

AGENDA

REGULAR MEETING of THE HOLTVILLE CITY COUNCIL 121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA

Monday, January 27, 2020

- | | | |
|---------------------------------------------------------|----------------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Ginger Ward, Mayor | <input type="checkbox"/> Michael Pacheco, Council Member | <input type="checkbox"/> Nick Wells, City Manager |
| <input type="checkbox"/> James Predmore, Mayor Pro Tem | <input type="checkbox"/> George Morris, City Treasurer | <input type="checkbox"/> Jack Holt, City Engineer |
| <input type="checkbox"/> Mike Goodsell, Council Member | <input type="checkbox"/> Steve Walker, City Attorney | <input type="checkbox"/> George Galvan, City Planner |
| <input type="checkbox"/> Richard Layton, Council Member | <input type="checkbox"/> Kariza Sambrano, City Clerk | <input type="checkbox"/> |

THIS IS A PUBLIC MEETING

If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time that the item is being addressed. State your name for the record. All other items can be addressed during the Public Comments portion of the agenda. The Mayor reserves the right to place a time limit on each person asking to be heard.

CITY COUNCIL

MEETING CONVENED 5:30 PM

CLOSED SESSION PUBLIC COMMENTS: This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you when you come to the microphone. Please state your name and address for the record. You are not permitted to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

Evaluation Criteria

RECONVENE OPEN SESSION

PLEDGE of ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

GENERAL PUBLIC COMMENTS: This is time for the public to address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you when you come to the microphone. Please state your name and address for the record. You are not permitted to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

1. CONSENT AGENDA:

The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW Business agenda.

- a. Approval of the Minutes from the Regular Meeting of January 13, 2020
- b. Current Demands # 41209 thru # 41272

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION 20-03 Adopting Ordinance #495**
Mandating Green Waste Recycling for Commercial Entities and Some Multi-Family Residential Units
Nick Wells, City Manager

3. NEW BUSINESS: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS

- a. **City Manager Report - Nick Wells**
- b. Finance Supervisor - *Kariza Preciado*
- c. Fire Chief - *Alex Silva*
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*

6. Items for future meetings

7. ADJOURNMENT:

I, Kariza Preciado, Interim City Clerk of the City of Holtville, California, DO HEREBY CERTIFY that the foregoing agenda was duly posted at Holtville City Hall on Friday, January 24, 2020

**MINUTES OF THE REGULAR MEETING OF THE
HOLTVILLE CITY COUNCIL
Monday, December 9, 2019**

MEETING DATE:	<u>01/27/20</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, December 9, 2019 at 5:30 p.m. in the Civic Center. Council Members present were Ginger Ward, Richard Layton, Mike Pacheco, Mike Goodsell and Jim Predmore. Staff members present were Nick Wells Kariza Preciado and Roy Patterson. City Attorney Steve Walker and City Treasurer George Morris were present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Ginger Ward called the Closed Session meeting to order at 5:30 p.m.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.8)

Gary Peacock vs. City of Holtville

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

Evaluation Criteria

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Ginger Ward called the Open Session meeting to order at 6:09 p.m.

PLEDGE OF ALLEGIANCE:

Mr. Predmore led the Pledge of Allegiance.

INVOCATION:

Mr. Goodsell led the Invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

Interim City Clerk Kariza Preciado verified that the agenda was duly posted on Friday December 6, 2019.

EXECUTIVE SESSION ANNOUNCEMENTS

None.

PUBLIC COMMENTS:

Ms. Ana Garda of 720 Chestnut Avenue inquired as to why there are not more streetlights in town. She was advised that streetlights are primarily installed at the time of construction of subdivisions and adding them after that time is fairly cost prohibitive.

Ms. Kayla Bravo from 454 Palm Avenue asked the council the minimum age requirement to run for city council. The council advised Ms. Bravo that any person interested in running for office must be at least 18 years of age and a resident of the City of Holtville.

1. CITY COUNCIL CONSENT AGENDA:

a. Approval of the Minutes from the Regular Meeting of November 25, 2019

b. Current Demands # 41067 thru # 41118

A motion was by Mr. Layton and seconded by Mr. Predmore to approve the minutes from the regular meeting of November 25, 2019 and current demands.

AYES: Goodsell, Pacheco, Layton, Predmore

NOES: None

ABSENT: None

ABSTAIN: Ward

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:

Ms. Preciado reported that auditors are in town this week.

Mr. Morris had nothing to report

Mr. Patterson stated he attended the Tree Lighting Ceremony and believed there was a good turnout. He let council know that the contract between ICSO and the City of Holtville is being finalized.

Mr. Goodsell stated the Holtville High School Girls Basketball team finished 4-0 in the Brawley tournament this past week.

Mr. Pacheco reported he attended the Tree Lighting Ceremony and enjoyed it very much.

Ms. Ward reported she also attended the Tree Lighting Ceremony and the Veterans Day Parade. She applauded Haley Dowsey for doing such a great job at putting the whole thing together. She also took part in the Area Agency on Aging Nutrition Committee site visits around the Imperial Valley.

Mr. Layton reported he attended the Tree Lighting Ceremony, attended an Airport Advisory Board meeting and was interviewed by the auditors of MLH.

Mr. Predmore attended the Tree Lighting Ceremony and invited everyone to the ICTC meeting on Wednesday night.

Mr. Walker had nothing to report.

Mr. Wells reported he attended the Tree Lighting Ceremony and had to work through a few bugs in the mic system that night. He attended an IVEDC meeting in regards to broadband coalition which advised that we would be receiving better internet service.

2. UNFINISHED BUSINESS: None

3. NEW BUSINESS:

a. PUBLIC HEARING: Introduce and Wave the First Reading of

**Ordinance #495 Mandating Green Waste Recycling for Commercial Entities
and Some Multi-Family Residential Units** *Nick Wells, City Manager*

The Public Hearing was opened at 6:29 p.m. Mr. Wells briefly discussed legislation that necessitates passing such an ordinance. The Public Hearing was closed at 6:36 p.m. A motion was made by Mr. Predmore and seconded by Mr. Goodsell to introduce and waive the first reading of Ordinance #495.

AYES: Goodsell, Pacheco, Ward, Layton, Predmore

NOES: None

ABSENT: None

ABSTAIN: None

4. STAFF REPORTS

- a. **City Manager Report – Nick Wells**
- b. Finance Supervisor – *Kariza Preciado*
- c. Police Chief – *Roy Patterson*
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman – *Alex Chavez*

5. Items for future meetings: *None*

6. ADJOURNMENT:

There being no further business to come before the Council, Mayor, Ginger Ward adjourned the Meeting at 6:48 p.m.

Ginger Ward, Mayor

Kariza Preciado, Interim City Clerk

CITY OF HOLTVILLE
Monthly Check Register

MEETING DATE: 01/27/20

ITEM NUMBER 1 b

Approvals

CITY MANAGER 

FINANCE MANAGER _____

CITY ATTORNEY _____

Date : 1/24/2020 2:21:17 PM

User Name : NWells

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	
Check Number : 41209 Check Date : 1/14/2020					
Vendor : 8914 DAVID BERMUDEZ					
10	92139			FINAL PAYCHECK	482.51
11	92139			FINAL PAYCHECK	482.51
12	92139			FINAL PAYCHECK	643.37
Invoice Amount : 1,608.39		Discount Amount : 0.00		Check Amount : 1,608.39	
Check Number : 41210 Check Date : 1/21/2020					
Vendor : 1065 ACME SAFETY & SUPPLY CO.					
10	92248	1/16/2020	137357	CITY LOGO STICKER	43.50
Invoice Amount : 43.50		Discount Amount : 0.00		Check Amount : 43.50	
Check Number : 41211 Check Date : 1/21/2020					
Vendor : 8041 AFLAC					
10	92165	1/16/2020	021292	PREMIUM	104.26
Invoice Amount : 104.26		Discount Amount : 0.00		Check Amount : 104.26	
Check Number : 41212 Check Date : 1/21/2020					
Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES					
12	92189	1/16/2020	7017981295	GLOVES	243.13
Invoice Amount : 243.13		Discount Amount : 0.00		Check Amount : 243.13	
Check Number : 41213 Check Date : 1/21/2020					
Vendor : 1796 ARAMARK SERVICES, INC.					
10	92295	1/21/2020	DEC. 2019	UNIFORMS PW	1,054.95
11	92295	1/21/2020	DEC. 2019	UNIFORMS PW	964.51
12	92295	1/21/2020	DEC. 2019	UNIFORMS PW	865.10
Invoice Amount : 2,884.56		Discount Amount : 0.00		Check Amount : 2,884.56	
Check Number : 41214 Check Date : 1/21/2020					
Vendor : 2378 AT&T					
10	92302	1/21/2020	JAN 2020	TELEPHONE CHARGES	596.53
11	92302	1/21/2020	JAN 2020	TELEPHONE CHARGES	63.13
12	92302	1/21/2020	JAN 2020	TELEPHONE CHARGES	119.39
Invoice Amount : 779.05		Discount Amount : 0.00		Check Amount : 779.05	
Check Number : 41215 Check Date : 1/21/2020					
Vendor : 8016 AT&T MOBILITY					
10	92168	1/16/2020	SEPT. 2019	CELL PHONE	89.86
Invoice Amount : 89.86		Discount Amount : 0.00		Check Amount : 89.86	
Check Number : 41216 Check Date : 1/21/2020					
Vendor : 8910 ATS ENVIRONMENTAL, INC.					
12	92122	1/14/2020	19-7382	LAB ANALYSIS	85.00
12	92123	1/14/2020	19-7376	LAB ANALYSIS	85.00
12	92198	1/16/2020	19-7409	LAB ANALYSIS	166.00
12	92199	1/16/2020	19-7411	LAB ANALYSIS	83.00
12	92200	1/16/2020	19-7456	LAB ANALYSIS	50.00
Invoice Amount : 469.00		Discount Amount : 0.00		Check Amount : 469.00	
Check Number : 41217 Check Date : 1/21/2020					
Vendor : 1237 BABCOCK & SONS, INC.					
12	92124	1/14/2020	CA00198-2279	LAB ANALYSIS	83.00
12	92125	1/14/2020	CA00181-2279	LAB ANALYSIS	85.00
12	92177	1/16/2020	CA00891-2279	LAB ANALYSIS	166.00
12	92178	1/16/2020	CA00894-2279	LAB ANALYSIS	85.00
12	92179	1/16/2020	CA00847-2279	LAB ANALYSIS	394.00
12	92180	1/16/2020	CA00848-2279	LAB ANALYSIS	32.00
12	92190	1/16/2020	BA00126-2279	LAB ANALYSIS	170.00

