

AGENDA
REGULAR MEETING of THE HOLTVILLE CITY COUNCIL
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA
Monday, June 8, 2020

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

THIS IS A PUBLIC MEETING

The Holtville City Council values your input if there is an issue on which you wish to be heard, for both items listed on the agenda and for items of general concern. The Mayor reserves the right to place a limit on each person's comments. Any public comments must include the individual's name and address for the record. Personal attacks on individuals and/or comments which are slanderous or which may invade an individual's personal privacy are not permitted.

PLEASE TAKE NOTE that on Monday, June 8, 2020, at 5:30 PM, the Holtville City Council will hold its regularly scheduled meeting. Public comments will be accepted for items on both the Closed and Open Session agendas, however, to maintain social distancing, physical presence is strongly discouraged. Alternative methods for public participation have been provided and are encouraged.

Written Comments: *KPreciado@Holtville.ca.gov* ***Deadline to Submit: 4:00 PM, 06/08/20***

Zoom Conference: *823 4305 9171 (Access provided upon request)*

Telephone Conference Call: *(605) 475-3220 Access Code 649637#*

This notice and the Agenda for this meeting are available for public inspection at 121 W Fifth Street in Holtville, California, and on the www.Holtville.ca.gov website.

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.

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:

(Government Code Section 54956.9(a))

Charles Simpson vs. City of Holtville

Von Hermann vs. MTC, City of Holtville

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

RECONVENE OPEN SESSION

PLEDGE of ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

GENERAL PUBLIC COMMENTS:

The public may address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council.

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 May 27, 2020
- b. Current Demands # 41725 thru # 41762

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION #20-10** Adopting a Project Listing 2020-21 City of Holtville Transportation Budget to Comply with California Transportation Commission Requirements to Receive SB1 Gas Tax Funds *Nick Wells, City Manager*

4. INFORMATION ONLY:

- a. **Discussion/Related Action Regarding** the 2020-21 Budget *Kariza Preciado, Finance Supervisor*

5. STAFF REPORTS

- a. **City Manager Report - Nick Wells**
- b. Finance Supervisor - *Kariza Sambrano*
- c. Police Chief - *Roy Patterson*
- d. Water/Wastewater Supervisor - *Frank Cornejo*

6. Items for future meetings

7. ADJOURNMENT:

I, Kariza Preciado, City Clerk of the City of Holtville, California, DO HEREBY CERTIFY that the foregoing agenda was duly posted at Holtville City Hall on Monday, June 08, 2020

**MINUTES OF THE REGULAR MEETING OF THE
HOLTVILLE CITY COUNCIL
Monday, May 26, 2020**

MEETING DATE:	<u>06/08/20</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 Tuesday, May 26, 2020, at 5:30 p.m. Council Members present were Jim Predmore, Mike Goodsell, Richard Layton, Mike Pacheco and Ginger Ward. Staff members present were Nick Wells, Kariza Sambrano and Fire Chief Alex Silva. City Attorney Steve Walker was also present. In keeping with standards established in response to the COVID-19 epidemic, social distancing measures were in place.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:
Mayor Jim Predmore called the Closed Session meeting to order at 5:30 p.m.

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:
(Government Code Section 54956.9(a))
Charles Simpson vs. City of Holtville
Von Hermann vs. MTC, City of Holtville

PUBLIC EMPLOYMENT:
(Government Code Section 54957.6)
City Manager Evaluation
Evaluation Criteria

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:
Mayor Jim Predmore called the Open Session meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE: Mr. Layton led the Pledge of Allegiance.

INVOCATION: The Invocation was given by Mr. Goodsell.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:
City Clerk Kariza Preciado verified that the agenda was duly posted on Friday, May 22, 2020.

EXECUTIVE SESSION ANNOUNCEMENTS: There were none.

PUBLIC COMMENTS:

The Public was given various opportunities for comment including email to the City Clerk, a conference line and video participation platform for the meeting. Mr. Juan Ramirez of the US Census Bureau called in to the telephone conference line to thank Holtville residents for participating in the 2020 Census efforts. He stated that Holtville has the highest percentage of self-responders in the Imperial Valley and he wants to continue to encourage Holtville residents to fill out their census questionnaire by mail, phone or online. He also stated that there will be webinars in the near future to help residents self-respond.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of April 27, 2020.**
- b. Current Demands # 41623 thru # 41671**

A motion was made by Mr. Goodsell and seconded by Ms. Ward to approve the Consent Agenda as presented. The motion passed by roll call vote.

AYES: Goodsell, Layton, Pacheco, Predmore, Ward

NOES: None

ABSTAIN: None

ABSENT: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Ms. Sambrano reported that Holtville's Census count is currently at 67.1% and is still the highest count in Imperial County. She noted that the majority of Holtville's responses have been mail-in, with only 30% coming from internet response.

Mr. Pacheco stated that the Memorial Day ceremony was very nice.

Mr. Goodsell reported that he attended IVEDC and Rotary meetings via Zoom last week as he was on the move. In Mayor Predmore's stead, he toured the emergency medical facility recently deployed at IVC, intended to be an overflow safety net to alleviate Imperial Valley hospitals' excess COVID-19 patients and was impressed.

Mr. Layton attended the Memorial Day ceremony and thanked Nick Wells for putting it together.

Ms. Ward also attended the Memorial Day ceremony and thought it was very nice. She also attended a AAA meeting via Zoom and gave a recap of what they are doing to help provide meals to the seniors across our Valley.

Mr. Predmore stated that he was part of a commercial that the County of Imperial is putting together for the 2020 Census. He also attended a SCAG meeting via Zoom and they held elections for Chair and Vice Chair. He stated the General Assembly meeting will be held Thursday June 4th via zoom.

Mr. Walker informed the Council that his office had relocated across town in El Centro.

Mr. Wells stated he would give his report with his Staff Report.

2. UNFINISHED BUSINESS *None*

3. NEW BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION 20-09** Calling for a November 3, 2020 Election to Fill Three Expiring City Council Terms

Kariza Sambrano, City Clerk

A motion was made by Mr. Layton and seconded by Mr. Goodsell to Adopt Resolution 20-09 as presented. The motion carried in the form of a roll call vote.

AYES: Goodsell, Layton, Pacheco, Predmore, Ward

NOES: None
ABSTAIN: None
ABSENT: None

- b. **Discussion/Related Action** Regarding a Request by Holtville High School to Issue a Permit for a Professional Fireworks Display at the Senior Graduation to be Held on Thursday, June 4, 2020, at the HHS Football Field *Nick Wells, City Manager*

A motion was made by Ms. Ward and seconded by Mr. Layton to issue the permit as requested. The motion carried in the form of a roll call vote.

AYES: Goodsell, Layton, Pacheco, Predmore, Ward
NOES: None
ABSTAIN: None
ABSENT: None

- c. **Discussion/Related Action** to Approve Request by the Holtville Chamber of Commerce to Obtain the Single Vendor Permit for Sale of "Safe and Sane Fireworks" in Association with 2020 Independence Day Celebrations *Nick Wells, City Manager*

A motion was made by Mr. Pacheco and seconded by Ms. Ward to approve the vendor permit from the Holtville Chamber of Commerce for sale of fireworks in association with the 2020 Independence Day celebrations. The motion carried in the form of a roll call vote.

AYES: Goodsell, Layton, Pacheco, Predmore, Ward
NOES: None
ABSTAIN: None
ABSENT: None

- d. Mr. Wells Requested that an **Emergency Item be Added to Designate a Voting Delegate for the SCAG General Assembly**, to be Held Electronically on Thursday, June 4, 2020.

A motion was made by Mr. Goodsell and seconded by Mr. Layton to designate Ginger Ward as the City's Voting Delegate for the 2020 SCAG General Assembly. The motion carried in the form of a roll call vote.

AYES: Goodsell, Layton, Pacheco, Predmore, Ward
NOES: None
ABSTAIN: None
ABSENT: None

4. INFORMATION ONLY:

- a. **Discussion/Related Action Regarding the 2020-21 Budget**
Kariza Sambrano, Finance Supervisor

Ms. Sambrano and Mr. Wells gave an overview on the General Fund budget. They stated that with the current COVID-19 situation, we must realize and be prepared for the fact that the City's revenues will be lower than normal in the next fiscal year, possibly bleeding into the following year. Due to this, they are projecting a GF loss for the 2020-21 year, but the City has adequate reserves to cover it as an unusual condition.

5. STAFF REPORTS:

- a. **City Manager Report - Nick Wells** relayed that the Holtville Water Plant project is moving along. The design of the project is estimated to be complete in the next few weeks. Once the design is complete, the project will then go out to bid. He stated that there have been continuous hiccups with the Wetlands project but the City is working with The Holt Group to get this project complete. He informed Council that the Census numbers are still number one in the Imperial Valley.
- b. Finance Supervisor – *Kariza Sambrano*
- c. Fire Chief – *Alex Silva*: reported that his fire crew continues to fight against the COVID-19 virus in Holtville. He went through the routine protocol in which his guys are taking as an extra precaution to all calls throughout the City. He stated that a cooling center is now being provided in the Hut, which will be available throughout the summer
- d. Water/Wastewater Supervisor - *Frank Cornejo*

6. Items for Future Meetings: None

7. ADJOURNMENT:

There being no further business to come before the Council, Mayor Jim Predmore adjourned the meeting at 7:20 p.m.

Jim Predmore, Mayor

Kariza Sambrano, City Clerk

CITY OF HOLTVILLE
Monthly Check Register

Date : 6/4/2020 9:48:41 AM
 User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund Transaction Due Date Invoice Number Description

Check Number : 41725 **Check Date** : 6/3/2020
Vendor : 8924 8x8, INC.

