



REGULAR MEETING OF THE
PLANNING COMMISSION AND CITY COUNCIL
OF THE CITY OF WESTMORLAND

WEDNESDAY, FEBRUARY 7, 2024

6:00 P.M.

City Hall Council Chambers
355 South Center Street,
Westmorland, CA 92281

Mayor's Message

This is a public meeting. You may be heard on an agenda item before the Council takes action on the item upon being recognized by the mayor. During the oral communications portion of the agenda, you may address the Council on items that do not appear on the agenda that are within the subject matter jurisdiction of the Council. Personal attacks on individuals, slanderous comments, or comments, which may invade an individual's privacy, are prohibited. The mayor reserves the right to limit the speaker's time. Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting City Hall at (760) 344-3411. Please note that 48 hours advance notice will be necessary to honor your request.

Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor
Xavier Mendez- Mayor Pro-Tem
Ana Beltran- Council Member
Justina Cruz- Council Member
Ray Gutierrez- Council Member

Call to Order:

Pledge of Allegiance & Invocation:

Roll Call:

Approval of the Agenda:

Oral Communication-Public Comment: Now is the time for any member of the public to speak to the Council. Please step to the podium and state your name and address for the record.

Staff Reports Non-Action Items:

Fire Department - Sergio Cruz

Police Department – Chief Monita

City Manager- Laura Fischer – Manager

Public Works Director - Ramiro Barajas

City Hall Supervisor/City Treasurer– Tami Castro

City Clerk – Christine Pish

Consent Agenda: Approve the Consent Agenda Items 1-3.

1. Approval of Meeting Minutes from November 15, 2023, December 6, 2023, Special Meeting for December 21, 2023 and Regular Meeting Minutes for January 17, 2024.
2. Approve payment to Desert Valley Power Systems for repairs to the Automatic Control Screen on Transfer Switch for Fire Department in the amount of \$3,160.63.
3. Authorize Payment of Invoice to Dudeck Engineering in the Amount of \$30,000 for shop drawings and submittals for the new water filter project.

Regular Business:

4. Discussion/Action to Appoint a Permanent Member to the Local Agency Formation Commission. – Laura Fischer
5. Discussion/Action to Authorize Staff to Develop Projects for Submittal to the USDA Grant Programs. – Laura Fischer
6. Discussion/Action to Purchase Folding Machine for Water/Sewer/Trash monthly billing. – Laura Fischer
7. Discussion/Action to Submit a Scoping Letter to County of Imperial Regarding Lithium Valley PIER. – Laura Fischer

Closed Session:

- o Public Service Employee Performance Evaluation (Gov't. Code §54957(b)(1).)

Adjournment: Next regular scheduled meeting February 21, 2024.

Date Approved: February 1, 2024

Date Posted: February 2, 2024

By: Christine Pish

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cityclerk@cityofwestmorland.net



CITY OF WESTMORLAND
CITY COUNCIL MEETING REPORT

MEETING DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Adopt Resolution 2024-02 to establish Bank Signatory Authority.

ISSUE: Shall the Board Adopt Resolution 2024-02 establishing bank signatory authority at US Bank, Mechanics Bank and Sun Community Federal Credit Union?

General Manager's Recommendation:

Adopt Resolution 2024-02 establishing bank signatory authority.

FISCAL IMPACT: NONE

BACKGROUND:

Changing names on the City's bank accounts is usually authorized by presenting the approved minutes of the meeting where we swear in a new Council Members. This is sufficient for the bank's purposes; however, the Council will not approve the minutes until the next meeting. Since the Council has appointed a new City Treasurer, we need to remove the prior Treasurer as an authorized signer.

By adopting this Resolution, the three banks listed will have a certified document shortly after the February 7, 2024 meeting that establishes that the five Council Members have authority to sign on our bank accounts at US Bank, Mechanics Bank and Sun Community Federal Credit Union.

CONCLUSION:

Staff recommends adopting Resolution 2024-02 establishing bank signatory authority.

ALTERNATIVES:

1. Do not adopt Resolution 2024-02, which will not remove the prior City Treasurer from the bank authorized signature list.
2. Adopt Resolution 2024-02 with changes and edits.

Respectfully Submitted,
Laura Fischer, Manager

Attachments: Resolution 2024-02



CITY OF WESTMORLAND

355 South Center Street • Post Office Box 699
Westmorland, California 92281
Tel: (760) 344-3411 • Fax (760) 344-5307

FROM THE DESK OF: RAMIRO BARAJAS
PUBLIC WORKS DIRECTOR

February 1, 2024

Public Works Department Staff Report:

Mayor and Council,

On Monday January the 22nd 2024 we experienced heavy rainfall. Residents at the 500 Block of West 8th street near Martin Road complained about flooding. Public Works Department setup trash pumps to pump the rainwater out of the street which took a few hours. That area of town has two storm drains which seem to be overwhelmed during heavy rainfall. An additional storm drain would be recommended if feasible. Our Wastewater Treatment Plant was hydraulically overloaded during this storm causing an upset in our clarifier. WWTP staff had to switch Clarifiers, Chlorine Contact Basins, and make adjustments to treatment process to control the issue. Sand was also taken to the Fire Station to provide sandbags to the residents. We expect rainfalls in the near future but we are prepared with two 4" trash pumps and a backup 3" trash pump and enough sand and bags to provide for the residents. Public Works Department also welcomed a new Maintenance Worker, Joesph Diaz on Monday January the 22nd.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ramiro Barajas", is written over a light blue horizontal line.

Ramiro Barajas
Public Works Director

**CITY OF WESTMORLAND
CITY COUNCIL REPORT**

DATE: January 7, 2024

FROM: Tami Castro

SUBJECT: Staff Report -City Hall Supervisor / City Treasure for January 2024

Front Office: For the Month of January 2024 City Hall Staff has worked hard to get all task done in a timely manner billing statements were sent out before February 1st 2024.

Supervisor/ City Treasure report: Audits for years 2019-2022 were uploaded to Audit portal as of submittal date January 19, 2024. I am currently now finishing up year 2023 submittal date for documents is January 31, 2024. I assisted our City Clerk with providing documentation for a resident requesting monthly bills for 2 years and all zoning ordinances. All documents for Mr. Hamby's Street project (DUDEK's invoicing, time cards) were submitted to Mr. Lawler and approved.

- **Business License -NA**
- **Building Dept-** The City issued four (4) building permits for the month of January 2024 All current building structures are being scheduled and inspected accordingly. All building reports for the month of December have been submitted to CHF-CIRB
- **Cal Recycle-** The city is currently staying on top of each NOIC task per Cal Recycle's requirements. Monthly Meeting and Bi Monthly reports have been submitted in a timely manner. Cal recycle has added a few more task to the NOIC for the city to start reporting for also we are in Teir 2 as of January 1, 2024 this means the city will be keeping track of the school and how much food there are generating and how much should be donated/generated back into the city.
- **Abatement Notices-** There are six (6) residents that are on the abatement list for inspection\review. There are two out of the six that are 80% done with there yard clean up. By next meeting I will be following up to close out their file
- **Finance-** All invoices/statements are paid to current as of January 2024

City Hall staff will continue to work productively and provide good service to the city and residents of Westmorland.

Respectfully Submitted,
Tami Castro

CITY OF WESTMORLAND CITY COUNCIL REPORT

DATE: February 1, 2024
FROM: Christine C. Pisch
SUBJECT: Staff Report – City Clerk

March 5th Election:

Been in contact with the Imperial County Elections office setting up rental arrangements for the March 5th Elections. 02/01/2024 submitted back the Authorization document finalizing our date arrangement.

Information Request(s):

On January 24th Mrs. Mallory had submitted a request in requestion Zoning ordinances, her request was completed within the 7-day period and mailed out on February 1st.

FPPC (Fair Political Practice commission):

I have successfully submitted in on January 31st all of councils 700 forms along with our City Manager and new City Treasure. Currently waiting to receive copy from City Attorney for personal file.

Email Follow-ups:

I have been currently following up on missed emails from the past month of December and January of information requests and League of City Events.

Respectfully Submitted,
Christine C. Pisch

**REGULAR MEETING OF THE PLANNING COMMISSION AND CITY
COUNCIL OF THE CITY OF WESTMORLAND
6:00 PM WEDNESDAY, NOVEMBER 15, 2023**

MINUTES

Call to Order – Mayor Judith Rivera
Pledge of Allegiance & Invocation
Roll Call Oral Communication– Public & Staff

IN ATTENDANCE

J. Rivera, A. Beltran, R Gutierrez, X. Mendez, J. Cruz

Mayor's Message

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Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Regular City Council Meeting:

Oral Communication-Public

1. Westmorland 4-H Program- Proclamation National 4-H month of November.

Westmorland 4-H presented a Proclamation for National 4-H month. 4-H members read aloud the Proclamation declaring November as National 4-H month.

Alex Cardenas and Lee Hernandez from IID presented a new program to assist with energy bills.

Council Member Cruz announced a Thanksgiving dinner being served at the senior center.

Stella Mata expressed her concerns about traffic violations in the City.

