

AGENDA
REGULAR MEETING of THE HOLTVILLE CITY COUNCIL
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA
Monday, June 22, 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 22, 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, 06/22/20***

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:

PRESENTATION: IV Film Commission Update

Charla Teeters, Film Liaison

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 June 8, 2020
- b. Current Demands # 41763 thru # 41818

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

- 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*
- b. **Discussion/Related Action to Adopt RESOLUTION #20-11** Adopting a Budget for the 2020-21 Fiscal Year *Kariza Preciado, Finance Supervisor*

3. NEW BUSINESS:

- a. **Discussion Related Action to Adopt Resolution #20-12** Establishing an Appropriations Limit for the 2020-21 Fiscal Year *Kariza Preciado, Finance Supervisor*
- b. **PUBLIC HEARING Discussion/Related Action Regarding Amendment to the** City's Community Development Block Grant Citizen Participation Plan and Solicitation of Input for COVID-19 CARES Act Funding *Nick Wells, City Manager*

4. INFORMATION ONLY:

5. STAFF REPORTS

- a. **City Manager Report - Nick Wells**
- b. Finance Supervisor - *Kariza Sambrano*
- 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, City Clerk of the City of Holtville, California, DO HEREBY CERTIFY that the foregoing agenda was duly posted at Holtville City Hall on Friday, June 19, 2020

**MINUTES OF THE REGULAR MEETING OF THE
HOLTVILLE CITY COUNCIL
Monday, June 8, 2020**

MEETING DATE:	<u>06/22/20</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 June 08, 2020, at 5:30 p.m. Council Members present were Jim Predmore, Richard Layton, Mike Pacheco and Ginger Ward. Council Member Mike Goodsell was present via Zoom. Staff members present were Nick Wells and Kariza Sambrano. City Attorney Steve Walker and Police Chief Roy Patterson were also present.

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: Ms. Ward led the Pledge of Allegiance.

INVOCATION: The Invocation was given by Mr. Predmore.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk Kariza Preciado verified that the agenda was duly posted on Friday, June 5, 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 joined via the Zoom video platform and gave an update on the current Census count throughout the Valley. He confirmed that Holtville leads the Imperial Valley with a 68% self-response rate. He also provided some links to help the community raise Holtville's count.

Victor Carrillo with CR&R joined via Zoom and thanked the Council for the opportunity to do so. He advised Council that after the County is able to open up, he would get with the City to schedule clean up days as the last one was canceled due to the pandemic. He also stated if the residents of Holtville were in dire need they would be able to set up multiple clean up days if necessary

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of May 26, 2020.**

b. Current Demands # 41725 thru # 41762

A motion was made by Mr. Layton 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 COMMUNIQUE:

Ms. Sambrano reported that she is continuing work on the 2020-21 Budget.

Mr. Patterson reported that the graduation went smoothly last week. He thanked Alex Silva for all his input during all Holtville graduation ceremonies. He also reported that most criminal activity of late has been the work of a few individuals well known to ICSO.

Mr. Pacheco thanked Chief Alex Silva and his firefighters along with the Sherriff's Department did a great job during Holtville's graduation.

Mr. Layton reported he viewed the graduation online and thought it was a very nice ceremony. He also wanted to thank Chief Silva for helping to organize the graduations.

Ms. Ward reported she took part in the Holtville High School parade and graduation as her granddaughter graduated. She enjoyed the celebration very much. She stated that because the ceremony was live, many of her family members from near and far were able to see her granddaughter receive her diploma. She will also be attending a AAA meeting via Zoom tomorrow which will continue the work being done to insure that all senior citizens are being fed, and will help disseminate information on how to donate.

Mr. Predmore stated that he has been impressed with how the pandemic has opened the door to live broadcasting and has connected many for graduations and other events. He stated that there are positives coming out of this negative situation.

Mr. Walker had nothing to report.

Mr. Goodsell reported that his office had been affected by COVID-19 and has been concerned about his mother-in-law, as she works there.

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 20-10 C** 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

After a brief discussion, due to a noticing issue, it was requested that Resolution 20-10 be tabled and moved to Unfinished Business for the regular City Council Meeting to be held on June 22, 2020. Consensus was reached to do so.

4. INFORMATION ONLY:

a. Discussion/Related Action Regarding the 2020-21 Budget

Kariza Sambrano, Finance Supervisor

Ms. Sambrano and Mr. Wells gave an overview of the Enterprise Fund balances. They reiterated that with the current COVID-19 situation, we must be prepared for the City's revenues to be lower than normal in the next fiscal year, possibly bleeding into the following year. However, the City has adequate reserves to cover any shortfall for this unusual condition.