10	94305	5/28/2020	2578753	TELEPHONE SYSTEM (JAN. 2020)	ADMIN	176.24
11	94305	5/28/2020	2578753	TELEPHONE SYSTEM (JAN. 2020)		44.06
12	94305	5/28/2020	2578753	TELEPHONE SYSTEM (JAN. 2020)		44.10
Invoice Amount : 264.40		Discount Amount : 0.00		Check Amount :		264.40

Check Number : 41726 **Check Date** : 6/3/2020
Vendor : 8041 AFLAC

10	94306	5/28/2020	003388	INSURANCE PREMIUM		104.26
Invoice Amount : 104.26		Discount Amount : 0.00		Check Amount :		104.26

Check Number : 41727 **Check Date** : 6/3/2020
Vendor : 8721 ALEJANDRO ESTRADA

10	94358	6/2/2020	1214	COMPUTER CONSULTING	ADMIN	1,160.00
11	94358	6/2/2020	1214	COMPUTER CONSULTING		415.00
12	94358	6/2/2020	1214	COMPUTER CONSULTING		760.00
Invoice Amount : 2,335.00		Discount Amount : 0.00		Check Amount :		2,335.00

Check Number : 41728 **Check Date** : 6/3/2020
Vendor : 2378 AT&T

10	94312	5/28/2020	MAY 2020	TELEPHONE CHARGES	ADMIN	599.16
11	94312	5/28/2020	MAY 2020	TELEPHONE CHARGES		61.43
12	94312	5/28/2020	MAY 2020	TELEPHONE CHARGES		117.40
Invoice Amount : 777.99		Discount Amount : 0.00		Check Amount :		777.99

Check Number : 41729 **Check Date** : 6/3/2020
Vendor : 7800 AUTO ZONE COMMERCIAL

10	94285	5/26/2020	5648070892	BATTERY FOR ACO VEHICLE	PW	175.35
Invoice Amount : 175.35		Discount Amount : 0.00		Check Amount :		175.35

Check Number : 41730 **Check Date** : 6/3/2020
Vendor : 1237 BABCOCK & SONS, INC.

11	94365	6/2/2020	CE02168-2279	LAB ANALYSIS		169.00
11	94369	6/2/2020	CE01869-2279	LAB ANALYSIS		615.00
12	94371	6/2/2020	CE01997-2279	LAB ANALYSIS		128.00
11	94372	6/2/2020	CE0998-2279	LAB ANALYSIS	PW	53.00
12	94380	6/2/2020	CE01401-2279	LAB ANALYSIS		16.00
12	94381	6/2/2020	CE01400-2279	LAB ANALYSIS		16.00
12	94382	6/2/2020	CE01399-2279	LAB ANALYSIS		394.00
12	94383	6/2/2020	CE01408-2279	LAB ANALYSIS		66.00
Invoice Amount : 1,457.00		Discount Amount : 0.00		Check Amount :		1,457.00

Check Number : 41731 **Check Date** : 6/3/2020
Vendor : 2030 BLUE SHIELD OF CALIFORNIA

10	94361	6/2/2020	JUNE 202	INSURANCE PREMIUM	ADMIN	2,449.42
11	94361	6/2/2020	JUNE 202	INSURANCE PREMIUM		1,580.20
12	94361	6/2/2020	JUNE 202	INSURANCE PREMIUM		1,387.19
Invoice Amount : 5,416.81		Discount Amount : 0.00		Check Amount :		5,416.81

Check Number : 41732 **Check Date** : 6/3/2020
Vendor : 1750 CARROT TOP INDUSTRIES

10	94385	6/2/2020	46169400	FLAG		439.07
Invoice Amount : 439.07		Discount Amount : 0.00		Check Amount :		439.07

Check Number : 41733 **Check Date** : 6/3/2020
Vendor : 7688 CINTAS FIRST AID & SAFETY

10	94282	5/26/2020	5016944495	ETHANOL RUB 80%	PW	121.30
Invoice Amount : 121.30		Discount Amount : 0.00		Check Amount :		121.30

MEETING DATE:	<i>06/08/20</i>
ITEM NUMBER	<i>1 b</i>
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/4/2020 9:48:41 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 41734 Check Date : 6/3/2020						
Vendor : 2320 COUNTY MOTOR PARTS						
12	94319	5/28/2020	265087	CAR FRAME TIE DOWN; CAR TIE DO		31.22
10	94320	5/28/2020	265171	STARTER FOR GATOR		320.01
10	94321	5/28/2020	265198	MOTOR OIL ; ANITI FREEZE		46.74
12	94322	5/28/2020	265202	OIL FILTER AND MOTOR OIL	PW	46.17
10	94323	5/28/2020	265223	HITCH PIN		5.92
12	94373	6/2/2020	264930	HYDRAULIC FLITE	FD	353.38
11	94386	6/2/2020	265284	ALTERNATOR; BATTERY		102.73
12	94386	6/2/2020	265284	ALTERNATOR; BATTERY		102.74
11	94387	6/2/2020	265287	BELT TENSIONER ASSEM; SERPENTIN		63.50
12	94387	6/2/2020	265287	BELT TENSIONER ASSEM; SERPENTIN		63.50
Invoice Amount : 1,135.91		Discount Amount : 0.00		Check Amount :		1,135.91
Check Number : 41735 Check Date : 6/3/2020						
Vendor : 4572 EMPIRE SOUTHWEST						
10	94283	5/26/2020	0484786	SERVICE/REPAIR GENERATOR AT CI		1,819.40
10	94377	6/2/2020	EPWK0848755	FULL OIL SERVICE; LOA BANK TEST	PW	988.14
12	94378	6/2/2020	EPWK084727	PERFORM TRANSFER SWITCH		140.00
11	94384	6/2/2020	EPWK0485174	PERFORM FULL OIL SERVICE; LOAD		1,258.65
Invoice Amount : 4,206.19		Discount Amount : 0.00		Check Amount :		4,206.19
Check Number : 41736 Check Date : 6/3/2020						
Vendor : 1488 GREG BENTLY ELECTRIC						
10	94336	5/28/2020	2020084	INSTALL LED FIXTURES INSIDE BUILDING	PW	607.04
12	94366	6/2/2020	2020082	TROUBLESHOOT UV SKIMMER		215.00
12	94367	6/2/2020	2020083	INSTALL FLOAT SWITCH FOR INFLUE		3,377.46
Invoice Amount : 4,199.50		Discount Amount : 0.00		Check Amount :		4,199.50
Check Number : 41737 Check Date : 6/3/2020						
Vendor : 2399 HARTFORD						
10	94363	6/2/2020	JUNE 2020	INSURANCE PREMIUM	ADMIN	232.50
11	94363	6/2/2020	JUNE 2020	INSURANCE PREMIUM		33.14
12	94363	6/2/2020	JUNE 2020	INSURANCE PREMIUM		47.02
Invoice Amount : 312.66		Discount Amount : 0.00		Check Amount :		312.66
Check Number : 41738 Check Date : 6/3/2020						
Vendor : 2403 HIGHLINE COOLING, LLC						
10	94357	6/2/2020	JUNE 2020	OFFICE RENT PD/FD	FD/PD	2,000.00
Invoice Amount : 2,000.00		Discount Amount : 0.00		Check Amount :		2,000.00
Check Number : 41739 Check Date : 6/3/2020						
Vendor : 1638 HOME DEPOT/GECF						
10	94331	5/28/2020	146494	WINDOW TINT OLD FD	PW	38.93
Invoice Amount : 38.93		Discount Amount : 0.00		Check Amount :		38.93
Check Number : 41740 Check Date : 6/3/2020						
Vendor : 1910 HUMANA						
10	94364	6/2/2020	JUNE 2020	INSURANCE PREMIUM	ADMIN	201.33
11	94364	6/2/2020	JUNE 2020	INSURANCE PREMIUM		184.15
12	94364	6/2/2020	JUNE 2020	INSURANCE PREMIUM		151.00
Invoice Amount : 536.48		Discount Amount : 0.00		Check Amount :		536.48
Check Number : 41741 Check Date : 6/3/2020						
Vendor : 1027 IMPERIAL STORES						
10	94237	5/21/2020	642346	YELLOW PAINT AND PAINT BRUSHES		52.72
10	94238	5/21/2020	642364	BLACK PAINT		13.93
10	94239	5/21/2020	642368	TAT FLY RIBBON		15.86

