NO. 2009-1095 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA ADDING CHAPTER 16.12 (WATER EFFICIENT LANDSCAPE REGULATIONS) TO THE IMPERIAL BEACH MUNICIPAL CODE. (0940-95)

City Manager's Recommendation:

1. Receive report;
2. Mayor calls for the reading of the title of Ordinance No. 2009-1095, "An Ordinance of the City Council of the City of Imperial Beach, California Adding Chapter 16.12 (Water Efficient Landscape Regulations) to the Imperial Beach Municipal Code";
3. City Clerk to read Ordinance No. 2009-1095; and
4. Motion to waive further reading and dispense with the introduction by title only and set the matter for adoption at the next regularly scheduled City Council meeting.

ORDINANCES – SECOND READING & ADOPTION (4)

None.

PUBLIC HEARINGS (5)

None.

REPORTS (6.1 - 6.4)

6.1 RESOLUTION NO. 2009-6828 – REALLOCATION OF FISCAL YEAR 2009-2010 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM SPORTS PARK RESTROOM IMPROVEMENT PROJECT TO CIVIC CENTER CROSSWALK IMPROVEMENT PROJECT. (0650-33)

City Manager's Recommendation: Receive report and adopt resolution.

6.2 RESOLUTION NO. 2009-6831 – RESOLUTION AWARDING CAPITAL IMPROVEMENT PROJECT DESIGN SERVICES TO CITY ENGINEER - BDS ENGINEERING - TO WIT RTIP STREET IMPROVEMENTS CIP PROJECT (S10-101). (0720-25)

City Manager's Recommendation:

1. Receive report;
2. Discuss the elements of the project listed in the staff report and provide additional direction to staff if necessary; and
3. Adopt resolution.

6.3 RESOLUTION NO. R-09-200 – APPROVING STREET IMPROVEMENTS, RDA PHASE 3 (CIP S04-108) CHANGE ORDER NO. 4 WITH NASLAND ENGINEERING. (0720-25)

City Manager's Recommendation: Receive report and adopt resolution.

6.4 RESOLUTION NO. 2009-6829 – APPROVING AN AGREEMENT BETWEEN THE CITY OF CHULA VISTA ND THE CITY OF IMPERIAL BEACH FOR THE PURPOSE OF PROVIDING ANIMAL CONTROL KENNEL AND CALLOUT SERVICES FOR FISCAL YEARS 2009-2011. (0150-10 & 0200-10)

City Manager's Recommendation: Receive report and adopt resolution.

ITEMS PULLED FROM THE CONSENT CALENDAR (IF ANY)

ADJOURNMENT

The Imperial Beach City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

FOR YOUR CONVENIENCE, A COPY OF THE AGENDA AND COUNCIL MEETING PACKET MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK AT CITY HALL OR ON OUR WEBSITE AT www.cityofib.com.

Copies of this notice were provided on November 25, 2009 to the City Council, San Diego Union-Tribune, I.B. Eagle & Times, and I.B. Sun.

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) ss.
CITY OF IMPERIAL BEACH)

AFFIDAVIT OF POSTING

I, Jacqueline M. Hald, City Clerk of the City of Imperial Beach, hereby certify that the Agenda for the Regular Meeting as called by the City Council, Redevelopment Agency, Planning Commission, and Public Financing Authority of Imperial Beach was provided and posted on November 25, 2009. Said meeting to be held at 5:30 p.m. December 2, 2009, in the Council Chambers, 825 Imperial Beach Boulevard, Imperial Beach, California. Said notice was posted at the entrance to the City Council Chambers on November 25, 2009 at 10:45 a.m.

Jacqueline M. Hald, CMC
City Clerk

DRAFT

Item No. 2.1

**IMPERIAL BEACH CITY COUNCIL
REDEVELOPMENT AGENCY
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY**

OCTOBER 21, 2009

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

**CLOSED SESSION MEETING – 5:30 P.M.
REGULAR MEETING – 6:00 P.M.**

CLOSED SESSION

MAYOR JANNEY called the Closed Session Meeting to order at 5:30 p.m.

ROLL CALL BY CITY CLERK

Councilmembers present:	McCoy, King, Rose
Councilmembers absent:	None
Mayor present:	Janney
Mayor Pro Tem present:	Bragg

Staff present:	City Manager Brown; City Attorney Lough; Deputy City Clerk Wolfson
----------------	---

CLOSED SESSION

MOTION BY MCCOY, SECOND BY ROSE, TO ADJOURN TO CLOSED SESSION UNDER:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8:

Property: 800 Seacoast Dr., Imperial Beach, CA 91932, APN No. 625-262-01-00

Agency Negotiator: City Attorney and City Manager

Negotiating Parties: Imperial Coast Limited Partnership

Under Negotiation: Instruction to Negotiators will concern price and/or terms of payment

MOTION CARRIED UNANIMOUSLY.

MAYOR PRO TEM BRAGG announced she had a potential conflict of interest on the Closed Session item due to her employment and she recused herself from the item.

MAYOR JANNEY adjourned the meeting to Closed Session at 5:31 p.m. and he reconvened the meeting to Open Session at 6:00 p.m. Reporting out of Closed Session, MAYOR JANNEY announced Council met earlier in Closed Session, received information from staff, and had no reportable action.

REGULAR MEETING CALL TO ORDER

MAYOR JANNEY called the Regular Meeting to order at 6:00 p.m.

ROLL CALL

Councilmembers present: McCoy, King, Rose
Mayor present: Janney
Mayor Pro Tem present: Bragg

Staff present: City Manager Brown; City Attorney Lough;
Deputy City Clerk Wolfson

PLEDGE OF ALLEGIANCE

MAYOR JANNEY led everyone in the Pledge of Allegiance.

AGENDA CHANGES

None.

MAYOR/COUNCIL REIMBURSEMENT DISCLOSURE/COMMUNITY ANNOUNCEMENTS/REPORTS ON ASSIGNMENTS AND COMMITTEES

COUNCILMEMBER MCCOY congratulated IB Beautiful for its success with the Farmers Market and she encouraged patronage of the Farmers Market; although she was not able to attend the Dempsey Holder surf contest, she was told it was a great success and she thanked Wildcoast for hosting the event.

COUNCILMEMBER KING reported he attended the surf contest and the Taste of I.B.

COUNCILMEMBER ROSE spoke about the Farmers Market; she reported that last Sunday's travel section of the Union-Tribune featured a positive article about I.B. and she requested a copy of it be displayed at City Hall.

MAYOR PRO TEM BRAGG spoke about the Farmers Market and encouraged all to attend and support; she reported the Taste of I.B. was sold out.

Item No. 1.2 was taken at this time.

PRESENTATIONS (1.2)

1.2 PRESENTATION ON "SAVE YOUR CITY." (0460-20)

MAYOR PRO TEM BRAGG distributed documents from the League of California Cities encouraging support of local government and transportation funding and she requested the item be brought back to Council for consideration.

MAYOR JANNEY spoke about state takeaways.

COMMUNICATIONS FROM CITY STAFF

None.

PUBLIC COMMENT

JUNE ENGEL, I.B. Library Branch Manager, gave an update on the library and spoke about the increase in circulation; she announced that a costume contest is scheduled for October 28; Mayor Pro Tem Bragg and Councilmember McCoy, and members of the Fire Department and Sheriff's Department will judge the event.

DAREN JOHNSON stated he is unable to attend the entire duration of tonight's council meeting and raised concerns regarding the sand dredge, specifically with regard to the size of the grate and requested the use of a three-inch grate; he also expressed concern regarding high mercury levels in the water.

EMILY YOUNG requested speaker slips be read into the record.

BILL LANDRY, of the Fleet Association, invited Council to a Veterans Day celebration where an American flag will be presented to honor the late Councilmember McLean and others serving the country.

MAYOR JANNEY thanked Mr. Landry for the invitation and responded that staff will look into attending the event.

ANTONIA RAMIREZ spoke about the San Diego City Council and Father Joe's shelter who denied shelter to the homeless, and asked Imperial Beach to help close the shelter; at this time she also spoke on Item No. 1.2.

PRESENTATIONS (1.1)

1.1 RECYCLE ALL-STAR AWARD PRESENTATION. (0270-30)

MAYOR JANNEY presented the Recycle All-Star Award Certificate and used oil-recycling premiums to Nidge Lange.

MARCO TOPETE, of EDCO, presented the \$100.00 check to Ms. Lange.

CONSENT CALENDAR (2.1 - 2.5)

With regard to Item No. 2.3, CITY ATTORNEY LOUGH commented that there may be minor changes to the resolution as Sections 2 and 3 dictate that everything shall proceed as written; however, Section 4 allows changes to be made.

MAYOR JANNEY announced that a revised position description had been submitted as Last Minute Agenda Information for Item No. 2.4.

MOTION BY KING, SECOND BY MCCOY, TO APPROVE CONSENT CALENDAR ITEM NOS. 2.1 THRU 2.5. MOTION CARRIED UNANIMOUSLY.

Discussion ensued regarding Item No. 2.3.

2.1 MINUTES.

Approved the minutes of the regular City Council Meetings of September 2, 2009 and September 23, 2009.

2.2 RATIFICATION OF WARRANT REGISTER. (0300-25)

Ratified the following registers: Accounts Payable Numbers 69664 through 69736 with the subtotal amount of \$96,887.03; and Payroll Checks 41749 through 41807 for the pay period ending 09/24/09 with the subtotal amount of \$151,280.88; for a total amount of \$248,167.91.

2.3 RESOLUTION NO. 2009-6812 – APPROVING A RESOLUTION APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PURCHASE AND SALE AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE SALE OF THE SELLER’S PROPOSITION 1A RECEIVABLE FROM THE STATE; AND DIRECTING AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH. (0340-90)

Adopted resolution.

2.4 RESOLUTION NO. 2009-6813 – AMENDING FY 2009-2011 SALARY AND COMPENSATION PLAN TO ADD THE POSITION DESCRIPTION AND SALARY RANGE FOR DEPUTY BUILDING OFFICIAL. (0510-20 & 0520-75)

Adopted resolution.

2.5 RESOLUTION NO. 2009-6817 – AMENDING FY 2009-2011 SALARY AND COMPENSATION PLAN TO ADD THE POSITION DESCRIPTION AND SALARY RANGE FOR ANIMAL CONTROL/COMMUNITY SERVICES OFFICER. (0510-20 & 0520-75)

Adopted resolution.

ORDINANCES – INTRODUCTION/FIRST READING (3.1)

3.1 ORDINANCE NO. 2009-1092 – AMENDING TITLE 4 OF THE IMPERIAL BEACH MUNICIPAL CODE BY AMENDING SECTION 4.04.090 AND CHAPTER 4.28, PERTAINING TO MASSAGE. (0390-95)

A revised ordinance was submitted as Last Minute Agenda Information.

CITY MANAGER BROWN introduced the item.

CITY ATTORNEY LOUGH gave a report on the item and answered questions of Council; he clarified that the ordinance affects individuals’ requirements for licensing, not establishments, and affects business license fees, and does not impact zoning.

FINANCE DIRECTOR MCGRANE answered questions of Council.

MAYOR JANNEY called for the reading of the title of Ordinance No. 2009-1092.

DEPUTY CITY CLERK WOLFSON read the title of Ordinance No. 2009-1092, “An Ordinance of the City Council of the City of Imperial Beach, California, amending Title 4 – Business Taxes, Licenses and Regulations to amend Section 4.04.090 – Business License Fee Schedule and amend Chapter 4.28 – Massage Establishments and Technicians.”

MOTION BY MCCOY, SECOND BY KING, TO WAIVE FURTHER READING AND DISPENSE WITH THE INTRODUCTION OF ORDINANCE NO. 2009-1092 BY TITLE ONLY AND SET THE MATTER FOR ADOPTION AT THE NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

ORDINANCES – SECOND READING & ADOPTION (4)

None.

PUBLIC HEARINGS (5.1 - 5.2)

**5.1 PROPOSED PROJECT PROPOSALS FOR THE FISCAL YEAR 2010-2011
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM. (0650-33)**

MAYOR JANNEY declared the public hearing open.

CITY MANAGER BROWN introduced the item.

CITY ATTORNEY LOUGH explained that Councilmember Rose had a conflict of interest on one of the proposed projects (Louden Lane crosswalk) due to the proximity of her property; if Council decided to proceed with the project, she would need to disqualify herself from that portion; or if Council opted to not proceed with the project, Councilmember Rose would not need to disqualify herself.

COUNCILMEMBER ROSE announced she would disqualify herself from discussion of the entire item and left Council Chambers at 6:42 p.m.

ASSISTANT PROJECT MANAGER CUMMING gave a report on the item and answered questions of Council.

PUBLIC WORKS DIRECTOR LEVIEN also answered questions of Council.

City Council discussion ensued.

TIM O'NEAL, of the Imperial Beach Skateboard Association, expressed his desire to have CDBG funds go toward the skate park; if the skate park were not an option, he voiced his support for the Louden Lane crosswalk.

CANDY UNGER echoed comments made by Mr. O'Neal.

Discussion ensued regarding the skate park and the difficulties faced in obtaining CDBG funds for the project.

Consensus of Council to have staff ask the County again if CDBG funds can be used toward the skate park and to contact Grindline for a list of projects they've completed where CDBG funds were used.

SERGE DEDINA suggested staff re-request CDBG funds be used towards the skate park as HUD administration has changed; he also suggested kids going to Washington, D.C. to lobby for this purpose; and he offered his wife's professional grant writing assistance.

MARY CRIST asked questions regarding the Marina Vista Center project and its usage, to which Assistant Project Manager Cumming responded.

MOTION BY MCCOY, SECOND BY BRAGG, TO CONTINUE THE PUBLIC HEARING TO THE NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING OF NOVEMBER 4, 2009 AT 6:00 P.M. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES:	COUNCILMEMBERS:	MCCOY, KING, BRAGG, JANNEY
NOES:	COUNCILMEMBERS:	NONE
ABSENT:	COUNCILMEMBERS:	NONE
DISQUALIFIED:	COUNCILMEMBERS:	ROSE (DUE TO A POTENTIAL CONFLICT OF INTEREST)

COUNCILMEMBER ROSE returned to Council Chambers at 7:07 p.m.

5.2 RESOLUTION NO. 2009-6815 – APPROVING A BOUNDARY CHANGE TO THE EXISTING UNDERGROUND UTILITY DISTRICT – 600 BLOCK OCEAN LANE (600 BLOCK OCEAN LANE UNDERGROUND UTILITY DISTRICT). (0810-20)

COUNCILMEMBER MCCOY announced she had a potential conflict of interest due to the proximity of her home to the project, and she left Council Chambers at 7:08 p.m.

MAYOR JANNEY declared the public hearing open.

CITY MANAGER BROWN introduced the item.

PUBLIC WORKS DIRECTOR LEVIEN gave a PowerPoint presentation on the item and answered questions of Council.

TIM O'NEAL supported the item (did not wish to speak).

CANDY UNGER asked questions regarding the project.

PUBLIC WORKS DIRECTOR LEVIEN responded to Ms. Unger's questions and stated that a public meeting will be held when plans are ready so residents can have an opportunity to have their questions answered.

MAYOR JANNEY closed the public hearing.

MOTION BY BRAGG, SECOND BY ROSE, TO ADOPT RESOLUTION NO. 2009-6815 – REGARDING THE PUBLIC HEARING APPROVING A BOUNDARY CHANGE TO THE EXISTING UNDERGROUND UTILITY DISTRICT – 600 BLOCK OCEAN LANE (600 BLOCK OCEAN LANE UNDERGROUND UTILITY DISTRICT). MOTION CARRIED UNANIMOUSLY.

COUNCILMEMBER MCCOY returned to Council Chambers at 7:22 p.m.

REPORTS (6.1 - 6.4)

6.1 RESOLUTION NO. 2009-6816 – REJECTING ALL BIDS FOR A CONTRACT FOR CERTAIN PUBLIC WORKS PROJECT – STATE ROUTE 75 MEDIAN LANDSCAPE MAINTENANCE PROGRAM. (0940-10)

CITY MANAGER BROWN introduced the item.

MOTION BY ROSE, SECOND BY KING, TO ADOPT RESOLUTION NO. 2009-6816 – REJECTING ALL BIDS FOR A CONTRACT FOR CERTAIN PUBLIC WORKS PROJECT – STATE ROUTE 75 MEDIAN LANDSCAPE MAINTENANCE PROGRAM. MOTION CARRIED UNANIMOUSLY.

6.2 ANALYSIS OF NON-HOUSING TAX INCREMENT FUNDS. (0340-90)

CITY MANAGER BROWN introduced the item.

FINANCE DIRECTOR MCGRANE gave a PowerPoint presentation on the item.

CITY MANAGER BROWN reported on the item.

Discussion ensued regarding the flooding of a house on 8th St. and Calla Ave., transit, the eco-bikeway, CDBG, the skate park, a soccer field, and the airport property. Council expressed concerns about hits to investment funds, the difficulty in generating money for the General Fund, and not wanting to spend RDA money on non-revenue-generating projects. They also voiced their desire for a special meeting to discuss the CIP budget and Redevelopment budget.

Consensus of Council to conduct a budget workshop meeting in November.

TERESA IRISH appreciated the idea of having a workshop; she spoke about creating jobs by having projects.

6.3 RESOLUTION NOS. 2009-6814 AND R-09-197 – AWARDING A CONTRACT AND AUTHORIZING A BUDGET AMENDMENT FOR CERTAIN PUBLIC WORKS PROJECT – VETERANS PARK MASTER PLAN – RDA – YOUTH SOCCER FIELD (CIP P03-502). (0920-70)

CITY MANAGER BROWN introduced the item.

Council expressed desire to postpone discussion of this item until a budget workshop can be conducted, as decided during Item No. 6.2. Discussion ensued regarding the bid process and the resulting bid delays, and regarding the grant funding for the project.

CITY ATTORNEY LOUGH recommended the item be continued one meeting only.

PUBLIC WORKS DIRECTOR LEVIEN discussed artificial turf design since grass presents maintenance difficulties and increased water costs, he reported that the construction costs for the project may exceed \$300,000, which is more than was originally anticipated; and he presented an artificial turf sample to Council.

MOTION BY MCCOY, SECOND BY BRAGG, TO CONTINUE THE ITEM UNTIL THE NEXT REGULARLY SCHEDULED COUNCIL MEETING. MOTION CARRIED UNANIMOUSLY.

Additional discussion ensued regarding having the budget workshop scheduled before the next regularly scheduled Council meeting.

**6.4 PROPOSED ARMY CORPS OF ENGINEERS NEARSHORE SAND DEPOSIT.
(0220-70)**

Faxed correspondence from Serge Dedina was submitted as Last Minute Agenda Information.

CITY MANAGER BROWN introduced the item.

COMMUNITY DEVELOPMENT DIRECTOR WADE gave a report on the item; he commented that despite project being placed on hold, mostly for a pilot study project, there have been many goings on since the last Council meeting and drafting of staff report.

Discussion ensued regarding the use of a more restrictive, three-inch grate; comments made by Mr. Johnson; the disposal site; the Army Corps of Engineers; the California Coastal Commission's requirements; core samples; and chemical analysis. Council expressed their desire for a list of chemicals present in the sample (available in the environmental assessment).

SERGE DEDINA suggested the City meet with stakeholders to discuss water quality, beach quality, and sea level rise; he requested he be involved in discussions; he also spoke of developing a comprehensive plan and national model (additional speaking time donated by Tim O'Neal).

COMMUNITY DEVELOPMENT DIRECTOR WADE stated he has requested the Army Corps, the EPA, the Coastal Sediment Management Working Group, and the Coastal Commission to keep staff informed every step of the way; he voiced his request for Council's direction to forward comments to the Army Corps, the EPA, and the Coastal Commission staff that recommendations are, as part of the debris management plan, a three inch grate to be used on the dredge arms, and the Army Corps equip the dredge with a pump out system so the dredge can be used in the future for inshore disposal for this project; per Council's request, he will provide to Council and public the environmental assessment, including the chemical analysis, and ballast map.

Consensus of Council to have Community Development Director Wade forward comments to appropriate agencies.

ITEMS PULLED FROM THE CONSENT CALENDAR (IF ANY)

None.

ADJOURNMENT

MAYOR JANNEY adjourned the meeting at 8:40 p.m.

James C. Janney, Mayor

Lisa Wolfson
Deputy City Clerk

DRAFT

MINUTES

Item No. 2.1

**IMPERIAL BEACH CITY COUNCIL
REDEVELOPMENT AGENCY
PLANNING COMMISSION
PUBLIC FINANCING AUTHORITY**

OCTOBER 26, 2009

**Council Chambers
825 Imperial Beach Boulevard
Imperial Beach, CA 91932**

SPECIAL MEETING – 6:00 P.M.

SPECIAL MEETING CALL TO ORDER

MAYOR JANNEY called the Special Meeting to order at 6:00 p.m.

ROLL CALL

Councilmembers present: McCoy, King, Rose
Councilmembers absent: None
Mayor present: Janney
Mayor Pro Tem present: Bragg

Staff present: City Manager Brown; City Attorney Lough;
City Clerk Hald

PUBLIC COMMENT

None.

REPORTS

1. COMMERCIAL ZONING REVIEW (0640-10)

MAYOR JANNEY introduced the item; he requested particular standards removed from consideration at this time then proceed with a discussion of the commercial zoning review.

MOTION BY MCCOY, SECOND BY KING, TO REMOVE THE FOLLOWING PROPOSED STANDARDS FROM CONSIDERATION:

- 1. A 60-FOOT-HEIGHT OVERLAY ZONE ALONG PALM AVENUE, EAST OF RAINBOW DRIVE, WEST OF EMORY STREET, SOUTH OF CALLA AVENUE, AND NORTH OF DONAX AVENUE**
- 2. MINIMUM RESIDENTIAL DENSITY STANDARDS**
- 3. A 40-FOOT HEIGHT LIMIT ALONG THE EAST SIDE OF SEACOAST DRIVE, FROM IMPERIAL BEACH BLVD. TO PALM AVE., AND ALONG PALM AVE. EAST TO 3RD STREET**
- 4. THE MIXED-USE OVERLAY IN THE C/MU-2 ZONE, RETAINING THE CURRENT MU-2 OVERLAY**

MOTION CARRIED UNANIMOUSLY.

COMMUNITY DEVELOPMENT DIRECTOR WADE gave a PowerPoint presentation on the item.

PAUL MORROW, of Keyser Marston, gave a PowerPoint presentation on the economic and development feasibility analysis; his recommendations for increasing quantity and quality of retail were:

- Require sufficient ground floor heights
- Make lot consolidation more attractive
- Develop new housing consistent with projections to increase retail demand
- Help protect financial feasibility by allowing strong residential components
- Focus retail planning in areas with best potential

JERRY BICE spoke in support of flexibility in allowing developers to propose quality projects.

DEBRA CAREY spoke about the need to focus on what the character of IB should be in the future; and she noted that since there is a high season and an off season in IB, we can't rely on visitor-serving businesses on Seacoast Drive.

MICHAEL CAREY commented on the productive discussion; and he questioned future community involvement (additional speaking time donated by Win Heiskala).

ROGER BENHAM commented positively on staff's presentation; he expressed concern that commercial development east of 9th Street is being forgotten; he suggested consideration of private mansions, and spoke in support of major urban redevelopment between 9th Street and 13th Street.

MOTION BY JANNEY, SECOND BY KING, TO ALLOW A HEIGHT OF UP TO 35 FEET ON THE EAST SIDE OF SEACOAST DRIVE AND ALONG OLD PALM AVENUE.

City Council discussion ensued regarding the increase in the height limit to 35 feet to accommodate retail space on the ground floor plus two floors above the retail/commercial space.

VOTES WERE NOW CAST ON ORIGINAL MOTION BY JANNEY, SECOND BY KING, TO ALLOW A HEIGHT OF UP TO 35 FEET ON THE EAST SIDE OF SEACOAST DRIVE AND ALONG OLD PALM AVENUE. MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: COUNCILMEMBERS: KING, BRAGG, JANNEY
NOES: COUNCILMEMBERS: MCCOY, ROSE
ABSENT: COUNCILMEMBERS: NONE

City Council expressed a desire to bring back the following for discussion:

- Floor Area Ratios
- Setbacks and step-backs
- Maximum density standards
- Parking requirements
- Performance-based incentives

ADJOURNMENT

MAYOR JANNEY adjourned the meeting at 8:39 p.m.

James C. Janney, Mayor

Jacqueline M. Hald, CMC
City Clerk



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY R. BROWN, CITY MANAGER

MEETING DATE: December 2, 2009

ORIGINATING DEPT.: Michael McGrane *MM*
Finance Director

SUBJECT: RATIFICATION OF WARRANT REGISTER

BACKGROUND:

None

DISCUSSION:

As of April 7, 2004, all large warrants above \$100,000 will be separately highlighted and explained on the staff report.

Vendor	Check	Amount	Explanation
City of San Diego	69966	\$555,314.00	2 ND Qtr FY2009-10 Metro Sewer Charge

ENVIRONMENTAL IMPACT

Not a project as defined by CEQA.

The following registers are submitted for Council ratification.

WARRANT # DATE AMOUNT

Accounts Payable

69903-69963	11/13/09	\$	60,746.26
69964-69990	11/19/09		619,210.32
			679,956.58

Payroll Checks:

41910-41955	P.P.E. 11/05/09	149,512.41
41956-42003	P.P.E. 11/19/09	149,135.04
		<u>298,647.45</u>
	TOTAL	\$ <u>978,604.13</u>

FISCAL IMPACT:

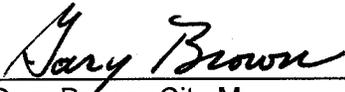
Warrants are issued from budgeted funds.