CITY OF HOLTVILLE

Monthly Check Register

Date : 1/24/2020 2:21:17 PM

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Calendar Month/Year : <ALL> <ALL>

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12	92191	1/16/2020	BA00109-2279	LAB ANALYSIS		85.00
Invoice Amount : 1,100.00			Discount Amount : 0.00		Check Amount : 1,100.00	
Check Number : 41218		Check Date : 1/21/2020				
Vendor : 4617 BAJA DESERT TIRE						
12	92193	1/16/2020	53885	NEW TIRES WWTP		483.21
10	92243	1/16/2020	53969	TIRE		241.01
Invoice Amount : 724.22			Discount Amount : 0.00		Check Amount : 724.22	
Check Number : 41219		Check Date : 1/21/2020				
Vendor : 8944 CELESTE PADILLA						
11	92171	1/16/2020	1505 APPLE COUR	REFUND DEPOSIT		48.77
Invoice Amount : 48.77			Discount Amount : 0.00		Check Amount : 48.77	
Check Number : 41220		Check Date : 1/21/2020				
Vendor : 8838 CODE EXXPPTS, LLC						
10	92170	1/16/2020	2019-0059	WEBSERVICES JANUARY 2020		450.00
Invoice Amount : 450.00			Discount Amount : 0.00		Check Amount : 450.00	
Check Number : 41221		Check Date : 1/21/2020				
Vendor : 1691 CODE PUBLISHING CO.						
10	92152	1/16/2020	65687	WEB HOSTING MUNICIPAL CODE		480.00
Invoice Amount : 480.00			Discount Amount : 0.00		Check Amount : 480.00	
Check Number : 41222		Check Date : 1/21/2020				
Vendor : 8796 CORE & MAIN LP						
11	92234	1/16/2020	K465025	PLASTIC HOSE CAP WITH CHAIN		258.67
11	92235	1/16/2020	K425434	INSERT SUB MEDIUI HYDRANT REPAI		597.22
11	92236	1/16/2020	L160595	HYDRANT REPAIR		277.43
11	92239	1/16/2020	L567471	REP CLP; INSERT PIPE; RHINO SLEDGE		905.84
11	92250	1/16/2020	L730858	3 COMP LFG DI IMP		145.86
Invoice Amount : 2,185.02			Discount Amount : 0.00		Check Amount : 2,185.02	
Check Number : 41223		Check Date : 1/21/2020				
Vendor : 2320 COUNTY MOTOR PARTS						
11	92219	1/16/2020	259300	PUSHLOC; CLEAN R CARB		28.34
12	92219	1/16/2020	259300	PUSHLOC; CLEAN R CARB		28.34
11	92220	1/16/2020	259284	WD 40		51.65
12	92220	1/16/2020	259284	WD 40		51.66
11	92221	1/16/2020	259266	FUEL PRESSURE REGULATOR		37.70
12	92221	1/16/2020	259266	FUEL PRESSURE REGULATOR		37.70
11	92222	1/16/2020	259226	SPARK PLUGS; IGNITION COIL		75.37
12	92222	1/16/2020	259226	SPARK PLUGS; IGNITION COIL		75.37
11	92225	1/16/2020	259185	6 QT RESEVOIR		95.78
11	92226	1/16/2020	259386	BATTERY		159.92
10	92227	1/16/2020	259395	SPARK PLUG; IGNITION COIL		83.95
10	92228	1/16/2020	259427	IGNITION COIL		58.17
10	92229	1/16/2020	259442	EXHAUST GAS RECIRCULA		81.88
11	92291	1/21/2020	259910	REPAIR PARTS		213.34
12	92291	1/21/2020	259910	REPAIR PARTS		213.34
10	92292	1/21/2020	259881	BLOW GUN; ADAPTER		46.06
10	92293	1/21/2020	259794	STARBIT SKT SET; TP BIT SOCKET SE		202.19
11	92294	1/21/2020	259757	DOOR LATCH CABLE		8.07
12	92294	1/21/2020	259757	DOOR LATCH CABLE		8.08
Invoice Amount : 1,556.91			Discount Amount : 0.00		Check Amount : 1,556.91	
Check Number : 41224		Check Date : 1/21/2020				
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						

CITY OF HOLTVILLE

Monthly Check Register

Date : 1/24/2020 2:21:17 PM

User Name : NWells

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	92141	1/16/2020	20HOLTFDN06	800 MHZ RADIOS		712.50
11	92141	1/16/2020	20HOLTFDN06	800 MHZ RADIOS		71.25
12	92141	1/16/2020	20HOLTFDN06	800 MHZ RADIOS		71.25
Invoice Amount :		855.00	Discount Amount :		0.00	Check Amount : 855.00
Check Number :		41225	Check Date :		1/21/2020	
Vendor : 1248 EMERGENCY MEDICAL PRODUCTS, INC.						
10	92146	1/16/2020	2125319	MEDICAL SUPPLIES		493.16
Invoice Amount :		493.16	Discount Amount :		0.00	Check Amount : 493.16
Check Number :		41226	Check Date :		1/21/2020	
Vendor : 8919 ERICSSON-GRANT, INC.						
10	92296	1/21/2020	DEC. 2019	ENVIRONMENTAL REVIEW MELON PR		4,250.00
Invoice Amount :		4,250.00	Discount Amount :		0.00	Check Amount : 4,250.00
Check Number :		41227	Check Date :		1/21/2020	
Vendor : 1124 FEDERAL EXPRESS						
11	92184	1/16/2020	687375593	FED EX SAMPLES		110.08
11	92188	1/16/2020	689365532	FED EX SAMPLES		94.10
Invoice Amount :		204.18	Discount Amount :		0.00	Check Amount : 204.18
Check Number :		41228	Check Date :		1/21/2020	
Vendor : 4662 FERNANDO RUIZ, INC.						
10	92181	1/16/2020	13080	SAFETY CONSULTANTS		235.00
11	92181	1/16/2020	13080	SAFETY CONSULTANTS		235.00
12	92181	1/16/2020	13080	SAFETY CONSULTANTS		235.00
Invoice Amount :		705.00	Discount Amount :		0.00	Check Amount : 705.00
Check Number :		41229	Check Date :		1/21/2020	
Vendor : 2227 GEORGE'S PIZZA						
10	92167	1/16/2020	188	FOOD FOR CENSUS MEETING 1/9/20		32.08
Invoice Amount :		32.08	Discount Amount :		0.00	Check Amount : 32.08
Check Number :		41230	Check Date :		1/21/2020	
Vendor : 1488 GREG BENTLY ELECTRIC						
11	92214	1/16/2020	2019170	INSTALL RECEPTACLE AT VAULT AN		1,090.63
Invoice Amount :		1,090.63	Discount Amount :		0.00	Check Amount : 1,090.63
Check Number :		41231	Check Date :		1/21/2020	
Vendor : 1959 HARRIS COMPUTER SYSTEMS						
10	92151	1/16/2020	XT00156884	WATER BILLS		372.10
11	92151	1/16/2020	XT00156884	WATER BILLS		372.10
12	92151	1/16/2020	XT00156884	WATER BILLS		372.11
Invoice Amount :		1,116.31	Discount Amount :		0.00	Check Amount : 1,116.31
Check Number :		41232	Check Date :		1/21/2020	
Vendor : 1638 HOME DEPOT/GEFC						
12	92201	1/16/2020	295611	M42 COBALT JOBBER DRILL		119.17
12	92202	1/16/2020	655397	PRY BAR SET; DRIVE SAE/MET		169.94
12	92203	1/16/2020	885803	DRIVE SAE/MET		119.06
11	92230	1/16/2020	7972314	TOOLS		127.52
12	92230	1/16/2020	7972314	TOOLS		127.52
Invoice Amount :		663.21	Discount Amount :		0.00	Check Amount : 663.21
Check Number :		41233	Check Date :		1/21/2020	
Vendor : 1150 HUMANE SOCIETY OF IMPERIAL COUNTY						
10	92242	1/16/2020	12/31/19	ANIMAL CARE EXPENSES OCT. THRU		972.00
Invoice Amount :		972.00	Discount Amount :		0.00	Check Amount : 972.00
Check Number :		41234	Check Date :		1/21/2020	
Vendor : 4642 I.C. PUBLIC HEALTH DEPT. LAB.						