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/4/2020 9:48:41 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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10	94240	5/21/2020	642377	SPRING SNAP LINK		17.41
10	94242	5/21/2020	642365	BBQ TOOL SET		15.51
10	94243	5/21/2020	641907	ZIP LOCK BAGS		4.30
10	94245	5/22/2020	641906	BOTTLED WATER		5.07
10	94246	5/22/2020	641908	ZIPLOCK BAGS		8.07
10	94247	5/22/2020	641923	CLEANING SUPPLIES		29.55
10	94248	5/22/2020	642026	CLEANING SUPPLIES		19.69
10	94249	5/22/2020	642093	CLEAR SPRAY PAINT		4.64
10	94250	5/22/2020	642027	PLASTIC PAIL		6.29
10	94251	5/22/2020	642135	SANDPAPER; LINSEED OIL; BENCH VI		53.41
10	94252	5/22/2020	642218	GARDEN HOSE; MINI SPRAYER; AIR F		78.24
10	94253	5/22/2020	642222	SPRAY NOZZLE		8.23
10	94254	5/22/2020	642257	MINI SPRAYERS		27.13
10	94255	5/22/2020	642302	BOTTLED WATER		10.14
10	94256	5/22/2020	642311	ARMOR ALL; WHEEL CLEANER; BUG		42.13
10	94257	5/22/2020	642351	MASKING TAPE YARDSTICK WOOD		7.74
10	94258	5/22/2020	642357	PAINT; ROLLERS; SPRINKLERS		59.61
10	94280	5/26/2020	642449	ADAPTERS; PVC ELL; SLIP TEE		11.85
10	94281	5/26/2020	642166	TRIM LINE; ROUND UP		75.62
10	94324	5/28/2020	642770	PVC SLIP CAP		5.75
10	94332	5/28/2020	642541	WINDEX; PAINT TRAY		25.41
10	94333	5/28/2020	641790	BOLLTED WATER; PAINT TRAY AND		15.71
Invoice Amount	: 614.01	Discount Amount	: 0.00	Check Amount	:	614.01
Check Number	: 41742	Check Date	: 6/3/2020			
Vendor	: 8921 KIMBALL MIDWEST					PW
12	94334	5/28/2020	7942735	HAMMER GUN; GASKET SCRAPER; HO		116.34
Invoice Amount	: 116.34	Discount Amount	: 0.00	Check Amount	:	116.34
Check Number	: 41743	Check Date	: 6/3/2020			
Vendor	: 1262 L.N. CURTIS & SONS					FD
10	94260	5/22/2020	389064	SERVICE/REPAIR MAKO BREATHING		3,278.99
Invoice Amount	: 3,278.99	Discount Amount	: 0.00	Check Amount	:	3,278.99
Check Number	: 41744	Check Date	: 6/3/2020			
Vendor	: 2278 LA BRUCHERIE IRRIGATION SUPPLY					PW
10	94278	5/26/2020	198106c	SPRINKLER SYSTEM FOR CITY ENTRY		634.66
10	94279	5/26/2020	197739C	SPRINKLERS FOR ENTRY WAY (4TH		337.03
12	94379	6/2/2020	198153c	SUCTION HOSE; FLANGE; BUSHING;C		692.52
Invoice Amount	: 1,664.21	Discount Amount	: 0.00	Check Amount	:	1,664.21
Check Number	: 41745	Check Date	: 6/3/2020			
Vendor	: 2143 LOWES BUSINESS ACCOUNT					PW
11	94277	5/26/2020	2828004	CORDLESS TRIPOD LIGHTS		81.75
12	94277	5/26/2020	2828004	CORDLESS TRIPOD LIGHTS		81.76
11	94325	5/28/2020	10516266	BATTERY POWERED LIGHTING; CHA		358.39
12	94325	5/28/2020	10516266	BATTERY POWERED LIGHTING; CHA		358.39
Invoice Amount	: 880.29	Discount Amount	: 0.00	Check Amount	:	880.29
Check Number	: 41746	Check Date	: 6/3/2020			
Vendor	: 4619 LUIS M. ESTRADA					PW
12	94328	5/28/2020	126	REPAIR TO VACTOR		260.00
11	94329	5/28/2020	124	REPAIRS TO PW VEHICILE PW 8		72.50
12	94329	5/28/2020	124	REPAIRS TO PW VEHICILE PW 8		72.50
Invoice Amount	: 405.00	Discount Amount	: 0.00	Check Amount	:	405.00

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/4/2020 9:48:41 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 41747 Check Date : 6/3/2020						
Vendor : 8011 NICHOLAS WELLS						
10	94307	5/28/2020	MAY 2020	MILEAGE MAY 2020		88.26
Invoice Amount : 88.26 Discount Amount : 0.00 Check Amount : 88.26						
Check Number : 41748 Check Date : 6/3/2020						
Vendor : 8761 PEOPLEREADY, INC.						
10	94330	5/28/2020	25812015	TEMP EMPLOYEE		632.25
10	94335	5/28/2020	25808216	TEMP EMPLOYEE PARKS	PW	632.25
12	94370	6/2/2020	25812016	TEMP EMPLOYEE WWTP		643.72
12	94375	6/2/2020	25808217	TEMP EMPLOYEE WWTP		643.72
Invoice Amount : 2,551.94 Discount Amount : 0.00 Check Amount : 2,551.94						
Check Number : 41749 Check Date : 6/3/2020						
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	94304	5/28/2020	JUNE 2020	POSTAGE	ADMIN	136.51
11	94304	5/28/2020	JUNE 2020	POSTAGE		686.74
12	94304	5/28/2020	JUNE 2020	POSTAGE		686.75
Invoice Amount : 1,510.00 Discount Amount : 0.00 Check Amount : 1,510.00						
Check Number : 41750 Check Date : 6/3/2020						
Vendor : 1176 QUILL CORPORATION						
10	94308	5/28/2020	2716674	OFFICE SUPPLIES		3.18
10	94309	5/28/2020	3096686	OFFICE SUPPLIES	ADMIN	112.11
10	94314	5/28/2020	6244937	OFFICE SUPPLIES		23.72
11	94314	5/28/2020	6244937	OFFICE SUPPLIES	PW	23.72
12	94314	5/28/2020	6244937	OFFICE SUPPLIES		23.72
Invoice Amount : 186.45 Discount Amount : 0.00 Check Amount : 186.45						
Check Number : 41751 Check Date : 6/3/2020						
Vendor : 2241 REDDY ICE						
10	94241	5/21/2020	10601279197	ICE	PW FD	48.49
Invoice Amount : 48.49 Discount Amount : 0.00 Check Amount : 48.49						
Check Number : 41752 Check Date : 6/3/2020						
Vendor : 8860 RICK'S GROUP DIESEL, INC.						
10	94259	5/22/2020	25103	REPAIRS TO 2001 HME 3611	FD	1,330.56
Invoice Amount : 1,330.56 Discount Amount : 0.00 Check Amount : 1,330.56						
Check Number : 41753 Check Date : 6/3/2020						
Vendor : 1043 SELLERS PETROLEUM						
10	94326	5/28/2020	LC10293	FUEL (PW)		283.42
11	94326	5/28/2020	LC10293	FUEL (PW)	PW	289.51
12	94326	5/28/2020	LC10293	FUEL (PW)		107.29
10	94337	5/28/2020	CL10292	FUEL (FD)	FD	361.67
Invoice Amount : 1,041.89 Discount Amount : 0.00 Check Amount : 1,041.89						
Check Number : 41754 Check Date : 6/3/2020						
Vendor : 8339 SIMNSA HEALTH PLAN						
10	94359	6/2/2020	JUNE 2020 HEALT	INSURANCE PREMIUM		596.64
11	94359	6/2/2020	JUNE 2020 HEALT	INSURANCE PREMIUM		1,385.95
12	94359	6/2/2020	JUNE 2020 HEALT	INSURANCE PREMIUM	ADMIN	1,702.67
10	94360	6/2/2020	JUNE 2020 DENTA	INSURANCE PREMIUM		71.79
11	94360	6/2/2020	JUNE 2020 DENTA	INSURANCE PREMIUM		103.36
12	94360	6/2/2020	JUNE 2020 DENTA	INSURANCE PREMIUM		150.32
Invoice Amount : 4,010.73 Discount Amount : 0.00 Check Amount : 4,010.73						
Check Number : 41755 Check Date : 6/3/2020						
Vendor : 2318 SUNBELT RENTALS						

CITY OF HOLTVILLE Monthly Check Register

Date : 6/4/2020 9:48:41 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	PW	Amount
10	94284	5/26/2020	100922588-0001	MANLIFT RENTAL FOR REPAIRS TO OL		PW	1,185.15
Invoice Amount :		1,185.15	Discount Amount :		0.00	Check Amount :	1,185.15
Check Number :		41756	Check Date :		6/3/2020		
Vendor : 2083 THATCHER CO.							
11	94368	6/2/2020	752194	ALUM SULFATE		PW	8,662.50
11	94376	6/2/2020	5059307	T-CHLOR			6,303.03
Invoice Amount :		14,965.53	Discount Amount :		0.00	Check Amount :	14,965.53
Check Number :		41757	Check Date :		6/3/2020		
Vendor : 1260 USA BLUEBOOK							
12	94374	6/2/2020	176232	LAB SUPPLIES; GAUGES;		PW	584.06
Invoice Amount :		584.06	Discount Amount :		0.00	Check Amount :	584.06
Check Number :		41758	Check Date :		6/3/2020		
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793							
10	94310	5/28/2020	PP# 10 5/15/20	PP# 10 RETIREMENT; PENSION REPA		ADMIN	4,438.87
11	94310	5/28/2020	PP# 10 5/15/20	PP# 10 RETIREMENT; PENSION REPA			781.41
12	94310	5/28/2020	PP# 10 5/15/20	PP# 10 RETIREMENT; PENSION REPA			1,204.41
Invoice Amount :		6,424.69	Discount Amount :		0.00	Check Amount :	6,424.69
Check Number :		41759	Check Date :		6/3/2020		
Vendor : 2012 VERIZON WIRELESS							
10	94276	5/26/2020	9854553040	DATA LINES FOR FD		FD	152.04
10	94311	5/28/2020	9854511934	CELL PHONES		ADMIN	172.00
11	94311	5/28/2020	9854511934	CELL PHONES			146.44
12	94311	5/28/2020	9854511934	CELL PHONES			173.35
Invoice Amount :		643.83	Discount Amount :		0.00	Check Amount :	643.83
Check Number :		41760	Check Date :		6/3/2020		
Vendor : 1783 VIC'S A/C							
10	94327	5/28/2020	81209	REPAIR TO A/C CITY HALL		PW	347.50
Invoice Amount :		347.50	Discount Amount :		0.00	Check Amount :	347.50
Check Number :		41761	Check Date :		6/3/2020		
Vendor : 2055 VISION SERVICE PLAN							
10	94362	6/2/2020	JUNE 2020	INSURANCE PREMIUM		ADMIN	93.78
11	94362	6/2/2020	JUNE 2020	INSURANCE PREMIUM			124.48
12	94362	6/2/2020	JUNE 2020	INSURANCE PREMIUM			76.56
Invoice Amount :		294.82	Discount Amount :		0.00	Check Amount :	294.82
Check Number :		41762	Check Date :		6/3/2020		
Vendor : 8823 XEROX FINANCIAL SERVICES							
10	94313	5/28/2020	2095803	COPIER LEASE		ADMIN	265.09
11	94313	5/28/2020	2095803	COPIER LEASE			88.35
12	94313	5/28/2020	2095803	COPIER LEASE			88.35
Invoice Amount :		441.79	Discount Amount :		0.00	Check Amount :	441.79