DEPARTMENT RECOMMENDATION:

It is respectfully requested that the City Council ratify the warrant register.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation



Gary Brown, City Manager

Attachments:

1. Warrant Registers

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO # PER/YEAR TRN AMOUNT
11/13/2009	69903	AFLAC	120	394.70
101-0000-209.01-13	11/12/2009	PR AP PPE 110509	20091112	394.70
11/13/2009	69904	ARROWHEAD MOUNTAIN SPRING WATE	1340	86.02
101-1010-411.30-02	10/22/2009	OCTOBER 2009	09J0025324922	86.02
11/13/2009	69905	BARKER PLUMBING	2092	103.55
101-1920-532.20-06	10/27/2009	9TH & PALM - PLUMBING REP	12916	103.55
11/13/2009	69906	BOYS & GIRLS CLUB OF IB	489	100.00
101-1920-419.29-04	10/29/2009	BOYS & GIRLS CLUB SPONSOR	2009	100.00
11/13/2009	69907	CVA SECURITY	797	60.00
101-1910-419.20-23	11/01/2009	NOVEMBER 2009 EOC	13337	30.00
101-1910-419.20-23	11/01/2009	NOVEMBER 2009 PW	13407	30.00
11/13/2009	69908	COMLINK LASERCARE, INC.	2135	281.44
503-1923-419.30-22	11/04/2009	PRINTER TONER	37012	281.44
11/13/2009	69909	CORONADO HARDWARE	2152	1,563.63
248-1920-519.20-06	10/01/2009	CLEAN&GREEN-1104 FLORENCE	4312	1,563.63
11/13/2009	69910	COUNTY RECORDER	1818	50.00
405-1260-413.20-06	11/09/2009	STREETLIGHT RETROFIT NOE	11-05-2009	50.00
11/13/2009	69911	COX COMMUNICATIONS	1073	779.00
601-5050-436.21-04	10/31/2009	0013110091187001 NOV 09	11-25-2009	179.00
503-1923-419.21-04	10/22/2009	0013110039780701 NOV 09	11-15-2009	600.00
11/13/2009	69912	CREATIVE BENEFITS INC FSA	1108	265.84
101-0000-209.01-11	11/12/2009	PR AP PPE 110509	20091112	265.84
11/13/2009	69913	CULLIGAN WATER CO. OF SAN	DIEG 1112	55.90
101-1230-413.30-02	10/17/2009	NOVEMBER 2009	04503542	18.00
101-1210-413.30-02	11/05/2009	RFND CK #165546 -RETURNED	3479	37.90
11/13/2009	69914	DATAQUICK	1134	145.25
101-1210-413.21-04	11/02/2009	OCTOBER 2009	B1-1637570	10.50
101-3020-422.21-04	11/02/2009	OCTOBER 2009	B1-1637570	60.25
101-3070-427.21-04	11/02/2009	OCTOBER 2009	B1-1637570	74.50
11/13/2009	69915	DESIGNER BOTANICALS	1792	139.00
245-1240-413.20-06	10/01/2009	RDA 776 10TH ST - BMP WOR	2426	139.00
11/13/2009	69916	DG LANDSCAPE	1167	7,500.00
101-5010-431.21-04	11/01/2009	NOVEMBER 2009	1089	1,875.00
101-5010-431.21-04	11/05/2009	SEPTEMBER 2009	1079	1,875.00
101-5010-431.21-04	08/01/2009	JULY 2009	1060	1,875.00
101-5010-431.21-04	09/01/2009	AUGUST 2009	1070	1,875.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	INVOICE	PO #	PER/YEAR	CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION					TRN AMOUNT
11/13/2009 248-1920-519.20-06	69917 10/22/2009	EBERHARD BENTON ROOFING	1745				8,037.00
		CLEAN&GREEN-430 CYPRESS		11742-001	010458	04/2010	8,037.00
11/13/2009 408-1920-519.20-06	69918 10/31/2009	EDCO DISPOSAL CORPORATION	1205				128.96
		OCTOBER 2009		10-31-2009	010330	04/2010	128.96
11/13/2009 101-1010-411.29-04	69919 10/22/2009	EL TAPATIO INC	1407				395.18
		SPECIAL COUNCIL MEETING D		5194	F01044	04/2010	165.46
101-1010-411.28-04	10/29/2009	COUNCIL WORKSHOP FOOD 11/		5212	F01048	04/2010	100.04
101-1010-411.28-04	10/29/2009	COUNCIL DINNER 11/4/09		5213	F01049	04/2010	129.68
11/13/2009 405-1260-513.10-01	69920 07/31/2009	FEDERAL EXPRESS CORP.	911				9.01
		PUB WKS YARD EXPANSION CL		9-280-28806	F01041	01/2010	9.01
11/13/2009 101-3020-422.21-01	69921 09/08/2009	GO-STAFF, INC.	2031				1,933.80
		ROCHER, J 08/31-09/01		65025	010419	03/2010	120.00
101-1020-411.21-01	11/03/2009	ROCHER, J W/E 11/01/09		66340	010027	05/2010	367.50
601-5060-436.21-01	11/03/2009	TRONCOSO, L W/E 11/01/09		66341	010148	05/2010	943.80
101-1020-411.21-01	10/27/2009	ROCHER, J W/E 10/25/09		66155	010027	04/2010	262.50
101-1020-411.21-01	11/10/2009	ROCHER, J W/E 11/08/09		66499	010027	05/2010	240.00
11/13/2009 503-1923-419.20-06	69922 11/05/2009	GOOGLE, INC.	2009				280.00
		OCTOBER 2009		920277	010226	05/2010	280.00
11/13/2009 503-1923-519.50-04	69923 11/04/2009	GTC SYSTEMS INC	1910				4,507.58
		DELL POWEREDGE SERVER		29499	010521	05/2010	4,408.68
503-1923-419.20-06	10/16/2009	PROFESSIONAL IT CONSULT		29428	F01042	04/2010	98.90
11/13/2009 101-1920-419.20-06	69924 11/03/2009	HDL COREN & CONE	88				2,025.00
		OCT-DEC 09 PROP TAX		0015247-IN	010241	05/2010	2,025.00
11/13/2009 101-5020-432.21-01	69925 10/21/2009	APPLEONE EMPLOYMENT SERVICES	2164				2,383.20
		MCCLELLAN, S W/E 10/17/09		01-1117524	010436	04/2010	1,310.76
101-5020-432.21-01	10/28/2009	MCCLELLAN, S W/E 10/24/09		01-1125563	010436	04/2010	1,072.44
11/13/2009 101-0000-209.01-08	69926 11/12/2009	I B FIREFIGHTERS ASSOCIATION	214				242.00
		PR AP PPE 110509		20091112		05/2010	242.00
11/13/2009 101-0000-209.01-10	69927 11/12/2009	ICMA RETIREMENT TRUST 457	242				5,506.94
		PR AP PPE 110509		20091112		05/2010	5,506.94
11/13/2009 503-1923-419.30-22	69928 10/20/2009	DOCUFLOW SOLUTIONS	367				141.00
		PRINTER REPAIR		4518	010463	04/2010	76.00
503-1923-419.30-22	11/04/2009	REPAIR LABOR		4571	010529	05/2010	65.00
11/13/2009 101-1920-419.20-06	69929 10/29/2009	J. SIMMS AGENCY	1883				1,250.00
		OCTOBER 2009		2448	010029	04/2010	1,250.00
11/13/2009 101-1020-411.11-08	69930 11/01/2009	JACQUELINE M HALD	426				420.00
		HEALTH CARE/CLUB REIMBURS		2009	010524	05/2010	420.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
11/13/2009	69931	JESUS GONZALEZ	2172			44.00	
101-3030-423.28-04	08/24/2009	LG RESCUE TRAINING REIMBR	8797752		05/2010	44.00	
11/13/2009	69932	KANE, BALLMER & BERKMAN	1828			42.50	
405-1260-413.20-01	11/01/2009	ATTY SRVS-PALM AVE/COMM R	14519	F01050	05/2010	42.50	
11/13/2009	69933	LAWYERS TITLE COMPANY	2173			450.00	
245-1240-413.20-06	10/29/2009	1254/58/62/66 FLORENCE ST	00563935	010525	04/2010	450.00	
11/13/2009	69934	LLOYD PEST CONTROL	814			286.00	
101-1910-419.20-22	10/30/2009	OCT 09 DEMPSEY CTR	2495636	010013	04/2010	54.00	
101-1910-419.20-22	10/30/2009	OCT 09 CITY HALL	2495637	010013	04/2010	31.00	
101-1910-419.20-22	10/30/2009	OCT 09 SHERIFF DEPT	2495639	010013	04/2010	31.00	
101-1910-419.20-22	10/30/2009	OCT 09 FIRE DEPT	2495641	010013	04/2010	31.00	
101-1910-419.20-22	10/30/2009	OCT 09 SENIOR CTR	2495643	010013	04/2010	47.00	
101-1910-419.20-22	10/30/2009	OCT 09 PUBLIC WORKS	2495644	010013	04/2010	47.00	
101-1910-419.20-22	10/30/2009	OCT 09 SPORTS PARK	2495646	010013	04/2010	45.00	
11/13/2009	69935	MICHAEL SHEAHAN	4			525.00	
101-0000-221.01-05	11/12/2009	BOND REFUND-1221 EMORY ST	TEP 09-37		05/2010	525.00	
11/13/2009	69936	MIRELES LANDSCAPING	2107			900.00	
101-1920-532.20-06	10/31/2009	OCTOBER 2009	10-31-2009	010535	04/2010	900.00	
11/13/2009	69937	MOBILE HOME ACCEPTANCE CORPORA	1533			299.06	
408-5020-432.25-01	10/24/2009	11/07/09-12/06/09	148667	010146	04/2010	299.06	
11/13/2009	69938	Nancy A Scott	1			85.50	
101-1910-519.20-06	08/22/2009	HOME DEPOT	212971	F01029	02/2010	85.50	
11/13/2009	69939	OFFICE DEPOT, INC	1262			1,086.06	
101-5020-432.30-01	10/08/2009	BINDERS/SHEET PROTECTORS	491643493001	010413	04/2010	17.25	
101-1210-413.30-01	10/30/2009	FILE FOLDERS/10KEY TAPE	495201565001	010413	04/2010	77.56	
101-6040-454.30-02	10/19/2009	TIME RECORDER/WIPES	492821147001	010413	04/2010	237.96	
408-5020-432.30-02	10/19/2009	TIME RECORDER/WIPES	492821147001	010413	04/2010	6.42	
101-5020-432.30-01	10/20/2009	OFFICE SUPPLIES	1144647179	010413	04/2010	52.93	
408-5020-432.30-01	09/29/2009	TONER CARTRIDGES	490449139001	010413	03/2010	583.86	
101-1110-412.30-01	10/20/2009	LAMINATE ROLL REFILL	493909458001	010413	04/2010	110.08	
11/13/2009	69940	PACIFIC SAFETY COUNCIL	1275			9.79	
101-5020-432.28-04	10/19/2009	SAFETY VIDEO RENTAL	66641	010412	04/2010	9.79	
11/13/2009	69941	PADRE JANITORIAL SUPPLIES	1430			216.63	
101-6040-454.30-02	10/20/2009	CLEAN BREEZE	293689	010080	04/2010	216.63	
11/13/2009	69942	PARTNERSHIP WITH INDUSTRY	1302			1,276.73	
101-6040-454.21-04	11/03/2009	P/E 10/31/2009	GS02452	010050	05/2010	1,276.73	
11/13/2009	69943	PMI	23			802.47	
101-6040-454.30-02	10/16/2009	PROTECTIVE GLOVES	0198391	010068	04/2010	320.41	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	INVOICE	PO #	PER/YEAR	CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION					TRN AMOUNT
601-5060-436.30-02	10/27/2009	PROTECTIVE GLOVES		0200071	010068	04/2010	482.06
11/13/2009	69944	PROTECTION ONE	69				264.18
601-5060-436.20-23	10/21/2009	NOVEMBER 2009		74901008	010007	04/2010	264.18
11/13/2009	69945	RANCHO AUTO & TRUCK PARTS	1685				801.18
501-1921-419.28-16	10/19/2009	OIL FILTERS		7693-5353	010072	04/2010	117.78
501-1921-419.28-16	10/19/2009	SMALL ENGINE PART		7693-5370	010072	04/2010	18.42
501-1921-419.28-16	10/19/2009	SPARK PLUG		7693-5391	010072	04/2010	14.29
501-1921-419.28-16	10/21/2009	RADIATOR		7693-5598	010072	04/2010	143.28
501-1921-419.28-16	10/21/2009	RADIATOR HOSE		7693-5608	010072	04/2010	35.63
501-1921-419.28-16	10/21/2009	THERM HOUSING CSKT		7693-5633	010072	04/2010	.64
501-1921-419.28-16	10/26/2009	AUTO PARTS #606		7693-6083	010072	04/2010	467.07
501-1921-419.28-16	10/30/2009	SERPENTINE BELT		7693-6591	010072	04/2010	17.31
501-1921-419.28-16	10/30/2009	CREDIT RTND-RDY CALIPER		7693-6601	010072	04/2010	124.28
501-1921-419.28-16	10/30/2009	FUEL/OIL FILTERS		7693-6639	010072	04/2010	86.17
501-1921-419.28-16	10/30/2009	CABIN AIR FILTER		7693-6637	010072	04/2010	24.87
11/13/2009	69946	RECLAIMED AGGREGATES, INC.	2137				230.00
101-5010-431.29-04	09/20/2009	1 BOBTAIL		10023	010087	03/2010	40.00
101-5010-431.29-04	09/30/2009	4 BOBTAIL		10073	010087	03/2010	190.00
11/13/2009	69947	SEA BREEZE ELECTRIC	1969				518.50
101-1920-532.20-06	10/02/2009	LT POLE TRANSFORMER/BULB		313	010527	04/2010	450.00
101-1920-532.20-06	11/04/2009	9TH & PALM-RE-SET CLOCKS/		324	F01047	05/2010	68.50
11/13/2009	69948	SEIU LOCAL 221	1821				1,250.29
101-0000-209.01-08	11/12/2009	PR AP PPE 110509		20091112		05/2010	1,250.29
11/13/2009	69949	SHARP REES-STEALY MEDICAL	CNTR 390				624.00
101-3030-423.20-06	10/10/2009	MANNING, RICHARD		217	010035	04/2010	80.00
101-1130-412.21-04	10/10/2009	NORTH, RICHARD		217	010041	04/2010	69.00
101-1130-412.21-04	10/10/2009	WEAVER, CRAIG		217	010041	04/2010	95.00
101-1130-412.21-04	10/10/2009	ADAME, RAFAEL		217	010041	04/2010	190.00
101-1130-412.21-04	10/10/2009	NELSON, GUY RICHARD		217	010041	04/2010	190.00
11/13/2009	69950	SKS INC.	412				6,678.72
501-1921-419.28-15	10/21/2009	1094 GAL REG FUEL		1229376-IN	010101	04/2010	2,992.37
501-1921-419.28-15	10/28/2009	1093 G REG/250.2 G DIESEL		1229526-IN	010101	04/2010	3,686.35
11/13/2009	69951	SONIA GALAVIZ	1786				104.35
101-5020-432.28-04	10/14/2009	KING, M TRAINING-LUNCH		0398#11-49		04/2010	8.21
101-6040-454.30-02	10/05/2009	STEEL FOR FORKS/MOVE LG		4580		04/2010	48.93
101-6040-454.30-02	10/06/2009	STEEL FOR FORKS/MOVE LG		4581		04/2010	13.21
601-5060-436.28-13	10/06/2009	CASAS, M-COMMERCIAL DL		N5350268		04/2010	34.00
11/13/2009	69952	TECH DEPOT	464				76.06
408-5020-432.30-01	09/29/2009	FUSER/LASERJET		B090923421V1	010520	03/2010	76.06
11/13/2009	69953	THE BOXING ZONE LLC	2				36.00
101-0000-325.73-06	08/05/2009	SOUND PERMIT REFUND		1012		05/2010	36.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
11/13/2009 101-3030-423.20-06	69954 11/01/2009	THYSSENKRUPP ELEVATOR	663 NOVEMBER 2009	1037043305	010043 05/2010		205.28 205.28
11/13/2009 101-1910-519.20-06	69955 09/01/2009	TILE WARRIORS	2154 CH SDWLK/INSTALL COBLSTNE	09-01-2009	010522 03/2010		200.00 200.00
11/13/2009 101-1920-419.29-01	69956 10/07/2009	TYRA HIDALGO	2170 TUITION REIMBURSEMENT 09	10-07-2009	010440 04/2010		80.00 80.00
11/13/2009 101-1110-412.28-04 101-3060-426.21-04 101-3030-423.28-04 101-3030-423.28-04 101-3030-423.28-04 101-3030-423.30-02 101-3030-423.30-02 101-3030-423.30-02 101-3060-426.30-02 101-3030-423.30-02 101-3030-423.28-04 101-3060-426.30-02 101-3030-423.30-02 101-3030-423.28-01 101-3060-426.30-02 101-3060-426.30-02 101-3030-423.28-01 101-3030-423.28-01 101-3030-423.28-01 101-3030-423.30-02	69957 09/15/2009 09/03/2009 08/14/2009 08/14/2009 08/14/2009 08/24/2009 08/24/2009 08/24/2009 09/02/2009 09/03/2009 09/03/2009 09/04/2009 09/09/2009 09/09/2009 09/17/2009 09/21/2009 09/21/2009 08/24/2009	U.S. BANK	1973 ICE FOR MEETING HANDHELD-MONTHLY FEE LG ER/EMT-CPR CRD PROCESS LG ER/EMT-CPR CRD PROCESS LG ER/EMT-CPR CRD PROCESS WTRPRF CAMERA ACCESSORIES WTRPRF CAMERA ACCESSORIES BOUYS/LINE/ANCHOR/SPARK P PS WORKING LUNCH REFRESHM N95 MASK (H1N1) VHF WTRPRF HANDHELD RADIO GARAGE DRYING RACK STOP RUST INHIBITOR SANITIZING WIPES (H1N1) HAND SANITIZER (H1N1) WAS COMMAND VEHICLE STAINLESS STEEL-LG TRK WTRPRF CAMERA ACCESSORIES	09-15-2009 7174246 CCAC032109 CCAC041809 CCAC051609 102-1165973-899 102-6135281-513 5539 024312 15031420 1624 022283/8561816 E551729 487981471-001 489085929-001 033432 09-21-2009 102-7629495-191	010445 010370 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379 010379	03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 03/2010 02/2010	2,236.39 23.41 79.90 45.00 66.00 84.00 39.99 15.90 75.58 29.47 435.00 232.38 43.29 37.54 485.20 397.37 9.99 97.88 38.49
11/13/2009 601-5060-436.21-04	69958 11/01/2009	UNDERGROUND SERVICE ALERT	731 OCTOBER 2009	1020090308	010008 05/2010		28.50 28.50
11/13/2009 101-0000-209.01-09	69959 11/12/2009	UNITED WAY OF SAN DIEGO COUNTY	1483 PR AP PPE 110509	20091112	05/2010		70.00 70.00
11/13/2009 101-6040-454.30-02 101-6040-454.30-02	69960 10/20/2009 10/20/2009	WAXIE SANITARY SUPPLY	802 LINERS/TOILET TISSUE/CLNR LINERS/TOILET TISSUE/CLNR	71577991 71577991	010069 04/2010 010069 04/2010		879.14 531.66 347.48
11/13/2009 101-1230-413.28-04	69961 11/05/2009	WEST SUGA	1455 ANNUAL CONF REGISTRATION	2009	05/2010		150.00 150.00
11/13/2009 601-5060-436.30-02 601-5060-436.30-02 601-5060-436.21-04	69962 10/15/2009 10/19/2009 10/27/2009	WESTERN HOSE & GASKET	836 ROBBER GLOVES KANAFLEX HOSE SEWER VACTOR HOSE REPAIR	210245 210336 210587	010107 04/2010 010107 04/2010 010107 04/2010		215.41 26.21 135.79 53.41
11/13/2009 101-1920-419.20-17	69963 11/01/2009	XEROX CORPORATION	861 OCTOBER 2009	044092901	010229 05/2010		1,290.52 1,031.85

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	INVOICE	PO #	PER/YEAR	CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION					TRN AMOUNT
101-3030-423.20-06	11/01/2009	OCTOBER 2009		044092903	010229	05/2010	258.67
11/19/2009	69964	RANCH CATERING	110				3,879.50
101-1130-412.29-02	11/13/2009	HOLIDAY PARTY 11/20/09		E16042	010546	05/2010	3,879.50
11/19/2009	69965	ALEJANDRO LOPEZ	2174				600.00
101-1130-412.29-02	11/03/2009	EMP APPRECIATION ENTERTAI		11/20/2009	010537	05/2010	600.00
11/19/2009	69966	CITY OF SAN DIEGO	896				555,314.00
405-1260-413.20-06	10/16/2009	2ND QTR-FY09/10-METROPOLI		520332		05/2010	555,314.00
11/19/2009	69967	AGRICULTURAL PEST CONTROL	123				95.00
101-1910-419.21-04	10/27/2009	OCTOBER 2009 SPORTS PK		203887	010126	04/2010	95.00
11/19/2009	69968	ALL TEAM STAFFING, INC	1801				4,085.80
101-5010-431.21-01	11/03/2009	CORRALES, L W/E 10/31/09		5000540	010106	05/2010	1,449.80
101-5010-431.21-01	10/20/2009	CORRALES, L W/E 10/17/09		5000528	010106	04/2010	1,449.80
101-5010-431.21-01	10/26/2009	CORRALES, L W/E 10/24/09		5000535	010106	04/2010	1,186.20
11/19/2009	69969	AMERICAN EXPRESS	1895				441.27
101-1130-412.28-12	11/01/2009	MEMBERSHIP RENEWAL-COSTCO		319514458040	010034	05/2010	25.00
101-6010-451.28-12	11/01/2009	MEMBERSHIP RENEWAL-COSTCO		319514458040	010034	05/2010	25.00
101-1010-411.30-02	10/13/2009	COKE/DIET COKE/NAPKINS		573692	010034	04/2010	33.89
101-6010-451.30-02	10/13/2009	COKE/DIET COKE/NAPKINS		573692	010034	04/2010	32.69
101-6010-451.30-02	10/14/2009	SUPPLIES		517883	010034	04/2010	201.85
101-6010-451.30-02	10/20/2009	SUPPLIES		532572	010034	04/2010	122.84
11/19/2009	69970	SOUTHCOAST HEATING & A/C	1554				470.00
101-1910-419.21-04	10/29/2009	QUARTERLY MAINTENANCE		C41683	010125	04/2010	440.00
101-1910-419.21-04	10/30/2009	OCT 09 PREVENTATIVE MAINT		C41728	010125	04/2010	30.00
11/19/2009	69971	AT&T	2052				3,104.93
503-1923-419.27-04	10/20/2009	3372571583448		935426		04/2010	356.13
503-1923-419.27-04	10/20/2009	3393431504727		933800		04/2010	178.07
101-1110-412.27-04	10/15/2009	6194230314983		923180		04/2010	107.21
101-5040-434.27-04	10/15/2009	6194231074813		923181		04/2010	15.78
101-5040-434.27-04	10/15/2009	6194231675716		923182		04/2010	15.78
601-5060-436.27-04	10/15/2009	6194232231359		923183		04/2010	15.30
101-3020-422.27-04	10/17/2009	6194237246664		925917		04/2010	73.03
101-3020-422.27-04	10/15/2009	6194238222636		923184		04/2010	21.24
101-3020-422.27-04	10/15/2009	6194238225966		923185		04/2010	153.47
101-1920-419.27-04	10/15/2009	6194238300966		923186		04/2010	317.55
101-5020-432.27-04	10/15/2009	6194238311966		923187		04/2010	354.66
101-3030-423.27-04	10/15/2009	6194238322966		923188		04/2010	220.62
101-1130-412.27-04	10/15/2009	6194238617297		923189		04/2010	73.90
503-1923-419.27-04	10/11/2009	6194243481712		908768		04/2010	41.14
101-6030-453.27-04	10/11/2009	6194247077654		908769		04/2010	78.22
101-3020-422.27-04	10/17/2009	6194247359125		925918		04/2010	75.29
101-6010-451.27-04	10/22/2009	6195750336814		937439		04/2010	16.10
101-3020-422.27-04	10/22/2009	6195750361567		937440		04/2010	16.10