5. STAFF REPORTS:

- a. **City Manager Report - Nick Wells** relayed that he has interfaced with the County on COVID-19 issues and the spike of cases over the weekend. County and city officials are awaiting news from the governor in response to their variance letter. He described issues with the Wetlands project, but assured the Council that we are working to get it moving forward. Alex Chavez and the Public Works Department have been working to clean up and enhance the Orchard Road approach. AMG will be presenting their design for their second apartment complex at next week's Planning Commission meeting. The new donut shop will be opening July 11th and Sun Community has purchased the land across from Mechanics Bank on Fifth Street.
- b. Finance Supervisor – *Kariza Sambrano*
- c. Police Chief – *J. Roy Patterson*
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman – *Alex Chavez*

6. Items for Future Meetings: Budget, Reso 20-10

7. ADJOURNMENT:

There being no further business to come before the Council, Mayor Jim Predmore adjourned the meeting at 6:44 p.m.

Jim Predmore, Mayor

Kariza Sambrano, City Clerk

CITY OF HOLTVILLE
Monthly Check Register

MEETING DATE:	<i>06/22/20</i>
ITEM NUMBER	<i>1 b</i>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

Date : 6/17/2020 2:15:06 PM
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description		
Check Number : 41763		Check Date : 6/16/2020				
Vendor : 8924 8x8, INC.						
10	94546	6/12/2020	2675236	TELEPHONE SYSTEM	ADMIN	175.36
11	94546	6/12/2020	2675236	TELEPHONE SYSTEM		43.84
12	94546	6/12/2020	2675236	TELEPHONE SYSTEM		43.87
Invoice Amount : 263.07		Discount Amount : 0.00		Check Amount :		263.07
Check Number : 41764		Check Date : 6/16/2020				
Vendor : 8041 AFLAC						
10	94536	6/11/2020	123967	INSURANCE PREMIUM	ADMIN	104.26
Invoice Amount : 104.26		Discount Amount : 0.00		Check Amount :		104.26
Check Number : 41765		Check Date : 6/16/2020				
Vendor : 1796 ARAMARK SERVICES, INC.						
10	94590	6/15/2020	MAY 2020	UNIFORMS PW	PW	441.85
11	94590	6/15/2020	MAY 2020	UNIFORMS PW		730.44
12	94590	6/15/2020	MAY 2020	UNIFORMS PW		615.44
Invoice Amount : 1,787.73		Discount Amount : 0.00		Check Amount :		1,787.73
Check Number : 41766		Check Date : 6/16/2020				
Vendor : 8016 AT&T MOBILITY						
10	94554	6/12/2020	MAY 2020	CELL PHONE MAY 2020	ADMIN	89.89
10	94555	6/12/2020	JUNE 2020	CELL PHONE JUNE 2020		89.89
Invoice Amount : 179.78		Discount Amount : 0.00		Check Amount :		179.78
Check Number : 41767		Check Date : 6/16/2020				
Vendor : 7800 AUTO ZONE COMMERCIAL						
10	94418	6/5/2020	5648072013	VEHCILE WASH AND WAX	FD	18.01
10	94419	6/5/2020	5648072018	VEHICLE WASH AND WAX		50.08
10	94440	6/9/2020	5648075933	VEHICLE WASH; WHEEL CLEANER;		63.58
10	94441	6/9/2020	5648077029	VEHICLE WASH; AUTOZONE DEF		69.80
Invoice Amount : 201.47		Discount Amount : 0.00		Check Amount :		201.47
Check Number : 41768		Check Date : 6/16/2020				
Vendor : 1237 BABCOCK & SONS, INC.						
12	94481	6/9/2020	CF00364-2279	LAB ANALYSIS		24.00
12	94482	6/9/2020	CF00356-2279	LAB ANALYSIS		16.00
12	94572	6/15/2020	CF01134-2279	LAB ANALYSIS	PW	53.00
12	94573	6/15/2020	CF01133-2279	LAB ANALYSIS		178.00
12	94574	6/15/2020	CF01132-2279	LAB ANALYSIS		104.00
11	94576	6/15/2020	CF00911-2279	LAB ANALYSIS		32.00
12	94577	6/15/2020	CF00873-2279	LAB ANALYSIS		198.00
12	94578	6/15/2020	CF00876-2279	LAB ANALYSIS		394.00
Invoice Amount : 999.00		Discount Amount : 0.00		Check Amount :		999.00
Check Number : 41769		Check Date : 6/16/2020				
Vendor : 4617 BAJA DESERT TIRE						
10	94451	6/9/2020	56204	NEW TIRE FOR JOHN DEERE		58.76
10	94452	6/9/2020	56447	FLAT TIRE REPAIR	PW	20.00
11	94487	6/9/2020	56396	NEW TIRES FOR BOBCAT		1,296.50
12	94487	6/9/2020	56396	NEW TIRES FOR BOBCAT		1,296.50
Invoice Amount : 2,671.76		Discount Amount : 0.00		Check Amount :		2,671.76
Check Number : 41770		Check Date : 6/16/2020				
Vendor : 8838 CODE EXXPERTS, LLC						
10	94549	6/12/2020	2020-0023	WEBSITE SERVICE FOR JUNE 2020	ADMIN	450.00
Invoice Amount : 450.00		Discount Amount : 0.00		Check Amount :		450.00