CITY OF HOLTVILLE

Monthly Check Register

Date : 1/24/2020 2:21:17 PM

User Name : NWells

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
11	92187	1/16/2020	20627	WATER ANALYSIS		298.00
Invoice Amount : 298.00		Discount Amount : 0.00		Check Amount :		298.00
Check Number : 41235		Check Date : 1/21/2020				
Vendor : 8832 IMAGE SOURCE						
10	92154	1/16/2020	25AR1067362	COPY USAGE		45.28
11	92154	1/16/2020	25AR1067362	COPY USAGE		45.28
12	92154	1/16/2020	25AR1067362	COPY USAGE		45.30
10	92158	1/16/2020	25AR1053583	COPIER USAGE		20.41
11	92158	1/16/2020	25AR1053583	COPIER USAGE		20.41
12	92158	1/16/2020	25AR1053583	COPIER USAGE		20.42
10	92161	1/16/2020	25AR1037342	COPIER USAGE		112.55
11	92161	1/16/2020	25AR1037342	COPIER USAGE		62.55
12	92161	1/16/2020	25AR1037342	COPIER USAGE		62.57
Invoice Amount : 434.77		Discount Amount : 0.00		Check Amount :		434.77
Check Number : 41236		Check Date : 1/21/2020				
Vendor : 1349 IMPERIAL COUNTY						
10	92173	1/16/2020	20-14	2ND QUARTER COSTS 2019-20		774.47
Invoice Amount : 774.47		Discount Amount : 0.00		Check Amount :		774.47
Check Number : 41237		Check Date : 1/21/2020				
Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.						
10	92169	1/16/2020	123119-1	SHERIFF SERVICES FOR DECEMBER 2		74,462.57
Invoice Amount : 74,462.57		Discount Amount : 0.00		Check Amount :		74,462.57
Check Number : 41238		Check Date : 1/21/2020				
Vendor : 1026 IMPERIAL IRRIGATION DISTRICT						
10	92300	1/21/2020	JAN 2020 PARKS	ELECTRICITY PARKS		1,891.71
10	92301	1/21/2020	DEC. 2020	ELECTRICITY		4,414.62
11	92301	1/21/2020	DEC. 2020	ELECTRICITY		7,464.28
12	92301	1/21/2020	DEC. 2020	ELECTRICITY		144.27
Invoice Amount : 13,914.88		Discount Amount : 0.00		Check Amount :		13,914.88
Check Number : 41239		Check Date : 1/21/2020				
Vendor : 2137 IMPERIAL IRRIGATION DISTRICT (WATER)						
11	92192	1/16/2020	JAN. 2020	RAW WATER CHARGES		2,808.00
Invoice Amount : 2,808.00		Discount Amount : 0.00		Check Amount :		2,808.00
Check Number : 41240		Check Date : 1/21/2020				
Vendor : 1027 IMPERIAL STORES						
11	92204	1/16/2020	635370	TUBING		11.80
11	92205	1/16/2020	635376	HOSE CLAMP; PVC TUBING		14.48
11	92206	1/16/2020	635409	ADHESIVE; FLEX GLUE		18.02
11	92207	1/16/2020	635469	BRASS BELL RD;		11.21
11	92208	1/16/2020	635461	BRASS BELL RED;		11.21
11	92209	1/16/2020	635792	WATER CONNECTOR		13.57
11	92210	1/16/2020	635781	WATER CONNECTORS		38.77
11	92211	1/16/2020	635788	GALV STRT ELBOW; BUSHING		16.92
10	92223	1/16/2020	635269	KEYS; VINYL TUBING		31.25
10	92224	1/16/2020	635179	LIQUID ACID; PADLOCK		139.83
10	92231	1/16/2020	636513	LARGE PV KIT; MAXPERFORMANCE P		34.89
10	92244	1/16/2020	636182	FILL VALVE & FLAPPER KIT		16.80
10	92245	1/16/2020	636126	TRASH CAN		73.66
Invoice Amount : 432.41		Discount Amount : 0.00		Check Amount :		432.41
Check Number : 41241		Check Date : 1/21/2020				
Vendor : 7747 IVEDC						

CITY OF HOLTVILLE

Monthly Check Register

Date : 1/24/2020 2:21:17 PM

User Name : NWells

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	92172	1/16/2020	2020 DUES	MEMBERSHIP 2020		2,500.00
Invoice Amount : 2,500.00			Discount Amount : 0.00		Check Amount : 2,500.00	
Check Number : 41242		Check Date : 1/21/2020				
Vendor : 8740 JADE SECURITY SYSTEMS, INC.						
11	92194	1/16/2020	162718	MONITOR SECURITY SYSTEM AT WT		59.98
12	92194	1/16/2020	162718	MONITOR SECURITY SYSTEM AT WT		59.99
Invoice Amount : 119.97			Discount Amount : 0.00		Check Amount : 119.97	
Check Number : 41243		Check Date : 1/21/2020				
Vendor : 4648 JOSE LUIS OSUNA						
12	92298	1/21/2020	S00402112	WORK BOOT REIMB.		150.84
Invoice Amount : 150.84			Discount Amount : 0.00		Check Amount : 150.84	
Check Number : 41244		Check Date : 1/21/2020				
Vendor : 8866 KARIZA PRECIADO						
10	92253	1/17/2020	1/29 - 1/31/20	MILEAGE; PER DIEM FOR 2020 CSMF		321.15
Invoice Amount : 321.15			Discount Amount : 0.00		Check Amount : 321.15	
Check Number : 41245		Check Date : 1/21/2020				
Vendor : 2278 LA BRUCHERIE IRRIGATION SUPPLY						
11	92121	1/14/2020	191235c	3" CAP		49.15
11	92216	1/16/2020	191005c	HEX BUSHING; ADAPTER		50.99
11	92290	1/21/2020	OM7402	THREADED BLACK FLANGE		81.11
Invoice Amount : 181.25			Discount Amount : 0.00		Check Amount : 181.25	
Check Number : 41246		Check Date : 1/21/2020				
Vendor : 1094 LEAGUE OF CA CITIES						
10	92297	1/21/2020	1846	LEAGUE OF CITIES MEETING JANUAR		390.00
Invoice Amount : 390.00			Discount Amount : 0.00		Check Amount : 390.00	
Check Number : 41247		Check Date : 1/21/2020				
Vendor : 4619 LUIS M. ESTRADA						
10	92119	1/14/2020	1365	REPAIRS TO DUMP TRAILER		195.00
10	92120	1/14/2020	1366	REPAIRS TO PW VEHICLE (I. AVILA)		260.00
11	92232	1/16/2020	1368	REPAIRS TO PW VEHICLE CHAVEZ		130.00
12	92232	1/16/2020	1368	REPAIRS TO PW VEHICLE CHAVEZ		130.00
11	92289	1/21/2020	1370	REPAIRS TO PUBLIC WORKS VEHICLE		195.00
12	92289	1/21/2020	1370	REPAIRS TO PUBLIC WORKS VEHICLE		195.00
Invoice Amount : 1,105.00			Discount Amount : 0.00		Check Amount : 1,105.00	
Check Number : 41248		Check Date : 1/21/2020				
Vendor : 8326 MALLORY SAFETY & SUPPLY LLC						
10	92238	1/16/2020	4757607	SAFETY GLASSES		159.94
11	92238	1/16/2020	4757607	SAFETY GLASSES		79.97
12	92238	1/16/2020	4757607	SAFETY GLASSES		79.97
10	92249	1/16/2020	4759716	BOMBER JACKET; SAFETY GLASSES		120.68
11	92249	1/16/2020	4759716	BOMBER JACKET; SAFETY GLASSES		60.34
12	92249	1/16/2020	4759716	BOMBER JACKET; SAFETY GLASSES		60.34
Invoice Amount : 561.24			Discount Amount : 0.00		Check Amount : 561.24	
Check Number : 41249		Check Date : 1/21/2020				
Vendor : 8937 MARCO FLORES						
10	92126	1/14/2020	LOW ANGLE ROPE	ACCOMODATIONS; TRAVEL; PER DIEM F		711.70
Invoice Amount : 711.70			Discount Amount : 0.00		Check Amount : 711.70	
Check Number : 41250		Check Date : 1/21/2020				
Vendor : 1095 MOSS, LEVY & HARTZHEIM (bh)						
10	92155	1/16/2020	9663	AUDIT WORK TO DATE 6/30/19		15,000.00
Invoice Amount : 15,000.00			Discount Amount : 0.00		Check Amount : 15,000.00	

CITY OF HOLTVILLE

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Check Number : 41251 Check Date : 1/21/2020						
Vendor : 8011 NICHOLAS WELLS						
10	92299	1/21/2020	JAN. 2020	MILEAGE		106.95
Invoice Amount : 106.95 Discount Amount : 0.00 Check Amount : 106.95						
Check Number : 41252 Check Date : 1/21/2020						
Vendor : 8761 PEOPLEREADY, INC.						
12	92176	1/16/2020	2553173	TEMP EMPLOYEE WWTP		643.72
12	92212	1/16/2020	25506608	TEMP EMPLOYEE		254.64
12	92213	1/16/2020	25506610	TEMP EMPLOYEE WWTP		367.84
10	92217	1/16/2020	25506609	TEMP EMPLOYEE PARKS		252.90
10	92218	1/16/2020	25506607	TEMP EMPLOYEE PARKS		233.42
10	92246	1/16/2020	25523172	TEMP EMPLOYEE PARKS		632.25
Invoice Amount : 2,384.77 Discount Amount : 0.00 Check Amount : 2,384.77						
Check Number : 41253 Check Date : 1/21/2020						
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	92164	1/16/2020	POSTAGE	POSTAGE		200.00
11	92164	1/16/2020	POSTAGE	POSTAGE		655.00
12	92164	1/16/2020	POSTAGE	POSTAGE		655.00
Invoice Amount : 1,510.00 Discount Amount : 0.00 Check Amount : 1,510.00						
Check Number : 41254 Check Date : 1/21/2020						
Vendor : 1450 PITNEY BOWES GLOBAL FINANCE SERVICES LLC						
10	92162	1/16/2020	3103638831	INSERTING SYSTEM		155.09
11	92162	1/16/2020	3103638831	INSERTING SYSTEM		155.09
12	92162	1/16/2020	3103638831	INSERTING SYSTEM		155.11
10	92163	1/16/2020	3103645480	POSTAGE MACHINE		44.70
11	92163	1/16/2020	3103645480	POSTAGE MACHINE		44.70
12	92163	1/16/2020	3103645480	POSTAGE MACHINE		44.71
Invoice Amount : 599.40 Discount Amount : 0.00 Check Amount : 599.40						
Check Number : 41255 Check Date : 1/21/2020						
Vendor : 8142 POLYDYNE, INC.						
12	92195	1/16/2020	1418149	CLARIFLOCK WE		3,231.89
Invoice Amount : 3,231.89 Discount Amount : 0.00 Check Amount : 3,231.89						
Check Number : 41256 Check Date : 1/21/2020						
Vendor : 1176 QUILL CORPORATION						
10	92153	1/16/2020	3808448	OFFICE SUPPLIES		123.02
11	92153	1/16/2020	3808448	OFFICE SUPPLIES		29.80
12	92153	1/16/2020	3808448	OFFICE SUPPLIES		63.49
10	92156	1/16/2020	3178709	OFFICE SUPPLIES		12.67
11	92156	1/16/2020	3178709	OFFICE SUPPLIES		12.67
12	92156	1/16/2020	3178709	OFFICE SUPPLIES		12.67
10	92157	1/16/2020	3332075	OFFICE SUPPLIES		25.13
11	92157	1/16/2020	3332075	OFFICE SUPPLIES		25.13
12	92157	1/16/2020	3332075	OFFICE SUPPLIES		25.15
10	92160	1/16/2020	3726168	OFFICE SUPPLIES		8.57
11	92160	1/16/2020	3726168	OFFICE SUPPLIES		8.57
12	92160	1/16/2020	3726168	OFFICE SUPPLIES		8.59
Invoice Amount : 355.46 Discount Amount : 0.00 Check Amount : 355.46						
Check Number : 41257 Check Date : 1/21/2020						
Vendor : 1043 SELLERS PETROLEUM						
10	92144	1/16/2020	CL07641	FUEL (FD)		1,279.90
10	92240	1/16/2020	CL07642	FUEL (PW)		660.70