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	INVOICE	PO #	PER/YEAR	CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION					TRN AMOUNT
601-5060-436.27-04	10/17/2009		6195751351887	926465		04/2010	14.42
101-1010-411.27-04	10/17/2009		6196281352138	925919		04/2010	61.62
101-1230-413.27-04	10/17/2009		6196281356950	925920		04/2010	186.49
101-3040-424.27-04	10/17/2009		6196281357370	925921		04/2010	78.38
101-3070-427.27-04	10/17/2009		6196281359503	925922		04/2010	43.76
101-1210-413.27-04	10/17/2009		6196281361675	925923		04/2010	227.86
101-6010-451.27-04	10/17/2009		6196281385578	925924		04/2010	56.04
101-3035-423.27-04	10/17/2009		6196281419922	925925		04/2010	22.00
101-3010-421.27-04	10/13/2009		6196281485966	917845		04/2010	41.42
101-1920-419.27-04	10/17/2009		6196282018442	925926		04/2010	25.27
601-5060-436.27-04	10/15/2009		C602221236777	923179		04/2010	218.08
11/19/2009	69972	BARRETT ENGINEERED PUMPS	356				11,773.28
601-5060-436.28-01	10/26/2009	NON-CLOG SEWAGE, CI PACKE		068641	010145	04/2010	11,773.28
11/19/2009	69973	CALIF ELECTRIC SUPPLY	609				75.23
101-6040-454.30-02	10/30/2009	GLASS LENS		1069-596663	010082	04/2010	75.23
11/19/2009	69974	CARL WARREN & COMPANY	685				465.75
502-1922-419.20-06	11/16/2009	JUNE 2009 -JACKSON, JEAN		1140839		05/2010	465.75
11/19/2009	69975	COLONIAL LIFE & ACCIDENT	941				147.74
101-0000-209.01-13	11/12/2009	PR AP PPE 110509		20091112		05/2010	147.74
11/19/2009	69976	HDL COREN & CONE	88				975.00
101-1210-413.20-06	11/12/2009	4TH QTR SALES TAX 2009		0015930-IN	010241	05/2010	975.00
11/19/2009	69977	HORIZON HEALTH EAP	90				418.32
101-1130-412.20-06	11/11/2009	NOVEMBER 2009		36885	010036	05/2010	418.32
11/19/2009	69978	APPLEONE EMPLOYMENT SERVICES	2164				2,621.52
101-5020-432.21-01	09/23/2009	MCCLELLAN, S W/E 09/19/09		01-1086280	010436	03/2010	1,310.76
101-5020-432.21-01	11/04/2009	MCCLELLAN, S W/E 10/31/09		01-1133699	010436	05/2010	1,310.76
11/19/2009	69979	MCDUGAL LOVE ECKIS &	962				5,489.19
405-1260-413.20-01	09/30/2009	SEPTEMBER 2009		09-30-2009		03/2010	1,571.89
405-1260-413.20-01	09/30/2009	SEPTEMBER 2009		09-30-2009		03/2010	823.65
101-1220-413.20-01	09/30/2009	SEPTEMBER 2009		09-30-2009		03/2010	231.71
101-1220-413.21-04	09/30/2009	SEPTEMBER 2009		09-30-2009		03/2010	2,861.94
11/19/2009	69980	MICHAL PIASECKI CONSULTING	1795				1,350.00
601-5050-436.20-06	11/02/2009	OCTOBER 2009 ENVIROMENTAL		119	010074	05/2010	1,350.00
11/19/2009	69981	OFFICE DEPOT, INC	1262				1,908.46
101-5020-432.30-01	10/15/2009	INK CARTRIDGES		492486870001	010413	04/2010	696.60
503-1923-419.30-22	10/30/2009	LASERJET PRINTER		495083584001	010413	04/2010	326.24
101-6030-453.30-01	11/03/2009	SENIOR CENTER TONER		495595767001	010413	05/2010	603.71
101-6030-453.30-01	11/03/2009	SENIOR CENTER PAPER		495598497001	010413	05/2010	78.67
101-6010-451.30-01	11/05/2009	SPORTS PARK INK/TONER		495924163001	010413	05/2010	203.24
11/19/2009	69982	PRAXAIR DISTRIBUTION INC	1652				46.77
501-1921-419.28-15	04/28/2009	PROPANE-FORKLIFT		33045915	090092	10/2009	36.78

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
101-3020-422.30-02	07/01/2009	CREDIT FOR INV OVERPAID	31080392	010116	01/2010	123.91-	
101-6040-454.30-02	07/01/2009	ELECTR MS/HAZ MET CHG	32861409	010116	01/2010	26.15	
501-1921-419.28-15	07/01/2009	PROPANE	33351233	010116	01/2010	54.57	
501-1921-419.30-02	07/01/2009	OXYGEN/CARBON DIOXIDE	33371117	010116	01/2010	53.18	
11/19/2009	69983	PRUDENTIAL OVERALL SUPPLY	72			696.27	
101-5020-432.25-03	10/21/2009	10/21/09 PW UNIFORMS	30049316	010049	04/2010	186.88	
101-5020-432.25-03	10/28/2009	PW UNIFORMS 10/28/09	30051037	010049	04/2010	159.03	
101-5020-432.25-03	11/04/2009	PW UNIFORMS 11/04/09	30052744	010049	05/2010	189.48	
101-5020-432.25-03	11/11/2009	11/11/09 PW UNIFORMS	30054510	010049	05/2010	160.88	
11/19/2009	69984	SAN DIEGO GAS & ELECTRIC	1399			8,949.07	
101-3020-422.27-01	11/05/2009	10087869371 09/29-10/28	11-21-2009		05/2010	34.18	
101-1910-419.27-01	11/05/2009	10087869371 09/29-10/28	11-21-2009		05/2010	108.59	
101-5010-431.27-01	11/05/2009	10088604389 09/25-10/26	11-21-2009		05/2010	188.25	
101-3020-422.27-01	11/05/2009	19807697764 09/29-10/28	11-21-2009		05/2010	1,133.92	
601-5060-436.27-01	11/05/2009	52635219238 09/25-10/26	11-21-2009		05/2010	5.58	
101-6020-452.27-01	11/05/2009	56497714749 09/30-10/29	11-21-2009		05/2010	9.55	
101-5010-431.27-01	11/05/2009	56497714749 09/30-10/29	11-21-2009		05/2010	4,824.81	
101-5010-431.27-01	11/05/2009	85075178464 09/30-10/29	11-21-2009		05/2010	58.57	
601-5060-436.27-01	11/05/2009	85075178464 09/30-10/29	11-21-2009		05/2010	32.11	
101-6020-452.27-01	11/05/2009	85075178464 09/30-10/29	11-21-2009		05/2010	493.99	
601-5060-436.27-01	11/05/2009	85417701270 09/30-10/29	11-21-2009		05/2010	1,573.24	
101-5020-432.27-01	11/05/2009	91692992261 09/25-10/26	11-21-2009		05/2010	486.28	
11/19/2009	69985	SDGE	289			4,232.48	
405-1260-413.27-01	10/29/2009	0440 533 7641 09/29-10/28	11-13-2009		04/2010	218.00	
101-5010-431.27-01	10/29/2009	0646 753 1938 09/29-10/28	11-13-2009		04/2010	9.56	
101-5010-431.27-01	10/29/2009	1694 231 2432 09/29-10/28	11-13-2009		04/2010	16.09	
101-5010-431.27-01	10/27/2009	1912 409 2723 09/25-10/26	11-11-2009		04/2010	9.56	
101-6010-451.27-01	10/30/2009	2081 689 7619 09/30-10/29	11-14-2009		04/2010	133.14	
101-5010-431.27-01	11/03/2009	2741 969 9359 09/30-10/31	11-18-2009		04/2010	72.75	
215-6026-452.27-01	11/03/2009	2819 871 6315 09/30-10/31	11-18-2009		04/2010	1,428.03	
101-5010-431.27-01	10/29/2009	3062 843 3719 09/29-10/28	11-13-2009		04/2010	9.78	
101-5010-431.27-01	10/29/2009	3448 930 9646 09/29-10/28	11-13-2009		04/2010	9.53	
101-5010-431.27-01	10/27/2009	5280 340 6641 09/25-10/26	11-11-2009		04/2010	47.56	
101-5010-431.27-01	10/27/2009	5576 188 0541 09/25-10/26	11-11-2009		04/2010	9.56	
601-5060-436.27-01	10/29/2009	8773 823 6424 09/29-10/28	11-13-2009		04/2010	462.77	
405-1260-413.27-01	10/29/2009	8774 937 7894 09/29-10/28	11-13-2009		04/2010	40.23	
405-1260-413.27-01	11/02/2009	9424 632 2704 09/29-10/28	11-17-2009		04/2010	14.54-	
101-6020-452.27-01	10/30/2009	0175 275 3776 09/30-10/29	11-14-2009		04/2010	149.16	
101-5010-431.27-01	11/03/2009	0824 329 2041 09/30-10/29	11-18-2009		04/2010	215.58	
101-6020-452.27-01	10/30/2009	2081 689 1273 09/30-10/29	11-14-2009		04/2010	375.48	
101-6010-451.27-01	10/30/2009	2081 692 3399 09/30-10/29	11-14-2009		04/2010	7.22	
101-6020-452.27-01	11/03/2009	2083 847 9032 09/30-10/29	11-18-2009		04/2010	41.98	
101-6010-451.27-01	10/30/2009	3206 700 9265 09/30-10/29	11-14-2009		04/2010	43.69	
101-6020-452.27-01	10/30/2009	5456 692 8951 09/30-10/29	11-14-2009		04/2010	2.81-	
101-5010-431.27-01	10/30/2009	7706 795 7872 09/30-10/29	11-14-2009		04/2010	10.72	
101-6020-452.27-01	10/30/2009	9327 898 1346 09/30-10/29	11-14-2009		04/2010	324.80	
101-5010-431.27-01	11/02/2009	9476 001 6989 09/30-10/29	11-17-2009		04/2010	264.64	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
101-6010-451.27-01	10/30/2009			9956 693 6272 09/30-10/29	11-14-2009		04/2010	99.15
101-6020-452.27-01	10/30/2009			6921 003 2109 09/30-10/29	11-14-2009		04/2010	250.85
11/19/2009	69986	SKS INC.	412					7,210.70
501-1921-419.28-15	11/04/2009			1095.1 G REG/190.3 G DIES	1229637-IN	010101	05/2010	3,451.85
501-1921-419.28-15	11/12/2009			1242 G REG/178 G DIESEL	1229824-IN	010101	05/2010	3,758.85
11/19/2009	69987	SOUTH WEST SIGNAL	488					160.00
101-5010-431.21-04	10/31/2009			OCTOBER 2009	49591	010086	04/2010	160.00
11/19/2009	69988	ALLIANT INSURANCE SERVICES	1193					2,402.23
101-0000-209.01-13	10/29/2009			PR AP PPE 1022209	20091029		04/2010	397.70
101-0000-209.01-14	10/29/2009			PR AP PPE 1022209	20091029		04/2010	472.14
101-0000-209.01-13	11/12/2009			PR AP PPE 110509	20091112		05/2010	411.70
101-0000-209.01-14	11/12/2009			PR AP PPE 110509	20091112		05/2010	472.14
101-1010-411.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	19.36
101-1020-411.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	29.70
101-1110-412.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	66.04
101-1130-412.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	20.54
101-1210-413.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	48.66
101-1230-413.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	23.70
101-3070-427.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	.63
101-3080-428.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	.63
101-1910-419.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	6.32
101-3010-421.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	11.00
101-3020-422.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	47.84
101-3030-423.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	38.49
101-3040-424.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	22.12
101-5020-432.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	47.40
101-5010-431.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	12.64
101-5040-434.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	3.93
101-6020-452.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	6.32
101-6010-451.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	3.16
101-6040-454.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	12.64
245-1240-413.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	6.32
405-1260-413.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	126.16
405-5030-433.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	6.32
601-5060-436.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	12.64
601-5050-436.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	17.00
501-1921-419.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	6.32
502-1922-419.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	7.43
503-1923-419.11-04	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	20.79
101-0000-209.01-14	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	10.45
101-0000-209.01-13	11/18/2009			NOVEMBER 2009 LT DISABILI	NOVEMBER-09		05/2010	14.00
11/19/2009	69989	PREFERRED BENEFIT INS ADMIN IN	37					2,131.76
101-0000-209.01-12	10/29/2009			PR AP PPE 1022209	20091029		04/2010	1,062.50
101-0000-209.01-12	11/12/2009			PR AP PPE 110509	20091112		05/2010	1,047.85
101-0000-209.01-12	11/01/2009			NOVEMBER 2009	CP10403		05/2010	21.41
11/19/2009	69990	VISION PLAN OF AMERICA	785					166.05
101-0000-209.01-18	10/29/2009			PR AP PPE 1022209	20091029		04/2010	82.94

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT		
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
101-0000-209.01-18	11/12/2009	PR AP PPE 110509	20091112		05/2010	82.94
101-0000-209.01-18	11/01/2009	DECEMBER 2009	11-01-2009		05/2010	9.83-
101-1920-419.29-04	11/01/2009	DECEMBER 2009	11-01-2009		05/2010	10.00
DATE RANGE TOTAL *						679,956.58 *



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY BROWN, CITY MANAGER
MEETING DATE: December 2, 2009
ORIGINATING DEPT.: City Manager *Y.X.*
SUBJECT: ADOPT RESOLUTION NO. 2009-6827 AMEDNING FY 09-11 SALARY AND COMPENSATION PLAN POSITION DESCRIPTION FOR INFORMATION SYSTEMS MANAGER

BACKGROUND:

It is the responsibility of the City Manager to recommend to the Council revisions to the City's Classification and Salary Schedule as necessitated for the efficient and effective operation of the City.

In 2007 the City created the job description for Network Administrator for a generalist position that performed a wide variety of network service duties in support of various departments. Overtime the Network Administrator job description has gradually become obsolete in some departments as the position duties have been refined to the needs of specific departments. Staff is requesting now that a Network Administrator position in the Finance Department be changed to an Information Systems Manager.

DISCUSSION:

The Network Administrator in the Finance Department currently performs many tasks that are unique to that department and therefore are not adequately described in the Network Administrator job description. Based on the current duties of the position and a classification study of like positions in other cities, staff has prepared the attached job description which properly describes the duties for this position, which is more appropriately identified as a Information Systems Manager. Staff recommends that the salary range for the Information Systems Manager be the same as for the Network Administrator position (Band) which is currently \$4,646 - \$6,388 per month.

With these changes staff believes we should be able to provide a higher level of network service.

ENVIRONMENTAL IMPACT

None

FISCAL IMPACT:

None

DEPARTMENT RECOMMENDATION:

Adopt Resolution No. 2009- amending the FY 09-11 Salary and Compensation Plan positions description for Information Systems Manager

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Resolution No. 2009-6827
2. Information Systems Manager Job Description
3. Salary And Compensation Plan

RESOLUTION NO. 2009-6827

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE JOB DESCRIPTION FOR INFORMATION SYSTEMS MANAGER

WHEREAS, the provisions of Ordinance No. 41 of the City of Imperial Beach provides that the position descriptions of the employees of the City of Imperial Beach may be amended by the City Council from time to time by resolution; and

WHEREAS, the position description for the Network Administrator in the Finance Department no longer appropriately describes the duties of the position; and

WHEREAS, a new job description for Information Systems Manager was developed based on current duties and a classification study of similar positions in other cities at the same salary range as for the Network Administrator; and

WHEREAS, the City Manager is recommending revisions to the City's Classification and Salary Schedule as necessary for the efficient and effective operation of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitations are true and correct.
2. Amend the FY 09-11 Salary and Compensation Plan creating the position description for Information Systems Manager.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 2nd day of December 2009, by the following vote:

**AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:**

JAMES C. JANNEY, MAYOR

ATTEST:

**JACQUELINE M. HALD, CMC
CITY CLERK**

City of Imperial Beach
POSITION DESCRIPTION

Title:	Information Systems Manager	Job Number:	6071
Department:	Finance	Workers' Comp Number:	8810
Division:	Information Technology	Union:	N/A
Date:	December 2, 2009	Salary:	Mid-Management Band

GENERAL PURPOSE

Under general direction, manage, coordinate, support, and supervise the activities and operations of the information systems and technology areas; provide support in the development, installation, implementation, testing, evaluation, and administration of the City's local and wide area networks, financial management system, and telecommunications networks; install, configure, test, and support a variety of network components and devices; perform preventive maintenance on network segments and components; ensure the security of the City's network systems and infrastructure; provide liaison and technical assistance to end users; install and troubleshoot advanced software/hardware configurations; consult with department representatives to determine hardware/software requirements and develop specifications; evaluate city technology needs including purchasing technology for the city; oversee the work of staff, consultants, contractors, and vendors; assist in budget development and monitoring and manage budgets; and perform related duties as required.

SUPERVISION RECEIVED

Work under the general supervision of the Finance Director.

SUPERVISION EXERCISED

Provide direct supervision to the Network Systems Technician, consultants, contractors, and vendors.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Oversee and participate in the development of work plans; assign work activities and projects; plan, organize, assign, and manage the work of staff responsible for the installation, testing, configuration, and troubleshooting of hardware/software and peripherals; review and evaluate work products, methods, and procedures; direct the acquisition of computer software/hardware technology and the negotiation of purchase agreements and service contracts and leases with contractors and vendors.

Perform the more complex duties in the installation, testing, configuration, and troubleshooting of hardware/software, and peripherals; install and set up computers, servers, and networks; install, troubleshoot, and maintain networked components including routers, hubs, and switches; support network servers, administrative and maintenance operations; perform back-ups; develop network and system topology maps that assist other staff members in the department or organization to understand the relationships between systems; ensure the availability of network operations to identify performance and capacity issues; monitors system control and support network traffic.

Evaluate management system needs for the City; oversee major projects and discuss developments with supervisors and consultants; evaluate major software/hardware issues and the priority level of service requests, acquisitions, and upgrades requested by department directors and end users; recommend improvements and enhancements to current technology, staffing levels, and capabilities to improve organizational effectiveness; plan, organize, and coordinate projects and tasks in accordance with contractual deadlines and department goals.

Provide technical assistance to system end users on computer and networked system equipment including hardware/software, and peripheral equipment; determine severity of problems and resolve or delegate to appropriate staff member or vendor; respond to requests for assistance on desktop and computer related problems including hardware/software, and peripheral printers and related equipment; assist users in optimizing their desktop environment; restore or recover files or corrupted data; provide technical support for records management.

Perform repair on computer systems and peripheral equipment including printers, modems, scanners, and related devices; coordinate major equipment repairs; arrange for vendors to perform on-site repairs as needed.

Prepare and administer operating and capital budgets for the Information Technology Department; evaluate computer hardware/software for use City-wide and for specific departmental applications; monitor and approve expenditures with budget limits; make recommendations regarding staffing needs, equipment, materials and supplies; research and purchase software applications, computer related equipment, and peripherals; maintain inventory of computers and peripherals.

Research and prepare technical and administrative reports; prepare written correspondence, reports, procedures, manuals, and other written materials; develop policies, rules, and procedures for the effective operation of the City, including establishing goals, objectives, and priorities for the department; communicate effectively both orally and in writing; establish and maintain cooperative working relationships with staff, management, vendors, contractors, consultants, the public, and other representatives using principles of good customer service.

Monitor network security and performance; identify unauthorized access and potential security risks; participate in projects to enhance network security operations; perform system-wide or network-wide audits; generate reports that include system performance, recommendations and any other possible data of interest, such as system security.

May be required to be available other than regularly scheduled work hours to oversee system changes, resolve major operational problems, and to respond to emergencies after regular working hours; attend and make presentations at management meetings.

Assist in the administration of the City's telecommunication networks for telephone and voice mail systems, cellular system, video and audio systems.

Assist users with GIS support and maintain the GIS server for all support and maintenance issues.

Maintain and support the City's website and train staff as applicable.

Supervise staff and contract vendors as applicable. Determine staffing needs and guide the selection, training, supervision, and evaluation of personnel.

Generate invoices, work requests and associated follow-up actions using the cities data base management system (HTE).

Stay abreast of new information technology trends and innovations; read appropriate literature; attend conferences, meetings, and related functions as the department or city representative.

Performs related duties as required.

DESIRED MINIMUM QUALIFICATIONS

To perform a job in this classification, an individual must be able to perform the essential duties as generally described in this specification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties in this specification. The requirements listed below are representative of the knowledge, skills and/or abilities required.

Education & Experience

Any combination equivalent to education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in computer science, information systems or related field, and five years of progressively responsible experience in computer system operation, programming and systems analysis. Years of experience beyond the recommended five years of experience may be substituted on a one for one basis for educational requirements.

Certification & Licenses

CompTIA Certifications or Microsoft Certifications (A+; Network +; Server+; MCSE; MCSA; MCDST; CCNA) are highly desirable.

Possession of a Class C Driver's License required by the State of California.

KNOWLEDGE OF

Principles of project organization and planning; network system design, installation and maintenance; hardware/software configuration and installation; applications life cycle, requirements assessment techniques, and information technology security methods; various hardware platforms, firewalls and security design, technical documents protocols including manuals, schematics, procedures and specifications; communication protocols, telecommunications and information processing environments; methods and techniques of troubleshooting hardware/software problems; cabling protocols, hardware/software technical specifications, standard performance, and possible configuration options for all common components and peripherals; distributed database installation, structuring, maintenance, and troubleshooting.

All operating systems/programs that are in use within the entire organization including, but not limited to Windows 2000/2008/XP/NT, Cisco IOS; network architectures and theory and principles of design; integration and administration, including topologies and protocols that include IP, Ethernet, FDDI, VPN, ISO/OSI, IPX/SPX, DNS, DHCP, WINS, SNMP, Wireless Wan Technologies, Voice Technologies, Layer 2 & 3 Switching, L2/L3; Web sense, exchange 2007, networked Xerox, HP and Konica Minolta copiers and printers, Norton Antivirus, OWA (Outlook Web Access), Questys, SunGard HTE, and IBM Series 4 computers.

All aspects of configuring and maintaining system security, network security, and site security for information systems; all available Wide Area Networking technologies currently in use within the organization, including, but not limited to installation and maintenance of routers and bridges, ISDN, T1/FT1 and RAS; Local Area Networking, including maintenance, installation, and troubleshooting techniques, especially dealing with the TCP/IP protocol and services, and managing a large diversified environment using TCP/IP; the Internet, WIFI, HTML, and CGI scripting, maintenance, and troubleshooting.

The national telecommunications infrastructure and ability to work through problems with telecommunication providers to correctly diagnose, troubleshoot, and expedite orders, and minimize downtime; telecommunication system such as phone and voicemail system; the Geographical Information System (GIS).

Principles and practices of budget development, administration, and accountability; record keeping, report writing, contract negotiation and administration; administrative principles and practices, including goal setting, program development, and implementation.

Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.

Applicable Federal, State, and local codes, laws and regulations.

ABILITY TO

Evaluate hardware/software requirements; implement hardware/software changes and enhancements; analyze, troubleshoot, and resolve highly technical networking issues; install, configure, troubleshoot and/or repair hardware/software problems; respond to requests and inquiries from network users and provide assistance as needed.

Be adaptive towards new systems and technology that may be implemented in the organization; understand the complex relationships between different components in a networked environment; analyze and define problems and conceptualize feasible solutions, and present all practical solutions in a concise format to non-technical users; develop and revise computer programs.

Evaluate existing systems and recommend possible enhancements to systems or network components; make the necessary changes to any computer components within the organization; lead and coordinate the activities of a computer user group.

Coordinate meetings for product/project demonstration for users, managers and members of the information systems staff; train other employees on either a one-on-one basis, or in a group; coordinate with other staff members to meet deadlines while minimizing downtime.

Select, supervise, train and evaluate staff.

Prepare and administer large program budgets; prepare clear and concise administrative and financial reports.

Demonstrate an awareness and appreciation of the cultural diversity of the community; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work.

WORK ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment:

Standard office setting; incumbents may be required to work extended hours including evenings and weekends; typically work is performed at City Hall and at a number of off-site locations; may be required to travel outside City boundaries to attend conferences, meetings and related; occasional exposure to temperature swings from indoor to outdoor temperatures; exposure to dust from atmosphere and volumes of paper; infrequent exposure to extreme heat and humidity in unairconditioned facilities; extreme noise working at off-site locations; work characteristics are both formal and informal; both autonomous and team-oriented; having both routine and variable tasks with variable pace and pressure.

Physical Demands:

Primary functions require sufficient physical ability to work in an office setting and operate office equipment, computer keyboard, and small tools and equipment; regularly required to stand or sit for prolonged periods of time; stand and walk; bend, kneel, crouch, bend, stoop, squat, and climb; talk or hear in person and by telephone; use hands repetitively to finger and handle and feel; reach with hands and arms; reaching at and above shoulder height; firm grasp to lift and move equipment; side-to-side turning of neck; upward and downward flexion of neck; pushing/pulling, twisting at waist; ability to operate a vehicle to travel to various locations and meetings; lift objects weighing up to 25 lbs from below waist to above shoulder level and transporting distances up to 50 yards; occasionally lift objects weighing 50 lbs from below waist to chest level with or without assistance and transporting distances up to 30 feet.

Vision Demands:

See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate equipment.

Hearing Demands:

Hear in the normal audio range with or without correction.