CITY OF HOLTVILLE

Monthly Check Register

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User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 41771 Check Date : 6/16/2020						
Vendor : 2320 COUNTY MOTOR PARTS						
10	94448	6/9/2020	265237	BATTERY CHARGER		68.95
11	94449	6/9/2020	265365	UTILITY VISE		53.87
12	94449	6/9/2020	265365	UTILITY VISE	PW	53.87
10	94450	6/9/2020	265238	SOCKET; TOOL KIT		42.84
10	94470	6/9/2020	264587	VALVE TO REPAIR A/C ON VEHICLE		3.22
10	94476	6/9/2020	263565	UTILITY VISE 5.5		107.74
10	94505	6/11/2020	265649	ADAPTER WIRE FOR LAWN MOWER		17.23
10	94563	6/15/2020	265838	CRIMSON 2 GRS CAR (SC		5.41
10	94564	6/15/2020	265824	TIRE SCRAPER		179.03
11	94570	6/15/2020	265716	SPARK PLUGS; CARB-CHOKE CLEAN		79.05
Invoice Amount : 611.21 Discount Amount : 0.00 Check Amount : 611.21						
Check Number : 41772 Check Date : 6/16/2020						
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	94488	6/9/2020	2HOLTFDN11	800 MHZ RADIOS	FD	712.50
11	94488	6/9/2020	2HOLTFDN11	800 MHZ RADIOS		71.25
12	94488	6/9/2020	2HOLTFDN11	800 MHZ RADIOS	PW	71.25
Invoice Amount : 855.00 Discount Amount : 0.00 Check Amount : 855.00						
Check Number : 41773 Check Date : 6/16/2020						
Vendor : 7932 CR&R INCORPORATED						
10	94557	6/12/2020	MAY 2020	TRASH SERVICE FOR MAY 2020	TRASH	(3,506.29)
13	94557	6/12/2020	MAY 2020	TRASH SERVICE FOR MAY 2020		19,387.73
Invoice Amount : 15,881.44 Discount Amount : 0.00 Check Amount : 15,881.44						
Check Number : 41774 Check Date : 6/16/2020						
Vendor : 1540 DRAGON'S EXTERMINATOR						
10	94474	6/9/2020	187747	PEST CONTROL FOR CITY BLDGS.	PW	220.00
Invoice Amount : 220.00 Discount Amount : 0.00 Check Amount : 220.00						
Check Number : 41775 Check Date : 6/16/2020						
Vendor : 1248 EMERGENCY MEDICAL PRODUCTS, INC.						
10	94444	6/9/2020	2170304	GLOVES	FD	532.82
Invoice Amount : 532.82 Discount Amount : 0.00 Check Amount : 532.82						
Check Number : 41776 Check Date : 6/16/2020						
Vendor : 4572 EMPIRE SOUTHWEST						
11	94480	6/9/2020	0486252	PERFORM TRANSFER SWITCH	PW	140.00
Invoice Amount : 140.00 Discount Amount : 0.00 Check Amount : 140.00						
Check Number : 41777 Check Date : 6/16/2020						
Vendor : 4662 FERNANDO RUIZ, INC.						
10	94483	6/9/2020	145494	SAFETY SERVICES	PW	235.00
11	94483	6/9/2020	145494	SAFETY SERVICES		235.00
12	94483	6/9/2020	145494	SAFETY SERVICES		235.00
Invoice Amount : 705.00 Discount Amount : 0.00 Check Amount : 705.00						
Check Number : 41778 Check Date : 6/16/2020						
Vendor : 1488 GREG BENTLY ELECTRIC						
10	94469	6/9/2020	2020090	REPLACE WIRING IN OLD FD	PW	700.51
Invoice Amount : 700.51 Discount Amount : 0.00 Check Amount : 700.51						
Check Number : 41779 Check Date : 6/16/2020						
Vendor : 1015 HOLT GROUP, THE						
10	94597	6/16/2020	20-04-024	(047) MISC. PLANNING SERVICES		950.00
10	94598	6/16/2020	20-04-025	(207) REVIEW OF BLDG. PERMITS &		688.44
10	94599	6/16/2020	20-04-026	(335) ICTC & MISC. TRANSPORTATIO		617.50

