

2020

COMPLETED PROJECTS



CITY CLERK'S OFFICE

- 52 Council Agendas
- 348 Council Meeting Records
- 29 City Claims
- 409 Public Records
- 165 Conflict of Interest Forms
- 32 County Recordings
- Administered 14 Oaths of Office
- 112 Resolutions Processed
- 4 Ordinances Processed

CITY COUNCIL

- 112 Resolutions Adopted
- 4 Ordinances Adopted
- 11 Proclamations
- 330 Certificates of Recognition
- 52 City Council Meetings
- Serve as Representatives on Task Force to End Homelessness

CITY MANAGER'S OFFICE

- 100 New Resident Packets
- 11 Proclamations
- 335 Certificates of Recognition
- 12 Employee Newsletters and 3 Community Newsletters
- State of the City Address Coordination
- Initiated Strategic Planning Process
- Measure P Facilitation
- Annual Employee Award Recognitions
- Lobbyist Contract Management
- Website Management and Compliance Monitoring
- ICTC Management Committee
- County City Managers Association
- IVRMA Administrative Management and transition plan with ICTC
- Capital Improvement Projects Tracking
- Coordinated Ceremonies/Zoom Events
- Social Media Management
- Initiated Website Upgrade
- 2020 Census

Information Technology Division

- Installed Camera System at Public Works
- Hardened Network Security Systems
- Upgraded Cameras at City Hall
- Installed new Core Firewall
- Installed new Firewall and File Server to PD
- Installed new Backup Server at City Hall
- Set up VPN for Remote Connectivity to City Hall
- Set up Select Users for Remote Access during Pandemic
- Set up Network for the Distant Learning Center
- Fiber to MLK
- RDA Phone System
- Implement VPN Access at ECPD

Legal Division

- Retail Cannabis Facility Ordinance - No Tax
- Sign Code Revision
- Uniform Code update
- Compliance with CalJPIA
- Comprehensive Revision of City Ordinances
- Resolutions for Citywide Fee Study
- COVID-19 Legal Issues
- Filed Zavala Collection Action
- Handled Outstanding Personnel Cases
- Updates for Treatment of Homelessness

COMMUNITY DEVELOPMENT DEPARTMENT

- Adult Use Cannabis Ordinance
- Phase One Cannabis Business Permit Process
- 2019 Housing Element Progress Report
- 2019 US Census Boundary Report
- 2019 Model Water Efficiency Report
- Vacant Property Ordinance
- Updated Sign Ordinance
- ICOE Annexation
- Countryside II Multi-Family Apartments Tax Credit Application
- El Dorado II Multi-Family Apartments Tax Credit Application
- Building Code Trainings
- Completion of ADA Transition Plan
- Revised Permit Process
- Adopted 2019 Building Code
- 2020 US Census Boundary Report
- 2020 Housing Element Progress Report
- 2020 Model Water Efficiency Report
- Land Use and Mobility General Plan Update
- Environmental Justice General Plan Element
- Town Centre Villa Phase IV Environmental
- South Dogwood Annexation
- Monte Vista Soccer and Wellness Park MND

COMMUNITY SERVICES DEPARTMENT

Economic Development Division

- \$2.6 Million Grant Awarded for 26-unit Tiny Home Project
- \$524,000 Grant Awarded for 2 years of Operation Costs for the Tiny Home Project
- \$550,000 Grant Awarded from the Federal Economic Development Administration for Revolving Loan Funds
- Secured \$663,621 in Community Development Grant Program Coronavirus Funds
- \$5.1 Million Loan issued to AMG & Associates for Apartment Complex (24 units)
- \$500,000 Loan issued to Chelsea for an Affordable Apartment Complex (56 units)
- Engaged Chelsea Investments for Successor Agency property on Waterman Avenue
- \$1.29 Million Grant Application for Buena Vista Park, Application was Awarded