Roy Rosas expressed concerns about Street Lights and the need for more police presence in towns.

Council, Staff & Consultants – Discussion/Action:

1. Discussion/Action: Approval on RESOLUTION 23-15 FOR ACCEPTING FUNDS FROM THE 2021-2022 COPS FUNDS GRANT (AB 1584) - Interim Chief Monita
Resolution approved with a motion by Beltran, seconded by Mendez. Motion passed 5/0
2. Discussion/ Action: Appoint New Mayor and Department Commissioners. - City Council
No Action taken.
3. Discussion/Action: Abatement Notice Update at 230 W. Second St.- Tami Castro City Hall Supervisor
Extension granted to property owner until February 15, 2024. Motion approved 5/0.
4. Discussion/Action: SCDR Grant Fund Shift Request- Joel Hamby Streets Director
Motion was approved by a vote of 5/0.

Consent Agenda:

1. Approval/Action: Approval on Meeting Minutes for November 1, 2023 & City Warrants.

Staff Reports Non-Action Items:

- Fire Department - Sergio Cruz
- Public Works Director - Ramiro Barajas
- City Hall Supervisor – Tami Castro
- City Treasurer- Teri Nava
- City Clerk – Marissa Crenshaw

Closed Session:

- Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation and possible management position (Gov't. Code §54957(b)(1).) Westmorland Police Department, Public works maintenance worker for approval of hiring, City Manager– City Council No Reportable Action

Adjournment: Next regular scheduled meeting December 6, 2023.
Motion to Adjourn was approved 5/0.

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**REGULAR MEETING OF THE PLANNING COMMISSION AND CITY
COUNCIL OF THE CITY OF WESTMORLAND
6:00 PM WEDNESDAY, DECEMBER 6,**

MINUTES

Call to Order – Mayor Judith Rivera
Pledge of Allegiance & Invocation
Roll Call Oral Communication– Public & Staff

Mayor's Message

This is a public meeting. You may be heard on an agenda item before the Council takes action on the item upon being recognized by the mayor. During the oral communications portion of the agenda, you may address the Council on items that do not appear on the agenda that are within the subject matter jurisdiction of the Council. Personal attacks on individuals, slanderous comments, or comments, which may invade an individual's privacy, are prohibited. The mayor reserves the right to limit the speaker's time. Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting City Hall at (760) 344-3411. Please note that 48 hours advance notice will be necessary to honor your request.

Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

COUNCIL IN ATTENDANCE

J. RIVERA, A. BELTRAN, J. CRUZ, R. GUTIERREZ, X. MENDEZ

Regular City Council Meeting:

Old Business:

Oral Communication-Public

Alex from IID regarding reliable power to the City of Westmorland.
Stella Casa regarding a problem with water in the street from overwatering.
Darlene Barber regarding senior center open. Thanks Council

New Business:

Council, Staff & Consultants – Discussion/Action:

1. Discussion/Action: To award Bid to A & N Quality Builders- RESTROOM REHABILITATION POOL SHADE COVER-BID No.2023-001 -Teri Nava/City Council
Motion to approve Resolution approved by vote of 5/0.
2. Discussion/ Action: *Resolution No.23-15-* Abatement/Quote approval on 396 N. H. St. -Tami Castro. Motion to extend deadline until February 15th was approved with a vote of 5/0.
3. Discussion/Action: Encroachment on 496 N. I. St. -Xavier Mendez. Discussion Only.
4. Discussion/Action: To accept FERP20L 5278(019) S. Center St. paving project as complete. -Mr. Hamby. Motion to approve with a vote of 5/0.
5. Discussion/Action: To approve change order #1 for the LPPSB1L 5278(021) Pedestrian, Drainage Improvement Project. -Mr. Hamby. Motion to approve with a vote of 5/0.
6. Discussion/Action: To approve change order #1, Accept the project and authorize the filing of the notice of completion. -Mr. Hamby. Motion to approve with a vote of 5/0.

7. Discussion/Action: To approve amendment to City/Dudek agreement for AWC design services for \$165,000. -Mr. Hamby. Motion to approve with a vote of 5/0.
8. Discussion/Direction: Regarding seeking funding for 2 filters. -Mr. Hamby Discussion Only.
9. Discussion/Action: *Resolution No.23-16* 2021-2022 COPS fund grant (AB 1584). -Perry Monita Motion to approve Resolution No. 23-16 was approved with a vote of 5/0.

Consent Agenda:

1. Approval/Action: Approval on Meeting Minutes for November 15, 2023 & City Warrants.

Staff Reports Non-Action Items:

- Fire Department - Sergio Cruz
- Public Works Director - Ramiro Barajas
- City Hall Supervisor/City Treasurer– Tami Castro
- City Clerk – Marissa Crenshaw

Closed Session:

- o Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation and possible management position (Gov't. Code §54957(b)(1).)

Adjournment: Next regular scheduled meeting December 20, 2023.

Motion to adjourn was approved with a vote of 5/0.

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**SPECIAL MEETING OF THE PLANNING COMMISSION AND CITY
COUNCIL OF THE CITY OF WESTMORLAND
6:00 PM WEDNESDAY, DECEMBER 21, 2023
MINUTES**

Call to Order – Mayor Judith Rivera
Pledge of Allegiance & Invocation
Roll Call Oral Communication– Public & Staff

Mayor's Message

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Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor
Xavier Mendez- Pro-Tem Mayor
Ana Beltran- Council Member
Ray Gutiérrez-Council Member
Justina Cruz- Council Member

Regular City Council Meeting:

Old Business:

1. Discussion/Action: Completion of SR86/MARTIN RD. Intersection traffic count report. - Joel Hamby Streets Director.
Motion Passed 5/0.
2. Discussion/Action: (LPPSB1L 5278021) Pedestrian Improvement Project change order. - Joel Hamby Streets Director.
Motion Passed 5/0.
3. Discussion/Action: Measure D South Center Street Paving Project completion.
-Joel Hamby Streets Director.
Motion Passed 5/0.
4. Discussion/Action: (FERP20L 5278019) South Center Street Paving Project completion.
-Joel Hamby Streets Director.
Motion Passed 5/0.

Council, Staff & Consultants – Discussion/Action:

Resolution 23-18 accepting funds from the 2022-2023 COPS fund grant (AB 1584) - Perry Monita
Chief Interim

Motion Passed 5/0.

1. Discussion/Action: In regarding Federally – funded S. Center Street Paving Project – Joel Hamby Streets Director

Motion Passed 5/0.

Consent Agenda:

1. Approval/Action: Approval of Meeting Minutes for December 6 & November 15th, 2023 & City Warrants.

Motion Passed 5/0.

Staff Reports Non-Action Items:

- Fire Department - Sergio Cruz
- Public Works - Ramiro Barajas
- City Hall Supervisor/ City Treasurer- Tami Castro
- City Manager- Laura Fischer
- City Clerk – Marissa Crenshaw

Closed Session:

- o Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation and possible management position (Gov't. Code §54957(b)(1).) – City Council

Adjournment: Next regular scheduled meeting January 3, 2023.

No reportable action taken. Motion to adjourn passed 5/0

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REGULAR MEETING OF THE PLANNING COMMISSION
AND CITY COUNCIL AND THE REDEVELOPMENT
AGENCY OF THE CITY OF WESTMORLAND
6:00 PM WEDNESDAY, January 17, 2024

MINUTES

Call to Order – Mayor Judith Rivera
Pledge of Allegiance & Invocation
Roll Call

Mayor's Message

This is a public meeting. You may be heard on an agenda item before the Council takes action on the item upon being recognized by the mayor. During the oral communications portion of the agenda, you may address the Council on items that do not appear on the agenda that are within the subject matter jurisdiction of the Council. Personal attacks on individuals, slanderous comments, or comments, which may invade an individual's privacy, are prohibited. The mayor reserves the right to limit the speaker's time. Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting City Hall at (760) 344-3411. Please note that 48 hours advance notice will be necessary to honor your request.

Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor - PRESENT

Xavier Mendez- Mayor Pro-Tem - PRESENT

Ana Beltran- Council Member - ABSENT

Justina Cruz- Council Member - PRESENT

Ray Gutierrez- Council Member - PRESENT

Regular City Council Meeting:

Oral Communication-Public Comment: Now is the time for any member of the public to speak to the Council. Please step to the podium and state your name and address for the record.

1. Presentation from Imperial Valley Equity & Justice Coalition regarding Lithium Valley developments. – Fernanda Vega
Ms. Vega and her coworker presented information on the Imperial Valley Equity & Justice Coalition and invited the City to hear about the Lithium Valley developments.

New Business:

2. Information Only – Mid Year Budget Report – Laura Fischer, Manager
The Mid-Year Budget was presented and open discussion was held regarding the mid year budget report.
3. Appoint Council Members to Serve on Commissions – Judith Rivera, Mayor
The Mayor appointed Council Members to serve on commissions.