Total Number of Vendors	:	38	:	0.00
Total Number of Checks Printed	:	38		
Total Number of Voided Checks	:	0		
Largest Check Amount	:	14,965.53		
Total for all Checks Printed	:	66,135.38		
Total for Voided Checks	:	0.00		
Net Amount of Checks Printed	:	66,135.38		

Summary

Fund	Amount
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CITY OF HOLTVILLE Monthly Check Register

Date : 6/4/2020 9:48:41 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
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Summary

Fund	Amount
10 GENERAL FUND	27,324.78
11 WATER	23,687.99
12 SEWER	15,122.61

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	06/08/20
ITEM NUMBER	3 a
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 4, 2020

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 20-10** *Identifying the Cedar Avenue and Ninth Street Sidewalk Improvement Projects for Use of SB1 Gas Tax Revenue Funds for Fiscal Year 2020-21*

ISSUE:

Shall the City Council adopt Resolution No. 20-10 , identifying a project for Fiscal Year 2020-21 to comply with California Transportation Commission requirements to capture SB1 Gas Tax funds?

DISCUSSION:

The California Transportation Commission's website states that "The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1, provides the first significant, stable, and on-going increase in state transportation funding in more than two decades. The Legislature has increased revenues...and accountability for transportation infrastructure investments."

The CTC has correspondingly been issuing regulations and establishing the procedure for capturing that funding. Eligible projects include (among other criteria) major rehabilitation that extends the useful life of the segment by at least 15 years, reduces congestion and enhances safety or operational improvements that are intended to reduce accidents and fatalities or improve mobility. The CTC requires that to capture its share of RMRA funding, a local entity must include the revenue and expenditure of those funds to a specifically identified project

The CTC has directed that cities utilize estimates by the California League of Cities to budget for the City's share of the Road Maintenance Rehabilitation Account (RMRA) funding. CLoC estimates that the share for Holtville in 2020-21 is estimated to be approximately \$278,998

The Cedar Avenue and Ninth Street Sidewalk Improvements projects are currently in design, with construction activities expected to begin soon. Both projects will primarily be funded by the Congestion Mitigation and Air Quality (CMAQ) Program administered through Caltrans, though there exists possibility of cost overruns, particularly on the Ninth Street project. Application of SB1 funding can be used simply for local match or for additional construction, if merited by the City Council.

FISCAL IMPACT:

Allows for the capture of this funding, projected to be approximately \$278,998

CITY MANAGER RECOMMENDATION

It is recommended that the City Council approve the resolution.

ALTERNATIVE:

Not to approve, foregoing SB1 funding.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 20-10**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL FOR FISCAL YEAR 2020-21
ADOPTING A LIST OF ELIGIBLE PROJECTS TO BE FUNDED BY SB1: THE ROAD
REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, California Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April, 2017, in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB1 includes accountability and transparency provisions that will ensure that the residents of Holtville are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated \$ 278,998.00 in RMRA funding for Fiscal Year 2020-21 from SB1; and

WHEREAS, this is the fourth year in which the City is receiving SB1 funding which will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, while increasing access and mobility options for the traveling public that would not have otherwise been possible without SB1; and

WHEREAS, the City has opened discussion for public input into our community's transportation priorities and the project list; and

WHEREAS, the City used a Pavement Management System to develop the SB1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB1 will help the City maintain and rehabilitate the selected streets included in the Cedar Avenue and Ninth Street Sidewalk Improvements Projects ("Projects"), add active transportation infrastructure throughout the City this year and multiple similar projects into the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City/County's streets and roads are estimated to be in an "at-risk" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into better condition; and

WHEREAS, the SB1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

WHEREAS, The following information regarding the Projects is incorporated in this Resolution:

PROJECT TITLE: Cedar Avenue Sidewalk Improvements Project

PROJECT LOCATION: Cedar Avenue between Fourth and Fifth Streets

PROJECT DESCRIPTION: In the project area, Cedar Avenue is a 52-foot-wide face of curb to face of curb A.C. street section. Cedar Avenue measures 620 feet long between the north curb face of Fourth Street to the south curb face of Fifth Street.

The Improvement Plans are dated January 2017. The Improvement Plans include improvements along the east side of Cedar Avenue. The improvement plans include the replacement of the existing pcc curb and gutter. Existing sidewalk sections, which are in poor condition and ADA non-compliant, are to be replaced. New sidewalk is to be installed in areas which do not currently possess sidewalk. New pcc commercial driveways are to be installed along the east side of Cedar Avenue. The non-compliant handicap curb returns at the southeast corner of Highway 115/Fifth Street and Cedar Avenue, within Caltrans right of way, is to be replaced. An existing small, inadequate stormwater catch basin at mid-block is to be replaced with a new stormwater catch basin. A short pipeline segment and new stormwater manhole are to be constructed downstream of the stormwater catch basin.

ANTICIPATED PROJECT SCHEDULE: October, 2020, through August, 2021

ESTIMATED USEFUL LIFE: 20-25 years with continued maintenance.

PROJECT TITLE: Ninth Street Sidewalk Improvements Project

PROJECT LOCATION: Ninth Street between Oak and Beale Avenues

PROJECT DESCRIPTION: At present, curb, gutter and sidewalk do not exist for most of the north side of the project area. However, due to the close proximity of Holtville Middle School, students often walk or bicycle to and from school. Sidewalk installation would create an alternative and safe route to school.

This Project will expand the A.C. pavement to the full width of adjacent sections, install curb, gutter and sidewalk along the north side of Ninth Street from Beale Avenue east. Currently in the design phase, there is agreement that funding provided to the project through the CMAQ program will be insufficient to proceed the full distance to Oak Avenue. The improvement plans will include provisions to shorten or extend the project, based on available funding.

ANTICIPATED PROJECT SCHEDULE: July, 2020, through October, 2020

ESTIMATED USEFUL LIFE: 20-25 years with continued maintenance.

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

1. The City Council does hereby select **the Cedar Avenue and Ninth Street Sidewalk Improvement Projects** for dedication of its fiscal year 2020-21 SB1 funding allocation.
2. That the City Council hereby directs the City Manager to incorporate this Project into the Fiscal Year 2020-21 Budget as appropriate and add to the Capital Improvement Program.
3. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 08th of June, 2020, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim Predmore, Mayor

Attest: _____
Kariza Preciado, City Clerk

Local Streets and Roads - Projected Revenues

<i>Estimated May 2020</i>	2019-20				2020-21		
	Hwy Users Tax Account	TCRF Loan Repayment	Road Mntnc Rehab Acct	TOTAL	Hwy Users Tax Account	TCRF Loan Repayment	TOTAL
HUMBOLDT COUNTY							
ARCATA	412,384	20,324	301,104	733,811	438,112	310,700	748,812
BLUE LAKE	33,773	1,409	20,870	56,051	35,556	21,535	57,091
EUREKA	617,828	30,569	452,888	1,101,285	656,525	467,322	1,123,848
FERNDALE	36,407	1,541	22,835	60,783	38,358	23,563	61,921
FORTUNA	277,570	13,585	201,269	492,424	294,768	207,683	502,451
RIO DELL	80,989	3,786	56,097	140,872	85,782	57,885	143,667
TRINIDAD	13,993	413	6,113	20,518	14,515	6,307	20,823
County of Humboldt	5,021,785	296,232	4,388,807	9,706,824	5,425,874	4,528,680	9,954,554
Total Cities & County: Humboldt	6,494,729	367,858	5,449,983	12,312,570	6,989,492	5,623,676	12,613,167
IMPERIAL COUNTY							
BRAWLEY	600,534	30,733	455,320	1,086,587	638,635	469,831	1,108,467
CALEXICO	921,126	47,440	702,842	1,671,408	979,941	725,242	1,705,183
CALIPATRIA	173,018	8,662	128,333	310,013	183,757	132,423	316,180
EL CENTRO	1,008,496	51,993	770,298	1,830,787	1,072,955	794,848	1,867,803
HOLTVILLE	153,042	7,621	112,910	273,572	162,490	116,508	278,998
IMPERIAL	438,723	22,405	331,934	793,061	466,500	342,513	809,013
WESTMORLAND	58,890	2,767	40,990	102,647	62,321	42,296	104,617
County of Imperial	8,401,506	535,453	7,932,972	16,869,931	9,039,103	8,185,798	17,224,901
Total Cities & County: Imperial	11,755,334	707,073	10,475,600	22,938,007	12,605,702	10,809,460	23,415,162
INYO COUNTY							
BISHOP	91,630	4,383	64,941	160,955	97,132	67,011	164,143
County of Inyo	3,064,101	184,642	2,735,559	5,984,302	3,278,881	2,822,742	6,101,623
Total City & County: Inyo	3,155,731	189,025	2,800,500	6,145,257	3,376,013	2,889,753	6,265,766