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
11	92240	1/16/2020	CL07642	FUEL (PW)		600.05
12	92240	1/16/2020	CL07642	FUEL (PW)		1,256.13
Invoice Amount :		3,796.78	Discount Amount :		0.00	Check Amount : 3,796.78
Check Number :		41258	Check Date :		1/21/2020	
Vendor :		8138 SERVICE MASTER				
10	92241	1/16/2020	33263	JANITORIAL SERVICES TO CITY BLDG		1,669.50
Invoice Amount :		1,669.50	Discount Amount :		0.00	Check Amount : 1,669.50
Check Number :		41259	Check Date :		1/21/2020	
Vendor :		7841 SPARKLETTS				
10	92145	1/16/2020	9439337010120	DRINKING WATER		44.88
10	92247	1/16/2020	9431538010120	DRINKING WATER		169.09
Invoice Amount :		213.97	Discount Amount :		0.00	Check Amount : 213.97
Check Number :		41260	Check Date :		1/21/2020	
Vendor :		1109 SPRINT				
11	92186	1/16/2020	984297987-138	DATA LINE FOR WTP		35.36
Invoice Amount :		35.36	Discount Amount :		0.00	Check Amount : 35.36
Check Number :		41261	Check Date :		1/21/2020	
Vendor :		2318 SUNBELT RENTALS				
10	92237	1/16/2020	1959746	MANLIFT		1,659.50
Invoice Amount :		1,659.50	Discount Amount :		0.00	Check Amount : 1,659.50
Check Number :		41262	Check Date :		1/21/2020	
Vendor :		1775 SWRCB				
11	92182	1/16/2020	LW-1023733	WATER SYSTEM ANNUAL FEES		8,578.90
22	92215	1/16/2020	WD-0169967	ANNUAL PERMIT FEES ALAMO RIVE		1,638.00
Invoice Amount :		10,216.90	Discount Amount :		0.00	Check Amount : 10,216.90
Check Number :		41263	Check Date :		1/21/2020	
Vendor :		8707 TARGETSOLUTIONS LEARNING LLC 892071				
10	92149	1/16/2020	31586	TRAINING PLATFORM		189.41
10	92150	1/16/2020	33368	TRAINING PLATFORM		189.41
Invoice Amount :		378.82	Discount Amount :		0.00	Check Amount : 378.82
Check Number :		41264	Check Date :		1/21/2020	
Vendor :		1049 UNDERGROUND SERVICE ALERT				
10	92233	1/16/2020	12209312	DIG ALERT TICKETS		34.75
Invoice Amount :		34.75	Discount Amount :		0.00	Check Amount : 34.75
Check Number :		41265	Check Date :		1/21/2020	
Vendor :		1260 USA BLUEBOOK				
11	92183	1/16/2020	097262	TUBE GASKET; CHART PAPER; SIGH		86.16
12	92185	1/16/2020	090789	RHOMBUS LOOP SIMULATOR; CHARTS		545.94
11	92196	1/16/2020	089664	FULL FACE RESPIRATOR		190.66
11	92197	1/16/2020	89812	PUMP WITH SPEED CONTROL; ROTATI		1,449.25
Invoice Amount :		2,272.01	Discount Amount :		0.00	Check Amount : 2,272.01
Check Number :		41266	Check Date :		1/21/2020	
Vendor :		2524 VALLEY TESTING				
10	92148	1/16/2020	31429	DRUG TEST FD		83.00
Invoice Amount :		83.00	Discount Amount :		0.00	Check Amount : 83.00
Check Number :		41267	Check Date :		1/21/2020	
Vendor :		8116 VANTAGE POINT TRANSFER AGENTS - 108793				
10	92174	1/16/2020	PP# 1 1/10/20	PP# 1 RETIREMENT; PENSION REPAY		4,230.99
11	92174	1/16/2020	PP# 1 1/10/20	PP# 1 RETIREMENT; PENSION REPAY		782.15
12	92174	1/16/2020	PP# 1 1/10/20	PP# 1 RETIREMENT; PENSION REPAY		1,207.65
10	92175	1/16/2020	PP# 26 12/27/19	PP# 26 RETIREMENT; PENSION REPA		4,231.37

CITY OF HOLTVILLE

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
11	92175	1/16/2020	PP# 26 12/27/19	PP# 26 RETIREMENT; PENSION REPA		749.38
12	92175	1/16/2020	PP# 26 12/27/19	PP# 26 RETIREMENT; PENSION REPA		1,174.87
Invoice Amount		: 12,376.41	Discount Amount		: 0.00	Check Amount : 12,376.41

Check Number : 41268 **Check Date** : 1/21/2020**Vendor** : 2012 VERIZON WIRELESS

10	92142	1/16/2020	9844172994	DATA LINES FOR FD		152.04
10	92166	1/16/2020	DEC. 2019	CELL PHONES		204.10
11	92166	1/16/2020	DEC. 2019	CELL PHONES		178.42
12	92166	1/16/2020	DEC. 2019	CELL PHONES		182.19
Invoice Amount		: 716.75	Discount Amount		: 0.00	Check Amount : 716.75

Check Number : 41269 **Check Date** : 1/21/2020**Vendor** : 1231 WALKER & DRISKILL

10	92251	1/16/2020	9653	ATTORNEY FEES		885.00
Invoice Amount		: 885.00	Discount Amount		: 0.00	Check Amount : 885.00

Check Number : 41270 **Check Date** : 1/21/2020**Vendor** : 8193 WESTAIR GASES & EQUIPMENT

10	92147	1/16/2020	10973687	MEDICAL OXYGEN		293.35
Invoice Amount		: 293.35	Discount Amount		: 0.00	Check Amount : 293.35

Check Number : 41271 **Check Date** : 1/21/2020**Vendor** : 1058 XEROX CORPORATION

10	92143	1/16/2020	99132042	LEASE AND USAGE FD		129.14
Invoice Amount		: 129.14	Discount Amount		: 0.00	Check Amount : 129.14

Check Number : 41272 **Check Date** : 1/21/2020**Vendor** : 8823 XEROX FINANCIAL SERVICES

10	92159	1/16/2020	1887260	COPIER LEASE		322.41
11	92159	1/16/2020	1887260	COPIER LEASE		107.47
12	92159	1/16/2020	1887260	COPIER LEASE		107.48
Invoice Amount		: 537.36	Discount Amount		: 0.00	Check Amount : 537.36

Total Number of Vendors : 64 : 0.00**Total Number of Checks Printed** : 64**Total Number of Voided Checks** : 0**Largest Check Amount** : 74,462.57**Total for all Checks Printed** : 180,801.56**Total for Voided Checks** : 0.00**Net Amount of Checks Printed** : 180,801.56

Summary

Fund	Amount
10 GENERAL FUND	130,981.46
11 WATER	31,744.59
12 SEWER	16,437.51
22 LOCAL TRANSPORTATION PROJECT FUND	1,638.00

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>01/27/20</u>
ITEM NUMBER	<u>2 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 24, 2020
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 20-03** *Adopting Ordinance 495 Mandating Green Waste Recycling for Commercial Entities and Some Multi-Family Residential Units*

ISSUE:

Shall the City Council adopt Resolution No 20-03 , establishing and adopting Ordinance 495 mandating Green Waste Recycling for commercial entities and some multi-family residential units pursuant to AB1826?

DISCUSSION:

Building upon the requirements of AB341, which mandated commercial waste recycling, the State of California has now made organic recycling mandatory. As a result of the signing of AB1826 into law, new mandatory organics recycling requirements will be phased in over several years to assist the State in attaining its goal to recycle 75% of its waste by 2020.

Beginning on April 1, 2016, commercial businesses, industrial businesses and public entities such as schools, hospitals, stores, restaurants, for-profit or nonprofit organizations, and residential dwellings with 5+ units must recycle their organic waste over time based on the amount and type of waste the business generates on a weekly basis, with full implementation realized in 2020. The goal of the mandatory commercial organics recycling law (AB 1826) is to help California achieve aggressive increased recycling and greenhouse gas emission reduction goals.

California landfills take in about 30 million tons of waste each year, of which more than 30% is estimated to be organic. The State has determined that these organics should be composted or used to produce renewable energy rather than going into landfills. Greenhouse gas emissions resulting from the decomposition of organic waste in landfills have been identified as a significant source of emissions contributing to global climate change.

Beginning January 1, 2019, businesses that generate 4 cubic yards or more of commercial solid waste per week shall arrange for organic waste recycling services. CR&R and IVRMA together with City staff have been promoting this and meeting with businesses. However, a few local businesses have been deemed non-compliant. A mandatory ordinance will assist the city in reaching compliance. After receipt of the 2019 annual report submitted on August 1, 2020, CalRecycle will conduct its formal review of all jurisdictions.

The City of Holtville has in place a mechanism for implementing this mandate. The City operates under an exclusive waste hauling franchise that licenses a permitted waste hauling firm to provide solid waste collection and recycling services to commercial and multifamily dwellings. It shall be the responsibility of the City's authorized Waste Hauler, CR&R to comply with these new State mandates in order to

operate under their annual permits. The proposed City Ordinance is under review for addition to Title 8 Health & Sanitation of the Holtville Municipal Code.

Assembly Bill 1826 required that commencing April 1, 2016, the City implement an organic recycling program, however under the original limitations no businesses produced enough organic waste to fall under the restrictions. As the threshold has ratcheted down, more businesses have qualified and more will as the threshold continues to drop. Adoption of the proposed ordinance would result in ensuring compliance with State law by implementing its requirements.

In December and January, Public Hearings were noticed and held regarding the matter with no public input offered.

FISCAL IMPACT:

None, however, failure to adopt makes mandatory compliance difficult and potentially exposes the City to fines of up to \$10,000 per day of non-compliance.

CITY MANAGER RECOMMENDATION:

It is recommended that the resolution be approved.