Old Business:

4. Discussion/Action: Authorize the increase in uniform allowance for Westmorland Police Officers from \$600.00 per year to 1,000.00 per year. – Perry Monita, Chief of police

Chief Monita presented a request to increase uniform allowances for Westmorland Police Officers. Motion was made by J. Cruz and seconded by R. Gutierrez. Motion passed with a vote of 4-0 with one absent.

Ayes: Gutierrez, Mendoza, Cruz and Rivera

Noes: None

Absent: Beltran

5. Discussion/Action: Authorize the Mayor to Execute a Deed Restriction for the State Per Capita Park Grant – Teri Nava

Teri Nava presented a report and Deed Restriction for approval to execute a deed restriction for the State Park Per Capita Park Grant. Motion was made by X. Mendez, seconded by R. Gutierrez. Motion passed with a vote of 4-0 with one absent.

Ayes: Gutierrez, Mendoza, Cruz and Rivera

Noes: None

Absent: Beltran

Consent Agenda:

Motion was made to approve the Consent Agenda as presented. Motion was made by J. Cruz and seconded by X. Mendez. Motion was passed with a vote of 4-0 with one absent.

Ayes: Gutierrez, Mendoza, Cruz and Rivera

Noes: None

Absent: Beltran

6. Approval/Action: Approval of Special Meeting Minutes for December 21, 2023 and Regular Meeting Minutes for January 3, 2024.

7. Approve/Action: Approval of City Warrants.

Staff Reports Non-Action Items:

- Fire Department - Sergio Cruz - NONE
- Public Works Director - Ramiro Baraja
 - Mr. Barajas presented two written reports for review and discussion.
- City Manager- Laura Fischer – Manager
 - Ms. Fischer presented two written reports for review and discussion.
- City Hall Supervisor/City Treasurer– Tami Castro - NONE
- City Clerk – Marissa Crenshaw - ABSENT

Closed Session:

Council adjourned into Closed Session at 6:44pm.

- o Public Service Employee Performance Evaluation (Gov't. Code §54957(b)(1).)

Council returned to Open Session at 7:18pm.

Mayor Rivera announced action taken at Closed Session:

Council accepted the resignation of City Clerk Marissa Crenshaw. Council provided direction to staff to increase staff hours of part-time water clerk, Christine Pisch. Council also appointed Christine Pisch to serve as the City Clerk.

Motion to accept the City Clerk resignation; to increase staff hours of part-time water clerk, and also to appoint the water clerk to assume the position of City Clerk was made by X. Mendez, seconded by R. Gutierrez. Motion passed with a vote of 4-0.

Motion to adjourn was made by X. Mendez, seconded by R. Gutierrez. Motion passed with a vote of 4-0.

Ayes: Gutierrez, Mendoza, Cruz and Rivera
Noes: None
Absent: Beltran

Motion to go back into open session was made by X. Mendez, seconded by R. Gutierrez. Motion passed with a vote of 4-0.

Ayes: Gutierrez, Mendoza, Cruz and Rivera
Noes: None
Absent: Beltran

Adjournment: Next regular scheduled meeting January 17, 2024.

Motion to adjourn was made by X. Mendez, seconded by R. Gutierrez. Motion passed with a vote of 4-0.

Ayes: Gutierrez, Mendoza, Cruz and Rivera
Noes: None
Absent: Beltran

Minutes prepared by Laura Fischer

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cityclerk@cityofwestmorland.net



CITY OF WESTMORLAND CITY COUNCIL REPORT

DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Approve payment to Desert Valley Power Systems for repairs to Automatic Control Screen on Transfer Switch for Fire Department in the amount of \$3,160.63.

RECOMMENDATION: Approve on CONSENT AGENDA the payment to Desert Valley Power Systems in the amount of \$3,160.63.

FISCAL IMPACT:

This expenditure is included in the Fire Department Budget under Repairs and Maintenance, which currently has over \$8,000 unexpended budget.

CONCLUSION:

As the Fire Chief has requested the repairs, which are needed and necessary to run the Fire Department, staff recommends approval.

ALTERNATIVES:

1. Table this item and request additional information from staff.
2. Deny the request, which may compromise the Fire Department's ability to serve the community.

Respectfully Submitted,
Laura Fischer



Desert Valley Power Systems LLC

340 West 32nd Street #393 | Yuma, Arizona 85364
928-246-8349 | support@dvps-az.com | www.dvps-az.com

RECIPIENT:

City of Westmorland Fire Department
Fire Department
Westmorland, California

Job #2611

Scheduled

Dec 28, 2023

Field Service Report

Unit and Site Information

Site Name	Westmorland Fire Department Transfer Switch.
Site Contact	
Make and Model	Caterpillar CTG
Serial Number	TSA23182

Unit Information

Hours/ Miles on the unit	112.8 hours
Condition The Unit Was Found In Upon Arrival	Unit was in the off position.

Repairs

Repairs Being Performed	Replace control screen.
Repairs In Progress	We arrived on site and inspected the unit. We removed the screen control panel from the transfer switch and installed a new control panel. We also removed transformer and replaced it on unit. Once completed, we set the generator back to AUTO position and performed a transfer switch test and no issues were found.

Were The Repairs Completed	Yes
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Additional Recommended Repairs	None.
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Desert Valley Power Systems LLC

340 West 32nd Street #393 | Yuma, Arizona 85364
928-246-8349 | support@dvps-az.com | www.dvps-az.com

City of Westmorland Fire Department
Fire Department
Westmorland, California

Replace Control Screen on Transfer Switch.

Invoice #: 2591

Due date: Feb 04, 2024

Amount due: \$3,160.63

Amount enclosed: _____

Mail to:

Desert Valley Power Systems LLC
340 West 32nd Street #393
Yuma, Arizona 85364



Desert Valley Power Systems LLC

340 West 32nd Street #393 | Yuma, Arizona 85364
928-246-8349 | support@dvps-az.com | www.dvps-az.com

RECIPIENT:

City of Westmorland Fire Department
Fire Department
Westmorland, California

Invoice #2591

Issued	Jan 05, 2024
Due	Feb 04, 2024
Site Name	Fire Department
PO Number	Quote 1706
Site Contact	Sergio Cruz
Make and Model	20RFH22DWLP/Q 20KW
Serial Number	6422/13

Total	\$3,160.63
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Replace Control Screen on Transfer Switch.

Product/Service	Description	Qty.	Total
Dec 28, 2023			
Travel	Round trip to Job site	1	\$189.00*
Labor rate	Labor to Perform Services	3	\$495.00*
MPAC 1500 Control Panel	Automatic transfer switch control panel DVGM93604	1	\$2,298.50

* Non-taxable

Thank you for your business! For any questions regarding this invoice please contact Priscilla Gutierrez or support@dvps-az.com.

EIN 83-2761391

Subtotal	\$2,982.50
CA-Imperial-Imperial (7.75%)	\$178.13
Total	\$3,160.63

Pay Now

CITY OF WESTMORLAND

CITY COUNCIL REPORT

DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Approve payment to Dudek Engineering in the amount of \$30,000

RECOMMENDATION: Approve on payment to Dudek Engineering for the submittal and shop drawings of the water filters in the amount of \$30,000.

FISCAL IMPACT:

This expenditure was approved at a prior Council meeting, when Council approved shifting funding from construction to engineering in order to get the shop drawings for the water filters submitted early. This was needed as there is a long lead time for the construction of the aluminum water filters.

The shift of funds was approved by the State and Dudek has begun working on the shop drawing for the water filter project. This invoice will be paid from the water department capital improvement funds. There are \$277,280 funds currently available in the water capital improvement fund. A reimbursement request will be submitted to the State and within 45-60 days the State will reimburse the City 90% of the paid invoice amount. The remaining 10% retention will not be received from the State until the project has been completed.

CONCLUSION:

It is important that this project continue to move forward with design engineering. Council has approved the submittal of shop drawings early so that the construction of the filters can begin and won't delay the final project completion timeline.

Staff recommends approval of payment to Dudek Engineering in the amount of \$30,000.

ALTERNATIVES:

1. Table this item and request additional information from staff.
2. Deny the request, which delay the water treatment plant improvement project.

Respectfully Submitted,
Laura Fischer



9087A 198 St, Langley, BC, V1M 3B1, Canada
 p. 604-936-4217 email. sales@awcsolutions.ca

Invoice

Date	AWC Job #	Invoice #
09-01-2024 Jan. 9, 2024	34138	277

Bill To
Dudek 605 Third Street Encinitas, CA 92024

Ship To

P.O. Number	Ordered By	AWC Rep	Payment Terms	Customer PST #	Due Date
15667	Brandon Lacap	BM	Net 45		23-02-2024 Feb. 23, 2024

Ship Via	Prepaid/Collect	Courier Account	FCA	Shipping Weight	Ship Date
			Langley		09-01-2024 Jan. 9, 2024

Description	Qty	Price/Ea	Backordered	Amount
20% upon receipt of PO Preliminary Design Drawings (General Arrangement Drawings, P&ID Drawings) and PLC information	0.2	150,000.00	0	30,000.00

No statements issued. Please pay by invoice.
 Overdue invoices will result in finance charge of 24% per annum.