SELECTION GUIDELINES

Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
City Manager

Approval: _____
Personnel Administrator

Resolution No. _____

Effective Date: _____

CITY OF IMPERIAL BEACH
POSITION CLASSIFICATIONS AND MONTHLY COMPENSATION SCHEDULE
EFFECTIVE JULY 1, 2009 - JUNE 30, 2011
(Revised December 2, 2009 by Reso. 2009-6827)

Job No.	Miscellaneous Employees	Range	Monthly Salary	
			LOW	HIGH
5010	ACCOUNT/CLERK TECHNICIAN	32	2,569	3,278
5015	ADMINISTRATIVE ASSISTANT (CIP)	41	3,063	3,909
5020	ADMINISTRATIVE INTERN	29	2,335	2,982
5025	ADMINISTRATIVE INTERN-GIS	29	2,335	2,982
5030	ADMINISTRATIVE SECRETARY I	39	2,949	3,764
5040	ADMINISTRATIVE SECRETARY II	43	3,185	4,064
5045	ANIMAL CONTROL/COMMUNITY SERVICES OFFICER	46	3,382	4,316
5050	ASSISTANT PLANNER	46	3,382	4,316
5065	ASSISTANT PROJECT MANAGER	52	3,916	4,998
5060	ASSOCIATE PLANNER	52	3,916	4,998
8010	BEACH LIFEGUARD I	30	2,427	3,098
8020	BEACH LIFEGUARD II	37	2,809	3,585
8030	BEACH LIFEGUARD LIEUTENANT	50	3,821	4,876
8040	BEACH LIFEGUARD SERGEANT	49	3,649	4,659
9010	BEACH MAINTENANCE WORKER	18	1,747	2,231
5068	BUILDING/CODE COMPLIANCE SPECIALIST	32	2,569	3,278
5070	BUILDING & PLANNING TECHNICIAN	42	3,100	3,958
5080	BUILDING/HOUSING INSPECTOR I	51	3,858	4,925
5090	BUILDING/HOUSING INSPECTOR II	55	4,240	5,411
9015	CAPITAL IMPROVEMENT PROGRAM MANAGER	56	4,346	5,547
6010	CLERK TYPIST	29	2,335	2,982
6020	CODE COMPLIANCE OFFICER	48	3,560	4,545
6030	COPIER CLERK	9	1,416	1,808
6040	CRAFT INSTRUCTOR	9	1,416	1,808
9020	CUSTODIAN	24	2,051	2,618
6050	CUSTOMER SERVICE SPECIALIST	41	3,063	3,909
6060	DEPUTY BUILDING OFFICIAL	74	6,679	8,525
4010	DEPUTY CITY CLERK (Records Technician)	43	3,185	4,064
9000	ENVIRONMENTAL PROGRAM SPECIALIST	46	3,382	4,316
4020	FINANCIAL SERVICES ASSISTANT	48	3,560	4,545
6065	FIRE SAFETY INSPECTOR II	55	4,240	5,411
6060	FIRE SAFETY INSPECTOR II (PT)	64	5,216	6,657
9030	FLEET SUPERVISOR	52	3,916	4,998
9040	GRAFFITI PROGRAM COORDINATOR	44	3,258	4,159
9050	GROUNDS & FACILITIES SUPERVISOR	56	4,346	5,547
9060	HEAVY EQUIPMENT OPERATOR	41	3,063	3,909
6067	HUMAN RESOURCES TECHNICIAN	41	3,063	3,909
6070	JUNIOR CLERK TYPIST	19	1,796	2,293
9070	MAINTENANCE WORKER	33	2,615	3,339
9080	MAINTENANCE WORKER I	36	2,776	3,544
9090	MAINTENANCE WORKER II	41	3,063	3,909
11110	MECHANIC HELPER	15	1,618	2,064
11120	MECHANIC I	40	2,983	3,808
11130	MECHANIC II	45	3,287	4,196
6073	NETWORK SYSTEMS TECHNICIAN	38	2,901	3,701
6075	OFFICE SPECIALIST	29	2,335	2,982
4030	PERSONNEL SERVICES ASSISTANT	51	3,858	4,925
11140	PIER/BEACH MAINTENANCE WORKER	32	2,569	3,278
6080	PROGRAM AIDE	10	1,451	1,852
11153	PUBLIC WORKS INSPECTOR	50	3,821	4,876

CITY OF IMPERIAL BEACH
CLASSIFICATION AND COMPENSATION SCHEDULE
EFFECTIVE JULY 1, 2009 - JUNE 30, 2011
(Revised December 2, 2009 by Reso. 2009-6827)

<u>Job No.</u>	<u>Miscellaneous Employees</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
6090	PROGRAM COORDINATOR	30	2,427	3,098
11150	PROJECT MANAGER TECHNICIAN	45	3,287	4,196
7000	RECREATION LEADER	17	1,700	2,169
7010	RECREATION PROGRAM AIDE	10	1,451	1,852
7020	RECREATION PROGRAM COORDINATOR	34	2,642	3,372
7025	RESIDENTIAL FIRE/SAFETY INSPECTOR	39	2,949	3,764
7030	SENIOR ACCOUNT/CLERK TECHNICIAN	38	2,901	3,701
11155	SENIOR PUBLIC WORKS SUPERVISOR	64	5,216	6,657
11160	SEWER SUPERVISOR	50	3,821	4,876
11170	STREET SUPERVISOR	50	3,821	4,876
11180	TIDELANDS SUPERVISOR	50	3,821	4,876

<u>Job No.</u>	<u>Fire Department (sworn)</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
8080	FIREFIGHTER	6	3,769	4,811
8090	FIREFIGHTER/PARAMEDIC	FP6	4,195	5,354
8060	FIRE ENGINEER	7	4,195	5,354
8070	FIRE ENGINEER/PARAMEDIC	FP7	4,509	5,755
8050	FIRE CAPTAIN	8	4,964	6,336

<u>Job No.</u>	<u>Management and Mid-management</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
2020	ASSISTANT CITY MANAGER	BAND	5,807	10,452
6000	BUILDING OFFICIAL	BAND	5,757	8,496
2030	CITY CLERK	BAND	5,807	10,452
3010	CITY PLANNER	BAND	4,646	6,388
2040	COMMUNITY DEVELOPMENT DIRECTOR	BAND	5,807	10,452
3025	ENVIRONMENTAL PROGRAM MANAGER	BAND	4,646	6,388
2010	FINANCE DIRECTOR	BAND	5,807	10,452
3040	FINANCE SUPERVISOR	BAND	4,646	6,388
3045	HUMAN RESOURCES MANAGER	BAND	4,646	6,388
3047	INFORMATION SYSTEMS MANAGER	BAND	4,646	6,388
3050	LIFEGUARD CAPTAIN	BAND	4,646	6,388
3060	MANAGEMENT ANALYST	BAND	4,065	5,227
6071	NETWORK SYSTEMS ADMINISTRATOR	BAND	4,646	6,388
2050	PUBLIC SAFETY DIRECTOR/FIRE CHIEF	BAND	5,807	10,452
2060	PUBLIC WORKS DIRECTOR	BAND	5,807	10,452
3070	PUBLIC WORKS SUPERINTENDENT	BAND	4,646	6,388
3080	REDEVELOPMENT COORDINATOR	BAND	5,757	7,347

<u>Job No.</u>	<u>Elected and City Manager</u>	<u>Range</u>	<u>Monthly Salary</u>
1010	CITY COUNCILMEMBER	N/A	300
1020	CITY MANAGER	N/A	Contract
1030	MAYOR	N/A	1,100



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY BROWN, CITY MANAGER

MEETING DATE: DECEMBER 2, 2009
ORIGINATING DEPT.: JACQUELINE M. HALD, CITY CLERK *mt*

SUBJECT: LOCAL APPOINTMENTS LIST

BACKGROUND:

Government Code §54972 requires that on or before December 31st of each year, the City Council shall prepare an appointments list of all regular and ongoing boards, commissions, and committees which are appointed by the City Council. The list shall be known as the Local Appointments List and will include a list of all appointive terms which will expire during the next calendar year, with the name of the incumbent appointee, the date of appointment, the date the term expires, and the necessary qualifications for the position.

DISCUSSION:

In 2010, there will be three vacancies on the Tidelands Advisory Committee (Richard Pilgrim, Edward Spriggs, and Jean Villard) and two vacancies on the Design Review Board (Daniel Lopez and Thomas Schaaf).

Any other vacancies that would occur would be unscheduled and notices would be posted as they occur.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

Not a project as defined by CEQA.

FISCAL IMPACT:

None.

DEPARTMENT RECOMMENDATION:

It is recommended that the City Council approve the Local Appointments List in compliance with Government Code §54972, and authorize the City Clerk to post said list at City Hall and the Library in compliance with Government Code §54973.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Local Appointments List

CITY OF IMPERIAL BEACH LOCAL APPOINTMENTS LIST

DESIGN REVIEW BOARD COMMITTEE MEMBERS

Qualifications: All members of commissions, boards and committees of the city shall be residents of the city (BMC Section 2.18.040).

Purpose: All members of the design review board shall investigate, review and evaluate the design, layout and other features of proposed developments and take action, as appropriate, in accordance with the intent and purposes set forth in Chapter 19.83, Design Review (BMC Section 2.31.030A).

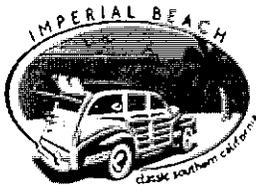
NAME	TITLE	DATE APPOINTED	TERM EXPIRES
Janet Bowman	Member	11/19/2008	12/31/2012
Daniel Lopez	Member	1/17/2007	12/31/2010
Shirley Nakawatase	Chair	11/19/2008	12/31/2012
Harold Phelps	Member	11/19/2008	12/31/2012
Thomas Schaaf	Member	11/18/2009	12/31/2010

TIDELANDS ADVISORY COMMITTEE

Qualifications: All members of commissions, boards and committees of the city shall be residents of the city (BMC Section 2.18.040).

Purpose: It shall be the duty of the committee to review all matters involving coastal and tidelands issues referred to the committee by resolution of the city council or by the city manager or designee. The city council may delegate particular issues or a general work plan for review and make recommendations within the time limits set out in the referring resolution by the city council (BMC Section 2.24.050).

NAME	TITLE	DATE APPOINTED	TERM EXPIRES
Michel Dedina	Member	11/18/2009	12/31/2012
Rita Lane	Member	11/18/2009	12/31/2012
Richard Pilgrim	Member	11/18/2009	12/31/2010
Edward Spriggs	Chair	11/19/2008	12/31/2010
Jean F. Villard	Member	11/18/2009	12/31/2010



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY BROWN, CITY MANAGER
MEETING DATE: December 2, 2009
ORIGINATING DEPT.: City Manager
SUBJECT: ADOPT RESOLUTION NO. 2009-6830 APPROVING AN
ADDENDUM TO THE MEMORANDA OF UNDERSTANDING
BETWEEN THE CITY AND THE IMPERIAL BEACH
FIREFIGHTER ASSOCIATION (IBFA) AND SERVICE
EMPLOYEES INTERNATIONAL UNION (SEIU) AND
AMENDING FISCAL YEAR 2009-10 BUDGET.

BACKGROUND:

City staff has met and conferred with the representatives of Imperial Beach Firefighters Association (IBFA) and the Service Employees International Union (SEIU) which represents our miscellaneous, lifeguard and part-time employees to reach an understanding for an Addendum to the Memoranda of Understanding (MOU'S) for Fiscal Year 2009-10.

DISCUSSION:

Changes include:

Fiscal Year 2009-10

Effective December 10, 2009 a \$750.00 stipend for those full-time staff employed as of November 2, 2009 (prorated for those that worked less than twelve months).

Part-time employees will receive a pro rata portion of \$750.00 based on number of hours work divided by 2080 (number of hours in a year not to go over 1000 hours) in FY08-09 for those employed July 1, 2009.

ENVIRONMENTAL IMPACT

None

FISCAL IMPACT:

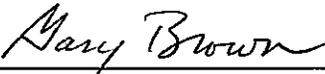
This stipend increase will cost approximately \$ 83,000 and the funds will come from various accounts as indicated in the attached resolution.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2009-6830 approving an addendum to the MOU on wages between the City of Imperial Beach and Imperial Beach Firefighters Association (IBFA) and Service Employees International Union (SEIU) and amending the budget for a one-year term commencing on July 1, 2009 and ending on June 30, 2010.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Resolution No. 2009-6830
2. Memorandum Addendum to Article 19.0 Salaries

RESOLUTION NO. 2009-6830

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH APPROVING AN ADDENDUM TO MEMORANDA OF UNDERSTANDING ADDENDUM BETWEEN THE CITY AND THE IMPERIAL BEACH FIREFIGHTER ASSOCIATION (IBFA) AND SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) AND AMENDNING FISCAL YEAR 2009-10 BUDGET.

WHEREAS, city staff met and conferred with the representatives of the Imperial Beach Firefighter Association and Service Employees International Union to amend Fiscal Year 2009-10 budget.

WHEREAS, the City Manager is recommending revisions to the budget for 2009-10 to allow for the addendum to the Memoranda of Understanding (MOU's) for the Imperial Beach Firefighter Association and the Service Employees International Union.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitations are true and correct.
2. Effective December 10, 2009 a \$750.00 stipend for those full-time staff employed as of November 2, 2009 (prorated for those that worked less than twelve months).
3. Part-time employees will receive a pro rata portion of \$750.00 based on number of hours work divided by 2080 (number of hours in a year not to go over 1000 hours) in FY08-09 for those employed July 1, 2009.
4. That the City Council authorizes amending FY 09-10 budget as follows:

<u>FY2009-10</u>	<u>Budget Code</u>	<u>Department Description</u>	<u>Amount</u>
Transfer from:	101-0000-253-00-00	Unallocated General Fund Balance	\$9,000
Transfer to:	101-3020-xxx-xx-xx	Misc. Fire Dept. Accts. as appropriate	\$9,000

Directing the Director of Finance to transfer from various accounts, including but not limited to the unallocated general fund balance, and to transfer to departments as appropriate an amount not to exceed \$74,000 in FY10. Exact amount will be reported in the next quarterly budget update.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 2nd day of December 2009, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

CITY OF IMPERIAL BEACH

**ADDENDUM TO MEMORANDA OF UNDERSTANDING
FOR IMPERIAL BEACH FIREFIGHTERS ASSOCIATION
AND THE SERVICE EMPLOYEES INTERNATIONAL UNION**

ARTICLE 19.0 Salaries

1. Stipend - One time stipend of \$750.00 effective December 10, 2009 for those employed as of November 2, 2009 (prorated for those that worked less than twelve months). This stipend will not be considered compensation in regards to PERS
2. Part-time employees will receive a pro rata portion of \$750.00 based on number of hours work divided by 2080 (number of hours in a fiscal year not to exceed 1000 hours) in FY08-09 for those employed July 1, 2009.



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY R. BROWN, CITY MANAGER

MEETING DATE: DECEMBER 2, 2009

ORIGINATING DEPT.: CITY ATTORNEY

SUBJECT: ORDINANCE NO. 2009-1095 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA ADDING CHAPTER 16.12 (WATER EFFICIENT LANDSCAPE REGULATIONS) TO THE IMPERIAL BEACH MUNICIPAL CODE

BACKGROUND:

The California Legislature, in 2008, adopted water conservation measures involving landscaping that must be approved by each city in the state of California. The Water Conservation and Landscaping Act of 2008 (A.B. 1881, Laird) requires cities and counties, including charter cities, to adopt landscape water conservation ordinances by January 1, 2010. The Department of Water Resources prepared a Model Water Efficient Landscape Ordinance for the cities to follow. The legislation requires each city to either adopt the state ordinance or an equivalent ordinance that achieves the same water savings. If a city does not adopt its own ordinance on or before January 1, 2010, the State Model Ordinance will apply in the jurisdiction as of that date.

As part of the adoption process, the state Department of Water Resources has encouraged local jurisdictions to adopt regional models to assist developers who move from city to city in complying with the new regulations. The County of San Diego has had a model committee in place for the last eight months drafting a regional model. Several problems were encountered in working with the state model, in that the original state model was rejected by the Office of Administrative Law as not possessing the "clarity" required of state regulations. Because of this drafting problem, the original model ordinance was rejected by the state's Regulations Clearinghouse and a new model ordinance was not distributed throughout the state until September. The ordinance before the Council is based on the regional model approved by the County committee with certain modifications based on local conditions in Imperial Beach. This program is a state mandated cost.

DISCUSSION:

The ordinance establishes a new chapter in the Municipal Code (Chapter 16.12 (Water Efficient Landscape Regulations)). The Community Development Department will require landscape approvals with any building permit or other discretionary permit that meet the thresholds established in the ordinance.

Under Section 16.12.040, the projects subject to the ordinance are listed as follows:

- (1) A project for an industrial, commercial, institutional or multi-family residential use where the landscaped area is greater than or equal to *2,500 square feet*.
- (2) Developer installed residential and common area landscapes where the total landscaped area for the development is greater than or equal to *2,500 square feet*.
- (3) A new single family residence with homeowner provided landscaping, where the landscaped area is greater than or equal to 5,000 square feet.
- (4) A model home that includes a landscaped area.
- (5) A public agency project that contains a landscaped area 2,500 square feet or more.
- (6) A rehabilitated landscape for an existing industrial, commercial, institutional, public agency or multifamily use where a building permit or discretionary permit is being issued and the applicant is installing or modifying 2,500 square feet or more of landscaping.
- (7) A cemetery under limited requirements in section 16.12.170.
- (8) A new single-family residence with homeowner provided landscaping, where the landscape area is less than 5,000 square feet, under limited requirements in section 16.12.160.

These categories match the requirements of the State model ordinance. The City's ordinance contains findings that this ordinance is as effective as the State ordinance, considering the thresholds are identical. For the most part, very few homes will be subject to the regulations in Imperial Beach. The minimum threshold for a single family residence is 5,000 square feet of landscaped area. Therefore, there are very few residential lots in the City of Imperial Beach that meet this threshold.

The exceptions to the new rules are as follows:

- (1) A registered local, State or federal historical site.
- (2) An ecological restoration project that does not require a permanent irrigation system.
- (3) A mined land reclamation project that does not require a permanent irrigation system.
- (4) A botanical garden or arboretum, open to the public.
- (5) Any single-family residence that is being rebuilt after it was destroyed due to a natural disaster, such as a fire, earthquake, hurricane or tornado.

One of the more significant exceptions for Imperial Beach is the ecological restoration project area. Considering work that may be done on the bay or in the Tijuana Estuary is exempt, this exception is significant for Imperial Beach.

Each project that meets the minimum thresholds of the ordinance will require detailed plans of irrigation and the types of plants contained in landscaped area. Developers will be required to self-certify the landscaping by a landscape professional or other equivalent professional capable of making such a certification. The purpose of these plans is to eliminate overwatering, overspray, and other water-wasting practices. Attached as Attachment 3 is the Guide (WOCOLS III) that is a required element of the Ordinance that establishes certain parameters of the regulations, including determining the water requirements of various species of plants.

Upon approval by the Council, City staff will forward a copy of the City's ordinance to the State as required under the legislation. If the state determines that the City's ordinance does not achieve the water savings of the State model, the City could be subject to an enforcement action by the State. Since no baselines have been established before the state ordinance, it is difficult for us to determine the baseline the City is supposed to achieve. However, since the City has adopted equivalent procedures and thresholds, staff can safely recommend that the ordinance before the Council meets the requirements of law.

ENVIRONMENTAL IMPACT

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15308 (Actions by Regulatory Agencies for Protection of the Environment) of the State's CEQA guidelines.

FISCAL IMPACT:

The fiscal impact of this proposal is unknown. While this is a state mandated program, it does authorize the City to charge fees for processing any projects. However, there are no reimbursements for City compliance with these rules.

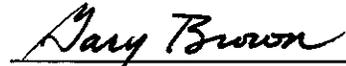
DEPARTMENT RECOMMENDATION:

Staff recommends the Mayor and City Council:

1. Receive report.
2. Mayor calls for reading of the title of the Ordinance No. 2009-1095, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, ADDING CHAPTER 16.12 (WATER EFFICIENT LANDSCAPE REGULATIONS) TO THE IMPERIAL BEACH MUNICIPAL CODE".
3. City Clerk to read title of Ordinance No. 2009-1095.
4. Motion to waive further reading and dispense with introduction by title only and set the matter for adoption at the next regularly scheduled City Council meeting.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary R. Brown, City Manager

Attachments:

1. Ordinance No. 2009-1095 (Including Exhibit A to Ordinance No. 2009-1095)
2. A Guide to Estimating Irrigation Water Needs of Landscape Plantings in California (including WOCOLS III).

JAMES C. JANNEY, MAYOR

ATTEST:

**JACQUELINE M. HALD, CMC
CITY CLERK**

APPROVED AS TO FORM:

**JAMES P. LOUGH
CITY ATTORNEY**

CHAPTER 16.12. WATER EFFICIENT LANDSCAPE REGULATIONS

- 16.12.010. Purpose.**
- 16.12.020. Findings.**
- 16.12.030. Definitions**
- 16.12.040. Applicability**
- 16.12.050. Landscape Approval**
- 16.12.060. Administration, Enforcement and Landscape Manual**
- 16.12.070. Landscape Documentation Package**
- 16.12.080. Soil Management Report**
- 16.12.090. Planting and Irrigation Plan**
- 16.12.100. Water Efficient Landscape Worksheet**
- 16.12.110. Grading Design Plan**
- 16.12.120. Irrigation Schedule**
- 16.12.130. Maximum Applied Water Use**
- 16.12.140. Estimated Total Water Use**
- 16.12.150. Adjustment to Landscaped Area for Non-Vegetated Area**
- 16.12.160. New Single Family Residential Projects with Limited Landscaping**
- 16.12.170. Cemeteries**
- 16.12.180. Regulations Applicable to Use of Turf on Landscaped Areas**
- 16.12.190. Projects with Model Homes**
- 16.12.200. Recycled Water**
- 16.12.210. Landscaping and Irrigation Installation**
- 16.12.220. Landscaping and Irrigation Maintenance**
- 16.12.230. Certificate of Completion**
- 16.12.240. Waste Water Prevention**
- 16.12.250. Enforcement**
- 16.12.260. Fees**

16.12.010. Purpose

The State Legislature determined in the Water Conservation in Landscaping Act (the "Act"), Government Code sections 65591 et seq., that the State's water resources are in limited supply. The Legislature also recognized that while landscaping is essential to the quality of life in California, landscape design, installation, maintenance and management must be water efficient. The general purpose of this chapter is to establish landscaping efficiency standards for landscaping in the City that implement design requirements established by the Act. Consistent with the Legislature's findings, the purpose of this ordinance is to:

- (a) Promote the values and benefits of landscapes while recognizing the need to utilize water and other resources as efficiently as possible.

(b) Establish a structure for planning, designing, installing, maintaining and managing water efficient landscapes in new construction.

(c) Promote the use, when available, of tertiary treated recycled water, for irrigating landscaping.

(d) Use water efficiently without waste by setting a Maximum Applied Water Allowance as an upper limit for water use and reduce water use for landscaping to the lowest practical amount.

(e) Encourage water users of existing landscapes to water efficiently and without waste.

16.12.020. Findings.

This Chapter implements the Efficiency Regulations Water Conservation in Landscaping Act. The requirements of this chapter reduce water use associated with irrigation of outdoor landscaping by setting a maximum amount of water to be applied to landscaping and by designing, installing and maintaining water efficient landscapes consistent with the water allowance. The provisions of this ordinance are equivalent to and at least as effective as the provisions of the state Model Landscape Ordinance because the calculation of maximum applied water allowance (MAWA) and the resulting restrictions on irrigation and process are similar, though tailored to CITY's existing regulatory procedures.

The requirements herein are intended to reduce water usage in Imperial Beach to the same extent as the Model Landscape Ordinance prepared by the State of California. In implementing this law, the City shall endeavor to apply the law in a manner which will result in long-term water savings to the Citizens of the State as required by law. The water savings shall be achieved through permanent landscape rules using irrigation management, greater use of drought-tolerant plantings and improved design criteria.

In adopting this Chapter the City Council finds and determines that this Chapter will be as effective as the state Model Landscape Ordinance and are based on the San Diego County Regional Model Ordinance with changes for local and climatic conditions. The threshold regulations are based on those in the State Model Landscape Ordinance as modified by the San Diego Regional Model Ordinance. The uniformity with the County Model will assist developers and property owners in meeting the requirements of this Chapter.

16.12.030. Definitions.

The following definitions shall apply to this chapter:

- (a) "Automatic irrigation controller" means an automatic timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers shall schedule irrigation events using either evapotranspiration (ET_o) (weather-based) or moisture sensor data.
- (b) "Building permit" means a permit to engage in a certain type of construction on a specific location, including a plumbing permit.
- (c) "Certified landscape irrigation auditor" means a person certified to perform landscape irrigation audit by an accredited academic institution, a professional trade organization or other accredited certification program.
- (d) "Developer" means a person who seeks or receives permits for or who undertakes land development activities, who is not a single family homeowner. Developer includes developer's partner, associate, employee, consultant, trustee or agent, or anyone who builds residential or commercial developments.
- (e) "Director" means the Director of Community Development or anyone to whom the Director has designated or hired to administer or enforce this chapter.
- (f) "Discretionary Permit" means any permit requiring a decision-making body to exercise judgment prior to its approval, conditional approval or denial.
- (g) "Estimated total water use" (ETWU) means the estimated total water use in gallons per year for a landscaped area.
- (h) "ET adjustment factor" (ETAF) means a factor that when applied to reference evapotranspiration, adjusts for plant water requirements and irrigation efficiency, two major influences on the amount of water that is required for healthy landscape.
- (i) "Evapotranspiration" (ET_o) means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time period. "Reference evapotranspiration" means a standard measurement of environmental parameters which affect the water use of plants. ET_o is given in inches per day, month or year and is an estimate of the evapotranspiration of a large field of four-inches to seven-inches tall cool season turf that is well watered. Reference evapotranspiration is used as the basis of determining the MAWA so that regional differences in climate can be accommodated.
- (j) "Grading" means an importation, excavation, movement, loosening or compaction of soil or rock.
- (k) "Hardscape" means any durable surface material, pervious or non-pervious.

(l) "Homeowner-provided landscaping" means landscaping installed either by a private individual for a single family residence or installed by a licensed contractor hired by a homeowner.

(m) "Hydrozone" means a portion of the landscape area having plants with similar water needs. A hydrozone may be irrigated or non-irrigated.

(n) "Invasive species" means vegetation that is not native to the area where it occurs and interferes with native species growing or attempting to grow in the area based on applicable federal or state guidelines for the location.

(o) "Irrigation audit" means an inspection which includes an in depth evaluation of the performance of an irrigation system conducted by a certified landscape irrigation auditor. An irrigation audit may include, but is not limited to, inspection, system tune up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow and preparation of an irrigation schedule.

(p) "Irrigation efficiency" means the measurement of the amount of water beneficially used divided by the water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices.