ALTERNATIVE:

Not to adopt the Resolution and forego receipt of these funds

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 20-03**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ADOPTING
ORDINANCE 495 REGARDING MANDATORY COMMERCIAL AND
MULTI-FAMILY RESIDENTIAL RECYCLING AND ADDING SECTION 8.33 TO
THE HOLTVILLE MUNICIPAL CODE**

WHEREAS, the City of Holtville has long assumed the responsibility for the collection of solid waste within the City limits, either with City staff or through granting of franchise agreements with professional waste haulers; and

WHEREAS, the City desires to comply with all County, State and Federal laws in association with solid waste collection activities; and

WHEREAS, legislative action such as the Integrated Waste Management Act of 1989 (AB 939), the Solid Waste Disposal Measurement Act of 2008 (SB 1016), the Mandatory Commercial Recycling Act of 2011 (AB341), the Mandatory Commercial Organics Recycling Act of 2014 (AB 1826) and the Short-Lived Climate Pollutants Act of 2016 (SB 1383 - Chapter 395, Statutes of 2016) have placed new requirements on the Collection and Recycling of Recyclable Materials and processing of Organic Materials generated from Commercial Premises and Multi-Family Dwellings within the City; and

WHEREAS, these requirements will also help reduce greenhouse gas emissions associated with the Disposal of Solid Waste in landfills and further protect the natural environment and human health as well as enhance the economy through increased Recycling and Organic Materials processing activities; and

WHEREAS, failure to comply with elements of these regulations may result in the potential of a \$10,000 per day fine if the City fails to adopt a local ordinance to mandate compliance or follow the State Regulations in this area; and

WHEREAS, the Holtville City Council has determined that adoption of such an Ordinance will serve the health, safety and public welfare of the community; and

WHEREAS, the City Council held Public Hearings on December 9, 2019, and January 13, 2020, to review the pertinent facts and consider all arguments for and against the proposed text amendments; and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY
RESOLVE, DETERMINE AND ORDAIN AS FOLLOWS:**

SECTION 1: Ordinance 495 and Section 8.33 of the Holtville Municipal Code is hereby established to read as follows:

8.33 - MANDATORY COMMERCIAL AND MULTI-FAMILY RESIDENTIAL RECYCLING

8.33.010 Application of this Article

- A. **Exclusions** - Commercial solid waste customers, multi-family dwelling solid waste customers and entities responsible for special events who generate fewer than four cubic yards of refuse for collection service per week shall be excluded from the requirements of this article.
- B. **Exemptions** - Multi-family generators, commercial generators, and special events that can document using the methods described in subsection (g) of this section that the circumstances described in subsections (f)(1) and (2) of this section pertain to their operations shall be exempt from the requirements of this chapter:
1. *No generation of recyclable materials and/or organic materials.* Solid waste customers, commercial generators, and special events may be exempt from the requirements of this chapter if the solid waste customer, commercial generator, or special event unless that customer demonstrates to the sole satisfaction of the City Manager or his designee that based upon the criteria set out in this chapter, no recyclable materials or organic materials are generated onsite.
 2. *Space constraints and zoning considerations.*
 3. Residential solid waste customers may be exempt from the requirements of this chapter if the city determines that either:
 - (a) There is inadequate space for a solid waste customer to store containers for recyclable materials or organic materials on site and that it is infeasible for the solid waste customer to share recyclable materials or organic materials containers with adjacent commercial premises or multi-family dwellings; or
 - (b) Compliance with this chapter will result in violating city zoning or other regulations.
 4. Commercial generators, multi-family generators, and special events may be exempt from the requirements of this chapter if the city determines that either:
 - (a) The solid waste customer that is responsible for managing solid waste for the commercial generator, multi-family generator, or special event is excluded or exempt from providing containers for recyclable materials or organic materials; or
 - (b) There is inadequate space for the commercial generator or special event to store receptacles for recyclable materials or organic materials on site and that it is infeasible for the commercial generator or special event to deposit recyclable or organic materials directly into containers without an intermediate receptacle; or
 - (c) Compliance with this chapter will result in violating city zoning or other regulations.
 5. *Verification of Exemption* - The solid waste customer, commercial generator, or special event shall petition the City Manager with a written request for an exemption documenting the circumstances of a claimed exemption. The City Manager through his designee may visit the solid waste customer's, commercial generator's, or special event's

site; examine the receptacles for refuse, recyclable materials, or organic materials; or take other actions to verify the circumstances identified in the petition. The solid waste customer, commercial generator, or special event requesting an exemption shall not be granted an exemption from the requirements of this chapter if the city determines that (1) recyclable materials or organic materials are generated on site, (2) it is feasible for containers and receptacles for recyclable materials and, as necessary, for organic materials to be placed on site, and (3) it is feasible to share recycling containers with an adjacent commercial premises or multi-family dwelling.

6. The City, by resolution, may impose an administrative fee on petitioning entities to cover the costs of processing such petitions. The city may require the solid waste customer, commercial generator, or special event that is granted an exemption from the requirements of this chapter to submit a renewal of its petition for an exemption every two years from the date the exemption was granted by the city.

8.33.020 Solid Waste Customers

Each commercial customer, multi-family dwelling or entity responsible for a special event, shall be responsible for ensuring and demonstrating its compliance with the requirements of this chapter and specifically this article II. Each solid waste customer shall:

- A. Subscribe to an adequate level of service for recyclable materials and, when applicable, organic materials generated at the commercial premises, multi-family dwelling, or special event if the customer does not self-haul those recyclable materials or organic materials to a recycling or organics materials processing facility pursuant to the provisions of section 12-38 of this article.
- B. Provide, directly or through the solid waste collector, appropriate and sufficient containers, placed in appropriate and accessible locations with adequate signage, to ensure maximum segregation of recyclable materials by all commercial generators, multi-family generators, and special events and to ensure maximum segregation of organic materials by food service providers.
- C. Provide, post and maintain signs containing information and instructions on the proper segregation and storage of recyclable materials and organic materials in areas where containers are located. The signs shall meet the requirements of CalRecycle when available and the hauler shall provide sample signs.
- D. Ensure that all containers used for collecting and storing recyclable material and organic materials (1) are labeled with or have adjacent to the container signs that display the appropriate information to enable users to clearly differentiate which containers are used for recyclable materials, organic materials, and refuse; (2) display the name of the solid waste collector that provides collection service of the container; and (3) ensure that users of the containers make efforts to minimize the contamination of material placed in the containers.
- E. Distribute this ordinance and appropriate educational materials to all commercial generators, multi-family generators, and legal entities responsible for special events at the commercial premises or multi-family dwelling at least once each year by mail or personal delivery. All new commercial generators, multi-family generators, and special events shall receive this information upon occupancy or contracting for service.
- F. Educational materials shall include (1) the requirement and procedures to ensure the accurate segregation of recyclable materials and organic materials from refuse; (2) the commercial

generator's, multi-family generators, or special event's responsibilities regarding compliance with this chapter; and (3) the types and location of recyclable materials, organic materials, and refuse containers.

- G. Ensure that instructions or training materials provided to commercial generators, multi-family generators, and special events are promptly made available to the city upon request.
- H. Ensure that the contents of the recyclable materials and organic materials containers are not collected for refuse disposal if the contents of these containers include unacceptable levels of contamination.
- I. Customers shall pay an additional fee based on the size of the container for recyclable materials and organic materials refuse disposal by the franchisee if the contents of their recyclable materials and organic materials containers contain unacceptable levels of contamination as defined pursuant to *State law, local regulation or as denoted in the Solid Waste franchise agreement currently in effect.*

8.33.030 Commercial Generators

In addition to the requirements delineated in the sections entitled "Solid Waste Customers," each commercial generator shall be responsible for ensuring and demonstrating its compliance with the requirements of this chapter. Each commercial generator shall:

- A. Ensure the segregation of recyclable materials and organic materials from refuse by placing each type of material in a separate designated receptacle or container, and ensure that employees, contractors, volunteers, customers, visitors, and other persons on site segregate recyclable materials and organic materials.
- B. Provide an adequate number and type of labeled receptacles needed for segregating and storing recyclable materials and organic materials and provide adequate access to those receptacles.
- C. Post and maintain signs containing information and instructions on the proper segregation and storage of recyclable materials and organic materials in areas where receptacles are located.
- D. Ensure that all receptacles used for collecting and storing recyclable materials, organic materials, and refuse are labeled with signs or labels that display the appropriate information to enable users to clearly differentiate which receptacles are used for recyclable materials, organic materials, and refuse, to minimize the contamination of material placed in receptacles.
- E. Provide adequate instructions to employees, contractors, and volunteers of the requirements of this chapter, including (1) the requirement and procedures to ensure the segregation of recyclable materials and organic materials from refuse; (2) the employee's, contractor's, and volunteer's responsibilities regarding compliance with this chapter; and (3) the types and location of receptacles and containers for recyclable materials, organic materials, and refuse.
- F. Ensure that instructions or training materials provided to employees, contractors, and volunteers are promptly made available to the city upon request.
- G. Ensure that the contents of receptacles are deposited in the proper container and ensure that the contents of the receptacles for recyclable materials and organic materials are not delivered

to refuse containers.

- H. Commercial generators may be assessed an additional fee based on the size of the container for recyclable materials and organic materials containers that are collected for refuse disposal by the franchisee if the contents of their recyclable materials and organic materials containers contain unacceptable levels of contamination.

8.33.040 Special Events

The entity responsible for a special event shall be responsible for ensuring and demonstrating compliance with the requirements of this chapter. In addition to other requirements in this chapter and the Municipal Code, each special event shall:

- A. Segregate recyclable materials and, for special events that include food service or use food service establishments, organic materials from refuse by placing each type of material in a separate designated receptacle or container, and ensure that employees, contractors, volunteers, customers, visitors, and other persons on site segregate recyclable materials and organic materials.
- B. Ensure that special event has access to an adequate number and type of containers needed for collecting and storing recyclable materials and, when applicable, organic materials generated at and by the special event.
- C. Provide or ensure the provision of adequate receptacles throughout the special event location to make the segregation of recyclable materials and organic materials convenient for employees, volunteers, contractors, vendors, exhibitors, presenters, visitors, attendees, customers, and other persons on site.
- D. Provide or ensure the provision of an equal or greater number of receptacles for recyclable materials and, when applicable, organic materials to receptacles for refuse. Individual receptacles for recyclable materials, organic materials, and refuse shall be placed as close together as possible throughout the special event location in order to provide equally convenient access to receptacles for recyclable materials and organic materials as to receptacles for refuse.
- E. Ensure that all receptacles used for segregating and storing recyclable materials, organic materials, and refuse are affixed with signs or labels that display the appropriate information to enable users to accurately segregate solid waste and to clearly differentiate which receptacles are used for recyclable materials, organic materials, and refuse, to minimize the contamination of material placed in receptacles.
- F. Require food vendors and food service establishments to have at least one separate receptacle each for recyclable materials, organic materials, and refuse for use by employees, contractors, custodians, customers, visitors, and other persons on site.
- G. Distribute chapter requirements and appropriate informational materials to all vendors, exhibitors, and other commercial generators during event planning and setup.
- H. Ensure that the contents of the receptacles for recyclable materials and organic materials are not delivered to refuse containers unless they include unacceptable levels of contamination.