Subtotal	USD 30,000.00
Sales Tax	USD 0.00
Total	USD 30,000.00

All sales subject to AWC Water Solutions Standard Terms and Conditions.

DUDEK

605 3rd Street
Encinitas, CA 92024
T (760) 942-5147
F (760) 632-0164

January 25, 2024
Project No: 15667
Invoice No: 15667-1
Due Date: February 23, 2024

Christine Pisch
City of Westmorland
355 S Center St
Westmorland, CA 92281

Project Manager Brandon Lacap
Project 15667 Engineering Design of the Westmorland Water Filter Replacement Project

Agreement No. 4600015451

Professional Services for the Period: November 25, 2023 to December 29, 2023

Phase 30 Sub_AWC

Consultants

AWC Water Solutions Ltd.

1/9/2024	AWC Water Solutions Ltd.	Invoice#277	30,000.00		
	Total Consultants		1.0 times	30,000.00	30,000.00
			Phase Total		\$30,000.00
			Total Project Invoice Amount		\$30,000.00

Please remit checks to the following lockbox account including Dudek project number and invoice number:

DUDEK
P.O. Box 515569
Los Angeles, CA 90051-4581

If you would like to remit payment via ACH, please contact Accounting@dudek.com.

CITY OF WESTMORLAND
CITY COUNCIL MEETING REPORT

MEETING DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Appoint a Council Member to serve on the City Select Committee.

ISSUE: Imperial County LAFCO is requesting the City of Westmorland appoint a Council Member to serve on the City Select Committee.

MANAGER'S RECOMMENDATION:

Appoint a Council Member to serve on the City Select Committee.

FISCAL IMPACT: NONE

INFORMATION:

LAFCO City Select Committee will meet in March to appoint a permanent member to serve on the LAFCO Commission. The small city representative, Ms. Maria Nava-Froelich was appointed as the permanent city member in 2020. The term is four years and will expire on May 6, 2024. The LAFCO City Select Committee will meet in March to nominate a new Small City Representative to serve on LAFCO or reappoint Ms. Nava-Froelich to continue to serve on the LAFCO Commission for another four years.

CONCLUSION:

Staff recommends appointing a Council Member to serve on the City Select Committee at LAFCO.

ALTERNATIVES:

1. Do not appoint a Council Member to serve on the City Select Committee.
2. Provide alternative direction to staff.

Respectfully Submitted,
Laura Fischer, Manager



January 24, 2024

City Selection Committee
Attn: Clerk
940 Main Street, Suite 209
El Centro, CA 92243

SUBJECT: Appointment of LAFCO Permanent City Commissioner

Dear Clerk to the City Selection Committee:

The Local Agency Formation Commission requests that your committee, under the Cortese-Knox-Hertzberg Reorganization Act, appoint one (1) permanent member to the LAFCO.

Ms. Maria Nava-Froelich was appointed as the permanent city member in 2020. The term is four years and will expire on May 6, 2024; therefore, please re-appoint or appoint a council person for this position.

If you have any questions regarding this letter, please get in touch with me at 760-353-4115 or pg@iclafco.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Paula Graf", is written over a faint, larger version of the signature.

Paula Graf
Executive Officer

CC:

City of Brawley, City Mayor & City Manager
City of Calexico, City Mayor & City Manager
City of Calipatria, City Mayor & City Manager
City of El Centro, City Mayor & City Manager
City of Holtville, City Mayor & City Manager
City of Imperial, City Mayor & City Manager
City of Westmorland, City Mayor & City Manager

Files:

City Selection Committee
Commissioners

CITY OF WESTMORLAND
CITY COUNCIL MEETING REPORT

MEETING DATE: February 7, 2024

SUBJECT: Authorize Staff to Prepare a List of Projects that Qualify for Grant Funds from USDA.

ISSUE: Shall Council authorize staff to prepare a list of projects that will qualify for grant funds from USDA.

MANAGER'S RECOMMENDATION:

Authorize staff to prepare a list of projects that will qualify for grant funds from USDA. Project list will be brought back to Council for approval prior to submitting the grant applications.

FISCAL IMPACT: NONE

INFORMATION:

Staff met with representatives from the State and local offices for USDA. The State Director, Ms. Maria Gallegos Herrera. Community Programs Specialist, Ms. Monica Telles, Water and Environmental Programs Director, Mr. Luis Andrade, and Loan Specialist, Mr. Edgar O. Ortega met with staff and provided material regarding the programs, which are attached to this report.

Community Facilities Direct Loan & Grant
Water and Waste Disposal Loan & Grant Program
Emergency Community Water Assistance Grants
Water and Waste Disposal Predevelopment Planning Grants
Special Evaluation Assistance for Rural Communities and Households
Single Family Housing Repair Loans and Grants

In addition, USDA shared some funding opportunities for business owners in the Westmorland area, and asked if we could help facilitate a public meeting to connect with local agriculture business. Staff will continue to communicate with USDA representatives to get additional information on these projects.

CONCLUSION:

Staff recommends authorizing staff to develop projects that will qualify for USDA grant funding.

ALTERNATIVES:

1. Do not authorize staff to develop projects for USDA funding.
2. Provide alternative direction to staff.

Respectfully Submitted,
Laura Fischer, Manager

Community Facilities Direct Loan & Grant

What does this program do?

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.

Who may apply for this program?

Eligible borrowers include:

- Public bodies
- Community-based nonprofit corporations
- Federally recognized Tribes

What is an eligible area?

Rural areas including cities, villages, townships, and towns including Federally recognized Tribal lands with no more than 20,000 residents according to the latest U.S. Census Data are eligible for this program.

How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, to purchase equipment, and to pay related project expenses.

Examples of essential community facilities include:

- Healthcare facilities such as hospitals, medical clinics, dental clinics, nursing homes, or assisted living facilities
- Public facilities such as town halls, courthouses, airport hangars, or street improvements
- Community support services such as child care centers, community centers, fairgrounds, or transitional housing
- Public safety services such as fire departments, police stations, prisons, police vehicles, fire trucks, public works vehicles, or equipment
- Educational services such as museums, libraries, or private schools
- Utility services such as telemedicine or distance learning equipment

- Local food systems such as community gardens, food pantries, community kitchens, food banks, food hubs, or greenhouses

For a complete list see Code of Federal Regulations 7 CFR, Part 1942.17(d) for loans; 7 CFR, Part 3570.62 for grants.

What kinds of funding are available?

- Low interest direct loans
- Grants
- A combination of the two above, as well as our loan guarantee program. These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

What are the funding priorities?

Priority point system based on population, median household income

- Small communities with a population of 5,500 or less
- Low-income communities having a median household income below 80% of the state nonmetropolitan median household income.

What are the terms?

Funding is provided through a competitive process.

Direct Loan:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicants authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, contact us for details and current rates.
- Once the loan is approved, the interest rate is fixed for the entire term of the loan, and is determined by the median household income of the service area.
- There are no pre-payment penalties.
- Contact us for details and current interest rates applicable for your project.

Grant Approval:

Grant funds must be available. Applicant must be eligible for grant assistance, which is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Grant assistance is limited to the following percentages of eligible project costs:

Maximum of 75 percent when the proposed project is:

- Located in a rural community having a population of 5,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income.

Maximum of 55 percent when the proposed project is:

- Located in a rural community having a population of 12,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income.

Maximum of 35 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income.

Maximum of 15 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income. The proposed project must meet both percentage criteria. Grants are further limited.

Are there additional requirements?

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms
- Facilities must serve rural area where they are/will be located
- Project must demonstrate substantial community support
- Environmental review must be completed/acceptable

How do we get started?

Contact your local RD office to discuss your specific project. Applications are accepted year round.

Who can answer questions?

Contact your local RD office.

What governs this program?

- Direct Loan: 7 CFR Part 1942, Subpart A
- Grant: 7 CFR Part 3570, Subpart A

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "What Governs This Program?" You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. USDA is an equal opportunity provider, employer, and lender.

California Community Programs Contacts

USDA Rural Development's community programs help create and maintain strong, vibrant rural communities through investments in essential public services and infrastructure projects.

Eligible applicants for these programs include public bodies, nonprofit organizations, and federally-recognized Tribes. Population limits vary by program.

Read complete details about USDA Rural Development's Community Facilities and Water and Wastewater Programs online at www.rd.usda.gov/ca or contact one of our staff near you.