Cedar Avenue Sidewalk Project
Engineer's Opinion of Probable Cost



**PROJECT: CITY OF HOLTVILLE
CEDAR AVENUE FROM FOURTH STREET TO FIFTH STREET - 2018**

THG PROJECT NO. 116.476

DATE: OCTOBER 31, 2018

ENGINEER'S OPINION OF PROBABLE COST

Item No	Item	Unit	Unit Cost	Quantity	Total
1	Mobilization of Equipment & Material, Permits, Insurance, Bonds, Caltrans Encroachment Permit, Taxes, Portable Restroom Facilities, Freight, Submittal Documents, potable drinking water, safety requirements, meetings, utility identification and project signs, complete in its entirety in strict conformance with the contract documents.	LUMP SUM	-----	-----	\$32,000
2	Remove & dispose of depressed pcc curb & gutter at commerical drive entrances along the W side of Cedar Ave.	CYD	\$45.00	3	\$135
3	Remove & dispose of depressed pcc curb and gutter at commerical drive entrances along the east side of Cedar Ave.	CYD	\$45.00	6	\$270
4	Sawcut the Existing pcc curb and gutter for the full depth of the pcc curb and gutter along Cedar Avenue.	L.F.	\$10.00	4	\$40
5	Remove and dispose of existing pcc curb and gutter along Cedar Avenue.	CYD	\$45.00	31	\$1,395
6	Remove & dispose of existing pcc handicap curb return & spandrel at the southeast corner of Cedar Ave & Fifth St	CYD	\$45.00	6	\$270
7	Remove & dispose of existing deteriorated pcc driveway along the east side of Cedar Avenue at the Turning Point Facility	CYD	\$45.00	48	\$2,160
8	Install 4 inches deep, 5.5 foot wide pcc sidewalk over 6 inches of granular sand and moisture conditioned native material along the west side of Cedar Avenue.	S.F.	\$8.50	480	\$4,080
9	Install 4 inches deep, 4.5 foot wide pcc sidewalk over 6 inches of granular sand and moisture conditioned native material along the east side of Cedar Avenue.	S.F.	\$8.50	2,025	\$17,213
10	Install 6 inch pcc curb and gutter per City of Holtville Standard Detail S 117 along Cedar Avenue.	L.F.	\$40.00	450	\$18,000
11	Install commerical driveways along the west side of Cedar Avenue per City of Holtville Standard Detail.	S.F.	\$14.00	840	\$11,760
12	Install commerical driveways along the east side of Cedar Avenue per City of Holtville Standard Detail.	S.F.	\$14.00	1610	\$22,540
13	Install pcc curb return ramp per Caltrans Standard Plan A88A at the SE corner of Fifth Street/Highway 115 and Cedar Ave.	S.F.	\$12.00	400	\$4,800

Item No	Item	Unit	Unit Cost	Quantity	Total
14	After the placement of the pcc sidewalk and the pcc curb and gutter is completed along Cedar Avenue, place native material flush with exterior edge of pcc sidewalk surface for a horizontal distance of 5 feet to daylight or as illustrated by the hatch area (existing grade). Compact native material to 85% of maximum density per ASTM D 1557. Apply light mist of water to the surface of the native material after final grading is satisfactorily completed.	S.F.	\$0.50	2,305	\$1,153
15	Install 18 inch diameter stormwater pipeline between catch basins on the east and west sides of Cedar Avenue. Include concrete encasement of pipeline due to shallow depth. Include drilling into and patching existing concrete catch basin on west side of Cedar Avenue. Include removing and disposing of existing 8 inch stormwater pipeline.	L.F.	\$150.00	52	\$7,800
16	Relocate existing Southern California Gas Company pipeline to allow the installation of the new 18 inch diameter stormwater pipeline along Cedar Avenue.	Lump Sum	-	-	\$7,500
17	Cold Plane (Grind) existing A.C. pavement for a depth of 4 inches along Cedar Avenue from Fourth Street to Fifth Street. Remove and Dispose of A.C. pavement grindings. The A.C. pavement roadway dimensions are 50' x 620'.	SYD	\$6.25	3,445	\$21,531
18	Crack Seal Cold Planed A.C. Pavement along Cedar Avenue.	Lump Sum	-	-	\$6,200
19	Install 2.5" lift of Asphalt Rubber Hot Mix (ARHM) pavement over crack sealed cold planed A.C. pavement. The A.C. pavement roadway dimensions along Cedar Ave = 50' x 620'	TONS	\$135.00	484	\$65,340
20	Install Stress Absorbing Membrane Interlayer (SAMI) over 2.5 inch A.C. pavement first lift along Cedar Avenue. The pavement roadway dimensions are 50' x 620'.	SYD	\$6.75	3,444	\$23,247
21	Install final 2" thick ARHM pavement lift over the SAMI along Cedar Ave. The pavement roadway dimensions = 50' x 620'.	TONS	\$135.00	395	\$53,325
22	Adjust existing storm water manhole frame and cover to finished grade along Cedar Avenue.	EACH	\$500.00	1	\$500
23	Install stormwater catch basin along Cedar Avenue.	EACH	\$9,500.00	1	\$9,500
24	Adjust existing gas valve frame and cover to finished pavement grade along Cedar Avenue.	EACH	\$500.00	2	\$1,000
25	Re-install Stop Sign and Post along Cedar Avenue after the pcc curb return installation.	EACH	\$200.00	1	\$200
26	Re-install Street Name Sign and Post along Cedar Avenue after the pcc curb return installation.	EACH	\$200.00	1	\$200
27	Install Previously Removed Handicap Sign and Post along Cedar Avenue after the pcc curb return installation.	EACH	\$200.00	1	\$200
28	Install handicap blue face of curb along the east side of Cedar Avenue in front of "Turning Point" building.	L.F.	\$2.00	30	\$60
29	Install 1' wide yellow stripe for bus loading zone in the vicinity of Family Dollar store on the west side of Cedar Avenue.	L.F.	\$2.00	80	\$160

Item No	Item	Unit	Unit Cost	Quantity	Total
30	Install Stop Bar limit line at south intersection of Fourth Street and Cedar Avenue.	L.F.	\$2.00	25	\$50
31	Install Stop Bar Legend at the south intersection of Fifth Street and Cedar Avenue.	EACH	\$125.00	1	\$125
32	Install Stop Bar Limit Line at north intersection of Fourth Street and Cedar Avenue.	L.F.	\$2.00	25	\$50
33	Install Stop Bar Legend at the north intersection of Fourth Street and Cedar Avenue.	Each	\$125.00	1	\$125
SUBTOTAL - PHASE II IMPROVEMENTS - ITEMS 1 THROUGH 33					\$312,928
CONTINGENCY 15%					\$46,939
ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST					\$359,867

Design Services - Field Survey Work, Plan Preparation, Specifications preparation including Legal Advertisement, Instruction for Bidders, Proposal Forms, Contract Documents, General Conditions, Special Conditions and Technical Conditions. Includes preparation of DBE calculations, preparation of Traffic Control Plan and Erosion Control Plan, Field Surveying, obtaining Encroachment Permit Rider from Caltrans for Traffic Control Plans and for A.C. pavement improvements within Highway 115. Also includes preparation of Engineers Opinion of Probable Quantity and Cost and plan review with client - 14%

\$50,381

Geotechnical and Analysis Corings

\$9,800

Bidding Services - Placement of Legal Advertisement in paper of wide circulation, conducting pre-bid conference, preparation of pre-bid conference memorandum, contacting local contractors and subcontractors informing them of the project, issuing plans to plan holders, maintaining plan holder list, responding to contractor questions, preparing and distributing addendum(a) as required, assisting with opening of proposals, reviewing proposals, offering a recommendation regarding award of contract - 1.5%

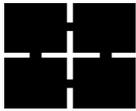
\$5,398

Construction Management Services - Full time project inspection, preparation of Daily Construction Report, quantifying materials placed at the project site, confirming grades and elevations for conformity with plans, answering contractor Request for Information Forms, review of change orders forwarded by contractor, reviewing contractors monthly payment request forms, completing final project inspection, preparing project punch list, filing project notice of completion, labor compliance services, Geotechnical Acceptance Testing, monitoring traffic control, coordinating with utility companies, preparation of all required LAPM forms, periodic update of project progress with City Manager, Audit participation and similar items - 15%

\$53,980

TOTAL ENGINEERS OPINION OF PROBABLE COST **\$479,427**

Ninth Street Sidewalk Project
Engineer's Opinion of Probable Cost



**PROJECT: CITY OF HOLTVILLE
NINTH STREET IMPROVEMENTS FROM BEALE AVENUE TO ASH AVENUE
THG PROJECT NO. 116.481
MAY 15, 2020**