(q) "Landscaped area" means an area with outdoor plants, turf and other vegetation that uses water provided by a public water purveyor within the City of Imperial Beach. A landscaped area includes a water feature either in an area with vegetation or that stands alone. A landscaped area may also include design features adjacent to an area with vegetation when allowed under section 16.12.150. A landscaped area does not include the footprint of a building, decks, patio, sidewalk, driveway, parking lot or other hardscape. A landscaped area also does not include an area without irrigation designated for non-development such as designated open space or area with existing native vegetation.

(r) "Landscape design manual" means the manual, approved by the Director of Community Development that establishes specific design criteria and guidance to implement the requirements of this chapter.

(s) "Low head drainage" means a sprinkler head or other irrigation device that continues to emit water after the water to the zone in which the device is located has shut off.

(t) "Low volume irrigation" means the application of irrigation water at low pressure through a system of tubing or lateral lines and low volume emitters such as drip lines or bubblers.

(u) "Mass grading" means the movement of more than 5000 cubic yards of soil by mechanical means to alter the topographic features of a site.

(v) "Maximum Applied Water Allowance" (MAWA) means the maximum allowed annual water use for a specific landscaped area based on the square footage of the area, the ETAF and the reference ETo.

(w) "Mulch" means an organic material such as leaves, bark, straw or inorganic mineral materials such as rocks, gravel or decomposed granite left loose and applied to the soil surface to reduce evaporation, suppress weeds, moderate soil temperature or prevent soil erosion.

(x) "Overspray" means the water from irrigation that is delivered outside an area targeted for the irrigation and makes contact with a surface not intended to be irrigated.

(y) "Passive area" means an area that receives irrigation but is not used for recreation and is intended for limited access, aesthetic uses.

(z) "Pervious" means any surface or material that allows the passage of water through the material and into underlying soil.

(aa) "Plant factor" means a factor when multiplied by the ETo, estimates the amount of water a plant needs.

(bb) "Public water purveyor" means a public utility, municipal water district, municipal irrigation district or municipality that delivers water to customers.

(cc) "Recreational area" means an area intended for active use by persons for sports or other forms of recreation.

(dd) "Recycled water" means waste water that has been treated at the highest level required by the California Department of Health Services for water not intended for human consumption. "Tertiary treated recycled water" means water that has been through three levels of treatment including filtration and disinfection.

(ee) "Runoff" means water that is not absorbed by the soil or landscape to which it is applied and flows from the landscaped area.

(ff) "Special landscaped area" means an area of the landscape dedicated to edible plants, an area irrigated with recycled water or an area dedicated to active play such as a park's sports field or golf course where turf provides a playing surface.

(gg) "Subsurface irrigation" means an irrigation device with a delivery line and water emitters installed below the soil surface that slowly and frequently emit small amounts of water into the soil to irrigate plant roots.

(hh) "Transitional area" means an area immediately adjacent to an area that contains vegetation but is not irrigated and will not be irrigated.

(ii) "Turf" means a groundcover surface of mowed grass.

(jj) "Water feature" means a design element where open water performs an aesthetic or recreational function. A water feature includes a pond, lake, waterfall, fountain, artificial streams, spa and swimming pool where a public water purveyor within the City of Imperial Beach provides water for the feature. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices are not water features.

(kk) "WUCOLS III" means Water Use Classification of Landscape Species and refers to the Department of Water Resources 1999 publication authored by a U.C. Cooperative extension employee, Larry Costello.

16.12.040. Applicability

(a) This chapter shall apply to the following projects for which the City requires a building permit or a discretionary permit after the chapter's effective date:

(1) A project for an industrial, commercial, institutional or multi-family residential use where the landscaped area is greater than or equal to *2,500 square feet*.

(2) Developer installed residential and common area landscapes where the total landscaped area for the development is greater than or equal to *2,500 square feet*.

(3) A new single family residence with homeowner provided landscaping, where the landscaped area is greater than or equal to *5,000 square feet*.

(4) A model home that includes a landscaped area.

(5) A public agency project that contains a landscaped area *2,500 square feet* or more.

(6) A rehabilitated landscape for an existing industrial, commercial, institutional, public agency or multifamily use where a building permit or discretionary permit is being issued and the applicant is installing or modifying *2,500 square feet* or more of landscaping.

(7) A cemetery under limited requirements in section 16.12.170.

(8) A new single-family residence with homeowner provided landscaping, where the landscape area is less than 5,000 square feet, under limited requirements in section 16.12.160.

(b) This chapter shall not apply to the following:

- (1) A registered local, state or federal historical site.
- (2) An ecological restoration project that does not require a permanent irrigation system.
- (3) A mined land reclamation project that does not require a permanent irrigation system.
- (4) A botanical garden or arboretum, open to the public.
- (5) Any single-family residence that is being rebuilt after it was destroyed due to a natural disaster, such as a fire, earthquake, hurricane or tornado.

16.12.050. Landscape Approval

(a) No person who installs landscaping for a project subject to this chapter shall install landscaping without the review and approval required by this chapter.

(b) A person constructing a project subject to the requirements of this chapter, as set out in section 16.12.040, shall obtain approval for the landscaped area as follows:

(1) A person applying for a building permit for a single family residence shall obtain an approval of the landscaping from the City of Imperial Beach as part of the permitting process.

(2) A person applying for a discretionary permit described in section 16.12.040:

(i) Shall submit a landscape concept plan with the discretionary permit application. The concept plan shall include representation of the site features, proposed plantings areas and the proposed method and type of irrigation.

(ii) Shall obtain approval for landscaping as part of the permitting process for each building permit for each project segment that requires installation of a water meter or connection to an existing water meter.

(iii) May use "typical" plans for Developer-installed landscaping for Single-family homes.

16.12.060. Administration, Enforcement and Landscape Manual.

(a) The Director of Community Development or designee shall administer and enforce this chapter.

(b) The Director of Community Development or designee shall prepare a landscape design manual that provides guidance to applicants on how to comply with the requirements of this chapter. The Director of Community Development or designee may designate the County of San Diego's Landscape Manual or other local jurisdiction, as they are applicable to the requirements of this Chapter, as the City of Imperial Beach Landscape Manual.

16.12.070. Landscape Documentation Package.

(a) Except as provided in subsection (b) an application for a building permit for a project described in Section 16.12.040 shall submit a landscape documentation package that complies with the provisions of this chapter and with the Landscape Design Manual with the permit application.

(b) An applicant for a building permit for a single family residence with a landscaped area less than 5,000 square feet is not required to submit a landscape documentation package with the permit application, but shall comply with section 16.12.160. An applicant for a permit for a cemetery is not required to submit a landscape documentation package, but shall comply with section 16.12.170.

(c) The landscape documentation package required by subsection (a) shall contain the following:

(1) A soil management report and plan that complies with section 16.12.080 that analyzes the soil within each landscaped area of the project and makes recommendations regarding soil additives.

(2) Planting and irrigation plans that comply with section 16.12.090 that describe the landscaping and irrigation for the project.

(3) A water efficient landscape worksheet that complies with section 16.12.100 that calculates the MAWA and the ETWU for the project.

(4) A grading design plan that complies with section 16.12.110 that describes the grading of the project. If the project applicant has submitted a grading plan with the application for the project, the Director may accept that grading plan in lieu of the grading design plan required by this subsection if the grading plan complies with section 16.12.110.

16.12.080. Soil Management Report.

(a) The soil management report required by section 16.12.070 shall be prepared by a licensed landscape architect, licensed civil engineer, or licensed architect, or other person with similar training necessary to approve the applicable plan, and contain the following information:

1. An analysis of the soil for the proposed landscape areas of the project that includes information about the soil texture, soil infiltration rate, pH, total soluble salts, sodium, percent organic matter.
2. Recommendations about soil amendments that may be necessary to foster plant growth and plant survival in the landscaped area using efficient irrigation techniques.

(b) When a project involves mass grading of a site, the applicant shall submit the soil management report that complies with subsection (a) above with the certificate of completion.

(c) The soil management report shall include information regarding proposed soil amendments and mulch:

(1) The report shall identify the type and amount of mulch for each area where mulch is applied. Mulch shall be used as follows:

- (i) A minimum two-inch layer of mulch shall be applied on all exposed soil surfaces in each landscaped area except in turf areas, creeping or rooting ground covers or direct seeding applications where mulch is contraindicated.
- (ii) Stabilizing mulch shall be applied on slopes
- (iii) The mulching portion of seed/mulch slurry in hydro-seeded applications shall comply with subsection (a) above.
- (iv) Highly flammable mulch material shall not be used.

(2) The report shall identify any soil amendments and their type and quantity.

16.12.090 PLANTING AND IRRIGATION PLANS

(a) The planting and irrigation plans required by section 16.12.070 shall be prepared by a licensed landscape architect, licensed civil engineer, licensed architect or other person with similar professional training necessary to approve the applicable Plan. The plans shall:

(1) Include the MAWA for the plans, including the calculations used to determine the MAWA. The calculations shall be based on the formula in section 16.12.130.

(2) Included the ETWU for the plans, including the calculations used to determine the ETWU. The calculations shall be based on the formula in section 16.12.140.

(3) Include a statement signed under penalty of perjury by the person who prepared the plan that provides, "I am familiar with the requirements for landscape and irrigation plans contained in the City of Imperial Beach's Water Efficient Landscape Regulations. I have prepared this plan in compliance with those regulations and the Landscape Design Manual. I certify that the plan implements those regulations to provide efficient use of water."

(4) Demonstrate compliance with best management practices required by Chapters 8.31 & 8.32 of the Imperial Beach Municipal Code (*Watershed Protection, Stormwater Management and Discharge Control regulations*).

(5) Address fire safety issues and demonstrate compliance with applicable State and City of Imperial Beach requirements for defensible space around buildings and structures and shall avoid the use of fire prone vegetation.

(b) The planting plan shall meet the following requirements:

(1) The plan shall include a list of all vegetation by common and botanical plant name, which exists in the proposed landscaped area. The plan shall state what vegetation will be retained and what will be removed.

(2) The plan shall include a list of all vegetation by common and botanical plant name which will be added to each landscaped area. No invasive plant species shall be added to a landscaped area. The plan shall include the total quantities by container size and species. If the applicant intends to plant seeds, the plan shall describe the seed mixes and applicable purity and germination specifications.

(3) The plan shall include a detailed description of each water feature that will be included in the landscaped area.

(4) The plan shall be accompanied by a drawing showing on a page or pages, the specific location of all vegetation, retained or planted, the plant spacing and plant size, natural features, water features, and hardscape areas. The drawing shall include a legend listing the common and botanical plant name of each plant shown on the drawing.

(5) All plants shall be grouped in hydrozones and the irrigation shall be designed to deliver water to hydrozones based on the moisture requirements of the plant grouping. A hydrozone may mix plants of moderate and low water use or mix plants of high water use with plants of moderate water use. No high water use plants shall be allowed in a low water use hydrozone. The plan shall also demonstrate how the plant groupings accomplish the most efficient use of water.

(6) The plan shall identify areas permanently and solely dedicated to edible plants.

(7) The plan shall demonstrate that landscaping when installed and at maturity will be positioned to avoid obstructing motorists' views of pedestrian crossings, driveways, roadways and other vehicular travel ways. If the landscaping will require maintenance to avoid obstructing motorist's views, the plan shall describe the maintenance and the frequency of the proposed maintenance.

(8) The plan shall avoid the use of landscaping with known surface root problems adjacent to a paved area, unless the plan provides for installation of root control barriers or other appropriate devices to control surface roots.

(9) Plants in a transitional area shall consist of a combination of site adaptive and compatible native and/or non-native species. No invasive species shall be introduced or tolerated in a transitional area. The irrigation in a transitional area shall be designed so that no overspray or runoff shall enter an adjacent area that is not irrigated.

(10) On a project other than a single-family residence, the plan shall identify passive and active recreational areas.

(c) The Irrigation Plan shall meet the following requirements:

(1) The plan shall show the location, type and size of all components of the irrigation system that will provide water to the landscaped area, including the controller, water lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices.

(2) The plan shall show the static water pressure at the point of connection to the public water supply and the flow rate in gallons, the application rate in inches per hour and the design operating pressure in pressure per square inch for each station.

(3) The irrigation system shall be designed to prevent runoff, overspray, low-head drainage and other similar conditions where irrigation water flows or sprays onto areas not intended for irrigation. The plan shall also demonstrate how

grading and drainage techniques promote healthy plant growth and prevent erosion and runoff.

(4) The plan shall identify each area irrigated with recycled water.

(5) The plan shall provide that any slope greater than 25 percent will be irrigated with an irrigation system with a precipitation rate of .75 inches per hour or less to prevent runoff and erosion. As used in this chapter, 25 percent grade means one foot of vertical elevation change for every four feet of horizontal length. An applicant may employ an alternative design if the plan demonstrates that no runoff or erosion will occur.

(6) The plan shall provide that all wiring and piping under a paved area that a vehicle may use, such as a parking area, driveway or roadway, will be installed inside a PVC conduit.

(7) The plan shall provide that irrigation piping and irrigation devices that deliver water, such as sprinkler heads, shall be installed below grade if they are within 24 inches of a vehicle or pedestrian use area. The Director may allow on-grade piping where landform constraints make below grade piping infeasible.

(8) The plan shall provide that only low volume or subsurface irrigation shall be used to irrigate any vegetation within 24 inches of an impermeable surface unless the adjacent impermeable surfaces are designed and constructed to cause water to drain entirely into a landscaped area.

(9) The irrigation system shall provide for the installation of a manual shutoff valve as close as possible to the water supply. Additional manual shutoff valves shall be installed between each zone of the irrigation system and the water supply.

(10) The irrigation system shall provide that irrigation for any landscaped area will be regulated by an automatic irrigation controller.

(11) The irrigation system shall be designed with landscape irrigation efficiency necessary to meet the MAWA.

(12) The plan shall describe each automatic irrigation controller the system uses to regulate the irrigation schedule and whether it is a weather based system or moisture detection system. The plan shall depict the location of electrical service for the automatic irrigation controller or describe the use of batteries or solar power that will power valves or a smart controller.

16.12.100. Water Efficient Landscape Worksheet.

The water efficient landscape worksheet required by section 16.12.070 shall be prepared by a licensed landscape architect, licensed civil engineer, licensed architect or other person with similar professional training and shall contain the following:

(a) A hydrozone information table that contains a list of each hydrozone in the landscaped area of the project and complies with the following requirements:

1. For each hydrozone listed, the table shall identify the plant types and water features in the hydrozone, the irrigation methods uses, the square footage and the percentage of the total landscaped area of the project that the hydrozone represents.
2. The plant types shall be categorized as turf, high water use, moderate water use or low water use.

(b) Water budget calculations, which shall meet the following requirements:

1. The plant factor used shall be from WUCOLS III. The plant factor ranges from 0.1 for very low water use plants, 0.3 for low water use plants, 0.5 for moderate water use plants, and 0.8 for high water use plants. A plan that mixes plants in a hydrozone that require a different amount of water shall use the plant factor for the highest water using plant in the hydrozone. Turf shall have a plant factor of 1.0.
2. Temporarily irrigated areas shall be included in the low water use hydrozone. Temporarily irrigated as used in this chapter means the period of time when plantings only received water until they become established.
3. The surface area of a water feature shall be included in a high water use hydrozone.
4. The calculations shall use the formula for the MAWA in section 16.12.130 and for the ETWU in section 16.12.140.
5. Each special landscaped area shall be identified on the worksheet and the area's water use calculated using an ETAF of 1.0.

16.12.110. Grading Design Plan.

The grading design plan required by section 16.12.070 shall be prepared by a California licensed civil engineer, licensed landscape architect, licensed architect or person with similar professional training and shall comply with the following requirements:

(a) The grading on the project site shall be designed for the efficient use of water by minimizing soil erosion, runoff and water waste, resulting from precipitation and irrigation.

(b) The plan shall show the finished configurations and elevations of each landscaped area including the height of graded slopes, the drainage pattern, pad elevations, finish grade and any stormwater retention improvements.

16.12.120. Irrigation Schedule.

The irrigation schedule required by section 16.12.070 shall be prepared by a licensed landscape architect, licensed civil engineer, licensed architect or person with similar professional training and provide the following information.

(a) A description of the automatic irrigation system that will be used for the project.

(b) The evapotranspiration data relied on to develop the irrigation schedule, including the source of the data.

(c) The time period when overhead irrigation will be scheduled and confirm that no overhead irrigation shall be used between the hours of 10:00 a.m. and 8:00 p.m.

(d) The parameters used for setting the irrigation system controller for watering times for:

1. The plant establishment period.
2. Established landscaping.
3. Temporarily irrigated areas
4. Different seasons during the year.

(e) The consideration used for each station for the following factors:

1. The days between irrigation.
2. Station run time in minutes for each irrigation event, designed to avoid runoff.
3. Number of cycle starts required for each irrigation event, designed to avoid runoff.
4. Amount of water to be applied on a monthly basis.

5. The root depth setting.
6. The plant type setting.
7. The soil type.
8. The slope factor
9. The shade factor.

16.12.130. Maximum Applied Water Use.

(a) A landscape project subject to this chapter shall not exceed the MAWA. The MAWA for a landscape project shall be determined by the following calculation:

$$\text{MAWA} = (\text{ET}_o)(0.62)[0.7 \times \text{LA} + 0.3 \times \text{SLA}]$$

(b) The abbreviations used in the equation have the following meanings:

1. MAWA = Maximum Applied Water Allowance in gallons per year.
2. ET_o = Evapotranspiration in inches per year.
3. 0.62 = Conversion factor to gallons per square foot.
4. 0.7 = ET adjustment factor for plant factors and irrigation efficiency
5. LA = Landscaped area includes special landscaped area in square feet.
6. 0.3 = the additional ET adjustment factor for a special landscaped area ($1.0 - 0.7 = 0.3$)
7. SLA = Portion of the landscaped area identified as a special landscaped area in square feet.

16.12.140. Estimated Total Water Use.

(a) An applicant for a project subject to this chapter shall calculate the ETWU for each landscaped area and the entire project using the following equation:

$$\text{ETWU} = (\text{ET}_o)(0.62)(\text{PF} \times \text{HA} / \text{IE} + \text{SLA})$$

(b) The abbreviations used in the equation have the following meanings:

1. ETWU = Estimated total water use in gallons per year.

2. ETo = Evapotranspiration in inches per year.
3. 0.62 = Conversion factor to gallons per square foot.
4. PF = Plant factor from WUCOLS
5. HA = Hydrozone Area in square feet. Each HA shall be classified based upon the data included in the landscape and irrigation plan as high, medium or low water use.
6. IE = Irrigation Efficiency (minimum 0.71).
7. SLA = Special landscaped area in square feet.

(c) The ETWU for a proposed project shall not exceed the MAWA.

16.12.150. Adjustment to Landscaped Area for Non-Vegetated Area.

Rock and stone or pervious design features, such as decomposing granite ground cover that are adjacent to a vegetated area may be included in the calculation of the MAWA and ETWU provided the features are integrated into the design of the landscape area and primary purpose of the feature is decorative.

16.12.160. New Single Family Residential Projects with Limited Landscaping.

An applicant for a building permit for a new single family residence subject to this chapter where the landscaped area of the project is less than 5,000 square feet shall, as a condition of obtaining a building permit, submit an application to establish a MAWA and/or a best landscape design practices checklist for the property on the form approved by the Director.

16.12.170. Cemeteries

(a) A person submitting an application for a Conditional Use Permit for a cemetery shall submit the following:

- (1) A concept plan, as described in section 16.12.050.
- (2) A water efficient irrigation worksheet that calculated the MAWA for the project with the application that complies with section 16.12.100.
- (3) A landscape irrigation and maintenance schedule that complies with 16.12.230.

16.12.180. Regulations Applicable to Use of Turf on Landscaped Areas.

The following regulations shall apply to the use of turf on a project subject to this chapter:

- (a) Only low volume or subsurface irrigation shall be used for turf in a landscaped area:
 - 1. On a slope greater than 25 percent grade where the toe of the slope is adjacent to an impermeable hardscape.
 - 2. Where any dimension of the landscaped area is less than six feet wide.
- (b) On a commercial, industrial or multi-family project, no turf shall be allowed on a center island median strip or on a parking lot island.
- (c) A ball field, park, golf course, cemetery and other similar use shall be designed to limit turf in any portion of a landscaped area not essential for the operation of the facility.
- (d) No turf shall be allowed in a landscaped area that cannot be efficiently irrigated, such as avoiding runoff or overspray.

16.12.190. Projects with Model Homes.

A person who obtains a permit to construct a single family residential development that contains a model home shall provide a summary of this chapter prepared by the Director of Community Development to each adult visitor that visits a model home. If an adult visitor is accompanied by one or more adults during the visit, only one set of written materials is required to be provided. Each model home shall provide an educational sign in the front yard of the model home visible and readable from the roadway that the home faces that states in capital black lettering at least two inches high on a white sign, "THIS MODEL HOME USES WATER EFFICIENT LANDSCAPING AND IRRIGATION."

16.12.200. Recycled Water.

- (a) A person who obtains a permit for a project that is subject to this chapter shall use recycled water for irrigation when tertiary treated recycled water is available from the water purveyor who supplies water to the property for which the City issues a permit.
- (b) A person using recycled water shall install a dual distribution system for water received from a public water surveyor. Pipes carrying recycled water shall be purple.

(c) A person who uses recycled water under this section shall be entitled to an ETAF of 1.0.

(d) This section does not excuse a person using recycled water from complying with all State and local laws and regulations related to recycled water use.

16.12.210. Landscaping and Irrigation Installation.

A person issued a water use authorization for a project other than a single family residence where the landscaped area of the project is less than 5,000 square feet shall install the approved landscaping and irrigation system before final inspection of the project.

16.12.220. Landscaping and Irrigation Maintenance.

(a) A property owner using water on property subject to a landscape approval other than a single-family residence with a total landscaped area less than 5,000 square feet, shall prepare a maintenance schedule for the landscaping and irrigation system on the project. The schedule shall provide for (1) routine inspection to guard against runoff and erosion and to detect plant or irrigation system failure, (2) replacement of dead, dying and diseased vegetation, (3) eradication of invasive species, (4) repairing the irrigation system and its components, (5) replenishing mulch, (6) soil amendment when necessary to support and maintain healthy plant growth, (7) fertilizing, pruning and weeding and maintaining turf areas, and (8) maintenance to avoid obstruction of motorists' view. The schedule shall also identify who will be responsible for maintenance.

(b) After approval of a landscape plan, the owner is required to:

(1) Maintain and operate the landscaping and irrigation system on the property consistent with the MAWA.

(2) Maintain the irrigation system to meet or exceed an irrigation efficiency necessary to meet MAWA.

(3) Replace broken or malfunctioning irrigation system components with components of the same materials and specifications, their equivalent or better.

(4) Ensure that when vegetation is replaced, replacement plantings are representative of the hydrozone in which the plants were removed and are typical of the water use requirements of the plants removed, provided that the replaced vegetation does not result in mixing high water use plants with low water use plants in the same hydrozone.

16.12.230. Certificate of Completion.

Each person issued a landscape approval, other than a single family residence with a total landscaped area of less than 5,000 square feet shall submit:

(a) A signed certificate of completion, under penalty of perjury, on a form provided by the Director of Community Development within 10 days after installation.

(1) The certificate shall include a statement verifying that the landscaping and irrigation were installed as allowed in the approved landscape and irrigation plan, all approved soil amendments were implemented, the installed irrigation system is functioning as designed and approved, the irrigation control system was properly programmed in accordance with the irrigation schedule, and the person operating the system has received all required maintenance and irrigation plans.

(2) Where there have been significant changes to the landscape plan during the installation of landscaping or irrigation devices or irrigation system components, the professional of record for the landscape design shall submit "as built" plans that show the changes.

(3) The certificate shall be signed by the professional of record for the landscape design.

(b) An irrigation schedule that complies with section 16.12.120 that describes the irrigation times and water usage for the project.

(c) A soil management report that complies with section 16.12.080, if the applicant did not submit the report with the landscape documentation package.

16.12.240. Waste Water Prevention.

(a) No person shall use water for irrigation that due to runoff, low head drainage, overspray or other similar condition, water flows onto adjacent property, non-irrigated areas, structures, walkways, roadways or other paved areas.

(b) No person whose landscape is subject to a landscape approval pursuant to this chapter shall apply water to the landscape in excess of the MAWA.

16.12.250. Enforcement

(a) This Chapter shall be enforced using the civil and criminal provisions found in Title I (General Provisions) of the Imperial Beach Municipal Code. All remedies are cumulative.

(b) Nothing herein prevents the City from inspecting properties, in a manner allowed by law, to determine if violations of this Chapter have occurred, including the use of water audit procedures as authorized by law.

16.12.260. Fees

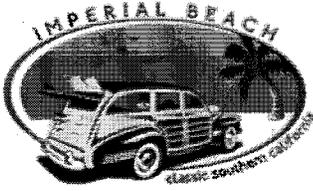
An applicant for a project subject to this chapter shall include with the application, all fees established by Resolution by the City Council to cover the City's cost to review an application, any required landscape documentation package and any other documents the City reviews pursuant to the requirements of this chapter.

Item No. 3.1

Attachment 2
Available in the City Clerk's
Office for Review

You may also view the
document on our website:

www.cityofib.com



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GARY BROWN, CITY MANAGER

MEETING DATE: DECEMBER 2, 2009

ORIGINATING DEPT.: COMMUNITY DEVELOPMENT
GREG WADE, DIRECTOR *GW*
ELIZABETH CUMMING, ASSISTANT PROJECT MANAGER

SUBJECT: REALLOCATION OF FISCAL YEAR 2009-2010 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FROM SPORTS PARK RESTROOM IMPROVEMENT PROJECT TO CIVIC CENTER CROSSWALK IMPROVEMENT PROJECT

BACKGROUND:

The Community Development Block Grant Program ("CDBG") is funded through the Department of Housing and Urban Development Department ("HUD"). The County of San Diego's Department of Housing and Community Development allocates funds to participating cities based on a formula that considers factors such as population, income level, and overcrowded housing.