State Office

Lisa Butler, Community Facilities Programs Director lisa.butler@usda.gov
(559) 754-3146 or (559) 309-6381

Sally Tripp, State Office Community Programs Specialist sally.tripp@usda.gov (559) 754-3149

Luis Andrade, Water Environmental Programs Director luis.andrade@usda.gov
(760) 355-2208 ext. 108 or (760) 457-1829

Antonio Ybarra, State Office Community Programs Specialist antonio.ybarra@usda.gov
(559) 490-8035

County Contacts

**Del Norte, Humboldt, Lake, Marin,
Mendocino, Napa Siskiyou, Sonoma, &
Trinity**
Reef Atwell-Smith, Santa Rosa
reef.atwellsmith@usda.gov (707) 536-0246

Daniel Alvarado, Eureka
daniel.alvarado@usda.gov (707) 832--5596

Lassen, Modoc & Shasta
Debra "Debbie" McCoy, Alturas
debbie.mccoy@usda.gov
(530) 233-4137 ext. 111

Butte, Colusa, Glenn & Tehama
Justin Garey, Davis
justin.garey2@usda.gov
(530) 792-5834

El Dorado, Nevada, Plumas & Sierra
Michael Vukas, Davis
michael.vukas@usda.gov
(530) 792-5824

**Placer, Sacramento, San Joaquin,
Solano, Sutter, Yolo & Yuba**
Robin Yasso, Auburn
robin.yasso@usda.gov (530) 217-6241

**Alameda, Contra Costa, Monterey, San
Benito, San Mateo, Santa Clara & Santa
Cruz**

Esther De La Cruz, Salinas
esther.delacruz@usda.gov
(831) 975-7762

**Alpine, Amador, Calaveras, Mariposa,
Merced, Mono, Stanislaus & Tuolumne**

Tonja Galentine, Modesto
tonja.galentine@usda.gov (209) 287-3626

Sara Brookes, Modesto
sara.brookes@usda.gov (209) 287-3639

Fresno, Madera & Tulare

Alba Lazaro, Fresno alba.lazaro@usda.gov
(559) 490-8028

**Kern, Kings Inyo, San Luis Obispo,
Santa Barbara & Ventura**

Al Correale, Santa Maria
al.correale@usda.gov (805) 863-9938

Marcos Ramos, Santa Maria
marcos.ramos@usda.gov (805) 863-9922

**Imperial, Los Angeles, Orange,
Riverside, San Bernardino & San Diego**
Edgar O. Ortega, Imperial
edgar.o.ortega@usda.gov
(760) 355-2208 ext. 102

Monica Telles, Indio
monica.telles@usda.gov
(760) 347-3675 ext. 3470

RCDI, SMW/TAT

Christina Swegles, Phelan
christina.swegles@usda.gov
(760) 843-6882 ext. 124

State Engineers

Michael Starinsky, Davis
mike.starinsky@usda.gov
(530) 792-5814

Robert Neilson, Visalia
robert.neilson@usda.gov
(559) 754-3156

Community Programs Technician

Jennifer Torres, Visalia (payments and
auditor's request) jennifer.torres@usda.gov
(559) 754-3147

State Environmental Coordinator

Jennifer Gooler, Santa Rosa
jennifer.gooler@usda.gov
(707) 596-0845

Water & Waste Disposal Loan & Grant Program

What does this program do?

This program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

Who may apply?

This program assists qualified applicants who are not otherwise able to obtain commercial credit on reasonable terms. Eligible applicants include:

- Most state and local governmental entities
- Private nonprofits
- Federally recognized Tribes

What is an eligible area?

Areas that may be served include:

- Rural areas and towns with populations of 10,000 or less – check eligible addresses
- Tribal lands in rural areas
- Colonias

What kinds of funding are available?

Long-term, low-interest loans. If funds are available, a grant may be combined with a loan if necessary to keep user costs reasonable

How may the funds be used?

Funds may be used to finance the acquisition, construction, or improvement of:

- Drinking water sourcing, treatment, storage, and distribution
- Sewer collection, transmission, treatment, and disposal
- Solid waste collection, disposal, and closure
- Storm water collection, transmission, and disposal

In some cases, funding may also be available for related activities such as:

- Legal and engineering fees
- Land acquisition, water and land rights, permits, and equipment
- Start-up operations and maintenance

- Interest incurred during construction
- Purchase of facilities to improve service or prevent loss of service
- Other costs determined to be necessary for completion of the project
- See 7 CFR Part 1780.7 and 1780.9 for a complete list

What is the loan term and rate?

The loan term is up to a 40-year payback period, based on the useful life of the facilities financed with a fixed interest rate. The interest rate is based on the need for the project and the median household income of the area to be served. Contact us for details and current interest rates applicable for your project.

Are there additional requirements?

- Borrowers must have the legal authority to construct, operate, and maintain the proposed services or facilities.
- All facilities receiving federal financing must be used for a public purpose.
- Partnerships with other federal, state, local, private, and nonprofit entities that offer financial assistance are encouraged.
- Projects must be financially sustainable.

Water & Waste Disposal Loan & Grant Program

How do we get started?

Applications are accepted year round and may be filed electronically using [RD Apply](#). The RD Apply Customer Help Guide is provided to help you get started and work through the application process. Applications are also accepted through your [local RD office](#). Program resources are available online (i.e., forms, guidance, certifications, etc.).

Who can answer questions?

Contact the local representative who serves your area. Participating nonprofits in your area may also offer assistance and training.

What governs this program?

- Basic Program – [7 CFR, Part 1780](#)
- Loan Servicing – [7 CFR, Part 1782](#)
- Section 306 of the Consolidated Farm and Rural Development Act

Why does USDA Rural Development do this?

This program helps very small, financially distressed rural communities extend and improve water and waste treatment facilities that serve local households and businesses. Good practices can save tax dollars, improve the natural environment, and help manufacturers and businesses to locate or expand operations.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "[What Governs This Program?](#)" You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. *USDA is an equal opportunity provider, employer, and lender.*

Emergency Community Water Assistance Grants

What does this program do?

This program helps eligible communities prepare, or recover from, an emergency that threatens the availability of safe, reliable drinking water.

The following events qualify as an emergency:

- Drought or flood
- Earthquake
- Tornado or hurricane
- Disease outbreak
- Chemical spill, leak, or seepage
- Other disasters

NOTE: A federal disaster declaration is not required.

Who may apply for this program?

- Most State and local governmental entities
- Nonprofit organizations
- Federally recognized Tribes

What is an eligible area?

- Rural areas and towns with populations of 10,000 or less – check eligible addresses
- Tribal lands in rural areas
- Colonias

The area to be served must also have a median household income less than the state's median household income for non-metropolitan areas. Contact your local RD office for details.

How may funds be used?

- Water transmission line grants up to \$150,000 to construct waterline extensions, repair breaks or leaks in existing water distribution lines, and address related maintenance necessary to replenish the water supply
- Water source grants up to \$1,000,000 to construct a water source, intake or treatment facility

Are matching funds required?

Partnerships with other federal, state, local, private, and nonprofit entities are encouraged.

How do we get started?

- Applications for this program are accepted year round online at <https://www.rd.usda.gov/programs-services/rd-apply> or through your local RD office.
- Program Resources are available online (forms, guidance, certifications, etc.).

Who can answer questions?

- Staff in your local RD office.
- Participating nonprofit associations

What law governs this program?

- Code of Federal Regulation, 7 CFR 1778
- Section 306A of the Consolidated Farm and Rural Development Act

"Why does USDA Rural Development do this?"

This program helps prevent damage or restore households and business' access to clean, reliable drinking water in eligible rural areas and towns following natural disasters. Funding can improve the natural environment and encourage manufacturers and other businesses to locate or expand operations.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section titled "*What Governs This Program?*" You may also contact your local assistance. You will find additional forms, resources, and program info [rd.usda.gov](https://www.rd.usda.gov). *USDA is an equal opportunity provider, employer, and learner.*

Water & Waste Disposal Predevelopment Planning Grants

What does this program do?

This program assists low-income communities with initial planning and development of applications for USDA Rural Development Water and Waste Disposal direct loan/grant and loan guarantee programs.

Who may apply?

- Most state and local governmental entities
- Nonprofit organizations
- Federally recognized Tribes

What is an eligible area?

- Rural areas and towns with populations of 10,000 or less – check eligible addresses
- Federally recognized tribal lands
- Colonias

NOTE: The area must have a median household income below the poverty line or less than 80 percent of the statewide non-metropolitan median household income.

How may the funds be used?

Grants may be used to pay part of the costs of developing a complete application for USDA Rural Development Water & Waste Disposal direct loan/grant and loan guarantee programs.

What are the terms for the grants?

- Grants may not be used to pay for work already completed.
- The amount of the grant will be subtracted from the total grant eligibility if a USDA grant is awarded for part of the water or waste disposal project.
- These grants do not have to be paid back if the application for the USDA direct loan or loan/grant combination is not successful.
- Grants are based on demonstrated need and subject to the availability of funds.

- Partnerships with other federal, state, and local entities are encouraged, and grants are awarded only when the applicant cannot afford to borrow the needed funds.

Is there a maximum grant amount?

Maximum of \$30,000 or 75 percent of the predevelopment planning costs.

Are matching funds required?

Yes, at least 25 percent of the project cost must come from the applicant or third-party sources. In-kind contributions do not count toward this minimum.

How do we get started?

Applications for this program are accepted year round through your local RD office. Program resources are available online (includes forms needed, guidance, certifications, etc.).

Who can answer questions?

- Help is always available through your local RD office.
- Participating nonprofit associations also offer assistance and training.

Water & Waste Disposal Predevelopment Planning Grants

What governs this program?