**ENGINEER'S OPINION OF
PROBABLE COST**

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
1	MOBILIZATION OF EQUIPMENT AND MATERIAL, COMPLIANCE WITH CALTRANS LAPM REQUIREMENTS, CITY BUSINESS LICENSE, TAXES, PERFORMANCE BOND, PAYMENT BOND, INSURANCE, POTABLE DRINKING WATER, FREIGHT, COMPLIANCE WITH NEPA/CEQA CATEGORICAL EXEMPTION AND EXCLUSION DETERMINATIONS, POTHOLING OF EXISTING UNDERGROUND UTILITIES, PROJECT MEETINGS, PROJECT SIGNS, AIR POLLUTION CONTROL DISTRICT REQUIREMENTS AND FEES, RESTROOM FACILITIES, AND SIMILAR EXPENSES AND OTHER COSTS NOT SPECIFICALLY ADDRESSED WITHIN THIS BID	LUMP SUM	-----	-----	\$6,000.00
2	SAWCUT THE EXISTING A.C. PAVEMENT FOR THE FULL DEPTH OF THE A.C. PAVEMENT. SEE DEMOLITION KEYNOTE NO. 1 ON PLAN SHEET 2	L.F	\$5.00	990	\$4,950.00
3	REMOVE AND DISPOSE OF EXISTING A.C. PAVEMENT. SEE DEMOLITION KEYNOTE NO. 2 ON PLAN SHEET 2	CYD	\$40.00	163	\$6,520.00
4	COLD PLANE 0.12' OF THE EXISTING A.C. PAVEMENT PER JOINT DETAIL F ON PLAN SHEET 6. SEE DEMOLITION KEYNOTE NO. 3 ON PLAN SHEET 2	SYD	\$10.00	220	\$2,200.00
5	SAWCUT THE EXISTING P.C.C. SIDEWALK FOR THE FULL DEPTH OF THE P.C.C. SIDEWALK PER DEMOLITION KEYNOTE NO. 5 ON SHEET 2.	L.F.	\$5.00	14	\$70.00

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
6	SAWCUT THE EXISTING P.C.C. CURB AND GUTTER FOR THE FULL DEPTH OF THE P.C.C. CURB AND GUTTER PER DEMOLITION KEYNOTE NO. 7 ON SHEET 2.	L.F.	\$30.00	7	\$210.00
7	SAWCUT THE EXISTING P.C.C. DRIVEWAY FOR THE FULL DEPTH OF THE P.C.C. DRIVEWAY PER DEMOLITION KEYNOTE NO 9 ON SHEET 2.	L.F.	\$20.00	47	\$940.00
8	REMOVE AND DISPOSE OF EXISTING P.C.C. CURB AND GUTTER, SIDEWALK AND DRIVEWAY AND UNDERLYING MATERIAL TO SUBBASE DESIGN GRADE. SEE DEMOLITION KEYNOTE NO. 6, 8 AND 10 ON PLAN SHEET 2.	CYD	\$180.00	30	\$5,400.00
9	REMOVE AND DISPOSE OF EXISTING SPEED LIMIT SIGN PER DEMOLITION KEYNOTE NO 11 ON PLAN SHEET 2.	EA	\$100.00	1	\$100.00
10	LOWER THE EXISTING MANHOLE FRAME AND COVER TO A DEPTH 0.3 FOOT BELOW GRADE PRIOR TO PAVING ACTIVITIES PER DEMOLITION KEYNOTE 12 ON PLAN SHEET 2. RAISE THE MANHOLE FRAME AND COVER TO FINISH GRADE AFTER PAVING OPERATIONS ARE COMPLETE PER CONSTRUCTION KEYNOTE 9 ON PLAN SHEET 3. SEE DETAIL A ON PLAN SHEET 6.	EA	\$2,000.00	1	\$2,000.00
11	REMOVE EXISTING SIDEWALK DRAIN AND STEEL COVER. SALVAGE AND DELIVER THE STEEL COVER TO THE CITY'S PUBLIC WORKS DEPARTMENT'S YARD. DISPOSE OF THE EXISTING P.C.C. SIDEWALK DRAIN PER DEMOLITION KEYNOTE 13 ON PLAN SHEET 2.	LUMP SUM	\$500.00	-----	\$500.00
12	REMOVE AND DISPOSE OF EXISTING NATIVE MATERIAL AND UNDERLYING MATERIAL TO SUBBASE DESIGN GRADE BENEATH EXISTING A.C. PAVEMENT, P.C.C. SIDEWALK, DRIVEWAYS, CURB AND GUTTER AND SIDEWALK DRAIN PER DEMOLITION KEYNOTES 2, 4, 6, 8, 10 AND 13 ON PLAN SHEET 2.	CYD	\$45.00	930	\$41,850.00
13	INSTALL 3 INCHES OF ASPHALT RUBBER HOT MIX (ARHM) PAVEMENT.	TONS	\$150.00	342	\$51,300.00

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
14	INSTALL 0.12 FOOT OF AHRM PAVEMENT OVER THE COLD PLANED AREA PER CONSTRUCTION KEYNOTE NO. 5 ON PLAN SHEET 3 AND PAVEMENT EXTENSION JOINT DETAIL E ON PLAN SHEET 6	TONS	\$150.00	21	\$3,150.00
15	INSTALL 6-INCH P.C.C CURB AND GUTTER PER CONSTRUCTION KEYNOTE 2 ON PLAN SHEET 3 AND DETAIL B ON PLAN SHEET 6.	L.F.	\$50.00	681	\$34,050.00
16	INSTALL DEPRESSED P.C.C CURB AND GUTTER FOR DRIVEWAYS PER CONSTRUCTION KEYNOTE 3 ON PLAN SHEET 3 AND DETAIL C ON PLAN SHEET 6. INCLUDE TRANSITION FROM 6-INCH TO DEPRESSED CURB AND GUTTER.	L.F.	\$45.00	110	\$4,950.00
17	INSTALL NEW 4-INCH THICK P.C.C. SIDEWALK PER DETAIL D ON PLAN SHEET 6 AND CONSTRUCTION KEYNOTE 4 ON PLAN SHEET 3	S.F.	\$10.00	3,416	\$34,160.00
18	INSTALL 6 INCHES OF GRANULAR SAND MATERIAL BENEATH SIDEWALK. COMPACT SAND TO 90 PERCENT OF MAXIMUM DENSITY PER ASTM D-1557	TONS	\$40.00	142	\$5,680.00
19	INSTALL NEW 12 INCH THICK P.C.C. CROSS GUTTER PER BLOWUP DETAIL A AND SECTION A-A ON PLAN SHEET 4 AND CONSTRUCTION KEYNOTE 6 ON PLAN SHEET 3. INCLUDE VARIABLE HEIGHT PCC CURB TO BE POURED MONOLITHICALLY WITH CROSS GUTTER	S.F.	\$25.00	980	\$24,500.00
20	INSTALL NEW 6 INCH THICK REINFORCED P.C.C. DRIVEWAY PER DETAIL E ON PLAN SHEET 6 AND CONSTRUCTION KEYNOTE 7 ON PLAN SHEET 3	S.F.	\$10.00	958	\$9,580.00
21	INSTALL CLASS II BASE BENEATH P.C.C. DRIVEWAYS, CURB AND GUTTER, CROSSGUTTER, SIDEWALK DRAIN, AND AHRM PAVEMENT PER CONSTRUCTION KEYNOTES 1, 2, 3, 6, 7 AND 10 ON PLAN SHEET 3.	TONS	\$40.00	1,204	\$48,160.00

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
22	INSTALL NEW 2" X 6" TREATED HEADER BOARD ALONG PAVEMENT EDGE. SECURE THE 2" X 6" HEADER BOARD WITH A 2" DEEP X 4" WIDE X 18" LONG WOOD STAKES PLACED 4-FOOT ON CENTER. SECURE THE BOARD WITH THREE (3) 16CC SINKER NAILS PER CONSTRUCTION KEYNOTE 8 ON PLAN SHEET 3	L.F.	\$15.00	202	\$3,030.00
23	INSTALL NEW P.C.C. SIDEWALK DRAIN WITH ALUMINUM COVER PER DETAIL J ON PLAN SHEET 7 AND CONSTRUCTION KEYNOTE 10 ON PLAN SHEET 3	LUMP SUM	\$1,000.00	-----	\$1,000.00
24	INSTALL NEW SPEED LIMIT SIGN PER DETAIL G ON SHEET 6 AND CONSTRUCTION KEYNOTE 11 ON PLAN SHEET 3.	EA	\$400.00	1	\$400.00
25	INSTALL NEW 24" X 24" MUTCD NO. W8-2 "DIP" WARNING SIGN WITH SOLAR POWERED FLASHING LED ILLUMINATION PER DETAIL G ON SHEET 6 AND CONSTRUCTION KEYNOTE 12 ON PLAN SHEET 3.	EA	\$2,000.00	4	\$8,000.00
26	PROTECT EXISTING MONUMENT IN PLACE. EXISTING MONUMENT WELL FRAME AND COVER TO BE ADJUSTED TO PAVEMENT DESIGN GRADE PER DETAIL H ON SHEET 6 AND CONSTRUCTION KEYNOTE 13 ON PLAN SHEET 3.	EA	\$1,200.00	1	\$1,200.00
27	INSTALL NATIVE MATERIAL FLUSH WITH THE NEW EDGE OF AHRM PAVEMENT, BACK OF SIDEWALK AND DRIVEWAYS AS SHOWN BY THE HATCHED AREA ON PLAN SHEET 3 AND CONSTRUCTION KEYNOTE 14 ON PLAN SHEET 3. COMPACT THE NATIVE MATERIAL TO 85 PERCENT OF MAXIMUM DENSITY PER ASTM D 1557	SYD	\$20.00	652	\$13,040.00
28	INSTALL NEW 24" X 12" MUTCD W16-9 "AHEAD" WARNING SIGN PER DETAIL G ON SHEET 6 AND CONSTRUCTION KEYNOTE 15 ON PLAN SHEET 3	EA	\$150.00	2	\$300.00
29	SURVEYING AND CONSTRUCTION STAKING.	LUMP SUM	-----	-----	\$10,000.00
30	EROSION CONTROL	LUMP SUM	-----	-----	\$2,500.00
31	TRAFFIC CONTROL	LUMP SUM	-----	-----	\$4,500.00

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
32	GEOTECHNICAL TESTING - QUALITY CONTROL (QC) PER CITY OF HOLTVILLE QAP.	LUMP SUM	-----	-----	\$6,000.00
TOTAL ESTIMATED CONSTRUCTION COST					\$336,240.00

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: June 5, 2020
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>06/05/20</u>
Item Number	<u>5 a</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

COVID-19 Coronavirus

As you might expect, much time has been spent on the COVID-19 issue in the past few months, ranging from a few hours a day to nearly an all-consuming level. The City has basically continued to function in a somewhat “normal” capacity, as the services provided are deemed essential and excepted from state and county quarantine orders. We continue to plan in staff meetings for any contingencies that may seem imminent. Discussion with the County and other cities officials regarding “reopening” strategies is ongoing. ***As you may be aware, the County sent a letter to the Governor’s office this week requesting a variance on the reopening metrics and relief from established benchmarks. No response at press time, other than an acknowledgement of receipt. Unfortunately, surges in numbers have continued to occur that stymie any effort to progress in the established state metrics for reopening.***

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.