The Draft Fiscal Year ("FY") 2009-2010 Annual Funding Plan Strategy ("Strategy") was presented to the Board of Supervisors in September 2008 with final approval by the Board of Supervisors taking place in May 2009. The projects selected and approved for funding for FY 2009-2010 were the Sports Park Improvement Project (\$63,170) and the Civic Center Cross Walk Project (\$72,929) for a total CDBG allocation of \$136,099.

The purpose of this meeting is to approve the reallocation of FY 2009-2010 CDBG funding allocated to the Sports Park Restroom Improvement Project (\$63,170) to the Civic Center Cross Walk Project (\$72,929).

DISCUSSION

CDBG-funded activities are intended to primarily benefit low-income and moderate-income residents of Imperial Beach. The CDGB program activities are expected to improve communities and/or neighborhoods by creating suitable living environments. One of the expected outcomes of CDGB activities is to increase and improve the accessibility of public infrastructure and buildings. The Sports Park Restroom Improvement Project and the Civic Center Cross Walk Project are both projects funded for FY 2009-2010. The Sports Park Restroom Improvement Project has already been allocated \$63,170. The Civic Center Cross Walk Project has been allocated \$72,929.

Currently, the City is also preparing to apply for CDBG Recovery (CDBG-R) funds of an estimated amount of \$63,000. Staff's initial desire was to supplement funding for the Civic

Center Cross Walk Project with CDBG-R funds. However, during project eligibility discussions with County HCD, it was learned that CDBG-R-funded projects must be separately bid and monitored. Given this restriction, staff is now proposing to supplement and fully fund the Civic Center Crosswalk Project by transferring the \$63,170 CDBG funds from the Sports Park Restroom Improvement Project to the Civic Center Cross Walk Project for a total funding allocation of \$136,099 for this project. The City would then submit a CDBG-R application for a separate project that would be solely supported and constructed with CDBG-R funds.

FISCAL IMPACT:

The City of Imperial Beach has already been allocated \$136,099 in CDBG funding for FY 2009-2010. If authorized by the City Council and approved by County HCD and HUD, FY 2009-2010 CDBG funds in the amount of \$63,170 would be reallocated from the Sports Park Restroom Improvement Project to the Civic Center Crosswalk Project for a total FY 2009-2010 funding allocation of \$136,099 for this project.

DEPARTMENT RECOMMENDATION:

That the City Council adopt Resolution No. 2009-6828 authorizing and requesting the transfer of \$63,170 FY 2009-2010 CDBG Funds from the Sports Park Restroom Improvement Project to the Civic Center Crosswalk Project, for a total FY 2009-2010 CDBG allocation of \$136,099 for this project.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Resolution No. 2009-6828

RESOLUTION NO. 2009-6828

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, REQUESTING REALLOCATION OF THE FISCAL YEAR 2009-2010 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the City Council of the City of Imperial Beach conducted public hearings to consider project proposals for the Fiscal Year 2009-2010 Community Development Block Grant ("CDBG") Program; and

WHEREAS, the Sports Park Improvement Project and the Civic Center Crosswalk Project were selected and allocated funding for the FY 2009-2010 cycle; and

WHEREAS, the City Council of the City of Imperial Beach now desires to fully fund the Civic Center Crosswalk Project with FY 2009-2010 CDBG funds by re-allocating the funds from the Sports Park Improvement Project (\$63,170) to the Civic Center Crosswalk Project (\$72,929); and

WHEREAS, the Civic Center Crosswalk Project will benefit and enhance the livability of the community by improving the accessibility of the City's public infrastructure; and

WHEREAS, the Civic Center Crosswalk Project is a project that will achieve an intended outcome of the CDBG program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach:

1. That it hereby requests that the County of San Diego Department of Housing and Community Development reallocate all of the FY 2009-2010 CDBG Funds (\$136,099) to the Civic Center Crosswalk Project; and
2. That the City Manager or his designee be authorized to execute and submit all documents including, but not limited to, applications, agreements, amendments, payment requests, etc., which may be necessary for the completion of the aforementioned project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its regular meeting held on the 2nd day of December 2009, by the following roll call vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
DISQUALIFIED:	COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

I, City Clerk of the City of Imperial Beach, do hereby certify the foregoing to be a true and correct copy of Resolution No. 2009-6828 – A Resolution of The City Council of the City of Imperial Beach Requesting the reallocation of the 2009-2010 Community Development Block Grant Funds.

CITY CLERK

DATE



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GARY BROWN, CITY MANAGER
MEETING DATE: DECEMBER 2, 2009
ORIGINATING DEPT.: PUBLIC WORKS *HAL*
SUBJECT: RESOLUTION AWARDING CAPITAL IMPROVEMENT
PROJECT DESIGN SERVICES TO CITY ENGINEER - BDS
ENGINEERING - TO WIT RTIP STREET IMPROVEMENTS CIP
PROJECT (S10-101)

BACKGROUND: The Five-Year Capital Improvement Program Budget Fiscal Year 2009/2010 through Fiscal Year 2013/2014 adopted by Resolution No. 2009-6732 - included annual RTIP (Regional Transportation Improvement Program) funded projects. Staff is proposing to award the Fiscal Year 2009/2010 project to the City Engineer, BDS Engineering, Inc., for design services.

BDS Engineering, Inc. entered into an agreement with the City for engineering services effective July 1, 2009 for a period of three years. As City Engineer, the agreement provides for engineering services for capital projects as follows: "Prepare plans, specifications, and contract documents for said capital improvement projects. One set (originals) of the approved plans, specifications and contract documents shall be furnished to the CITY to be reproduced by CITY for bidding purposes."

Currently, the City has accumulated approximately \$1,100,000 of Prop A funds which includes the \$467,000 American Recovery and Reinvestment Act (ARRA) funds awarded to the City as its share of these funds. These funds are available for expenditure in this fiscal year.

Staff has prepared a scope of work for sidewalk infill, new ADA intersection access ramps, cross gutter replacement, curb and gutter replacement and street overlay for the following street sections:

- 3rd Street (Imperial Beach Blvd. to Elm Ave.)
- 7th Street (Encina Avenue to Imperial Beach Blvd.)
- Grove Avenue (Connecticut Street to 8th Street)
- Adelfa Court (Oneonta Ave. to Hemlock Ave.)
- Delaware Street (Grove Ave. to Imperial Beach Blvd.)
- Arriba Avenue (9th Street to cul-de-sac)
- Elder Avenue (3rd Street to Seacoast Drive)
- Elder Avenue (10th Street to Florida Street)
- Elder Avenue (12th Street to East City Limits)
- 14th Street (Grove Ave. to Iris Ave.)

- Hemlock Avenue (Adelfa Court to 10th Street)
- Daisy Avenue (4th Street to 2nd Street)

DISCUSSION: Staff requested the City Engineer prepare a cost proposal to “prepare plans, specifications and contract documents for the ‘RTIP Street Improvements CIP Project (S10-101)’ project.” BDS Engineering has evaluated the project scope of work and submitted an estimated cost for this service at \$91,500.

ENVIRONMENTAL DETERMINATION:

Project is exempt from CEQA pursuant to CEQA Guidelines Section 15302(c): Replace or Reconstruction of Existing Utility Systems and Facilities. Not a project as defined by CEQA.

FISCAL IMPACT:

Estimated RTIP (Prop A) funds available (including ARRA funds)	\$1,100,000
BDS Engineering, Inc. plans, specifications and contract document services	\$ 91,500
Funds remaining for project construction and administration	\$1,008,500

DEPARTMENT RECOMMENDATION:

1. Receive this report.
2. Discuss the elements of the project listed and provide additional direction to staff if necessary.
3. Adopt the attached resolution authorizing the City Manager to approve a purchase order for the preparation of plans, specifications and contract document with BDS Engineering, City Engineer, for the project listed above.

CITY MANAGER’S RECOMMENDATION:

Approve Department recommendation.



 Gary Brown, City Manager

Attachments:

1. Resolution No. 2009-6831
2. BDS Engineering, Inc. letter dated November 18, 2009 – Ref: RTIP Street Improvement CIP Project

RESOLUTION NO. 2009-6831

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AWARDED CAPITAL IMPROVEMENT PROJECT DESIGN SERVICES TO CITY ENGINEER - BDS ENGINEERING - TO WIT RTIP STREET IMPROVEMENTS CIP PROJECT (S10-101)

WHEREAS, the Five-Year Capital Improvement Program Budget Fiscal Year 2009/2010 through Fiscal Year 2013/2014 adopted by Resolution No. 2009-6732 - included annual RTIP (Regional Transportation Improvement Program) funded projects; and

WHEREAS, staff is proposing to award the Fiscal Year 2009/2010 project to the City Engineer, BDS Engineering, Inc., for design services; and

WHEREAS, BDS Engineering, Inc. entered into an agreement with the City for engineering services effective July 1, 2009 for a period of three years; and

WHEREAS, as City Engineer, the agreement provides for engineering services for capital projects as follows: "Prepare plans, specifications, and contract documents for said capital improvement projects. One set (originals) of the approved plans, specifications and contract documents shall be furnished to the CITY to be reproduced by CITY for bidding purposes."; and

WHEREAS, currently the City has accumulated approximately \$1,100,000 of Prop A funds which includes the \$467,000 American Recovery and Reinvestment Act (ARRA) funds awarded to the City as its share of these funds; and

WHEREAS, these funds are available for expenditure in this fiscal year; and

WHEREAS, staff has prepared a scope of work for sidewalk infill, new ADA intersection access ramps, cross gutter replacement, curb and gutter replacement and street overlay for the following street sections:

- 3rd Street (Imperial Beach Blvd. to Elm Ave.)
- 7th Street (Encina Avenue to Imperial Beach Blvd.)
- Grove Avenue (Connecticut Street to 8th Street)
- Adelfa Court (Oneonta Ave. to Hemlock Ave.)
- Delaware Street (Grove Ave. to Imperial Beach Blvd.)
- Arriba Avenue (9th Street to cul-de-sac)
- Elder Avenue (3rd Street to Seacoast Drive)
- Elder Avenue (10th Street to Florida Street)
- Elder Avenue (12th Street to East City Limits)
- 14th Street (Grove Ave. to Iris Ave.)
- Hemlock Avenue (Adelfa Court to 10th Street)
- Daisy Avenue (4th Street to 2nd Street); and

WHEREAS, staff requested the City Engineer prepare a cost proposal to "prepare plans, specifications and contract documents for the 'RTIP Street Improvements CIP Project (S10-101)' project."; and

WHEREAS, BDS Engineering has evaluated the project scope of work and submitted an estimated cost for this service at \$91,500.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
2. The City Manager is authorized to sign purchase orders for the project listed above at the cost provided herein.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 2nd day of December 2009, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

BDS **Engineering, Inc.**
Civil Engineering
Land Surveying

Thomas Jones, PE, LS, Principal
Gordon Axelson, PE, Principal

November 18, 2009

Mr. Hank Levien
Department of Public Works
City of Imperial Beach
825 Imperial Beach Blvd.
Imperial Beach, CA 91932

Ref: RTIP Street Improvement CIP Project
Imperial Beach, CA

Dear Hank:

Based on your email, dated November 3, 2009, and my understanding of the scope of work, I am submitting the following proposal to provide land surveying and civil engineering services for the referenced project.

I. Site Topographic Survey

We will provide the topographic survey and drafting necessary for the completed survey drawings, with one-foot contours in the areas we deem necessary for our design. These areas will be where new sidewalks, curb and gutters, handicap ramps and cross gutters will be designed, per the table within the email noted above.

I have estimated the following tasks to accomplish the Topographic Survey:

- Research existing record documents;
- Field surveying, and field check of same;
- CADD and Land Surveyor to develop and review the topographic survey.

Mr. Hank Levien
 Department of Public Works
 City of Imperial Beach
 November 18, 2009
 Ref: RTIP Street Improvement CIP Project
 Imperial Beach, CA
 Page Two

II. Civil Engineering

Civil Improvement Documents

We will provide the civil construction documents, to include a project title sheet, plan and profile sheets where new curbs and gutters and ADA ramps and cross gutters are to be installed. We will also provide plats for areas of new overlay (no topographic surveys in these areas). These areas are as indicated per the table within the email noted above.

We will also provide the following:

- Provide Special Provisions
- Civil Quantity Takeoff and Probable Cost Estimate
- I have estimated up to 3 meetings with City Staff

Summary of Fees

<u>Topographic Survey</u>	Lump Sum	\$ 18,500.00
<u>Civil Engineering</u>		
Civil Improvement Documents	Lump Sum	\$ 65,900.00
Special Provisions	Lump Sum	\$ 3,100.00
Quantity takeoff and Est.	Lump Sum	\$ 2,100.00
3 meetings @ 4 hours/mtg	Lump Sum	<u>\$ 1,900.00</u>
Total Civil Engineering		<u>\$ 73,000.00</u>
Total Topo Survey and Civil Engineering		\$ 91,500.00

Mr. Hank Levien
Department of Public Works
City of Imperial Beach
November 18, 2009
Ref: RTIP Street Improvement CIP Project
Imperial Beach, CA
Page Three

The above fees do not include the following, unless indicated otherwise:

- Traffic Control Plans
- Meeting with residents
- Public Agency Fees
- SWPPP, etc.
- Construction Staking, etc.
- Geotechnical/Soils Engineering
- Landscape/Irrigation
- Construction Administration Services
- Construction Inspection
- Hydrology/Hydraulic Calculation and Water Pollution Control Plan
- Right of Way Dedications/Vacations, etc.
- Boundary Survey/Record of Survey, etc.
- Title Report, Deeds, etc.
- Design of Utilities
- Design of Retaining or Site Walls
- Environmental Remediation
- Underground Utility Locator Service
- Overnight Mail, delivery services, etc.
- HEC II, FEMA.
- Prevailing Wage

If you have any questions, please do not hesitate to call. As always, the opportunity to be of service is sincerely appreciated.

Very truly yours,

BDS Engineering, Inc.
Civil Engineers



Thomas A. Jones



Imperial Beach
Redevelopment Agency

**STAFF REPORT
IMPERIAL BEACH REDEVELOPMENT AGENCY**

TO: CHAIR AND MEMBERS OF THE REDEVELOPMENT AGENCY
FROM: GARY BROWN, EXECUTIVE DIRECTOR
MEETING DATE: DECEMBER 2, 2009
ORIGINATING DEPT.: PUBLIC WORKS *HAL*
SUBJECT: RESOLUTION APPROVING STREET IMPROVEMENTS, RDA PHASE 3 (CIP S04-108) CHANGE ORDER NO. 4 WITH NASLAND ENGINEERING

BACKGROUND: On November 4, 2009 City Council received a report from staff suggesting that Street Improvements, RDA Phase 3B CIP project, design and construction proceed forward immediately. The project had been placed on hold in September 2008 pending the construction of the Seacoast Inn project. Subsequent to the September 2008 decision, the owner of Seacoast Inn project decided to delay indefinitely the redevelopment of Seacoast Inn. Thus on November 4, 2009, staff suggested that Seacoast Drive – Street Improvements, RDA Phase 3B CIP – should proceed independent of the Seacoast Inn redevelopment. On November 4, 2009, City Council directed staff to immediately proceed with the design and construction of the Street Improvements, RDA Phase 3B project. The design engineer, Nasland Engineering, has resumed work as directed. In order to complete the project design, additional design work needs to be included due to some of the decisions that have been made regarding the project interface with Date Avenue and Imperial Beach Boulevard. Additionally to revise the project drawings to reflect only the Street Improvements, RDA Phase 3B design there is additional cost.

DISCUSSION: Nasland Engineering has prepared a cost proposal for the additional work required to complete the design and construction of Street Improvements, RDA Phase 3B CIP project. The total additional cost is \$21,770 as shown in Attachment 2.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA. This project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15302©: Replacement or Reconstruction of Existing Utility Systems and Facilities.

FISCAL IMPACT: Adopted Budget for both Street Improvements RDA Phase 3A and Street Improvements RDA Phase 3B:

Gas Tax	\$ 34,936
RDA Bond (non-housing)	\$1,979,000
RDA Tax Increment (non-housing)	\$ 397,178
Metropolitan Transit Development Board Transportation Development Act	\$ 83,000

Prop 1B	\$ 445,680
<u>TOTAL</u>	<u>\$2,939,794</u>

Expenditures to date - Street Improvements RDA Phase 3 \$1,350,000

Funds remaining for the construction of Street Improvements RDA Phase 3B \$1,589,794

Expenditures / Obligations as of December 2009 for both Street Improvements RDA Phase 3A and Street Improvements RDA Phase 3B:

Nasland Engineering Contract with Change 4 \$326,549.50

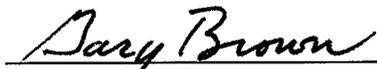
- Original contract \$246,162.00
- Change Order No. 1 \$ 4,507.50
- Change Order No. 2 \$ 36,610.00
- Change Order No. 3 \$ 17,500.00
- Change Order No. 4 \$ 21,770.00

DEPARTMENT RECOMMENDATION:

1. Receive this report.
2. Adopt attached resolution approving Change Order No. 4 with Nasland Engineering and authorizing the City Manager to sign the change order for the additional \$21,770 for additional design and bid document services.

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, Executive Director

Attachments:

1. Resolution No. R-09-200
2. Nasland Engineering letter dated November 13, 2009 / Job No. 106-230.1

RESOLUTION NO. R-09-200

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING STREET IMPROVEMENTS, RDA PHASE 3 (CIP S04-108) CHANGE ORDER NO. 4 WITH NASLAND ENGINEERING

WHEREAS, on November 4, 2009 City Council received a report from staff suggesting that Street Improvements, RDA Phase 3B CIP project, design and construction proceed forward immediately; and

WHEREAS, the project had been placed on hold in September 2008 pending the construction of the Seacoast Inn project; and

WHEREAS, subsequent to the September 2008 decision, the owner of Seacoast Inn project decided to delay indefinitely the redevelopment of Seacoast Inn; and

WHEREAS, on November 4, 2009, staff suggested that Seacoast Drive – Street Improvements, RDA Phase 3B CIP – should proceed independent of the Seacoast Inn redevelopment; and

WHEREAS, on November 4, 2009, City Council directed staff to immediately proceed with the design and construction of the Street Improvements, RDA Phase 3B project; and

WHEREAS, in order to complete the project design, additional design work needs to be included due to some of the decisions that have been made regarding the project interface with Date Avenue and Imperial Beach Boulevard; and

WHEREAS, to revise the project drawings to reflect only the Street Improvements, RDA Phase 3B design there is additional cost; and

WHEREAS, Nasland Engineering, the design consultant, has prepared a cost proposal for the additional work required to complete the design and construction of Street Improvements, RDA Phase 3B CIP project; and

WHEREAS, the total additional design cost is \$21,770 and included as Change Order No. 4 to the original consultant contract.

NOW, THEREFORE, BE IT RESOLVED by the Redevelopment Agency of the City of Imperial Beach as follows:

1. The above recitals are true and correct.
1. Change Order No. 4 to the Nasland Engineering Professional Services Agreement for Street Improvements RDA Phase 3 is approved.
2. The City Manager is authorized and directed to sign Change Order No. 4 approving the additional work in the Change Order

PASSED, APPROVED, AND ADOPTED by the Redevelopment Agency of the City of Imperial Beach at its meeting held on the 2nd day of December 2009, by the following vote:

AYES: BOARDMEMBERS:
NOES: BOARDMEMBERS:
ABSENT: BOARDMEMBERS:

JAMES C. JANNEY
CHAIRPERSON

ATTEST:

JACQUELINE M. HALD, CMC
SECRETARY



NASLAND ENGINEERING

CIVIL ENGINEERING • SURVEYING • LAND PLANNING

November 13, 2009
Job No. 106-230.1

Ms. Victoria Madrid
CIP Program Manager
City of Imperial Beach
Public Works Department
495 10th Street, Imperial Beach, CA 91932

RE: Street Improvements RDA Phase 3 (CIP #S04-108)

Dear Ms. Madrid:

To complete the construction documents and bid documents for Street Improvements RDA Phase 3, we are requesting additional services for those items which were not included in our original contractor or any previous additional services including:

1. Date Street Intersection	\$9,790
<ul style="list-style-type: none"> • Sidewalk pop-out at the Northwest corner of the Date Avenue/Seacoast Drive intersection. • Extension of a sewer main from Seacoast Drive stubbing westerly on Date Avenue. • Coordination with Cal American Water for the stubbing water westerly on Date Avenue. • Enhanced intersection paving and sidewalk paving with medallions. 	
2. Imperial Beach Boulevard Intersection	\$4,440
<ul style="list-style-type: none"> • Sidewalk pop-out at the Northeast corner of Imperial Beach Boulevard/Seacoast Drive intersection. 	
3. Bidding Documents	\$7,540
<ul style="list-style-type: none"> • Specifications for Phase 3 • Bid form with quantities for Phase 3 • Updated cost estimate for Phase 3 	
Total	\$21,770

The fees noted include fees for Parterre for landscape architecture services. If this is acceptable, please prepare an amendment for these services. As always, it continues to be a pleasure to provide services to the City of Imperial Beach. If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Larry Thornburgh, PE, PLS
Senior Project Manager



**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GARY BROWN, CITY MANAGER

MEETING DATE: DECEMBER 2, 2009

ORIGINATING DEPT.: PUBLIC SAFETY ⁷⁵

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING AN AGREEMENT BETWEEN THE CITY OF CHULA VISTA AND THE CITY OF IMPERIAL BEACH FOR THE PURPOSE OF PROVIDING ANIMAL CONTROL KENNEL AND CALL OUT SERVICES FOR FISCAL YEARS 2009-2011

BACKGROUND:

The City of Imperial Beach has contracted with the City of Chula Vista for full animal control officer and kennel services, since October 1, 1999. On October 21, 2009, city council approved the Imperial Beach Animal Control Program which replaces the Chula Vista contracted animal control officer services with its own full-time ACO.

DISCUSSION:

The IB program will provide daily patrol and enforcement in the City of IB but will to continue contracting with the Chula Vista Animal Control Kennel to provide shelter services. Additionally, IB's program will contract for call out services from Chula Vista when our own officer is unavailable to respond due to another call, is on vacation, or "out sick".

The agreement for the provision of animal control kennel services between the City of Imperial Beach and the City of Chula Vista expired July 1, 2009. Based on the satisfactory performance provided by the City of Chula Vista animal control kennel services from 1999 to the present, staff is recommending the continued use of their services and approval of a new animal control kennel and call-out services agreement for FY's 2009-2011.

ENVIRONMENTAL IMPACT:

Not a project as defined by CEQA.

FISCAL IMPACT:

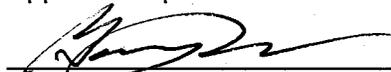
For FY 2009/10 the City of Chula Vista has proposed to provide animal control kennel and call-out services to the City of Imperial Beach, as detailed in the agreement, for \$ 124,162. There are sufficient funds in FY 2009-2010 budget to pay this amount. We believe the net costs for Animal Control Services will be reduced due to establishing the City's Animal Control Program and hiring the Animal Control/Community Services Officer. (See attached memoranda of 9/23/2009 and 10/21/2009.)

DEPARTMENT RECOMMENDATION:

Review and adopt Resolution No. 2009-6829, which authorizes the City Manager to execute an agreement for animal control kennel and call-out services between the City of Imperial Beach and the City of Chula Vista for FY's 2009-2011.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Resolution 2009-6829
2. Agreement between the City of Chula Vista and the City of Imperial Beach providing animal control services.\
3. Agenda Item 6.3- A report to the City Council of Imperial Beach, California, recommending the establishing of a new animal control service.
4. Agenda Item- 2.5- Adopt resolution No. 2009-6817 amending FY 09-11 Salary and Compensation Plan to add the position description and salary range for Animal Control/Community Services Officer.

RESOLUTION NO. 2009-6829

A RESOLUTION OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING AN AGREEMENT BETWEEN THE CITY OF CHULA VISTA AND THE CITY OF IMPERIAL BEACH FOR THE PURPOSE OF PROVIDING ANIMAL CONTROL KENNEL ANDCALL OUT SERVICES FOR FISCAL YEARS 2009-10 AND 2010-11

The City Council of the City of Imperial Beach does hereby resolve as follows:

WHEREAS, the City understands the need for an effective, efficient, and quality public safety animal control service; and

WHEREAS, the City of Imperial Beach desires to enter into an Agreement with the City of Chula Vista for 2009/11 for the purposes of providing animal control kennel and call out services within the City of Imperial Beach effective July 1, 2009 through June 30, 2011; and

WHEREAS, the City of Chula Vista Animal Control Services will provide these services, as outlined in the agreement between the City of Imperial Beach and the City of Chula Vista for animal control kennel and call out services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Imperial Beach authorizes the City Manager to execute the Agreement between the City of Chula Vista and the City of Imperial Beach for the purpose of providing animal control kennel ad call out services for FY's 2009-2011.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its meeting held on the 2nd day of December 2009, by the following roll call vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Jim Janney

JIM JANNEY, MAYOR

ATTEST:

Jacqueline M. Hald

**JACQUELINE M. HALD, CMC
CITY CLERK**

I, City Clerk of the City of Imperial Beach, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2009-6829 – A Resolution of the City Council of the City of Imperial Beach, California, APPROVING AN AGREEMENT BETWEEN THE CITY OF CHULA VISTA AND THE CITY OF IMPERIAL BEACH FOR THE PURPOSE OF PROVIDING ANIMAL CONTROL KENNEL CAN CALL OUT SERVICES FOR FISCALYEARS 2009-2011.