- Code of Federal Regulations, [7 CFR 1780](#)
- Agricultural Act of 2014

Forms & Resources

NOTE: Please select your state in the dropdown menu above to find the [state office contact information](#) and speak to a program specialist before attempting to fill out any forms or applications. This will save you time in completing your application.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "*What Governs This Program?*" You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. *USDA is an equal opportunity provider, employer, and lender.*

Special Evaluation Assistance for Rural Communities and Households

What does this program do?

This program helps very small, financially distressed rural communities with predevelopment feasibility studies, design, and technical assistance on proposed water and waste disposal projects.

Who may apply?

- Most state and local governmental entities
- Nonprofits
- Federally recognized Tribes

What is an eligible area?

Areas to be served must be rural and financially distressed:

- Rural areas with a population of 2,500 or less
- Have a median household income below the poverty line or less than 80 percent of the statewide non-metropolitan median household income based on latest Census data

How may the funds be used?

To pay predevelopment planning costs, including:

- Feasibility studies to support applications for funding water or waste disposal projects
- Preliminary design and engineering analysis
- Technical assistance for the development of an application for financial assistance

Are there additional requirements?

The predevelopment planning costs must be related to a proposed project that meets the following requirements:

- Construct, enlarge, extend, or improve rural water, sanitary sewage, solid waste disposal, and storm wastewater disposal facilities

- Construct or relocate public buildings, roads, bridges, fences, or utilities and to make other public improvements necessary for the successful operation or protection of facilities
- Relocate private buildings, roads, bridges, fences, or utilities, and other private improvements necessary for the successful operation or protection of facilities

How do we get started?

- Applications for this program are accepted year round through your local RD office.
- Program resources are available online (i.e., forms, guidance, certifications, etc.).

What governs this program?

- Code of Federal Regulations, Title 7, Part 1774 – 7 CFR 1774
- Section 306 of the Consolidated Farm and Rural Development Act

Why does USDA Rural Development do this?

To help very small, financially distressed rural communities extend and improve water and waste treatment facilities that serve local households and businesses.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled "What Governs This Program?" You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. *USDA is an equal opportunity provider, employer, and lender.*

Single Family Housing Repair Loans and Grants

What does this program do?

Also known as the Section 504 Home Repair program, it provides loans to very-low-income homeowners to repair, improve, or modernize their homes, or provides grants to elderly, very-low-income homeowners to remove health and safety hazards.

Who can apply?

To qualify, you must:

- Be the homeowner and occupy the house
- Be unable to obtain affordable credit elsewhere
- Have a family income within the very-low-income limit
- For grants, be age 62 or older



Home Repair Program Webpage

What is an eligible area?

Properties must be located in an eligible rural area. You can visit the USDA Income and Property Eligibility website (available at this link: <https://go.usa.gov/xzcdM>) for complete details.

How can funds be used?

- Loans can be used to repair, improve, or modernize homes, or to remove health and safety hazards.
- Grants must be used to remove health and safety hazards.

How much money can I get?

- Maximum loan is \$40,000.
- Maximum grant is \$10,000.
- Loans and grants can be combined for up to \$50,000 in assistance.

What are the terms of the loan or grant?

- Loans are repaid over 20 years.
- Loan interest rate is fixed at 1 percent.
- Full title service is required for loans greater than \$25,000.
- Grants have a lifetime limit of \$10,000.
- Grants must be repaid if the property is sold in less than three years.

Is there a deadline to apply?

Applications are available year-round as long as funding is available, and are processed in the order they are received.

How long does an application take?

Approval times depend on funding availability in your area. Talk to a state or area office-based USDA home loan specialist (a map is available at this link: <https://www.rd.usda.gov/browse-state>) for help with your application.

How do I get started?

Contact a USDA home loan specialist (information is available at this link: <https://www.rd.usda.gov/browse-state>) in your area.

What governs this program?

- The Housing Act of 1949 as amended; 7 CFR, Part 3550 (available at this link: <https://go.usa.gov/xzcvG>)
- HB-1-3550 - Direct Single Family Housing Program Field Office Handbook (available at this link: <https://go.usa.gov/xzcvM> - PDF)

NOTE: Because information changes, always consult official program instructions or contact your local Rural Development office for help. A list is available at this link: <https://go.usa.gov/xJHPE>. You will find additional resources, forms, and program information at <https://rd.usda.gov>.

USDA is an equal opportunity provider, employer, and lender.

Last Updated May 2023

CITY OF WESTMORLAND CITY COUNCIL REPORT

DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Approve the purchase of a folding machine from Quill in the amount of \$816.73.

RECOMMENDATION: Approve purchase of a folding machine from Quill in the amount of \$816.73.

FISCAL IMPACT:

This expenditure is should be split as follows:

Water – 510-6301 =	\$272.24
Sewer – 520-6301 =	\$272.24
<u>Trash – 110 – 6302 =</u>	<u>\$272.25</u>
TOTAL	\$816.73

These amounts are included in the budget.

We have attached quotes from folding machine providers online. We are recommending that we purchase the least expensive option from Quill as it is not only cheaper but we have an account with Quill and can order online and have it delivered.

CONCLUSION:

Staff required several hours to fold utility billing and notices each month. In January it took two people 8 hours each for a total of 16 hours to fold. This is a combined hourly rate of \$42 per hour (both office employees) at 8 hours = \$336 per month. This is just a rough estimate, but the folding machine will save time each month and in three months will pay for its self by saving staff time.

ALTERNATIVES:

1. Table this item and request additional information from staff.
2. Deny the request.

Respectfully Submitted,
Laura Fischer

Quill -

Shipping, Packing & Mailing Supplies > Envelopes and Mailing Supplies > Mailroom Supplies & Equipment > Paper Folding Machines & Joggers > Paper & Letter Folders

United F100 Automatic Paper Folder, 200 Sheets (F100)

Item #: 901-24148424
Model #: F100
Brand: United

★★★★☆ (7 reviews)

Popular! 11 others have looked at this recently



\$757.99
Per each

+ Tax 58.74 = \$ 816.73 total
Shipping free

1 ▾

Add to cart

🏆 Earn 757 points 📦 Free delivery

📍 Ship to: 92281 ▾

📅 Free delivery Wed, Feb 7 - Thu, Feb 8

🔄 Free returns

📌 Add to list

[Description](#) [Specifications](#) [Reviews](#)

Customers also viewed



Formax Paper Joggers, 800 Sheets (FD402P)

Item #: 501-131727310X
★★★★☆

\$1,249.99
Per each

1 ▾

Add

Earn 1249 points



Formax FD 452 Electric Letter Opener, Gray (FD452)

Item #: 901-131727493X
★★★★☆

\$2,095.99
Per each

1 ▾

Add

Earn 2095 points

Description

The United F100 Document Folder is an ideal solution for low-volume folding projects. This compact unit processes up to 2,400 sheets per hour in 11" and 14" paper sizes. It's clearly marked for 100 common fold settings. The LCD control panel features a resettable 3-digit counter and batch setting to process a specific number of sheets, for easy unloading. The output conveyor includes easily adjustable stacker wheels for neat, sequential stacking of folded pieces.

- Hopper Capacity - Up to 200 Sheets



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[Home](#) > [Finishing Equipment](#) > [Paper Folding Machines](#) > [Low Volume](#) > [Formax FD 300 Desktop Paper Folder](#)

Formax FD 300 Desktop Paper Folder

Part #: FD-300 | Brand: [Formax](#)

8 Questions, 8 Answers

★★★★★ 4.5/5

[Read all 2 reviews](#)

Speed: Folds approximately 123 sheets per minute

Paper Sizes: Up to 8.5" x 14"

Hopper Capacity: Load up to 200 sheets at a time

Clearly Marked Fold Settings: Switch between fold types quickly and easily

- 90 Day Manufacturer's Warranty
- Price Match Guarantee
- Free Shipping

\$795.00 >

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Product Description

The FD 300 by Formax is the perfect affordable solution for organizations such as churches, schools, charities and offices with low volume folding needs. This space saving compact paper folder only weights 25 pounds but is built to last. Out of the box this folder has very little "set up" before it is ready to go. The FD 300 has a build in chart premarked with your fold choices, switching between them is quick and easy. This paper folder by Formax has a LCD control panel with 3 digit resettable counter. It also features "AutoBatch" which means you can fold a preset number of sheets with pauses between batches. There is even an output conveyor for neat and sequential stacking. Part Number FD-300


Product Details

- Compact Size:** Ideal for small organizations / offices with folding needs.
- Easy to Use:** Quick set-up right out of the box, with simple push-button operation
- Pre-Marked for Four Popular Folds:** Letter "C", Accordion "Z", Half "V" and Double Parallel fold in 11" and 14" lengths
- Speed:** Folds approximately 123 sheets per minute
- Paper Sizes:** Up to 8.5" x 14"
- Clearly Marked Fold Settings:** Switch between fold types quickly and easily
- Drop-in Top-Feed System:** Simply square the paper and load it in the feed tray, no fanning required
- Hopper Capacity:** Load up to 200 sheets at a time

Customer Reviews

Formax FD 300 Desktop Paper Folder Reviews

★★★★★ 2 customer reviews



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Formax FD 300 Desktop Paper Folder

Part #: FD-300 | Brand: [Formax](#)

8 Questions, 8 Answers

★★★★★ 4.5/5

[Read all 2 reviews](#)

Speed: Folds approximately 123 sheets per minute

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Chat



CITY OF WESTMORLAND

355 South Center Street • Post Office Box 699

Tel: (760) 344-3411 • Fax (760) 344-5307

February 1, 2024

Imperial County Planning and Development Department
 Attn: Jim Minnick
 801 Main Street
 El Centro, CA 92243

Re: Imperial County’s Program Environmental Impact Review for the Lithium Valley Specific Plan

Dear Mr. Jim Minnick,

On behalf of the City of Westmorland, I am submitting scoping comments for Imperial County’s Program Environmental Impact Report (PEIR) for the proposed Lithium Valley Specific Plan Project (Project) (SP22-0001). We understand that the Lithium Valley Specific Plan and PEIR is intended to provide a framework and guidance for the necessary infrastructure and facilities and streamline the development and permitting of additional renewable energy facilities, mineral recovery, lithium battery manufacturing, and other renewable industries within an approximately 51,786-acre area adjacent to the Salton Sea.