8.33.050 Self-Haulers

- A. Nothing in this chapter shall preclude any person, solid waste customer, commercial generator, multi-family generator, or special event from self-hauling recyclable materials or organic materials generated by that entity to a recycling or organics materials processing facility before placement in the solid waste stream.
- B. Self-haulers shall:
 - 1. Comply with the requirements in this chapter by delivering for recycling those items that can be recycled by local recycling facilities and establishments and shall comply by delivering for organic materials processing those items that are accepted by local organic materials processing facilities.
 - 2. Provide proof of compliance with this chapter, upon request by the city; proof includes but is not limited to a receipt from a recycling or organic materials processing facility that clearly identifies the type and quantity of material delivered and an application for exemption from the necessity for refuse collection
- C. Notwithstanding, self-haulers shall not dispose of any solid waste in any manner not permitted by this chapter. To do so is a violation of this chapter punishable as set out *below and in Section 1.12.010 of the Holtville Municipal Code.*

8.33.060 City Authority

The City Manager is authorized to administer and enforce the provisions of this chapter. To the extent permitted by law, the City Manager may inspect any collection container and any solid waste collector's load for refuse, recyclable materials, or organic materials. To the extent permitted by law, the city or its designee may also inspect the premises of any residential premise, commercial premises, multi-family dwelling, or special event or self-hauler's load to determine compliance with the provisions of this chapter.

8.33.070 Enforcement

The City shall enforce this chapter with the goal of maximizing the amount of recyclable materials and organic materials properly segregated and ensuring that recyclable materials and organic materials that have been properly segregated by the solid waste customer, commercial premise, multi-family generator, or special event are correctly collected and delivered to recycling and organics materials processing facilities. The city shall require the solid waste collector to conduct the following activities to enforce this chapter:

- A. Provide details on the requirements of this chapter to affected solid waste customers, commercial premises, multi-family generators, and special events;
- B. Develop and disseminate public education and promotional materials relating to the importance of recycling and organic materials processing and the availability of recycling and organic materials processing opportunities available to solid waste customers, commercial generators, multi-family generator, and special events;
- C. Provide technical assistance and training to solid waste customers, commercial generator, multi-family generators, and special events to increase recycling;
- D. Enforce provisions of the franchise agreement for collection of recyclable materials, organic

materials, and refuse with the franchisee to stimulate demand for recyclable materials and organic materials collection service.

8.33.080 Penalties

- A. The City may issue administrative fines for violating this chapter or any rule or regulation adopted pursuant to this chapter, except as otherwise provided in this chapter. The city's procedures on imposition of administrative fines are hereby incorporated in their entirety and shall govern the imposition, enforcement, collection, and review of administrative citations issued to enforce this chapter and any rule or regulation adopted pursuant to this chapter; provided, however, that the city may adopt regulations providing for lesser penalty amounts for solid waste customers, commercial premises, or special events.
- B. A violation notice shall be issued and served upon the solid waste collector, solid waste customer, commercial premises, or special event for violations of this chapter. When a violation notice is served, public nuisance proceedings and/or code enforcement proceedings under the city's code shall apply.
- C. All administrative civil penalties collected from actions brought pursuant to this chapter shall be paid to the city and shall be deposited into an earmarked account that is available to fund activities to implement the applicable provisions of this section.
- D. Notwithstanding, the City Attorney may seek injunctive relief or civil penalties in the superior court or may pursue any other remedy legally available to the city.

8.33.090 No Effect on Other Powers

- A. This chapter does not do any of the following:
 - 1. Otherwise affect the authority of the city or its designee to take any other action authorized by any other provisions of law or regulations.
 - 2. Restrict the power of a city attorney, district attorney, or the attorney general to bring in the name of the people of California any criminal proceeding otherwise authorized by law.
 - 3. Prevent the City from cooperating with, or participating in, any proceeding.
 - 4. Affect in any way existing contractual arrangements including franchises, permits, or licenses previously granted or entered into between the solid waste collectors and the City.
- B. *Cumulative Remedies* – Any remedy provided under this chapter is cumulative to any other remedy provided in equity or at law. Nothing in this chapter shall be deemed to limit the right of the city or its solid waste operators to bring a civil action; nor shall a conviction for such violation exempt any person from a civil action brought by the city or its solid waste operators. The fees and penalties imposed under this chapter shall constitute a civil debt and liability owing to the city from the persons, firms, or corporations using or chargeable for such services and shall be collectible in the manner provided by law.

- C. Liability – Nothing in this chapter shall be deemed to impose any liability upon the City or upon any of its officers or employees including without limitation under the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA).

8.33.100 Disclaimer of Liability

The degree of protection required by this chapter is considered to be reasonable for regulatory purposes. The standards set forth in this chapter are minimal standards and do not imply that compliance will ensure safe handling of recyclable materials, organic materials, or refuse. This chapter shall not create liability on the part of the City, or any of its officers or employees, for any damages that result from reliance on this chapter or any administrative decision lawfully made in accordance with this chapter. All persons handling solid waste within the boundaries of the city should be and are advised to conduct their own inquiry as to the handling of such materials. In undertaking the implementation of this chapter, the city is assuming an undertaking only to promote the general welfare. It is not assuming, nor is it imposing on its officers and employees, an obligation for breach of which it is liable in money damages to any person who claims that such breach proximately caused injury.

8.33.110 Duties Discretionary

Subject to the limitations of due process and applicable requirements of state or federal laws, and notwithstanding any other provisions of this chapter, whenever the words "shall" or "must" are used in establishing a responsibility or duty of the city, its elected or appointed officers, employees or agents, it is the legislative intent that such words establish a discretionary responsibility or duty requiring the exercise of judgment and discretion.

SECTION 2: **Conflict:** All ordinances, or parts of ordinances, in conflict with the terms and provisions of this ordinance, so far as they conflict herewith, are hereby repealed.

SECTION 3: **Severability:** If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

SECTION 2: **Effective Date:** This ordinance shall take effect and shall be in force thirty (30) days after the date of adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published at least once in a newspaper of general circulation printed and published in the County of Imperial, together with the names of the members of the City Council voting for and against the same.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 27th of January, 2020, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ginger Ward, Mayor

Attest: _____
Kariza Preciado, Interim City Clerk

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: January 24, 2020
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>01/27/20</u>
Item Number	<u>5 a</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Water Treatment Plant Rehab – Upgrades to our Water Treatment Plant are necessary to deal with past TTHM issues in our finished water supply. Additionally, it has long been recognized that replacing the aged system controls is necessary. Finally, corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010.

After about 3 years in the process of receiving financing through the Clean Water State Revolving Fund (SRF), we finally received word that the funding had been fully approved in July, 2019. The fully executed agreement was received in late September. Juny at THG revised the timeline with an anticipated completion date of December, 2020. The Holt Group was selected to work along with Delta Systems to oversee the bidding process.

Staff and THG met with a representative of the State Water Board for a pre-construction meeting in late October to iron out project start requirements and reimbursement request procedures. A development in late November put construction bidding on hold when SRF requested that we convert the Design/Build project into 2 separate design and construction phases. THG is currently working on a proposal to complete the design work prior to bidding. This would put off construction, but hopefully not impact the overall timeline too significantly.

Rate Study – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. Although California Rural Water completed some preliminary analysis in a no-cost Water Rate Study for the purposes of the SRF grant application, it is now necessary that another rate study be completed, as the last one is well over a year old and was somewhat poor in its analysis.

PUBLIC WORKS

TRANSPORTATION PROJECTS

Citywide Street Resurfacing Project – Since the completion of Phase I of the project, we have noticed significant areas wherein the material has picked up from the surface. The contractor was notified and our discussions with them to rectify the problem are ongoing.

PARKS

Mac Park - City staff has worked with Holtville Little League to construct a second baseball diamond to the east of the current field. The field itself is now complete. State Parks funding opportunities recently became available and action in was taken in July to apply for a grant. We await word on the results.

Holtville Wetlands Project – A grant agreement document for approximately \$3 million to fund this project was received by the City from BoR late in 2016. Additionally, the City received notification that a \$20,000 grant was awarded by the County for signage and amenities. The Holt Group was selected to perform Grant Administration tasks and George Cairo Engineering for design services.

The design team has been significantly behind schedule. GCE finally produced a Record of Survey that was filed with the County in 2018. The County processed the first plan check and returned the submission to GCE with comments to be addressed. Cairo responded to the comments and resubmitted, however we have been unable to get a more recent update from Mr. Cairo. THG and staff will continue to apply pressure.

Mellinger Alamo River Trail – A trails funding source was brought to our attention last year and a grant application was submitted to help refit the old railroad trestle while affecting repairs from the damage done in the Black Dog fire. We await a response on this.

Stormwater Conveyance – A large portion of the City’s stormwater makes its way to the drainage ditch along the east side of Melon Avenue, which then drains into the Alamo River via a pipeline, open ditch and culvert. Most of that conveyance is through private property. It has long been recognized that the runoff creates a nuisance for one of the property owners and he has requested that we do something to alleviate the problem in the past. As the property is a produce storage facility, a recent mandatory food safety inspection revealed that the open ditch would require undergrounding. Staff and the City Engineer are currently working on solutions to the issue.

ADMINISTRATION

BUILDING PERMITS - The City issued **87** building permits in 2019 and **7** thus far in 2020. A list of permits pulled by month is available on the City’s website at <http://holtville.ca.gov/section.php?id=73>.

As you are aware, the Building Inspector has taken a position with another city. He volunteered to continue to conduct his duties on nights and weekends. We have continued to utilize Mr. Ortiz in this manner, however, with the naturally shortening days and the time change, weekday inspections after 5 pm have become next to impossible. I have spoken with him and, as previously reported, the time commitment is also somewhat problematic, so we are exploring other options. ***An ad was run last week and we are going through potential candidates at this time.***

Holtville Luxury Apartments (± 150) – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. After many months of confusion regarding the process, the project’s ownership group, led by John Hawk, engaged Development Design & Engineering in 2016 to assist in shepherding the project along.

Multiple meetings and conference calls were held over the 2016-17 with Mr. Hawk and DD&E to update status and discuss timelines. DD&E forwarded most of the required initial environmental documents in early in 2108 and the Environmental Review Committee met to review and comment on the project. A more extensive environmental study is still needed for CEQA compliance and the proponent engaged a consultant to work on environmental clearances. The consultant has submitted several documents. THG has been in ongoing discussions regarding their subsequent submissions in recent months.

Staff has continuously stressed the need to address the handling of stormwater as this property is developed. A meeting held with THG and the project proponents in February, 2019, finally netted a viable plan for the stormwater handling.