Financing was secured through the Clean Water State Revolving Fund (SRF) in July, 2019, with a fully executed agreement received in late September. THG was selected to work along with Delta Systems to oversee the bidding process.

Staff and THG met with a representative of SRF 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. This will delay the start of construction, but hopefully not impact the overall timeline too significantly, as further design was always necessary at this point. A meeting with a State Water Board representative in March updated them on our progress. Frank reports that he seemed impressed with our progress so far. Recent communications indicate that the design work is wrapping up and we can expect completion of that phase in June, moving the project to the bidding phase soon after.

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, with fresh analysis. ***It has arisen recently that we may need to begin initiation of this process. We will be bringing this back for discussion in the near future.***

PUBLIC WORKS

TRANSPORTATION PROJECTS

Orchard Road Improvements Project (Orchard Bridge to Fourth Street), Cedar Avenue Sidewalk Improvements Project (Fourth to Fifth Street) and Ninth Street Sidewalk Improvements Project (Oak Avenue to just east of Beale Avenue) – These projects were recently assigned Federal ID#s. There is a short time frame to complete the work, so in order to utilize the allocated funding, the Holt Group was engaged in April to complete design engineering.

PARKS

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. The plans were finally resubmitted to the County in February. We hope to come to resolution soon and put the project out to bid. Staff has spoken with IC Public Works asking to help shepherd the project along as best as possible to avoid future delays. We have had further communication with the design engineer and there has been some progress, but we are working to speed it up currently. ***I have been in contact with the representative from BoR. While she is concerned about the progress, the conversation did calm the waters a bit on their end.***

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.

Orchard Approach – ***You may have noticed work going on at the southwest corner of Orchard and Fourth. Public Works is working on beautifying that approach to town, as it is the first thing many people see as they enter Holtville. It is already looking MUCH better and they will continue to improve the area in the months to come.***

ADMINISTRATION

BUILDING PERMITS - The City issued **29** building permits 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>.

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.

DD&E forwarded most of the required initial environmental documents in early 2018 and the Environmental Review Committee met to review and comment on the project. A more extensive environmental examination of CEQA compliance has been completed by a consultant engaged by the proponent and their recommendations have been given to DDE. It is now expected that the project is very close to moving forward soon.

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. *Environmental studies are in review at THG and should be out for public review soon.*

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. Construction began on this project in February, 2020, and continues. Another project is being considered of similar size and composition across Holt from the current construction.

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.

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. The builder (NNN Development), submitted their completed packet to Dollar General and was given the green light to proceed in July, 2019. 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, 2019, and after some comments, returned to the builder. The developer has now taken possession of the property and materials for construction have begun arriving on the site. Final plan approval is currently in process. The building permit was officially issued in April, and demolition activities began later that month.

Las Palmitas Restaurant – the site plan for the proposed new restaurant building at the southwest corner of Fifth and Fern passed through Planning Commission in May.

New Donut Avenue – *Hampered by the COVID-19 crisis, the newly constructed Donut Avenue on Fifth Street had yet to open, however, they plan to start operations on 6/11/20.*

Sun Community FCU – *the city has been approached by Sun Community, which intends to replace their current local branch office, which is rented space, with new construction at the southeast corner of Holt and Fifth. We await their submission to Planning Commission for site plan approval.*

Torres Mixed Use Development – *The owner of Cuchi’s Raspados proposed a mixed use complex on Holt just south of Sixth Street. It will consist of a storefront, along with two apartments intended for her family’s use in the rear of the property. Preliminary site work began in October. An issue developed regarding the setback requirement with respect to the existing neighboring building. They made a request for a variance, which was granted by the Planning Commission and have now made the building footprint marginally smaller to allow for an alley between their retail building and the apartments next door. Construction began on this project in late February.*

Census 2020 –Holtville continues to lead Imperial County in response rate! Over the past 2 weeks, though, the rest of the Valley has been gaining on us - we need to keep up our efforts and stay engaged!

Self-Response Rates as of June 5, 2020:	National: 60.7%	Holtville: 67.9%
	California: 61.8%	Imperial: 64.9%
	Imperial County: 52.3%	Brawley: 60.4%
		El Centro: 60.1%
		Calexico: 60.2%

MEETINGS & EVENTS RECENTLY ATTENDED:

- 05/25/20 Holtville Memorial Day Ceremony *Holt Park*
- 05/25/20 Memorial Day Observed *(City Hall Closed)*
- 05/28/20 IVECA Board Meeting *Web Conference*
- 06/01/20 Management Meeting *City Hall*
- 06/03/20 I C Multi-Jurisdictional Multi-Hazard Mitigation Plan (MHMP) *Web Conference*
- 06/03/20 CCMA Meeting with County Health *Web Conference*
re: Recovery Variance Request to Governor

UPCOMING EVENTS:

- 06/08/20 Management Meeting *City Hall*
- 06/09/20 CCMA Meeting with County CEO *re: COVID-19 Recovery* *Web Conference*
- 06/10/20 CCMA/ICTC Management Meeting *Web Conference*
- 06/15/20 Management Meeting *City Hall*
- 06/15/20 Holtville Planning Commission Meeting *City Hall*
- 06/22/20 Holtville City Council Meeting *City Hall*
- 06/25/20 IVECA Board Meeting *TBD*
- 07/04/20 Independence Day Observed *(City Hall Closed)*
- 07/08 - 07/13/20 NW Vacation *(Out of Office/State)*
- 07/13/20 Holtville City Council Meeting *(Potentially Dark)* *City Hall*
- 07/27/20 Holtville City Council Meeting *City Hall*
- 08/10/20 Holtville City Council Meeting *(Potentially Dark)* *City Hall*
- 08/24/20 Holtville City Council Meeting *City Hall*

Most future events cancelled or on hold

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>06/05/20</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 4, 2020
FROM: Kariza Preciado, Finance Supervisor
SUBJECT: Mid-Year Budget Review

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

General Fund

As of June 4, 2020 the General Fund has a \$322,645 revenue surplus. General Fund revenues are at \$3,102,579 which is 103% of its projected revenue to date and \$2,779,933 or 98% of its total budgeted expenditures. The City’s top ten General Fund revenues account for 68% of the total GF revenues budgeted which their projected amounts have been received in whole.

Water Fund

The water fund is seeing a revenue surplus of \$159,841. This is due to normal business activity. The total revenues collected as of June 4, 2020 are \$1,569,892 or 102% of the total budgeted amount and the total expenditures are \$1,410,050 or 96% of the total budgeted amount.

Sewer Fund

As of June 4, 2020, Sewer has a revenue surplus of \$177,713. Business activities have continued normally with total revenues at 96% or \$1,439,906 of the total budgeted amount and expenditures at 95% or \$1,262,193. Since Holtville is the only dump station currently open in the valley due to COVID-19 closures the sewer plant has seen an increase in dumpers. The City has received \$180,156 of the \$160,000 total budgeted revenue for truck disposal services.

Trash

YTD we have a revenue surplus of \$11,790. The total revenues through May 2020 are at \$242,604 or 97% of the total budgeted amount. Its expenditures through May 2020 are at \$230,814 or 98% of the total budgeted amount.

Census 2020 Update

As of June 3, 2020, Holtville has a self-response rate of 67.9% which has increased by 0.8% since last council meeting. We continue to have the highest average rate in the Imperial County however our responses seem to have come to a flattened. The accurate count of all people affects the entire community so I encourage you to call or text fellow Holtville residents and encourage them to participate. Let’s continue to increase Holtville’s self-response rate and stay at the top of the count race.