Economic Development Division Continued

- Approved 3 EDA Revolving Loan Fund Applications totaling \$162,000
- RLF Loan issued to La Resaca Restaurant/The Loft Event Center
- Established Microenterprise Loan Program
- Census 2020 Outreach Program and Secured \$50,000 in Grant Funds
- Carlos Aguilar Field 2 Project \$2.3 Million
- Humane Society Modular Installation \$375,000
- McGee Park Restroom and Snack Bar Project \$740,000
- Bucklin Park Phase II \$512,000
- Monte Vista Regional Park Feasibility Study \$59,800
- IV Urban Forest Program (City grant) \$1.1 Million
- Completion of IV Urban Forest Free Trees Program for the Foundation \$1.6 Million
- Staff Re-Assigned to EOC for COVID-19
- Business Incubator Suites Fully Occupied with 6 Businesses and 7 Employees

Aquatic Center Division

- Imperial Valley Desert Aquatics Main Practice Facility
- Hosted Drive thru Water Safety Day
- Successful Staff Evaluation Lazy River
- Worked with California Border Patrol to Utilize Aquatic Center for Training
- Installed 12 Cabanas
- Hosted Central and Imperial High School Swim Team's Practices
- Aquatic Center Staff Reassigned to Departments during COVID-19
- Virtual Water Safety Classes
- COVID-19 Facility Operations Plan
- Reopened Facility in October 2020
- Implemented Online Reservation System
- One Year Anniversary of Grand Opening Celebrated with Floating Pumpkin Patch Event

Parks Maintenance Division

- Installed Drip Irrigation on Waste Water Plant Trees
- Installed New Fence between Bucklin Park and Cypress Alley
- Installed New Fabric and Netting at Frazier Field on Two Front Fields
- Added Drip Irrigation to Parks and Facilities where IV Urban Forest Tree Grant Trees were Planted
- Worked with IV Urban Forest Work Crews
- Replaced Irrigation Pumps at Farmers Park, Stark Field, and Frazier Field Luther King Sports Pavilion

Recreation Division

- Provided Zoom details to Community; Update on COVID-19 via Social Media Sites
- Assisted other Agencies with EOC Pandemic Emergency
- Provided Virtual Program to Imperial Valley Special Olympics Athletes
- Built a Mardi Gras Float for King and Queen (Jack and Frances Terrazas) in Partnership with IBEW 569

Recreation Division Continued

- Built a Community Census Float in Partnership with Imperial County CEO's Office
- Created Virtual Programs for Children 1st through 6th Grade
- 50 Monthly Recreation Activity Bags for Seniors
- Developed Partnerships with the I.C. Public Health Department, ECRMC, Catholic Charities and AAA
- Received 40 Google Home Speakers from Area Aging Agency for our Adult Residents
- Dance Program for Children and Adults
- Blood Drives in Partnership with ECRMC
- Mardi Gras Bingo Zoom and Mardi Gras Scavenger Hunt
- Teen Friendship Zoom Meetings
- Participation ECRMC Baby Expo and I.C.O.E. Family Day
- Awarded \$15,000 Youth Offender Block Grant from the Imperial County Probation Department
- Certified NYPUM Youth with Disabilities
- Showcased the State of California SVRA OHMVR Division NYPUM Video to the OHMVR State Commission, How NYPUM works!
- Coordinated NYPUM Trail Rides
- Partnered with ECESD and Student Attendance Review Board (SARB)
- Distance Learning Center for 5th Grade through High School Students
- Virtual Winter Camps

FINANCE DEPARTMENT

- Awarded GFOA (Government's Finance Officer Association) - Certificate of Achievement for Excellence in Financial Reporting for the City's FYE 2019 CAFR (Comprehensive Annual Financial Report)
- Awarded GFOA (Government's Finance Officer Association) - Distinguished Budget Presentation Award for the City's FYE 2021 Budget
- FYE 2020 CAFR (Comprehensive Annual Financial Report) which will be submitted to GFOA for Consideration of the Certificate of Achievement for Excellence in Financial Reporting
- Issued Lease Revenue Bonds, 2021 Series A for the New Library Project
- Issued Lease Revenue Refunding Bonds, 2021 Series B for Transportation Projects

FIRE DEPARTMENT

- Implemented Plan to Reduce Exposure of Emergency Responders to COVID-19 at Health Care Settings
- Battalion Chief Completed Requirements for Certification as Strike Team Leader
- Joint Purchasing with AMR Reduced Cost of EMS Supplies
- EOC Coordination of Disaster Response to COVID-19
- Purchased six 12-Lead Cardiac Monitor/Defibrillators (Measure P)
- Trained 2 Firefighters as Hazardous Materials Specialist