The City recently received word that the IID will be partially funding the undergrounding of the last section of open ditch for the Pear canal along Ninth Street, much of which is adjacent to this

proposed project. We expect to be working with the project proponents to take advantage of this funding to help mitigate costs to be borne by the project construction. More information will follow in coming months.

AMG Mixed Use Development/Fern Crossing Apartments (± 44) – A project for a combination of apartments and retail on the block bound by Holt Avenue, Fern Avenue and Fourth Street was proposed by Pacific West Development. Preliminary conceptual maps and elevation renderings were presented to Planning Commission in April, 2018, with acceptance by the Commission and subsequently by this Council. Civil engineering plans were submitted the week of July 1, and Mr. Ortiz completed the plan review in August. The Holt Group reviewed the plans from a civil engineering perspective and made extensive additional comments. There has been a flurry of activity over the past few weeks as the developer races to meet a December 31 deadline for a funding source. Building permits were issued prior to Christmas *and dirt work on the site commenced this week.*

Torres Mixed Use Development – The owner of Cuchi’s Raspados has proposed a mixed use development for property on the town square on Holt just south of Sixth Street. It will consist of a storefront, along with two apartments intended for her family’s use. The concept passed through Planning Commission last week with more review to come as plans are developed. Building permits were pulled last month, so construction should begin soon. Preliminary site work began in October. An issue developed regarding the setback requirement with respect to the existing neighboring building. They have made a request for a variance and are working on making the building footprint marginally smaller to allow for an alley between the apartments next door.

Dollar General – A portion of the Willowbend Mobile Home Park at Fifth and Palm was proposed for sale for the purpose of constructing of a Dollar General store. Discussions with the new prospective builder (NNN Development), Dollar General, the property owner and the City to get the project moving are ongoing. We await the finalization of a deal between the property owner and NNN. NNN submitted their completed packet to Dollar General and was given the green light to proceed in July. A meeting was held on the site with the proponents in early August to clarify a few open items of discussion. The City received plans in late September and the first round of comments were forwarded to the developer. *The developer had us record the previously-discussed lien release last week and another round of revised plans was submitted this week and the builder hopes to imminently be issued building permits.*

AMG Third Street Senior Apartments (± 33) – A second apartment project by AMG has been proposed in the area of Third and Grape. *The City was asked to apply for HOME grant funding for the project. That application has been completed and submitted.*

Census 2020 – An outreach committee of staff and community members was established to assist in getting out Holtvillites to participate in the US Census this Spring. It is hoped that the City’s residents see the importance of being fully counted! A kiosk will be available at City Hall for residents to utilize in responding to the Census throughout April, 2020, and additional items have been proposed to further increase participation. We have received many kudos for the work being done by Mayor Ward, Kariza and Haley along with their committee to get Holtville fully counted!

2018-19 Audit – Auditors were onsite in early December to examine the 2018-19 books. Submissions will be ongoing, but in an exciting development, the City is not subject to a “Single Audit” this year, as we were under the threshold of Federal Funds received. We may squeak out another year of this luck in 2019-20, but with a couple of streets projects (Cedar/Orchard, Cedar Sidewalk…) and the Wetlands hopefully going to construction, we will be back to that process by 2020-21. *We expect the auditors to return in mid-February.*

MEETINGS & EVENTS RECENTLY ATTENDED:

- 01/13/20 Management Meeting *City Hall*
- 01/13/20 Conference on Various Legal Matters *Offices of Walker & Driskill*
- 01/14/20 NW Vacation Day (*Out of Office*)
- 01/15/20 NW Vacation Day (*Out of Office*)
- 01/20/20 MLK Day Observed (*City Hall Closed*)
- 01/21/20 Management Meeting *City Hall*
- 01/21/20 IID Board Meeting *IID Boardroom (EC)*
- 01/21/20 Carrot Festival Planning Meeting *City Hall*
- 01/21/20 Meeting w/Little League Reps *re: Upcoming Season* *City Hall*
- 01/23/20 IVECA Board Meeting *EC ED Offices*
- 01/23/20 Meeting with Holtville CofC Manager *re: Carrot Festival* *City Hall*

UPCOMING EVENTS:

- 01/25/20 Rib Cookoff Appreciation BBQ *Samaha Park*
- 01/27/20 Management Meeting *City Hall*
- 01/31/20 Great Kindness Challenge Day *Finley Elementary*
- 01/31/20 Carrot Festival Royalty Coronation Banquet *IV Swiss Club*
- 02/04 - 02/08/20 Holtville Carrot Festival Activities *City of Holtville*
- 02/06/20 State of the County Address *Imperial County Courthouse*
- 02/08/20 Carrot Festival Parade *Fifth Street*
- 02/10/20 Holtville City Council Meeting *City Hall*
- 02/12/20 ICTC Management Committee & CCMA Meetings *County of Imperial*
- 02/12/20 Holtville CofC Board Meeting *Vessey Board Room*
- 02/17/20 Holtville Planning Commission Meeting *City Hall*
- 02/15/20 City of Imperial Tri-Tip Cookoff, State of City *City of Imperial*
- 02/25/20 Caltrans 1-on-1 *re: Upcoming Projects* *ICTC Offices*
- 02/27/20 IVECA Board Meeting *EC ED Offices*
- 03/06/20 NW Vacation Day (*Out of Office*)
- 03/14/20 Holtville Rotary Pulled Pork Cookoff *Holt Avenue*
- 03/26/20 Holtville Farmers Market & Street Fair *Holt Park*
- 03/26 - 03/28/20 Vietnam Memorial Traveling Display *Bucklin Park (EC)*

If you have any questions about any of the information presented, please feel free to contact me directly.

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>01/27/20</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 22, 2020
FROM: Kariza Preciado, Finance Supervisor
SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

General Fund

As of January 22, 2020 the General Fund has a \$135,020 revenue deficit. The City has received 54% of its projected revenue to date and 60% of its total budgeted expenditures. The City should see its revenues from other agencies such as OES reimbursements, Kinkaid Fire reimbursement and State COPS funding begin to trickle in at the next few months.

Water Fund

The water fund is seeing a revenue surplus of \$17,490. This is due to normal business activity. The total revenues collected as of January 22, 2020 are \$73,248.

Sewer Fund

As of January 22, 2020, Sewer has a revenue surplus of \$251,870. Business activities have continued normally with total revenues at 56% of the total budgeted amount and expenditures at 44%.

Trash

Trash has a revenue deficit of \$9,539 from regular business activity. The total expenditures for the month of January 2020 are \$22,782 to \$12,704 in revenues.

Census

The City has successfully submitted their complete count committee documents to the County and is waiting for the board of supervisors to sign the agreement. We anticipate the agreement to be completed by the end of the month

Respectfully submitted,



Kariza Preciado

City of Holtville

REPORT TO CITY COUNCIL

MEETING DATE:	<u>01/27/20</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 3, 2020
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for December, 2019

**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS
REQUIRED OF THE CITY COUNCIL.**

During the month of December 2019 we decorated the City's Gazebo with lights for the holidays. We had our annual Tree lighting ceremony. Thanks to our City Manager, City Council, Public Works for their participation. We had our Guardian Angel. This year we assisted Santa with providing Christmas cheer to 23 kids from the City of Holtville. Special thanks to Principal Perez from Finley School for their great help with the kids. Thanks to our sponsors for the generous donations. We managed to have \$550.00 extra, we are going to buy 50 pairs of shoes for Finley Elementary with the money. The following is the monthly report for December 2019.

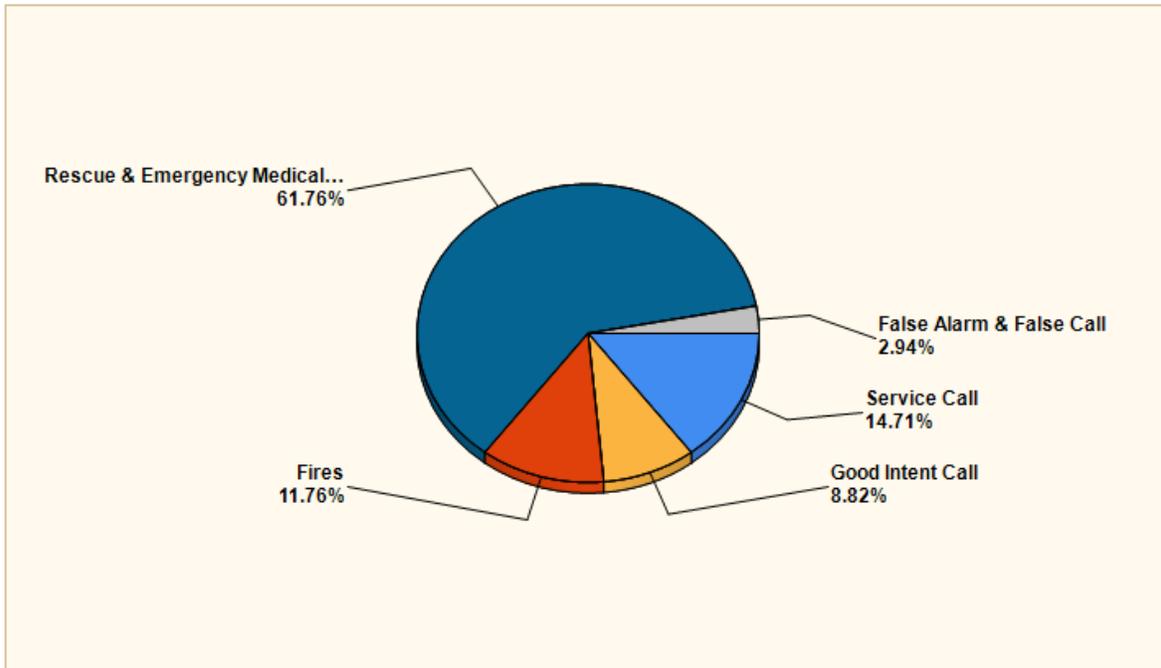
The following is the monthly report for December, 2019

Emergency calls	68
Training hours	167
Residential inspections	32
Commercial inspections	12

