

## CITY OF EL CENTRO

1275 W. Main Street  
El Centro, CA 92243  
[www.cityofelcentro.org](http://www.cityofelcentro.org)



## FOR IMMEDIATE RELEASE

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### City Operations

El Centro, CA., March 27, 2020 – On Thursday, March 19<sup>th</sup>, Governor Gavin Newsom issued Executive Order N-33-20 "Shelter at Home" for the State of California. The City of El Centro is taking steps to reduce the potential exposure of COVID-19 to employees and the public. Effective Friday, March 20, 2020, City Hall has been closed to the public until further notice.

All City employees will report to work as usual and conduct City business by phone and e-mail. The only change will be that the public will not have personal access to employees at City Hall. All field operations including police, fire, waste disposal, building inspections, street maintenance, parks maintenance, etc. will continue uninterrupted.

Department contact information is available on the City's [website](#). Should you need assistance locating contact information, please do not hesitate to call the City Hall reception desk at (760) 337-4540 and you will be directed accordingly. We understand that some of these measures will be an inconvenience and we thank you for your understanding as we work through this evolving situation. For additional information and resources regarding Novel Coronavirus (COVID-19) and the City's response, please visit [www.cityofelcentro.org](http://www.cityofelcentro.org).

### Public Safety

- Emergency response services remain staffed and operational.
- In the event of an emergency dial 9-1-1. For all other non-emergency matters, contact the El Centro Police Department at (760) 352-2111.
- El Centro Police Department front counter is closed in order to limit interaction between professional staff and the public. People coming to the front counter can still pick up the phone in the lobby and speak with a dispatcher or records to file reports, request to speak to an officer, obtain a vehicle release, request information, file necessary paperwork, such as restraining orders. Some of the aforementioned processes may be completed via email please contact the department for further direction.

- Parking citations can be paid via the online pay function available through Turbo-data collection vendor for parking fines.

### **Public Works and Utilities**

- Water and sewer services remain fully operational.
- Public Works maintenance and operations staff remain in the field responding to calls for service.
- For Public Works Department services, such as contacting the Water Treatment Plant, Waste Water Treatment Plant, as well as notifying the department about water line breaks, sewer concerns, potholes, traffic signs and traffic signals, please contact (760) 337-4505 or visit [www.cityofelcentro.org/pworks](http://www.cityofelcentro.org/pworks) for additional services.
- For Engineering Division services, such as encroachment permits, grading permits, mapping, water service line, and sewer service line construction, please contact (760) 337-5182 or visit [www.cityofelcentro.org/pworks](http://www.cityofelcentro.org/pworks) for additional services.

### **Water Bills and Other Payment Processing**

In efforts to provide relief to our customers, the City of El Centro Finance Department is temporarily suspending water disconnections due to non-payment for all customers until further notice. Customers that fall behind on payment will still owe the City for services rendered but water will not be disconnected until further notice.

Payments for water/sewer bills can be made by using one of the following methods:

- Place check or money order in drop boxes located at City Hall on Main Street and State Street.
- Pay online
- Mail check or money order to City Hall, Finance Department, 1275 W. Main Street, El Centro, CA 92243.
- Customers financially affected can contact the City's Customer Service Division at (760) 337-4510 to make payment arrangements.

### **Business License Application**

In lieu of submitting business license applications in person, the City of El Centro Finance Department will be accepting unapproved business license applications (along with a check or money order) dropped off at any of our drop boxes located around City Hall. The Finance Department will gather all necessary and appropriate approvals on behalf of the customer in order to move the application forward for processing.

Additionally, as already established, customers may continue to mail unapproved business license applications along with payment to the City of El Centro Finance Department 1275 W. Main Street El Centro, CA 92243 until further notice.

**Business License Renewal** - In lieu of submitting business license renewals in person, the City of El Centro Finance Department will be accepting completed business license renewals (along with a check or money order) dropped off at any of our drop boxes located around City Hall.

Additionally, as already established, customers may continue to mail business license renewals along with payment to the City of El Centro Finance Department 1275 W. Main Street El Centro, CA 92243 until further notice.

### **Building Division**

- Building Inspectors are only inspecting outdoor construction projects (upgrades to electrical meters, plumbing, and roofing) and vacant buildings.
- No interior inspections of occupied residences will be conducted at this time.
- Building Permit Applications for minor or emergency construction projects will be accepted. Please call (760) 337-4508 for further information.

### **Code Enforcement Division**

- Code Enforcement inspections will be conducted on a case-by-case basis.
- No interior inspections of occupied residences will be conducted at this time.
- Complaints of violation may be reported on the online action center at [www.cityofelcentro.org](http://www.cityofelcentro.org)

### **Planning/Zoning Division**

- Applications may be mailed or submitted by email at [planningstaff@cityofelcentro.org](mailto:planningstaff@cityofelcentro.org)
- Citizens are encouraged to speak to a Planner before submitting an application at (760) 337-4545.
- Zoning map and Planning applications are available at the Community Development webpage at [www.cityofelcentro.org](http://www.cityofelcentro.org)

### **Parks & Recreation**

The following recreational facilities are closed: Adult Center, Aquatic Center, Community Center, Conrad Harrison Youth Center, Old Post Office Pavilion, Martin L. King Jr. Sports Pavilion, El Centro Public Library, Sidewinder Skate Park, and the Splash Pad. All City parks will remain open to the public with social distancing guidelines recommended. All organized practices at City parks have been cancelled.

All special events organized by the City have also been cancelled.

### **Public Transit**

Imperial Valley Transit services are running as usual with exception of the IVC stops. The Imperial County Transportation Commission (ICTC) offices are currently closed to

the public until further notice. ICTC staff is available to be contacted via phone/fax/email. If you have any questions, contact (760) 482-2900.

### **Trash Services**

CR&R Trash services will continue without interruption for businesses and residents of El Centro. For any questions, please call them at (760) 482-5656.

### **City Council, Commission, and Committee Meetings**

At this time, City Council, Commission, and Committee meetings are planned to proceed as scheduled. Community members that attend public meetings are encouraged to practice frequent hand washing, use of hand sanitizer, and covering a cough or sneeze with a tissue. Hand sanitizer, tissues, and signage advertising social distancing requirements will be provided at all public meetings located at City Hall. If you choose not to attend a public meeting, there are additional opportunities to participate. To provide correspondence regarding a topic of interest, prior to the meeting please call the City Clerk's Office at (760) 337-4515. To view the live transmission of the City Council meetings, please visit the page [www.communityspectrum.com](http://www.communityspectrum.com).

For general information about COVID-19, the public is encouraged to visit the Imperial County Public Health Department's website at [www.icdhd.org](http://www.icdhd.org), the California Department of Public Health website at [www.cdph.ca.gov](http://www.cdph.ca.gov), or Centers for Disease Control and Prevention at [www.cdc.gov](http://www.cdc.gov). The public is encouraged to follow the City's official social media platforms for the most updated information.

If you have any questions regarding this notice, please contact the City of El Centro, City Manager's Office at (760) 337-4540.

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