HUMAN RESOURCES

- 33 New Hires
- 7 Promotions
- 11 Retirees
- Wellness Program
- Health Insurance Committee
- Health Insurance Open Enrollment
- Created new Job Descriptions
- Coordinated Trainings with CJPIA

Human Resources Continued

- Safety Trainings
- Liebert Cassidy Employment Trainings
- Measure P Committee for IT projects
- Required ACA Reports
- Review of Job Descriptions and Staffing Needs
- Conducted 9 Internal Investigations
- Various Insurance Reports for CJPIA
- Cal-OSHA Required Reporting for COVID-19
- EOC COVID-19 Meetings
- Assisted Employees with COVID-19 Matters
- Trained new Payroll Personnel; Assisted Payroll Division
- Collaborated with City Attorney in Various Personnel Matters

LIBRARY

- Zip Book Program
- Online Tutoring Program & Reference Services
- Summer Reading Program
- 1,000 Books Before Kindergarten Program
- Preschool Story Hour
- Lunch and Snack at the Library Program
- Family Treasure Nights
- Adult Craft Program
- Curbside Pick Up Service
- Zoom Program
- Enhanced Branch Library
- Census 2020 Program
- E-Book Program
- Read Across America
- Crafty Tuesday Program

POLICE DEPARTMENT

Crime Prevention

- Downtown El Centro Crime Prevention Details
- Domestic Highway Enforcement/HIDTA Initiative
- Crime Prevention Presentations for Businesses, City Council, and Imperial Valley Continuum of Care Council
- Crime Prevention Presentations for Imperial Valley Continuum of Care Council
- Regional ALPR Program Expansion
- K9 Unit
- Coffee With a Cop
- Reserve Program
- Expanded Social Media Presence

Traffic Safety

- Awarded Office of Traffic Safety 2020 Grant
- Operation Stonegarden 2019 Grant

Quality of Life Issues

- 5150 Roadmap Committee
- Developed School Resource Specialist Position

Community Engagement

- Community Relations Unit
- Chaplain Program
- Police Explorer Program
- Community Education Related to the Coronavirus Pandemic
- Coronavirus Pandemic Community Outreach
- Community Outreach/Information Pamphlets
- Behavioral Health Ride-A-Long Program

Other Important Accomplishments

- Hired 5 Lateral Police Officers
- Hired 1 Community Service Officer
- Awarded Operation Stonegarden Grant
- Awarded Edward Byrne Memorial Justice Grant
- Awarded COPS Grant
- Selected Architect for New Police Facility
- Evidence Room Audit

PUBLIC WORKS DEPARTMENT

Wastewater Treatment Plant

- Rehabilitation of Secondary Clarifiers 3 & 4
- Replacement of Suction Pipes at Villa Lift Station Wet Well
- Measure 4 Imperial Ave. Sewer Collection Line Improvements

Water Treatment Plant

- La Brucherie Water Tank Mixer Installation
- Gun Range Cleanup

Facility Maintenance

- Reroofing of City Buildings
- Installation of New Exterior Doors and New Sky Lights at Conrad Harrison Youth Center
- Installation of New AC Units
- Graffiti Abatement Program
- Maintenance of City Buildings
- AC Maintenance Program

Street Division

- Pothole Repairs
- Street Signs Cleanup
- Alley Cleanup
- Traffic Signal Repairs
- Christmas Decorations
- Special Events Traffic Control

Engineering

- Plank Park-Phase II Project
- City Corridor Study
- S. Imperial Avenue Water Pipeline Improvements and Storm Drain Installation Project
- First Responders Park
- Commenced 2020 Overlay Project
- Valley Center Point Master Plan
- Bucklin Park Renovations
- S. Imperial Avenue Extension ROW
- PS&E for CMAQ - Traffic Signal Synchronization Dogwood and 8th Street
- PS&E for STBG - Imperial Avenue Extension Phase II Wake to Danenberg
- Cruickshank & Cottonwood Intersection Improvements
- Waste Water Treatment Plant Improvements Project:
- Measure 2 - Blower Modification and Dissolved Oxygen Control
- Measure 3 - Emergency Generator Installation and SCADA
- Measure 4 - Sewer Line Rehabilitation