Respectfully submitted,



Kariza Preciado

City of Holtville

Report to Council

MEETING DATE: 06/08/20

ITEM NUMBER 5 c

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

Date Issued: June 8th, 2020

From: Sergeant Roy Patterson, Chief of Police

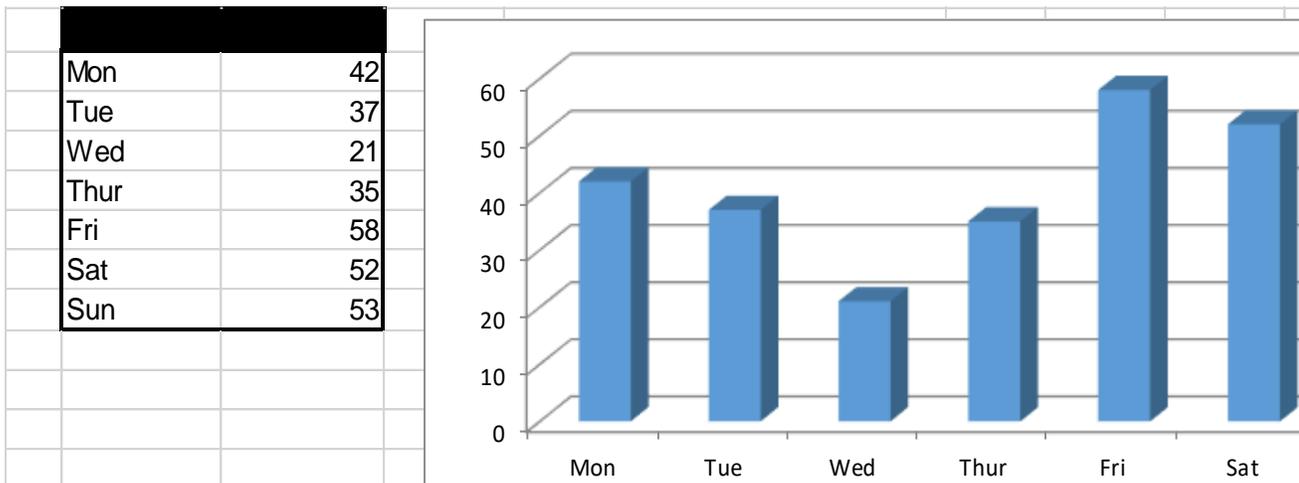
Subject: Holtville Sheriff's Monthly Report – May 2020

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

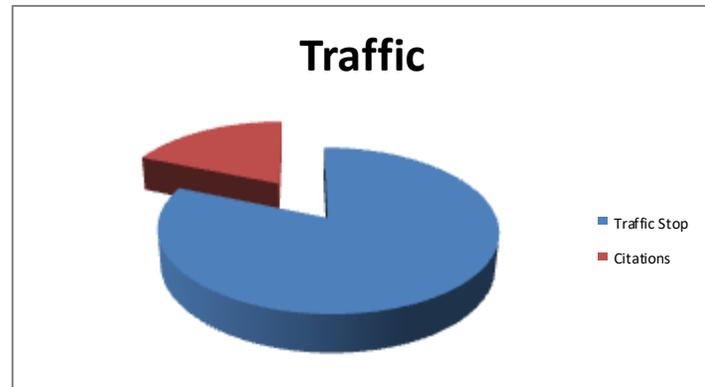
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **May 2020**.

Calls For Service:

- **298** total incident reports, which were entered into Spillman Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.
- The highest volume of calls for service occurred on **Friday's** with **58** total calls for service. The lowest volume of calls for service occurred on Wednesday's. The highest volume of calls occurred from **8:00 pm to 9:00 pm**.
-



<i>Traffic</i>	<i>Total</i>
Traffic Stops	45
Citations Issued	19
Traffic Collisions	01
DUI's	00



<i>Crimes</i>	<i>Total</i>
Burglary/Theft	06
Domestic Violence/Battery	00
Vandalism	02
Disturbing the Peace	20
Narcotic Related	00
Sexual Assault	00

<i>Arrests</i>	<i>Total</i>
Warrants	02
Criminal	00
Total	02

<i>Miscellaneous</i>	<i>Total</i>
Animal Problem	00
Alarm Calls	16
Deputy Request	03
Suspicious Person/Circ.	08

The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of **May 2020**.

2005H-008 Vandalism on Orange Ave. Subject requesting a report for past occurred vandalism to a fence.

2005H-022 Stolen vehicle from Keithly Williams Seeds. White Ford F-350 work truck.

2005H-023 Traffic Stop at Evan Hewes and Anderholt Rd. Driver failed to yield, and eventually pulled over once he got home. Driver was cited and released for 2800.1(a)VC. His vehicle was towed.

2005H-025 Vehicle check on Towland Rd south of Hwy 115. White Ford F150 work truck was a stolen vehicle off of E Gillet Rd. Vehicle was recovered and turned over to Desert Sun tow.

2005H-033 Medical at 625 E 5th Street, RM 7. RP states a female possibly overdosed. Female was slumped over on the restroom floor. EMS administered Narcan to which the female woke up and was transported to ECRMC.

2005-0301 Assisted with the victim with the gunshot wound on E. Thiesen Rd.

2005-0320 Disturbance on Thiesen Rd. RP stated someone is attempting to take equipment from his property. After speaking with equipment owner, he presented documentation showing ownership and was able to take possession of equipment without incident.

2005H-088 Deceased person at on Fern Ave.

2005H-098 Medical at the Blossom Valley Inn. RP advised of a female fall victim who was unresponsive. Upon arrival found elderly female laying face down on ground with a pulse and was breathing. She was later transported to ECRMC via AMR.

2005-0751 Assisted South County on the arson call at Haven Rd and Orchard Rd.

2005H-101 Disturbance on Orange Ave Apt's. Subject taken for 5150 and turned over to CMH.

2005H-110 Disturbance at 950 Holt Avenue Apt's. RP advised someone was outside his door holding a knife. Subject was contacted and detained and placed on a 5150 hold. She was admitted to CMH, danger to others.

2005H-112 Disturbance on E. 6th Street. Subject was taken to CMH for 5150 due to stabbing himself and making suicidal comments.

2005H-120 Disturbance at the Palm Ave. Apt's. Verbal argument between husband and wife.

2005H-121 Trespassing on Maple Ave. RP advised of a female subject sitting on her bench in her lawn. RP just wanted the female to leave. Contact was made and lied about her name. Subject attempted to leave and resisted. Subject was detained and cited for giving a false name and resisting.

2005H-123 Civil standby on W. 6th St. Assisted CPS in a child abuse investigation, which resulted in removal of 3 children.

2005H-136 Vandalism at the Post Office. RP advised that someone had tried to pry open several mailboxes sometime last night.

2005H-205 Subject reporting his wife missing and had left their residence stating the devil was inside her and was going to get her. Later that night subject arrived at the station stating his wife had

returned. Contact was made and she was detained for 5150, gravely disabled.

2005H-224 Traffic stop on Walnut Ave. Driver issued citation for 4000(a)(1) CVC and his vehicle was towed for expired registration.

2005H-228 Counter traffic STN10. Manager of Black Dog Farms/6th St Cooling, came in to report an ex-employee, was suspected of cashing a total of 13 checks from 13 different employees, and is also suspected of purchasing equipment.

2005H-233 TC on Walnut Ave, north of 3rd Street. Miguel Rivera Carrillo, DOB: 12-24-62, backed into Alberto Saldana's vehicle. Negative injuries and parties exchanged information. 674/692

2005H-239 Counter traffic STN10. 11-10 taken for lost wallet. 674

2005H-241 Theft from Family Dollar. RP stated two females left the store with a bag belonging to an employee. Also believes they took make-up items. RP said a male subject, unknown, driving a charcoal grey sedan, possibly a late 2000's Chevrolet Impala, gave them a ride.

2005H-243 Traffic hazard Zenos Rd by the cemetery. RP reporting reckless driver in grey Chevy impala. Vehicle was located on Thiesen Rd. Driver and two females were detained and the male subject was turned over to the U.S. Marshals Office for an outstanding warrant and one of the females was arrested for a local felony warrant. Purse and stolen property were recovered.

2005H-246 Medical on Maple Ave. RP reported that a female subject fell and is laying on the ground screaming. Subject stated she fell while walking and was transported by AMR.

2005H-248 Man Down in the Alley behind 524 Maple Ave. RP advised of a male subject laying down, unknown if he was breathing. Contacted subject who was intoxicated. Subject was provided with a ride to his residence.

COMMUNITY EVENTS:

None to Report

Respectfully submitted,

Sergeant Roy Patterson

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>06/05/20</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER <u></u>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 3, 2020
FROM: Frank Cornejo
Water/Wastewater Operations Supervisor
SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

INFORMATION ONLY FOR CITY COUNCIL – NO ACTION REQUIRED AT THIS TIME

The purpose of this report is to inform council of all operations and maintenance activities carried out at the City's Water/Wastewater treatment facilities during the period between 05/19/20 and 06/03/20

Also included with this report is a summary of all Pretreatment Program related activities conducted during the month of May.

WATER TREATMENT PLANT:

- Staff performed quarterly maintenance on Blower and Air Compressor units at filter control panel.
- Staff completed installation of new chlorine chemical feed lines at chemical storage room.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

WASTEWATER TREATMENT PLANT:

- Staff completed dried grit and sediment removal in all three storm drain catch basins.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

PRETREATMENT PROGRAM:

FOG INSPECTIONS: (submitted by Hector Orozco by Lui Garza)

Please note that due to the recent mandatory shutdowns of all food service establishments statewide in response to the COVID-19 Pandemic, no FOG inspections were conducted during the month of April 2020.

Respectfully Submitted,



Frank Cornejo, Water/Wastewater Operations Supervisor
City of Holtville

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>06/05/20</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 5, 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 2 cats.
- Repaired 6-inch water break on the 600 Blk. of Orange Ave.
- Repaired 6-inch water break on the Melon Rd. and 6th St.
- Removed brush from lot on the corner of 4th and Orchard Rd.
- Installed sprinklers in the lot on the corner of 4th and Orchard Rd.
- Installed 7 one-inch water meters.
- Installed 13 ¾-inch water meters.
- Set up road closures for the Middle School and High School graduations.

Respectfully Submitted,



Alejandro Chavez
Public Works Foreman