CITY CLERK

DATE

**AGREEMENT BETWEEN CITY OF CHULA VISTA AND
CITY OF IMPERIAL BEACH
PROVIDING ANIMAL CARE AND ON CALL ANIMAL CONTROL SERVICES**

This agreement ("Agreement"), dated _____, 20__ for reference purposes only, and effective as of the date last executed is between the City of Chula Vista, ("City"), a chartered municipal corporation of the State of California, and Imperial Beach, a chartered municipal corporation of the State of California ("Imperial Beach"). The City of Imperial Beach may be referred to herein individually as "Party" and collectively as "Parties." This "Agreement" is made with reference to the following facts:

RECITALS

WHEREAS, City owns and operates an animal care facility, located at 130 Beyer Way, Chula Vista, California and provides a full range of animal control services to the citizens of Chula Vista; and,

WHEREAS, Imperial Beach desires to enter into an agreement with City, whereby City will provide animal shelter and On Call animal control services for the impounding, adoption, redemption, and the care and disposition of dogs, cats, and other small animals; and

WHEREAS, City has the authority to enter into contracts with other agencies to provide such services.

NOW, THEREFORE, in consideration of their mutual promises, and other good and valuable consideration, the Parties hereto do hereby agree as follows:

ARTICLE I. TERM

1.1 **Term.** This Agreement shall be for a two (2) years term commencing on the date of execution of this Agreement

(A) *Options to Extend.* Parties may extend the Agreement for two (2) additional one (1) year terms.

(B) *Notice.* Imperial Beach shall provide written notice to City at least sixty (60) calendar days, but no more than ninety (90) calendar days, prior to the expiration of the term of this Agreement expressing its intent to exercise an option.

ARTICLE II. SCOPE OF SERVICES

2.1 **General Services.** City shall provide on call animal control, general shelter, and related administrative services to the residents of Imperial Beach to the extent and

in the manner set forth herein.

(A) *Field Services*. City shall provide the "Field Services" in the type and manner provided for below.

- (1) **On Call Services**. When the Imperial Beach Animal Control officer is unavailable city will respond to the best of its ability to reported emergencies or other on call situations upon request of the City of Imperial Beach. Imperial Beach shall pay for any and all costs associated with such emergency responses in the manner set forth in Section 4.1(A)(2).
- (2) **Type of Services**. Except as provided in Article III, Field Services shall include emergency transportation of injured or sick animals, the issuance of citations for violations of state and local laws and ordinances, impounding of strays, investigation of biting incidents, vicious or dangerous animals complaints, trapping of animals, investigating humane complaints, investigating barking dog or animal noise complaints, picking up dead animals, and educating the public about pet responsibility.
- (3) **Responses to Requests for Service**. All requests for service will be handled in a reasonable time and manner and based on the priority system set forth below (see Priority Response Chart and Guidelines). City will employ staff as needed in emergency situations to assure reasonable response times.

(a) Priority Response Chart.

Type of Service	In Progress	Not in Progress
Dangerous Animal Threatening Human	1	3
Possible Rabid/Biter Animal at Large	1	3
Major Injury to Animal	1	3
Cruelty to Animal	1	3
Animal Inside Vehicle	1	3
Fighting Animals	1	3
Dog Harassing Livestock	1	3
Sick or Minor Injury to Animal	2	3
Animal Welfare Investigation	2	3
Quarantine Biter Animal	3	N/A
Confined Stay Animal	3	N/A
Field Relinquished Animal	3	N/A
Dog Running at Large	3*	4*

(b) Priority Level Response Guidelines

Level 1 First priority, Officer will respond ASAP

Level 2 Second priority, Officer will make every effort to respond within 12 hours of receipt

Level 3 Third priority, Officer will make every effort to respond within 24 hours of receipt

Level 4 Fourth priority, Officer will make every effort to respond within 72 hours of receipt

*During normal business hours an Officer will respond ASAP

(4) **Additional Field Services.** City shall conduct the following additional field services as requested.

(a) On Call Service. City will provide animal control services when requested by the City of Imperial Beach under the On Call. In addition, City will provide coverage for Imperial Beach Animal Control officer off periods i.e. vacation, sick days, etc.

(b) Special Enforcement. City will conduct special enforcement animal control patrols as needed or as requested by Imperial Beach, provided there are no conflicts with the City's needs. This will include special animal control patrol hours, sweeps and enforcement. All overtime costs for special enforcement patrols will be paid in the amount and manner set forth by Section 4.1(A)(2).

(c) Special Events. City will provide Animal Control personnel for scheduled special events as requested, provided there are no conflicts with City's needs. These events will be performed on an overtime basis and all overtime costs for special events will be paid by Imperial Beach.

(5) **Livestock.** Livestock will be removed under contract with a separate agency chosen by the City Animal Care Facility. The contracting agency will be capable of removing livestock and will provide its own equipment and personnel. Actual trailering, board and other fees related to livestock will be paid by Imperial Beach.

(B) **Shelter Services.** City shall provide the shelter services to the residents of Imperial Beach in the manner and type described below:

- (1) **Shelter Location.** Shelter Services shall be provided at the facility located in the City of Chula Vista at 130 Beyer Way.
- (2) **Hours of Operation.** The facility hours are currently 10:00am to 5:00pm, Tuesday through Friday, and 10:00am to 4:00pm on Saturday. The facility will be closed on Sunday, Monday, and all major holidays.
 - (a) **Changes in Hours of Operation.** City shall notify Imperial Beach of changes to facility hours in advance of such changes.
- (3) **Types of Services.**
 - (a) **Strays.** City shall accept strays at no charge to the Imperial Beach residents.
 - (b) **Relinquishing Animals.** Imperial Beach residents may relinquish owned animals to the facility for euthanasia or adoption.
 - (c) **Redeeming Animals.** Imperial Beach residents may redeem animals from the facility.
 - (d) **Holding.** City agrees to hold all dogs and cats for the minimum holding period required by the California Food and Agricultural Code and other applicable state law. As per applicable state code sections, animals with communicable diseases and severe injuries or illness may be euthanized prior to the expiration of the normal holding period. Veterinary medical care will be provided as needed for all impounded animals for the duration of their hold period as needed. City will attempt to notify owners of identified animals that their animal is in the custody of the City Animal Care Facility and advise them of the holding period. Imperial Beach shall relinquish to City for disposition in accordance with all applicable laws, policies or procedures as deemed appropriate by the City Animal Care Facility Manager all animals held in the animal care facility and not claimed or adopted. Upon payment of all appropriate fees, City will release to the legal owner, any impounded domestic animal. City will have discretion without recourse to Imperial Beach to release animals under special circumstances regardless of payment of fees.
 - (i) **No Medical Research.** City will not sell or give any live or dead animal to a medical research facility at any time or from any jurisdiction.
 - (e) **Spaying and Neutering.** City will ensure all dogs, cats and rabbits adopted from the shelter are spayed or neutered at the time of

adoption or a spay/neuter deposit will be collected in accordance with state law. Additionally, the City Animal Care Facility will provide the public with low-cost spay/neuter information and assistance.

- (f) **Maintenance of Facility.** City shall maintain its facility in a humane manner and shall keep its facility in a sanitary condition at all times. All services furnished by City shall be provided in accordance with local laws and the laws of the State of California. City shall use humane methods in the care, euthanizing, and disposition of any animal coming under its jurisdiction.

(C) *Administrative Services.* City shall provide the following administrative services.

- (1) **Meetings.** City will provide a representative to attend any Imperial Beach meetings that involve animal control issues upon request and with reasonable notice.
- (2) **Meet and Confer.** A City representative will meet and confer in good faith with an Imperial Beach administrator over operational issues associated with the administration of this Agreement.
- (3) **Reports.** City will provide monthly reports to Imperial Beach. These reports will include the number of impounds, redemptions, euthanizations, service responses, and adoptions.
- (4) **Notification.** City shall establish a notification policy for its officers with the assistance of Imperial Beach officials. The policy shall identify the types of incidents for which City Animal Control will be required to notify designated Imperial Beach officials. Notification shall include the nature, circumstances, and status of the incident. City will also provide, if requested, copies of all supporting documents and information involving the incident. Imperial Beach will provide a list of its designated city officials to City and the recommended methods to contact the designated individuals.
- (5) **Testimony.** When requested Imperial Beach and at no additional cost, City shall make available its employees and/or other percipient witness under its control, for any challenge stemming from the services provided herein (including but not limited to Municipal Code citations) as needed to testify in a court of law, administrative or other proceeding. This duty shall survive the termination of this Agreement.

ARTICLE III. EXCLUDED SERVICES

3.1 **Excluded Services.** The following services are not included in the Scope of Services covered under this Agreement

- (A) *Indigenous Animals.* City will not trap skunks, opossums or other indigenous small animals for the purpose of nuisance control. Wildlife will only be handled for purposes of public safety or for humane reasons. Cats, feral or tame, will only be trapped when a bite has occurred or to protect the public health or safety. Cats in traps will be removed from the National Estuarine Research Reserve bird sanctuary at Imperial Beach's request when staffing is available. Cat traps will be provided and monitored by Imperial Beach. City will remove only trapped cats. Only dangerous snakes will be removed from private property.
- (B) *Dead and Injured Animals.* Dead animals on private property are the responsibility of the property owner. Sick or injured animals are the responsibility of the animal owner.

ARTICLE IV. IMPERIAL BEACH OBLIGATIONS

4.1 **Payment.** Imperial Beach shall pay the City the following in the amount and manner set forth herein.

- (A) *Monthly Payments.* Commencing on July 1, 2009, Imperial Beach agrees to pay City \$124,162 for FY 2009/2010 in monthly payments of \$10,347.
 - (1) **Invoices and Payment Date.** The City Finance Office shall submit the billing to Imperial Beach on or before the 10th day of the month following the billing period and that amount shall be due and payable within thirty (30) calendar days of the invoice date.
 - (2) **On Call Services Expenses for Animal Control Officers.** Regular or overtime costs for Animal Control Officers accrued in response to requested On Call Services will be billed on a monthly basis in addition to the regular billing identified in section 4.1 (A).
 - (3) *Redemption Fees.* Monthly payments shall be reduced by any Redemption Fees collected under this agreement.
 - (4) *Late Payments:* A penalty of five percent (5%) will be assessed on late payments. Additionally, a one and one half (1 ½%) finance charge per month will be assessed on the original delinquent amount.

(B) Pricing of Contract Extensions. Pricing for contract extensions for each subsequent fiscal year shall be based on actual Animal Intakes and Animal Control Calls for Service from the preceding calendar year.

(1) No later than March 1 each year, the City will notify Imperial Beach of the actual Animal Intakes for the preceding calendar year, and the proposed contract pricing for the upcoming fiscal year.

(2) If Imperial Beach desires to execute an option to extend, it shall notify City in writing no later than May 1 of each year that it accepts the proposed contract pricing for the upcoming fiscal year and, thereby, executes an option to extend the contract for a one (1) year term.

4.2 **Vehicles and Supplies:** City will provide its own vehicle and supplies when responding to an On Call.

4.3 **Support Services.**

(A) *Provision of Data.* Imperial Beach shall provide City with a current listing of all animal licenses issued, including permits or licenses for dogs, cats, dangerous dogs or animals, exotic animals, kennels, pet shops, ranches or farms, dog shows, obedience trials and circuses.

(B) *Notice of Scheduled Meetings.* Imperial Beach shall notify City at least 72 hours in advance of any animal-related issues, which are anticipated to be scheduled on an agenda for the City Council or any legislative or administrative body of Imperial Beach when City employees will be required to appear.

(C) *Police Services.* Imperial Beach shall provide all police services necessary to carry out its duties including police backup upon request of a City Animal Control Officer.

(D) *Weapons.* Imperial Beach shall permit City Animal Control Officers to carry and use tasers and tranquilizer guns within the City of Imperial Beach while on duty in their animal control uniform

(E) *Legal Representation.* Imperial Beach will provide legal representation in cases of public nuisance, dangerous and potentially dangerous animal cases, and for lawsuits, claims, or litigation pertaining to these cases.

ARTICLE V. FEES

- 5.1 **Fees Charged Imperial Beach Residents.** Imperial Beach residents shall be required to pay fees for certain services provided for Animal Care and Control.
- (A) *Relinquishment and Redemption.* Fees will be charged in accordance with City's master fee schedule unless otherwise agreed to separately with the City of Imperial Beach.
- 5.2 **Fee Updates.** On occasion, City may be required to update fees to account for increased costs. As new fees are adopted, for the purpose of this Agreement, such fees shall replace those currently in effect. The City of Imperial Beach will be consulted prior to any fee increase affecting the Imperial Beach residents.

ARTICLE VI. INDEMNITY

- 6.1 **Imperial Beach to Indemnify.** Imperial Beach shall defend, indemnify, protect and hold harmless the City, its elected and appointed officers, employees, agents, and volunteers, from and against any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons in any manner arising out of, related to, or in connection with the destruction of any animal delivered to and accepted by the Animal Care Facility. In addition, this indemnity provision shall cover any alleged acts, omissions, negligence, or willful misconduct of Imperial Beach, its officials, officers, employees, agents, and volunteers. This indemnity provision, however, does not include any claims, damages, liability, costs and expenses (including without limitations, attorneys fees) arising from the sole negligence or sole willful misconduct of the City, its officers, employees, agents, and volunteers.
- 6.2 **City Duty to Indemnify.** City shall indemnify and hold Imperial Beach, its elected officials, employees, officers, agents and representatives harmless for any liability, including but not limited to claims asserted or costs, losses, attorney fees, or payments for injury to any person or property caused or claimed to be caused by the acts or omissions of the City, or its employees, agents, and officers, arising out of any services performed under this Agreement. City's duty to defend and indemnify shall not extend to any claims or liabilities arising from the sole negligence or sole willful misconduct of the City of Imperial Beach, its agents, officers or employees.
- 6.3 **Costs of Defense and Award.** Included in the obligations in Sections 6.1 and 6.2, above, is the Indemnitor's obligation to defend, at Indemnitor's own cost, expense and risk, any and all aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the Indemnitee, its directors, officials, officers, employees, agents and/or volunteers. Indemnitor shall pay and satisfy

any judgment, award or decree that may be rendered against Indemnitee, its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expense and cost incurred by each of them in connection therewith.

- 6.4 **Insurance Proceeds.** Indemnitor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Indemnitee, its directors, officials, officers, employees, agents, and/or volunteers.
- 6.5 **Enforcement Costs.** Indemnitor shall pay any and all costs Indemnitee incurs enforcing the indemnity and defense provisions set forth in Article VI.
- 6.6 **Survival.** Indemnitor's obligations under Article VI shall survive the termination of this Agreement.

ARTICLE VII. FORCE MAJEURE

- 7.1 **Definition.** An Event of Force Majeure means an occurrence beyond the control and without the fault or negligence of a Party, including but not limited to unusually severe weather, flood, earthquake, fire, lightning, and other natural catastrophes, acts of God or the public enemy, war, terrorist act, riot, insurrection, civil disturbance or disobedience, strike, labor dispute, road impediments, expropriation or confiscation of facilities, changes of applicable law, or sabotage of facilities, so long as such Party makes good faith and reasonable efforts to remedy the delays or failures in performance caused thereby.
- 7.2 **Force Majeure.** City shall be excused for any delay or failure to perform its duties and obligations under this Agreement to the extent that such failure or delay is caused by an Event of Force Majeure as set forth in section 7.1. Delay or failure in performance by a Party which is the result of an Event of Force Majeure set forth in section 7.1 shall be deemed excused for a period no longer than the delay or failure in performance caused by such Event.
- 7.3 **Notice.** City shall give written notice to Imperial Beach as soon after becoming aware of the delay or failure in performance caused by an Event of Force Majeure as is reasonably possible, but in any event within five (5) working days after City becomes aware of such delay or failure.
- 7.4 **No Adjustments.** No Event of Force Majeure shall be a basis for monetary adjustment to amounts payable under this Agreement.

ARTICLE VIII. TERMINATION OF AGREEMENT

- 8.1 **Termination for Convenience.** Either Party may terminate this Agreement at any time and for any reason, by giving specific written notice of such termination and specifying the effective date thereof at least ninety (90) days before the effective date of such termination. If the Agreement is terminated by Imperial Beach as

provided for in this paragraph, City shall be entitled to receive just and equitable compensation for all services performed prior to the effective date of such termination.

- 8.2 **Termination for Cause.** If, through any cause, either party shall substantially fail to fulfill in a timely and proper manner any obligation under this Agreement, or violate any of its covenants, agreements or conditions, the Party not in breach shall have the right to terminate this Agreement by giving written notification of such termination and specifying the effective date thereof at least five (5) days before termination. If the Agreement is terminated by Imperial Beach as provided for in this paragraph, City shall be entitled to receive just and equitable compensation for all services performed prior to the effective date of such termination.

ARTICLE IX. NOTICES

- 9.1 **Method of Notification.** All notices and demands shall be given in writing by personal delivery or first-class mail, postage prepaid, addressed to the Administrator, or his/her designee, designated below for the respective party.

- 9.2 **Designation and Contact Information.** The following, including their respective addresses, are hereby designated as Administrators for the purposes of this Agreement only:

(A) City of Chula Vista
Assistant City Manager, and/or his/her designee
276 Fourth Avenue
Chula Vista, CA 91910

(B) City Imperial Beach
City Manager, and his/her designee
825 Imperial Beach
Imperial Beach, CA 91932

- 9.3 **Changes.** If the Administrator, designee or address of either party changes, notice of the change shall be sent to the other party. After the receipt of the notice of change, all future notices or demands shall be sent as required by the notice of change.

ARTICLE X. MISCELLANEOUS PROVISIONS

- 10.1 **Headings.** All article headings are for convenience only and shall not affect the interpretation of this Agreement.

- 10.2 **Gender & Number.** Whenever the context requires, the use herein of (i) the neuter gender includes the masculine and the feminine genders and (ii) the singular number includes the plural number.

- 10.3 **Reference to Paragraphs.** Each reference in this Agreement to a section refers, unless otherwise stated, to a section this Agreement.
- 10.4 **Incorporation of Recitals and Exhibits.** All recitals herein and exhibits attached hereto are incorporated into this Agreement and are made a part hereof.
- 10.5 **Covenants and Conditions.** All provisions of this Agreement expressed as either covenants or conditions on the part of the City or Imperial Beach shall be deemed to be both covenants and conditions.
- 10.6 **Integration.** This Agreement and any exhibits or references incorporated into this Agreement fully express all understandings of the Parties concerning the matters covered in this Agreement. No change, alteration, or modification of the terms or conditions of this Agreement, and no verbal understanding of the Parties, their officers, agents, or employees shall be valid unless made in the form of a written change agreed to in writing by both Parties or an amendment to this Agreement agreed to by both Parties. All prior negotiations and agreements are merged into this Agreement.
- 10.7 **Severability.** In the event that any phrase, clause, paragraph, section or other portion of this Agreement shall become illegal, null or void, or against public policy, for any reason, or shall be held by any court of competent jurisdiction to be illegal, null or void, against public policy, or otherwise unenforceable, the remaining portions of this Agreement shall not be affected and shall remain in force and effect to the fullest extent permissible by law.
- 10.8 **Drafting Ambiguities.** The Parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision that is the sole responsibility of each Party. This Agreement shall not be construed in favor of or against either Party by reason of the extent to which each Party participated in the drafting of the Agreement.
- 10.9 **Conflicts Between Terms.** If an apparent conflict or inconsistency exists between the main body of this Agreement and any exhibits, the main body of this Agreement shall control. If a conflict exists between an applicable federal, state, or local law, rule, regulation, order, or code and this Agreement, the law, rule, regulation, order, or code shall control. Varying degrees of stringency among the main body of this Agreement, the exhibits, and laws, rules, regulations, orders, or codes are not deemed conflicts, and the most stringent requirement shall control. Each Party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this Agreement.

- 10.10 **Compliance With Law.** The parties shall, at their sole cost and expense, comply with all the requirements of municipal, state, and federal authorities now in effect or which may hereafter be in effect related to this Agreement.
- 10.11 **Governing Law.** This Agreement shall be construed in accordance with, and governed by, the laws of the State of California. This Agreement shall be deemed made and entered into in San Diego County, California.
- 10.12 **Administrative Claims Requirements and Procedures.** No suit or arbitration shall be brought arising out of this agreement, against the City unless a claim has first been presented in writing and filed with the City and acted upon by the City in accordance with the procedures set forth in Chapter 1.34 of the Chula Vista Municipal Code, as same may from time to time be amended, the provisions of which are incorporated by this reference as if fully set forth herein, and such policies and procedures used by the City in the implementation of same. Upon request by City, Imperial Beach shall meet and confer in good faith with City for the purpose of resolving any dispute over the terms of this Agreement
- 10.13 **Fees.** In the event any action or proceeding shall be instituted in connection with this Agreement, including without limitation the enforcement of any indemnification obligation contained herein, the losing Party shall pay to the prevailing Party a reasonable sum for attorneys' fees and costs incurred in bringing or defending such action or proceeding and/or enforcing any judgment granted.
- 10.14 **Jurisdiction and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any action arising under or relating to this Agreement shall be brought only in the federal or state courts located in San Diego County, State of California, and if applicable, the City of Chula Vista, or as close thereto as possible. Venue for this Agreement, and performance hereunder, shall be the City of Chula Vista.
- 10.15 **Municipal Powers.** Nothing contained in this Agreement shall be construed as a limitation upon the powers of the City as a chartered city of the State of California.
- 10.16 **Assignment.** Imperial Beach shall not assign this Agreement or any right or privilege hereunder to any Party without the express written consent of the City. Consent to an assignment by the City shall not be deemed to be consent to any subsequent assignment. Any such assignment without such consent shall be void.
- 10.17 **No Waiver.** No failure of either Party to insist upon the strict performance by the other Party of any covenant, term or condition of this Agreement, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this Agreement, shall constitute a waiver of any such breach

of such covenant, term or condition. No waiver of any default hereunder shall be implied from any omission to take any action on account of such default. The consent or approval to or of any act requiring consent or approval shall not be deemed to waive or render unnecessary future consent or approval for any subsequent similar acts. No waiver of any breach shall affect or alter this Agreement, and each and every covenant, condition, and term hereof shall continue in full force and effect to any existing or subsequent breach.

- 10.18 **Additional Rights.** No rights other than those specifically identified herein shall be implied from this Agreement.
- 10.19 **Cumulative Remedies.** All rights, options, and remedies of City contained in this Agreement shall be construed and held to be cumulative, and no one of them shall be exclusive of the other, and City shall have the right to pursue any one or all of such remedies or to seek damages or specific performance in the event of any breach of the terms hereof or to pursue any other remedy or relief which may be provided by law or equity, whether or not stated in this Agreement.
- 10.20 **Independent Contractor.** Unless otherwise stated in this Agreement, all persons employed in the performance of services and functions for Imperial Beach under this Agreement shall be City employees, agents, or contractors thereof. No Imperial Beach employee shall perform services or functions that City is obligated to provide under this Agreement. All City employees who are employed by City to perform the services pursuant to this Agreement shall be entitled solely to the rights and privileges given to City employees and shall not be entitled, as a result of providing services pursuant to this Agreement, to any additional rights and privileges given to Imperial Beach employees. Imperial Beach shall not be liable for the direct payment of any salaries, wages, or the compensation to City personnel, agents, or contractors performing services pursuant to this Agreement, or any liability other than that provided for in this Agreement. Unless specified otherwise, Imperial Beach shall not be liable for compensation or indemnity to any City employee, agent, or contractor for injury or sickness or any other claims arising out of his or her employment. City is an independent contractor, and no agency relationship, either expressed or implied, is created by the execution of this Agreement.
- 10.21 **Good Faith.** The Parties promise to use their best efforts to satisfy all conditions to this Agreement and to take all further steps and execute all further documents reasonably necessary to put this Agreement into effect. Both Parties agree to meet and confer in good faith with City's Animal Care Facility Administrator regarding operational matters upon request.
- 10.22 **Signing Authority.** The representative for each Party signing on behalf of a corporation, partnership, joint venture or governmental entity hereby declares that authority has been obtained to sign on behalf of the corporation, partnership,

**SIGNATURE PAGE TO
AGREEMENT BETWEEN CITY OF CHULA VISTA AND
CITY OF [IMPERIAL BEACH
PROVIDING FULL ANIMAL CONTROL SERVICES**

CITY OF CHULA VISTA

Date:

Approved as to form:

Bart Miesfeld
City Attorney

Cheryl Cox
Mayor

Attest:

Susan Bigelow
City Clerk

CITY OF IMPERIAL BEACH

Date:

Approved as to form:

City Attorney

City Manager

Attest:

City Clerk

AGENDA ITEM NO. 6.3

**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GARY BROWN, CITY MANAGER

MEETING DATE: September 23, 2009

ORIGINATING DEPT.: PUBLIC SAFETY *rb*

SUBJECT: A REPORT TO THE CITY COUNCIL OF IMPERIAL BEACH, CALIFORNIA, RECOMMENDING THE ESTABLISHING OF A NEW ANIMAL CONTROL SERVICE

BACKGROUND:

The City of Imperial Beach contracts with the City of Chula Vista for animal control services. These services include a part time animal control officer for city patrolling, kennel services, and other administrative assistance with animal enforcement.

The current contract has expired and the City of Chula Vista Animal Control Department has informed staff of an increase of its rates. The impact to the City of Imperial Beach is a 40% increase effective July 1, 2009. The reasoning for this increase is the City of Chula Vista is changing the cost method by using kennel intake counts and calls for service as opposed to a straight contract rate. Currently we pay \$150,000 annually. Under the new formula we would pay an estimated amount of \$216,000 depending on the intake counts and calls for service.