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/17/2020 2:15:06 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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10	94600	6/16/2020	20-04-027	(403) MELON LLC ANNEXATION, GP		650.00
11	94601	6/16/2020	20-04-018	(455) ENGINEERING SERVICES FOR		2,509.50
22	94602	6/16/2020	20-04-028	(456) BOR GRANT ADMIN & PERMITTI		685.00
10	94603	6/16/2020	20-04-029	(462) DOLLAR GENERAL SITE PLAN		3,665.00
22	94604	6/16/2020	20-04-019	(481E) DESIGN & ENG.; BIDDING SE		9,756.50
22	94605	6/16/2020	20-04-030	(481P) EAST 9TH STREET PHASE IV		3,610.85
22	94606	6/16/2020	20-04-031	(497P) CMAQ CEDAR AVE. SIDEWAL		3,414.89
22	94607	6/16/2020	20-04-020	(498E) DESIGN ENGINEERING; BIDDI		11,687.00
22	94608	6/16/2020	20-04-032	(498P) ORCHARD ROAD IMPROVEME		3,345.91
10	94609	6/16/2020	20-03-026	(490) SB2 GRANT APPLICATION		865.00
Invoice Amount		: 42,445.59	Discount Amount		: 0.00	Check Amount : 42,445.59
Check Number		: 41780	Check Date		: 6/16/2020	
Vendor		: 1389 HOLTVILLE FIREFIGHTERS ASSOCIATION				FD
10	94556	6/12/2020	PP# 6, 8 & 11	FIRE DUES COLLECTED PP# 6,8 & 11		345.00
Invoice Amount		: 345.00	Discount Amount		: 0.00	Check Amount : 345.00
Check Number		: 41781	Check Date		: 6/16/2020	
Vendor		: 1019 HOLTVILLE TRIBUNE				PLANNING
10	94547	6/12/2020	100540	PUBLIC NOTICE FOR SITE PLAN AND		472.50
Invoice Amount		: 472.50	Discount Amount		: 0.00	Check Amount : 472.50
Check Number		: 41782	Check Date		: 6/16/2020	
Vendor		: 1638 HOME DEPOT/GECF				PW
10	94566	6/15/2020	4032227	TUBE CUTTER; COOLING TOWELS		133.30
Invoice Amount		: 133.30	Discount Amount		: 0.00	Check Amount : 133.30
Check Number		: 41783	Check Date		: 6/16/2020	
Vendor		: 4642 I.C. PUBLIC HEALTH DEPT. LAB.				PW
10	94551	6/12/2020	20982	PRE EMPLOYMENT PHYSICAL BLDG		149.00
11	94580	6/15/2020	20921	WATER ANALYSIS		266.00
11	94581	6/15/2020	20949	WATER ANALYSIS		298.00
Invoice Amount		: 713.00	Discount Amount		: 0.00	Check Amount : 713.00
Check Number		: 41784	Check Date		: 6/16/2020	
Vendor		: 7712 I.V. FAMILY CARE MEDICAL GROUP, INC.				FD
10	94446	6/9/2020	1723705	PRE EMPLOYMENT PHYSICAL		300.00
Invoice Amount		: 300.00	Discount Amount		: 0.00	Check Amount : 300.00
Check Number		: 41785	Check Date		: 6/16/2020	
Vendor		: 1349 IMPERIAL COUNTY				ADMIN
10	94537	6/11/2020	20-32	4TH QUARTER DISTRIBUTION OF COS		774.47
Invoice Amount		: 774.47	Discount Amount		: 0.00	Check Amount : 774.47
Check Number		: 41786	Check Date		: 6/16/2020	
Vendor		: 2297 IMPERIAL COUNTY SHERIFF'S DEPT.				SHERIFF
10	94559	6/12/2020	5312020-1	SHERIFF SERVICES FOR MAY 2020		95,253.32
Invoice Amount		: 95,253.32	Discount Amount		: 0.00	Check Amount : 95,253.32
Check Number		: 41787	Check Date		: 6/16/2020	
Vendor		: 1026 IMPERIAL IRRIGATION DISTRICT				PW
10	94592	6/15/2020	JUNE 2020 PARK	ELECTRICITY PARKS		1,096.18
10	94593	6/15/2020	JUNE 2020	ELECTRICITY		4,910.44
11	94593	6/15/2020	JUNE 2020	ELECTRICITY		8,039.53
12	94593	6/15/2020	JUNE 2020	ELECTRICITY		4,872.89
Invoice Amount		: 18,919.04	Discount Amount		: 0.00	Check Amount : 18,919.04
Check Number		: 41788	Check Date		: 6/16/2020	
Vendor		: 2137 IMPERIAL IRRIGATION DISTRICT (WATER)				PW
11	94583	6/15/2020	JUNE 2020	RAW WATER CHARGES		3,038.00