Cordially submitted



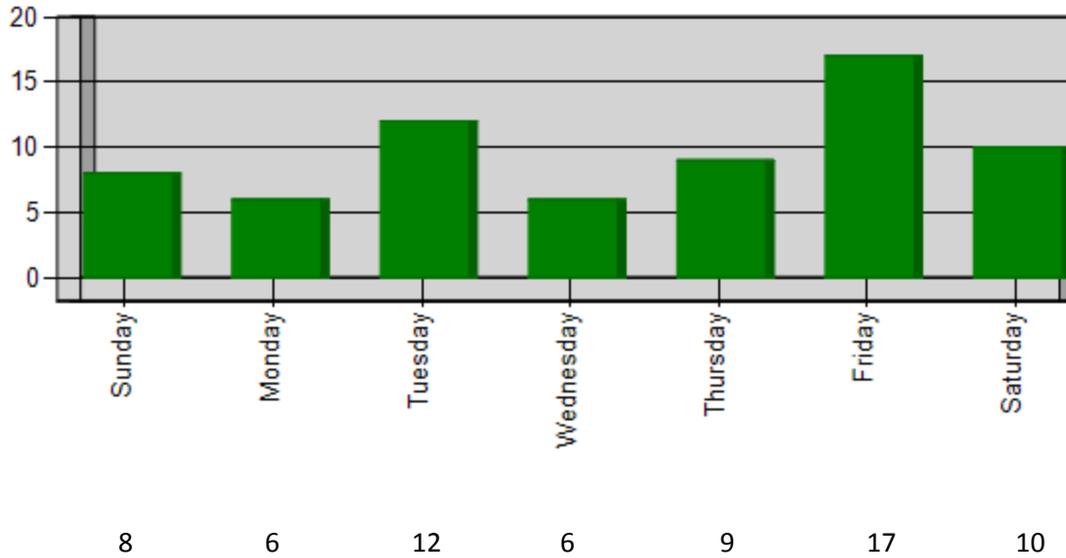
Alex Silva, Fire Chief



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	8	11.76%
Rescue & Emergency Medical Service	42	61.76%
Service Call	10	14.71%
Good Intent Call	6	8.82%
False Alarm & False Call	2	2.94%
TOTAL	68	100.00%

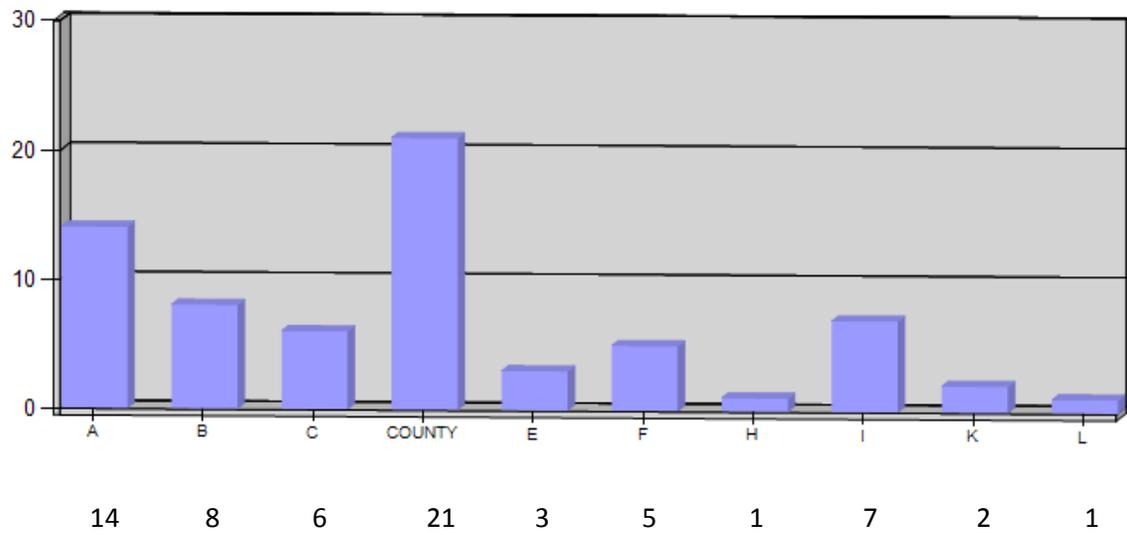
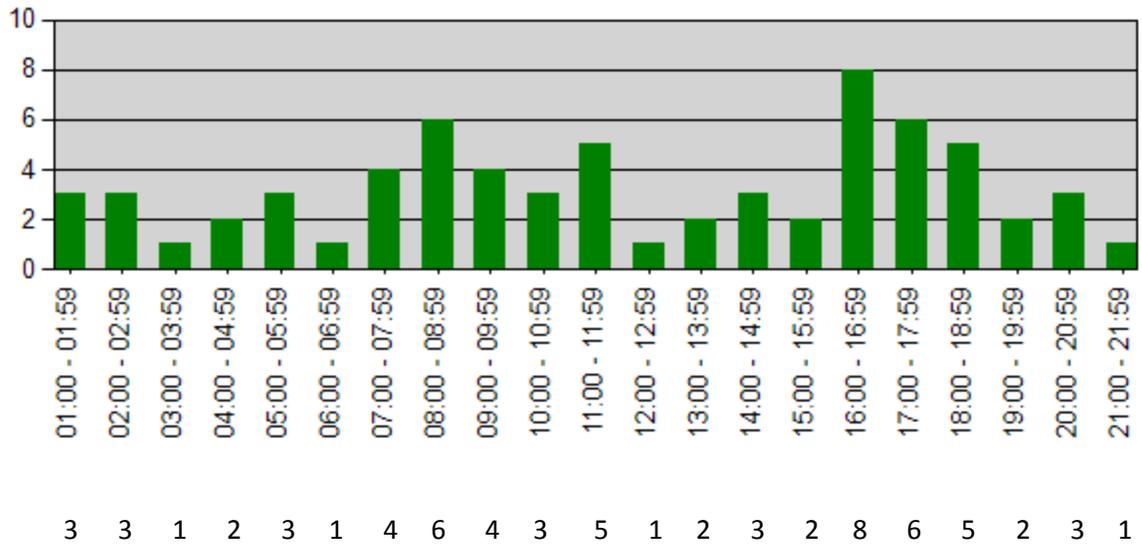
ACTION TAKEN	# INCIDENTS	PERCENTAGE
11 - Extinguishment by fire service personnel	7	10.29%
12 - Salvage & overhaul	5	7.35%
22 - Rescue, remove from harm	3	4.41%
24 - Recover body	1	1.47%
31 - Provide first aid & check for injuries	2	2.94%
32 - Provide basic life support (BLS)	42	61.76%
55 - Establish safe area	1	1.47%
62 - Restore sprinkler or fire protection system	1	1.47%
71 - Assist physically disabled	6	8.82%
73 - Provide manpower	5	7.35%
74 - Provide apparatus	1	1.47%
84 - Refer to proper authority	1	1.47%
86 - Investigate	4	5.88%
92 - Standby	1	1.47%
93 - Cancelled en route	3	4.41%

TOTAL: 83



TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
6	\$1,790,000.00	\$518,000.00	\$2,308,000.00	\$384,666.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2019-767	12/01/2019	137 - Camper or recreational vehicle (RV) fire	\$480,000.00	\$15,000.00	\$495,000.00	21.45%
2019-775	12/08/2019	161 - Outside storage fire	\$1,000,000.00	\$500,000.00	\$1,500,000.00	64.99%
2019-787	12/13/2019	322 - Motor vehicle accident with injuries	\$80,000.00	\$1,000.00	\$81,000.00	3.51%
2019-808	12/20/2019	324 - Motor vehicle accident with no injuries.	\$100,000.00	\$1,000.00	\$101,000.00	4.38%
2019-809	12/20/2019	322 - Motor vehicle accident with injuries	\$100,000.00	\$1,000.00	\$101,000.00	4.38%
2019-810	12/20/2019	322 - Motor vehicle accident with injuries	\$30,000.00	\$0.00	\$30,000.00	1.30%



WASTEWATER TREATMENT PLANT:

I am pleased to inform council that since the December 2016, the City of Holtville WWTP has maintained continued compliance with current NPDES Permit Effluent Ammonia limits.

Summarized below for your review is the most current (3rd Quarter 2019) monitoring data.

City of Holtville Monthly Wastewater Monitoring Data

Yc
sn
sn

NPDES Permit No. CA0104361

Month/Year	Influent Flow Average (MGD)	Influent Flow Minimum (MGD)	Influent Flow Maximum (MGD)	Influent BOD mg/L	Effluent BOD mg/L	Influent TSS mg/L	Effluent TSS mg/L	Influent Ammonia, ppm	Effluent Ammonia, ppm	Effluent E. Coli	Effluent Fecal Coliform
Jan-19	0.3084	0.2518	0.3343	383.0	6.2	3298.1	1.5	35.3	0.1	1.0	2.0
Feb-19	0.3038	0.2001	0.4052	604.5	6.6	2696.3	1.2	83.0	0.2	1.0	2.0
Mar-19	0.3095	0.2629	0.3384	456.0	5.9	1164.0	1.2	23.5	0.1	1.0	2.0
Apr-19	0.2873	0.2498	0.3363	1006.5	8.7	1767.6	1.3	37.0	0.2	1.0	2.3
May-19	0.3019	0.2568	0.43	278.5	3.6	2673.7	1.4	35.3	0.0	1.0	4.7
Jun-19	0.3978	0.3464	0.434	307.6	2.9	1668.0	2.6	30.8	0.1	2.5	5.4
Jul-19	0.3773	0.3403	0.418	511.6	2.2	1303.0	2.8	25.8	0.1	1.1	5.7
Aug-19	0.3862	0.3344	0.426	224.6	1.9	638.0	2.9	64.4	0.0	1.0	2.0
Sep-19	0.3848	0.3004	0.4179	226.0	2.3	1204.0	3.8	43.7	0.1	1.0	3.3
Oct-19											
Nov-19											
Dec-19											
AVERAGES-	0.3397	0.2825	0.3933	444.3	4.5	1823.6	2.1	42.1	0.1	1.2	3.3

Respectfully Submitted,

Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>01/27/20</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 24, 2020
FROM: Alex Chavez, Public Works Foreman
SUBJECT: Bi Monthly Report - Public Works

THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

The purpose of this report is to inform Council of Public Works activities since the last council meeting. Public Works has been actively working on or completed the following:

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Caught 5 dogs and 1 cat.
- Completed annual APCD report.
- Completed annual APCD inspection.
- Installed pigeon deterrent in the gazebo at Holt park.
- Inspected concrete sidewalk, curb and gutter at Trinity Baptist Church.
- Pump out water at Apple Court retention basin.
- Repaired and replaced light fixtures around Holt park.

Respectfully Submitted,



Alejandro Chavez
Public Works Foreman