The City of Westmorland is located in close proximity to the project site. Currently, the Imperial County Planning & Development Services Department is seeking the community’s comments about the effects this project might have on the environment and suggestions as to alternatives, mitigation or ways the project may be revised to reduce or avoid any significant environmental impacts. The City of Westmorland would like to recommend that the following topics be analyzed in the PEIR:

Table 1: List of possible project issues based on Lithium Valley Specific Plan California Environmental Quality Act¹ website.

<ul style="list-style-type: none"> ● Aesthetics ● Agriculture and Forestry Resources ● Air Quality ● Biological Resources ● Cultural Resources ● Cumulative Effects 	<p>Drainage/Absorption Geology/Soils Hazards & Hazardous Materials Hydrology/Water Quality Land Use/Planning</p>	<ul style="list-style-type: none"> ● Mineral Resources ● Noise ● Population/Housing Public Services Recreation Schools/Universities Septic System 	<p>Sewer Capacity</p> <ul style="list-style-type: none"> ● Solid Waste ● Transportation ● Vegetation ● Wetland/Riparian ● Wildfire ● Other <p>_____</p> <p>_____</p> <p>_____</p>
---	---	--	---

The topic of Transportation, is of great concern because of the environmental impact that it will have on increased traffic in the City of Westmorland, our concern is for direct, indirect, and cumulative negative effects to our citizens health and safety, air pollution, noise pollution and additional police presence, due to increased volume of traffic on State Highway and other streets and roads in Westmorland near residential and schools.

The analysis should consider the impacts of this topic because (of the negative effect of air quality with increase traffic volume. The increase in noise pollution, and the proximity to all City commercial industry and school traffic zones. The increase in traffic volumes will demand additional police presence to ensure vehicle traffic safety. The increase in traffic volumes will expand and increase as the development is built out, the movement of goods and services will migrate to the State Highway which runs east/west through the City. This highway is the closest major traffic corridor to the project and connects with the main highways and freeways where product will need to be transported.

Thank you for taking the time to consider our suggested topics for analysis. I am looking forward to seeing our comments reflected in the draft of the Programmatic Environmental Impact Review for the Lithium Valley Specific Plan.

Best regards,

Judith Rivera,
Mayor, City of Westmorland

LITHIUM VALLEY:



Next Steps

- Programmatic Environmental Impact Review (PIER)
- Lithium Valley Specific Plan

Imperial Valley
Equity & Justice
Coalition

LITHIUM IN IMPERIAL COUNTY

The Imperial Valley has over 30% of the world's lithium!

Lithium is a key resource that powers our batteries



2021-22 Proposed and potential geothermal plants. The map is for informational purposes only and does not constitute a guarantee of any kind. The information is subject to change without notice. © 2021 Imperial Valley Equity & Justice Coalition

For more information, visit www.imperialvalleyequity.org



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LITHIUM IN IMPERIAL COUNTY: VOICES OF THE VALLEY

“

How will the lithium tax revenue from SB 125 be used? Who oversees it?

“

What are the community benefits associated with lithium Valley?

“

How many jobs are expected? How can we ensure they are local jobs?

“

When is lithium extraction at a commercial scale expected to begin?

“

How will the environmental impacts affect our community further?

“

How is the land around lithium extraction sites going to be used?



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2024

LITHIUM VALLEY: KEY MILESTONES

PROGRAMMATIC
ENVIRONMENTAL
IMPACT REVIEW (PIER)

LITHIUM VALLEY
SPECIFIC PLAN
(AKA LAND USE ZONING)



WHAT'S A LITHIUM VALLEY SPECIFIC PLAN?

This is a planning document that lays out the "blueprint" of the area where development is planned (lithium extraction in this case). It will take into consideration new land uses, the transportation network, the design of new buildings, and how the plan will be implemented following a specific process. Once a SP is adopted by the local government, it becomes the document that developers and property owners must stick to.



WHAT'S A PEIR?

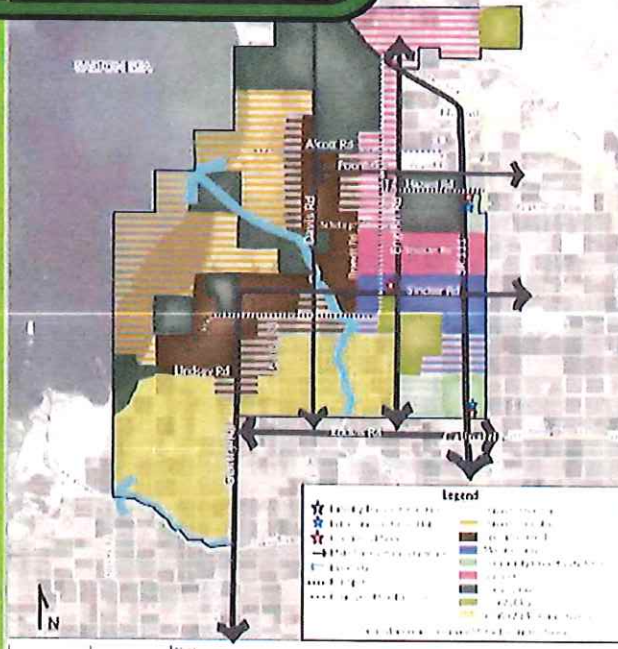
California Environmental Quality Act (CEQA) requires a PROGRAMMATIC ENVIRONMENTAL IMPACT REPORT (PEIR), a report which states all the foreseeable environmental impacts if the Lithium Valley Specific Plan were to be implemented. A "programmatic approach" means that instead of preparing a separate PEIR for each individual project within a program or plan, a single PEIR is prepared to cover multiple projects even projects under community opportunity area, transportation hubs, and logistics.

WHAT ELSE IS THERE TO KNOW ABOUT LITHIUM VALLEY PEIR?

- An environmental impact report, or EIR, discloses, analyzes, and mitigates a project's environmental impacts.
- PEIR = programmatic environmental impact report.
- Instead of analyzing the impacts of just one project, a PEIR analyzes the impacts of many related projects, and intends to cover future actions.
- In this case, the PEIR will analyze the impact of the lithium valley specific plan, which creates a 50,000-acre industrial zone for lithium extraction and renewable energy on the south shore of the Salton Sea.
- Future projects covered by this PEIR will not need to do their own environmental review.
- More info at: <https://lithiumvalley.imperialcounty.org/>



PROPOSED LAND USE ALTERNATIVE



COMMUNITY OPPORTUNITY AREAS: markets, civic uses, parks, commercial recreational uses, health care facilities, childcare facilities, public services, workforce education and training centers, office, hotels, entertainment, gasoline and EV charging stations, and public transportation hubs.

GREEN INDUSTRIAL: geothermal energy production and mineral recovery, biofuel generation, and green hydrogen.

MANUFACTURING: battery manufacturing, research and development, workforce training, industrial parks, and temporary construction housing.

LOGISTICS: logistic facilities, industrial transportation hubs, outdoor storage of trucks, trailers, and shipping containers, and temporary construction housing.

PLAYAS RENEWABLES: geothermal energy operations and mineral recovery, subsurface geothermal wells, pipes and mineral rights, habitat restoration, and dust suppression and public health mitigation projects.

PLAYAS RESTORATION: subsurface geothermal activities and above-surface environmental restoration activities.

RENEWABLES: Existing and planned solar plants

CONSERVATION: conserved habitat, subsurface geothermal wells, subsurface mineral rights, and passive use trails that provide connections to the Salton Sea.

FLOODWAY: permanent open space for flood protection. Allowed uses may include riparian restoration, native riparian habitat, and passive recreation such as picnic areas and trails.

INTERIM AGRICULTURAL OVERLAY: Agriculture until it transitions to industry

POTENTIAL IMPACTS OF DLE IN IMPERIAL COUNTY

air quality could be affected by construction and increased vehicle trips due to larger infrastructure.