DISCUSSION:

The intake count for Imperial Beach in Fiscal Year 2008-2009 totals 577 animals of which 295 are cats, 237 are dogs, and 45 are other animals. Under the current contract rate we pay \$150,000 annually which equates to \$256 per animal. Under the new formula we would pay \$375 per animal. There are redemption fees that total about \$16,000 which reduces the cost to \$200k or \$347 per animal. (Redemption fees are the monies collected once an animal is claimed by owner.) Imperial Beach also receives \$14,000 annually for licenses and \$27,000 is received from the Port of San Diego for animal control services.

Alternative

Staff is proposing hiring our own Animal Control Officer (ACO) and utilizing the City of Chula Vista for its kennel and intake services. The benefits to hiring our own officer are two-fold. Better control of the number of animals transported to the Chula Vista shelter, thus reducing the intake costs, and the ability to be proactive in the community. Each animal would be evaluated by the officer and if determined to

be in healthy condition could be held within our own kennels for a period of 24 hours. Having our own full time officer would give the City the ability to promote programs such as spay and neuter. The officer could also become familiar with the community and ensure proper licensing of animals. A full time officer would also allow for temporary kennel services within our city. Currently our part-time ACO is not under the direct supervision of the Public Safety Director and does not make it feasible for additional services and the implementation of these cost saving activities. The officer could tend to the animals during the day and provide a more convenient service to residents by having their animals held locally. Instead of having to pay an \$80 fee for the animal in Chula Vista, there would be no cost to residents while in our temporary kennels.

Additionally any spare time could be used performing other safety activities such as licensing and parking enforcement. Overall this would lower the kennel costs for Chula Vista and potentially increase revenue. The Imperial Beach ACO would require the one-week 832 PC Course (Section 832 California Penal Code- Powers of Arrest) in order to issue parking citations.

The County of San Diego Animal Control Services Department has declined to bid for the provision of services to the City of IB due to the current fiscal instability of the state and local economy. This refusal includes their shelter facilities. The City of Coronado is currently incapable of handling the intake numbers of Imperial Beach and cannot provide ACO services.

Program Description

The Imperial Beach Animal Control Program will consist of year-round animal control services including dog and cat impoundment, a feral cat reduction program, animal removal, dead animal pick-up and disposal, animal care outreach, promoting adoption, and licensing and vaccination program.

The Animal Control Officer (ACO) will be a full time position with a flexible schedule to cover patrol and special assignments as needed. The Imperial Beach Public Safety Department will manage the program and will be supervised by the Department Director. The ACO will have experience in dealing with animals and the certification necessary to perform the required duties. The ACO will be uniformed and fully equipped. The City of Imperial Beach currently has an Animal Control vehicle which is used by our contracted ACO from Chula Vista and listed in our current vehicle replacement schedule.

After hours call-out

After hours or emergency call-out will be provided on an overtime basis by the City ACO. The employee will respond from home in a reasonable time frame. During periods when the city ACO is not available the Chula Vista ACO will be called in to cover the call. Chula Vista has agreed to provide emergency coverage on an overtime per hour call out rate with a 2 hour minimum with a "Call Back Fee" of \$50. (An average call would be \$118.00 with two hours of overtime at \$34 per hour and \$50 for the "Call Back Fee")

Dispatching

During the ACO regular duty hours dispatching will occur through the 911 system via the Sheriffs Department (as is currently done) and by cellphone (blackberry) and pager notification. After hours call outs will be made by cell phone pager and home phone.

Kennel Services

Animals will be taken to Chula Vista Animal Shelter when their guardians have not been identified. The shelter will medically treat the animal if needed. The cost for this service is approximately \$375 per animal.

Potential Revenue Generating

We anticipate an increase in redemption and license fees once the ACO becomes familiar with the animals in the community. There may also be an increase in the issuance of administrative citations for loose and unlicensed animals. The City could also increase the annual license fee to better reflect the cost for service.

If this program is adopted staff will return for approval of the new ACO position and an agreement with the City of Chula Vista. The new agreement will include kennel services and call out for service fee after hours and when our ACO is not available.

FISCAL IMPACT:

Service	City of Imperial Beach	City of Chula Vista
Animal Control Officer Salary and Benefits	\$ 71,870	\$ 76,655
Kennel Services	\$139, 178*	\$139,378
Start-up Costs Uniforms Operating supplies Cell Phone/Pager Training Community Outreach	\$4,500	\$0
Total	\$215,548	\$216,833

*The goal is to reduce the cost of kennel services by having our own ACO.

The Fiscal Year Budgets for 2009-2011 list the cost for Animal Control services at \$209,700.

DEPARTMENT RECOMMENDATION:

Provide staff direction in creating a new position for Animal Control and authorize staff to work with the City of Chula Vista in negotiating an agreement for Kennel Services and emergency after hour's call-out.

CITY MANAGER'S RECOMMENDATION:

Approve staff's recommendation.



Gary Brown, City Manager

Attachments: 1

1. Proposed Costs from the City of Chula Vista

Imperial Beach

Direct Costs	FTE	Base Salary	10 Budget	% Kennel	% Control	Total	Kennel	Control
Animal Care Facility Manager (6001)	1	\$98,599	\$98,599	90%	10%	100%	\$88,739	\$9,860
Animal Control Officer Supv (6001)	1	\$50,854	\$50,854	0%	100%	100%	\$0	\$50,854
Animal Control Officer (6001)	1	\$48,218	\$48,218	0%	100%	100%	\$0	\$48,218
Animal Control Officer (6001)	2	\$48,776	\$97,552	0%	100%	100%	\$0	\$97,552
Animal Control Officer (6001)	1	\$46,453	\$46,453	0%	100%	100%	\$0	\$46,453
Animal Adoption Counselor (6001)	0.5	\$48,474	\$24,237	100%	0%	100%	\$24,237	\$0
Animal Adoption Counselor (6001)	0.75	\$46,166	\$34,625	100%	0%	100%	\$34,625	\$0
Animal Adoption Counselor (6001)	0.5	\$40,877	\$20,439	100%	0%	100%	\$20,439	\$0
Sr. Animal Care Assistant (6001)	2	\$44,518	\$89,035	100%	0%	100%	\$89,035	\$0
Animal Care Assistant (6001)	1	\$40,569	\$40,569	100%	0%	100%	\$40,569	\$0
Animal Care Assistant (6001)	1	\$37,078	\$37,078	100%	0%	100%	\$37,078	\$0
Animal Care Assistant (6001)	1	\$40,647	\$40,647	100%	0%	100%	\$40,647	\$0
Animal Care Assistant (6001)	1	\$36,516	\$36,516	100%	0%	100%	\$36,516	\$0
Animal Care Assistant (6001)	1	\$36,115	\$36,115	100%	0%	100%	\$36,115	\$0
Sr Office Specialist (6001)	1	\$43,872	\$43,872	90%	10%	100%	\$39,485	\$4,387
Office Specialist (6001)	0.5	\$39,883	\$19,942	90%	10%	100%	\$17,947	\$1,994
Office Specialist (6001)	3	\$39,883	\$119,649	90%	10%	100%	\$107,684	\$11,965
Registered Vet Tech (6001)	1	\$44,662	\$44,662	100%	0%	100%	\$44,662	\$0
Registered Vet Tech (6001)	1	\$41,131	\$41,131	100%	0%	100%	\$41,131	\$0
Veterinary Assistant (6001)	1	\$34,276	\$34,276	100%	0%	100%	\$34,276	\$0
Hourly Wages (6005)			\$99,397	90%	10%	100%	\$89,457	\$9,940
Total Salaries & Wages			\$1,103,867	75%	25%	100%	\$822,644	\$281,223
Total Overtime			\$29,125	10%	90%	100%	\$2,913	\$26,213
Total Benefits			\$612,927	75%	25%	100%	\$456,479	\$156,048
Other Professional Services (6301)			\$4,796	100%	0%	100%	\$4,796	\$0
Other Contractual Services (6401)			\$247,000	100%	0%	100%	\$247,000	\$0
Laundry and Cleaning (6499)			\$10,372	50%	50%	100%	\$5,186	\$5,186
Specialized Services (6501)			\$4,000	100%	0%	100%	\$4,000	\$0
Cellular Phone Service (6506)			\$4,100	0%	100%	100%	\$0	\$4,100
Promotional Expense (6521)			\$5,186	50%	50%	100%	\$2,593	\$2,593
Advertising (6522)			\$5,186	50%	50%	100%	\$2,593	\$2,593
Printing and Binding (6531)			\$4,045	50%	50%	100%	\$2,023	\$2,023
Photography/Bluprnt (6532)			\$519	50%	50%	100%	\$260	\$260
Phone Service (6571)			\$12,701	100%	0%	100%	\$12,701	\$0
Gas and Electric (6572)			\$36,826	100%	0%	100%	\$36,826	\$0
Trash Collec and Disp (6573)			\$1,280	100%	0%	100%	\$1,280	\$0
Water (6574)			\$11,971	100%	0%	100%	\$11,971	\$0
Fleet Maint Charges (6641)			\$30,044	0%	100%	100%	\$0	\$30,044
Equip Replcmnt Chgs (6642)			\$0	0%	100%	100%	\$0	\$0
Office Supplies (6801)			\$3,630	100%	0%	100%	\$3,630	\$0
Medical & Lab Supplies (6833)			\$141,360	100%	0%	100%	\$141,360	\$0
Book, Publications, Maps (6846)			\$519	50%	50%	100%	\$260	\$260
Small Tools (6861)			\$1,245	100%	0%	100%	\$1,245	\$0
Wearing Apparel (6881)			\$4,149	50%	50%	100%	\$2,075	\$2,075
Food Products (6882)			\$102,579	100%	0%	100%	\$102,579	\$0
Other Commodities (6883)			\$19,900	50%	50%	100%	\$9,950	\$9,950
Matts to Main-Bldgs & Grounds (6911)			\$4,149	100%	0%	100%	\$4,149	\$0
Credit Card Trans Fee (7021)			\$2,429	100%	0%	100%	\$2,429	\$0
Total Supplies & Services			\$657,986	91%	9%	100%	\$598,904	\$59,082
TOTAL BUDGET			\$2,403,505				\$1,880,939	\$522,566

CWOH @ 26.9% of Salaries and Wages

\$221,291 \$75,649

TOTAL CHARGEABLE COSTS

\$2,102,231 \$598,215

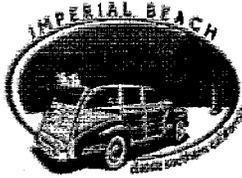
SUMMARY

Kennel @ 6.63% (proportioned based on percentage of animals taken in)
 Control @ 12.81% (proportioned based on percentage of dispatch calls received)
 Total Annual Contract Cost

FY 10
 \$139,378
 \$76,655
\$216,033

FY2010 Monthly Base Rate for Imperial Beach

\$18,003

**AGENDA ITEM NO. 2.5**

**STAFF REPORT
CITY OF IMPERIAL BEACH**

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: GARY BROWN, CITY MANAGER

MEETING DATE: October 21, 2009

ORIGINATING DEPT.: Public Safety

SUBJECT: ADOPT RESOLUTION NO. 2009-6817 AMENDING FY 09-11 SALARY AND COMPENSATION PLAN TO ADD THE POSITION DESCRIPTION AND SALARY RANGE FOR ANIMAL CONTROL/COMMUNITY SERVICES OFFICER

BACKGROUND:

On September 23rd of 2009 the City Council approved moving forward with the City of Imperial Beach Animal Control Program. The program includes the addition of an Animal Control/Community Services Officer classification in the City's Classification and Salary Plan. This resolution formally approves this full-time position and salary range. The position is eligible for benefits and is represented under the miscellaneous group M.O.U.

DISCUSSION:

Staff therefore recommends the City Council approve the addition to the City's Classification and Salary Plan the position of a full-time animal control/community services officer position at a salary band of \$3,382 - 4,316 per year. The revised contract with the City of Chula Vista will be brought before council in the month of November. Staff is requesting approval of this position now in order to begin the recruitment process.

ENVIRONMENTAL IMPACT

None.

FISCAL IMPACT:

Including benefits, this position will cost approximately \$73,160. The Fiscal Year Budgets 2009-2011 list the cost for Animal Control Services at \$209,700.

DEPARTMENT RECOMMENDATION:

Adopt Resolution No. 2009-6817 amending the FY 09-11 Salary and Compensation Plan to add the position description and salary range for Animal Control/Community Services Officer.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.



Gary Brown, City Manager

Attachments:

1. Resolution No. 2009-6817
2. Animal Control/Community Services Officer- Job Description
3. Salary Compensation Plan- Effective July 1, 2009 – June 30, 2011

RESOLUTION NO. 2009-6817

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AMENDING FY 09-11 SALARY AND COMPENSATION PLAN BY ADDING THE POSITION DESCRIPTION AND SALARY RANGE FOR ANIMAL CONTROL/COMMUNITY SERVICES OFFICER

WHEREAS, the provisions of Ordinance No. 41 of the City of Imperial Beach provides that the compensation and position descriptions of the employees of the City of Imperial Beach may be amended by the City Council from time to time by resolution; and

WHEREAS, the City Manager is recommending revisions to the City's Classification and Salary Schedule as necessary for the efficient and effective operation of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial Beach:

1. That the above recitations are true and correct.
2. Amend the FY 09-11 Salary and Compensation Plan creating the position description for Animal Control/Community Services Officer and establishing the salary range at \$40,584 to \$51,792 per year.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Imperial Beach at its regular meeting held on the 21st day of October 2009, by the following roll call vote:

AYES: COUNCILMEMBERS: NONE
NOES: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: NONE

JAMES C. JANNEY, MAYOR

ATTEST:

JACQUELINE M. HALD, CMC
CITY CLERK

ANIMAL CONTROL/COMMUNITY SERVICES OFFICER	CITY OF IMPERIAL BEACH
CLASS SPECIFICATION	Approved:

ANIMAL CONTROL/COMMUNITY SERVICES OFFICER

DEFINITION

To perform duties related to the enforcement of municipal ordinances governing the control of animals and assist with parking enforcement.

DISTINGUISHING CHARACTERISTICS

This is a single-position class in the Public Safety Department responsible for enforcing animal regulatory codes, reporting to and receiving supervision/direction from the Public Safety Director.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Public Safety Director.

ESSENTIAL FUNCTIONS

Animal Control-

- Enforce State, City and local animal control laws and codes by patrolling City streets and picking up live and/or dead animals; transporting animals to the shelter.
- Explain ordinances relating to keeping and caring for animals to the public; issue citations for violations of the animal control ordinance; appear in court on cases involving violation of animal regulations/State Humane Laws; places animals in quarantine in cases of suspected rabies.
- Respond to calls of injured and stray animals, barking dogs, off-leash and sanitation violations; take appropriate action; respond to animals locked in cars without proper ventilation, food, or water.
- Investigate complaints of cruelty to animals, stolen animals, disturbing the peace and animal bites.
- Develop, coordinate and conduct animal control related events and programs such as rabies clinics, presentations to local groups, schools and citizens pertaining to proper guardianship and care of animals, , and animal control laws and ordinances; and licensing programs.
- Issues dog licenses; receives and records payment for licenses, adoptions, relinquishment of ownership, and quarantine. .
- Maintain records and prepares comprehensive reports; responds to emergency calls during off-duty time.
- Assist in hand injection euthanasia of diseased and/or unclaimed animals. Feed and water animals; clean kennels; assist in the disposal of diseased and unclaimed animals.
- Assist in providing information, capture and impoundment of sick, injured, trapped, or vicious domestic and wild animals; tranquilize aggressive and stray animals; return wild animals to their natural habitat.
- Quarantine animals involved in biting incidents; euthanize sick and injured animals. Transport animals to the County animal shelter; assign kennels; return licensed animals to their owners.

Parking Enforcement-

- Conduct parking enforcement including patrolling, and issuing citations as appropriate.
- Prepare and maintain a variety of records and reports; prepare reports and records of daily activities.
- Maintain vehicle and equipment in proper working condition; clean and repair vehicle and equipment as necessary.
- Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.
- Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Animal behavior
- Various breeds of dogs and the methods of handling small animals
- Techniques and procedures for the safe, humane, and efficient handling of animals
- Principles and practices of customer service and conflict resolution
- Applicable laws, codes, ordinances and regulations governing the licensing,
- Proper care and treatment, and impounding of animals.
- English usage, spelling, grammar, and punctuation
- Computer equipment and software applications related to assignment

Ability to:

- Learn to enforce animal regulations and parking ordinances.
- Use tools to capture, restrain and transport animals.
- Keep records and prepare reports.
- Administer animal first aid and lethal injections.
- Ability to learn parking enforcement and related laws and city ordinances.
- Operate computer equipment and software applications related to assignment.
- Read and interpret street maps.
- Communicate clearly and concisely, both orally and in writing.
- To manage irate customers and difficult situations in an effective manner.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Work with various cultural and ethnic groups in a tactful and effective manner.
- Learn to perform self defense techniques.

EXPERIENCE AND TRAINING

Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience-

- One year of responsible experience in the care and handling of animals.

Training-

- Equivalent to the completion of the twelfth grade.

LICENSE OR CERTIFICATE

- Possession of a valid California driver's license.
- PC 832 Certificate must be obtained within 12 months of employment.

PHYSICAL DEMANDS

- On a continuous basis walk, stand, bend, crouch or stoop, sit for varying periods of time; drive a pick-up truck; use hands and fingers to grasp and use various types of animal restraint and capture equipment tools; make repetitive hand and body motions; twist and reach below and above shoulder.
- Must be able to maneuver in tight places such as crawl spaces or under a building and be able to climb ladders, step and climb over obstacles to catch animals.
- Communicate over a radio, or telephone; hear communications via radio, telephone or in person; respond to inquiries; use a computer keyboard; re-interpret and write simple and complex reports; testify in court and respond to emergencies.
- Must be able to lift and carry injured or dead animal weighing over 100 lbs.
- See in the normal vision range with or without correction; hear in the normal range with or without correction.
- Must be able to perform self defense techniques.

WORKING ENVIRONMENT

- Work is performed outdoors with exposure to wet, cold, windy, hot and/or humid conditions.
- Job requires frequent exposure to loud animal noises, odors, pet dander, diseases and dangerous animals.
- Daily contact with to a variety of domestic and wild animals that can result in exposure to potentially hazardous or volatile situations; may be exposed to animal body fluids in caring for animal needs.
- Entails daily contact with the public while performing both animal control and parking enforcement.

CITY OF IMPERIAL BEACH
POSITION CLASSIFICATIONS AND MONTHLY COMPENSATION SCHEDULE
EFFECTIVE JULY 1, 2009 - JUNE 30, 2011
(Revised October 21, 2009)

Job No.	Miscellaneous Employees	Range	Monthly Salary	
			LOW	HIGH
5010	ACCOUNT/CLERK TECHNICIAN	32	2,569	3,278
5015	ADMINISTRATIVE ASSISTANT (CIP)	41	3,063	3,909
5020	ADMINISTRATIVE INTERN	29	2,335	2,982
5025	ADMINISTRATIVE INTERN-GIS	29	2,335	2,982
5030	ADMINISTRATIVE SECRETARY I	39	2,949	3,764
5040	ADMINISTRATIVE SECRETARY II	43	3,185	4,064
5045	ANIMAL CONTROL OFFICER/COMMUNITY SERVICES OFFICER	46	3,382	4,316
5050	ASSISTANT PLANNER	46	3,382	4,316
5065	ASSISTANT PROJECT MANAGER	52	3,916	4,998
5060	ASSOCIATE PLANNER	52	3,916	4,998
8010	BEACH LIFEGUARD I	30	2,427	3,098
8020	BEACH LIFEGUARD II	37	2,809	3,585
8030	BEACH LIFEGUARD LIEUTENANT	50	3,821	4,876
8040	BEACH LIFEGUARD SERGEANT	49	3,649	4,659
9010	BEACH MAINTENANCE WORKER	18	1,747	2,231
5068	BUILDING/CODE COMPLIANCE SPECIALIST	32	2,569	3,278
5070	BUILDING & PLANNING TECHNICIAN	42	3,100	3,958
5080	BUILDING/HOUSING INSPECTOR I	51	3,858	4,925
5090	BUILDING/HOUSING INSPECTOR II	55	4,240	5,411
9015	CAPITAL IMPROVEMENT PROGRAM MANAGER	56	4,346	5,547
6010	CLERK TYPIST	29	2,335	2,982
6020	CODE COMPLIANCE OFFICER	48	3,560	4,545
6030	COPIER CLERK	9	1,416	1,808
6040	CRAFT INSTRUCTOR	9	1,416	1,808
9020	CUSTODIAN	24	2,051	2,618
6050	CUSTOMER SERVICE SPECIALIST	41	3,063	3,909
6060	DEPUTY BUILDING OFFICIAL	74	6,679	8,525
4010	DEPUTY CITY CLERK (Records Technician)	43	3,185	4,064
9000	ENVIRONMENTAL PROGRAM SPECIALIST	46	3,382	4,316
4020	FINANCIAL SERVICES ASSISTANT	48	3,560	4,545
6065	FIRE SAFETY INSPECTOR II	55	4,240	5,411
6060	FIRE SAFETY INSPECTOR II (PT)	64	5,216	6,657
9030	FLEET SUPERVISOR	52	3,916	4,998
9040	GRAFFITI PROGRAM COORDINATOR	44	3,258	4,159
9050	GROUNDS & FACILITIES SUPERVISOR	56	4,346	5,547
9060	HEAVY EQUIPMENT OPERATOR	41	3,063	3,909
6067	HUMAN RESOURCES TECHNICIAN	41	3,063	3,909
6070	JUNIOR CLERK TYPIST	19	1,796	2,293
9070	MAINTENANCE WORKER	33	2,615	3,339
9080	MAINTENANCE WORKER I	36	2,776	3,544
9090	MAINTENANCE WORKER II	41	3,063	3,909
11110	MECHANIC HELPER	15	1,618	2,064
11120	MECHANIC I	40	2,983	3,808
11130	MECHANIC II	45	3,287	4,196
6073	NETWORK SYSTEMS TECHNICIAN	38	2,901	3,701
6075	OFFICE SPECIALIST	29	2,335	2,982
4030	PERSONNEL SERVICES ASSISTANT	51	3,858	4,925
11140	PIER/BEACH MAINTENANCE WORKER	32	2,569	3,278
6080	PROGRAM AIDE	10	1,451	1,852
11153	PUBLIC WORKS INSPECTOR	50	3,821	4,876

**CITY OF IMPERIAL BEACH
CLASSIFICATION AND COMPENSATION SCHEDULE
EFFECTIVE JULY 1, 2009 - JUNE 30, 2011
(Revised October 21, 2009)**

<u>Job No.</u>	<u>Miscellaneous Employees</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
6090	PROGRAM COORDINATOR	30	2,427	3,098
11150	PROJECT MANAGER TECHNICIAN	45	3,287	4,196
7000	RECREATION LEADER	17	1,700	2,169
7010	RECREATION PROGRAM AIDE	10	1,451	1,852
7020	RECREATION PROGRAM COORDINATOR	34	2,642	3,372
7025	RESIDENTIAL FIRE/SAFETY INSPECTOR	39	2,949	3,764
7030	SENIOR ACCOUNT/CLERK TECHNICIAN	38	2,901	3,701
11155	SENIOR PUBLIC WORKS SUPERVISOR	64	5,216	6,657
11160	SEWER SUPERVISOR	50	3,821	4,876
11170	STREET SUPERVISOR	50	3,821	4,876
11180	TIDELANDS SUPERVISOR	50	3,821	4,876

<u>Job No.</u>	<u>Fire Department (sworn)</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
8080	FIREFIGHTER	6	3,769	4,811
8090	FIREFIGHTER/PARAMEDIC	FP6	4,195	5,354
8060	FIRE ENGINEER	7	4,195	5,354
8070	FIRE ENGINEER/PARAMEDIC	FP7	4,509	5,755
8050	FIRE CAPTAIN	8	4,964	6,336

<u>Job No.</u>	<u>Management and Mid-management</u>	<u>Range</u>	<u>Monthly Salary</u>	
			LOW	HIGH
2020	ASSISTANT CITY MANAGER	BAND	5,807	10,452
6000	BUILDING OFFICIAL	BAND	5,757	8,496
2030	CITY CLERK	BAND	5,807	10,452
3010	CITY PLANNER	BAND	4,646	6,388
2040	COMMUNITY DEVELOPMENT DIRECTOR	BAND	5,807	10,452
3025	ENVIRONMENTAL PROGRAM MANAGER	BAND	4,646	6,388
2010	FINANCE DIRECTOR	BAND	5,807	10,452
3040	FINANCE SUPERVISOR	BAND	4,646	6,388
3050	LIFEGUARD CAPTAIN	BAND	4,646	6,388
3060	MANAGEMENT ANALYST	BAND	4,065	5,227
6071	NETWORK ADMINISTRATOR	BAND	4,646	6,388
2050	PUBLIC SAFETY DIRECTOR/FIRE CHIEF	BAND	5,807	10,452
2060	PUBLIC WORKS DIRECTOR	BAND	5,807	10,452
3070	PUBLIC WORKS SUPERINTENDENT	BAND	4,646	6,388
3080	REDEVELOPMENT COORDINATOR	BAND	5,757	7,347

<u>Job No.</u>	<u>Elected and City Manager</u>	<u>Range</u>	<u>Monthly Salary</u>	
1010	CITY COUNCILMEMBER	N/A	300	
1020	CITY MANAGER	N/A	Contract	
1030	MAYOR	N/A	1,100	