Seismic Activity is unlikely to be impacted by dle, but new wells drilled using enhanced geothermal systems may have an impact. since we have a baseline risk of earthquakes, new infrastructure should be very mindful of earthquake safety.

freshwater consumption raises many concerns. dle requires thousands of gallons of water in its process, posing threats to imperial's colorado river allocation.



hazardous waste and materials, such as arsenic and lead, are also found in geothermal brine and are caught in filters through dle, forming "filter cakes." testing and safe transport and disposal of these is crucial.

salton sea degradation could be accelerated due to less water from agriculture. this could also affect the amount of water left for restoration efforts.

Source: earthworks.org/imperial-valley

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COMMENT ON SCOPE OF ENVIRONMENTAL REVIEW

- Imperial County is required to go through a public "scoping process" in order to determine the scope of issues that should be addressed in the EIR. Scoping is very important. It's up to you to tell the agencies what you want included—and why. When assessing potential impacts, the agency must look at:
 - Direct Impacts (caused by the project, occur at same time and place)
 - Indirect Impacts (caused by the project at a later time or distance, but still reasonably foreseeable)
 - Cumulative Impacts (effects with related, contributing projects)
- Topics left out of the scope of the review won't be studied, so include everything that you want to see covered in the study.



HOW TO REACH US:

 **EMAIL: INFO@IVEQUITYJUSTICE.ORG**

 **TEXT OR CALL: (760) 618-1651**

  **@IVEQUITYJUSTICE**



Imperial Valley Equity & Justice Coalition

LITHIUM VALLEY SPECIFIC PLAN: SCOPING COMMENTS IN WESTMORLAND

WHAT IS A PROGRAMMATIC ENVIRONMENTAL IMPACT REPORT?

Instead of analyzing the impacts of just one project, a PEIR analyzes the impacts of many related projects. The PEIR will analyze the impact of the lithium valley specific plan, which creates a 50,000-acre industrial zone for lithium extraction and renewable energy on the south shore of the Salton Sea.

HOW DOES IT AFFECT THE COMMUNITY?

Topics of potential environmental impacts will be analyzed and the current scoping comment period allows you to suggest topics on environmental issues that should be analyzed in this PEIR.

CALL TO ACTION: SUBMIT A SCOPING COMMENT

There is a current active public or "scoping" comment period that ends on February 20, 2024. It's up to you to tell the County of Imperial what you want included—and why.

JOIN DROP-IN HOURS:

WRITE OR DROP OFF YOUR SCOPING COMMENT

IV Equity & Justice is hosting Drop-in Hours near you! Drop by and we can provide support and help you submit your public comment to the county!

WEDNESDAY | JANUARY 24, 2024

El Sol Market
Drop-in Hours
3 PM - 6:00 PM



110 W Main St,
Westmorland,
CA 92281

WEDNESDAY | FEBRUARY 7, 2024

Love's Travel Stop
Drop-in Hours
4:00 PM - 7:30 PM



551 W Main St,
Westmorland,
CA 92281

For questions,
call/text us at
760-618-1651

La Coalición de Equidad y Justicia del Valle Imperial

PLAN ESPECÍFICO DEL VALLE DEL LITIO: COMENTARIOS PRELIMINARES EN WESTMORLAND

¿QUÉ ES UN INFORME PROGRAMÁTICO DE IMPACTO AMBIENTAL?

En lugar de analizar los impactos de un solo proyecto, este reporte analiza los impactos de muchos proyectos relacionados. El reporte analizará el impacto del plan específico del valle del litio, que crea una zona industrial de 50,000 acres para la extracción de litio y energías renovables en la orilla sur del Salton Sea.

¿CÓMO AFECTA A LA COMUNIDAD?

Se analizarán temas de posible impacto ambiental y el actual periodo de comentarios permite sugerir temas sobre cuestiones ambientales que deberían analizarse en este reporte.

LLAMADO DE ATENCIÓN:

Actualmente hay un período activo de comentarios públicos que finaliza el 20 de febrero de 2024.

Depende de usted decirle al Condado de Imperial lo que quiere que se incluya y por qué.

UNASE A NUESTRAS HORAS PARA LA COMUNIDAD: ESCRIBA O ENTREGUE SU COMENTARIO

¡La Coalición de Equidad y Justicia del Valle Imperial está organizando horas de visita cerca de usted!

Visítenos y le ayudaremos a enviar su comentario público al condado.

MIÉRCOLES | 24 DE ENERO 2024

El Sol Market
Horas para la comunidad
3 PM - 6:00 PM



110 W Main St,
Westmorland,
CA 92281

MIÉRCOLES | 7 DE FEBRERO 2024

Love's Travel Stop
Horas para la comunidad
4:00 PM - 7:30 PM



551 W Main St,
Westmorland,
CA 92281

Si tiene preguntas,
llámenos o envíenos un
mensaje de texto al

760-618-1651

CITY OF WESTMORLAND
CITY COUNCIL MEETING REPORT

MEETING DATE: February 7, 2024

FROM: Laura Fischer, Manager

SUBJECT: Adopt Resolution 2024-02 to establish Bank Signatory Authority.

ISSUE: Shall the Board Adopt Resolution 2024-02 establishing bank signatory authority at US Bank, Mechanics Bank and Sun Community Federal Credit Union?

General Manager's Recommendation:

Adopt Resolution 2024-02 establishing bank signatory authority.

FISCAL IMPACT: NONE

BACKGROUND:

Changing names on the City's bank accounts is usually authorized by presenting the approved minutes of the meeting where we swear in a new Council Members. This is sufficient for the bank's purposes; however, the Council will not approve the minutes until the next meeting. Since the Council has appointed a new City Treasurer, we need to remove the prior Treasurer as an authorized signer.

By adopting this Resolution, the three banks listed will have a certified document shortly after the February 7, 2024 meeting that establishes that the five Council Members have authority to sign on our bank accounts at US Bank, Mechanics Bank and Sun Community Federal Credit Union.

CONCLUSION:

Staff recommends adopting Resolution 2024-02 establishing bank signatory authority.

ALTERNATIVES:

1. Do not adopt Resolution 2024-02, which will not remove the prior City Treasurer from the bank authorized signature list.

2. Adopt Resolution 2024-02 with changes and edits.

Respectfully Submitted,
Laura Fischer, Manager

Attachments: Resolution 2024-02

RESOLUTION NO. 2024-02

**A RESOLUTION OF THE CITY OF WESTMORLAND
AUTHORIZING SIGNATORY AUTHORITY FOR US
BANK, MECHANICS BANK AND SUN COMMUNITY
FEDERAL CREDIT UNION**

WHEREAS, The City of Westmorland has established bank accounts with US BANK, MECHANICS BANK and SUN COMMUNITY FEDERAL CREDIT UNION; and

WHEREAS, according to the City of Westmorland Ordinance and Policies the City Council Members are authorized signers on all accounts related to City of Westmorland; and

WHEREAS, the US BANK, MECHANICS BANK and SUN COMMUNITY FEDERAL CREDIT UNION require approved minutes establishing the persons legally elected or appointed to the City of Westmorland City Council; and

WHEREAS, the approval of minutes occurs at the next Regularly Schedule City Council Meeting which is held on the third Wednesday of February 2024; and

WHEREAS, the City of Westmorland must have a authorized City Council members available to make important and timely transactions with US BANK, MECHANICS BANK and SUN COMMUNITY FEDERAL CREDIT UNION; and

WHEREAS, the City of Westmorland desires to adopt this Resolution to quickly and legally establish the names and titles of the persons authorized as authorized signatories by the City Council in lieu of approved minutes; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Westmorland hereby authorized the following persons filling the duly elected and appointed City Council Members positions to have signing authority for all City of Westmorland accounts with the following banks:

US BANK
MECHANICS BANK
SUN COMMUNITY FEDERAL CREDIT UNION

BE IT FURTHER RESOLVED, as follows:

Section 1. The following City of Westmorland officers holding the position of City Council Member specified hereinbelow or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the banks listed above and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this Resolution and the transactions contemplated hereby:

Judith Rivera, City Council Member
Ana Beltran, City Council Member
Justina Cruz, City Council Member
Ray Gutierrez, City Council Member
Xavier Mendez, City Council Member

PASSED AND ADOPTED by the City of Westmorland on the 7th Day of February, 2024 by the following vote:

AYES:
NOES:
ABSENT:

Mayor, Judith Rivera
City Council Member

ATTEST:

Christine Pish, City Clerk

APPROVE AS TO FORM:

Mitch Driskill, General Counsel

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF WESTMORLAND)

I, CHRISTINE PISH, City Clerk for the City of Westmorland, County of Imperial, State of California, DO HEREBY CERTIFY that the foregoing Resolution was dully passed, approved and adopted by the City Council of the City of Westmorland at its regularly scheduled meeting held on the 7th day of February, 2024.

By _____
Christine Pish, City Clerk

Resolution Bank Signing Authorization Resolution