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/17/2020 2:15:06 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Invoice Amount : 3,038.00		Discount Amount : 0.00		Check Amount :		3,038.00
Check Number : 41789		Check Date : 6/16/2020				
Vendor : 1199 IMPERIAL PRINTERS					FD BLDG.	
10	94445	6/9/2020	20-1950	ENVELOPES FD		70.75
10	94550	6/12/2020	20-1852	BUSINESS CARDS FOR A. ZARATE		70.04
Invoice Amount : 140.79		Discount Amount : 0.00		Check Amount :		140.79
Check Number : 41790		Check Date : 6/16/2020				
Vendor : 1027 IMPERIAL STORES						
10	94416	6/5/2020	642614	VEHICLE WASH		6.78
10	94417	6/5/2020	642593	CLEANING SUPPLIES		8.71
10	94422	6/9/2020	642463	LED BULBS		11.63
10	94423	6/9/2020	642459	SCREWS; 4 WAY KEY; PENS		34.20
10	94424	6/9/2020	642430	GENERAL HARDWARE; FLAT WASHE		12.11
10	94425	6/9/2020	642436	WHEEL CLEANER; TIDE LIQUID		27.34
10	94430	6/9/2020	641796	BLUE SPRAY PAINT; PENS		12.96
10	94431	6/9/2020	641803	AIR COUPLER; TEFLON TAPE; PRESS		15.97
10	94432	6/9/2020	642074	CHIP BRUSH		4.35
10	94433	6/9/2020	642082	SANDPAPER		2.98
10	94434	6/9/2020	642794	BOTTLED WATER		10.14
10	94435	6/9/2020	642797	CLEANING SUPPLIES		9.69
10	94436	6/9/2020	642876	WATER HOSE; SPRINKLER		46.43
10	94437	6/9/2020	642945	CLEANING SUPPLIES; PLYWOOD; BO		64.06
10	94438	6/9/2020	642678	CLEANING SUPPLIES; BOTTLED WATE		58.58
10	94439	6/9/2020	642671	WORK GLOVES		24.23
10	94453	6/9/2020	642878	BERMUDA GRASS SEED FOR ENTRY		119.72
10	94454	6/9/2020	642588	TRIM LINE		29.08
10	94455	6/9/2020	642727	BATTERIES		9.29
10	94456	6/9/2020	642751	PVC ELL; SLIP TEE		9.60
10	94457	6/9/2020	642752	PVC PIPE; SLIP COUPLING; PVC CEME		86.40
10	94458	6/9/2020	642777	SPRINKLER PARTS FOR ENTRY WAY		26.47
10	94459	6/9/2020	642859	GRASS SEED FOR ENTRY WAY		98.88
10	94460	6/9/2020	642834	BERMUDA SEED FOR ENTRY WAY		41.20
10	94461	6/9/2020	642829	PVC PIPE; ADAPTER ELL; SLIP TEE		67.77
10	94462	6/9/2020	642810	VALVE BOX; BERMUDA SEED EN		115.82
10	94463	6/9/2020	642791	PVC SLIP CAP		7.67
10	94464	6/9/2020	642779	ADAPTER; BUSHING; PVC		2.38
10	94465	6/9/2020	641813	MESH JOINT TAPE		7.75
10	94466	6/9/2020	641774	PLASTIC SPREADER; GLAS CLEANER		8.06
10	94468	6/9/2020	643001	STAPLE GUN; STAPLES		43.84
10	94473	6/9/2020	643126	LIQUID ACID		129.17
11	94479	6/9/2020	642487	PVC PRIMER; CLEANING SUPPLIES; H		56.81
10	94506	6/11/2020	643124	WALBRO PRIMER BULB; HAND SANITI		68.97
10	94507	6/11/2020	643169	DRILL BIT		19.38
10	94511	6/11/2020	643258	DOG FOOD		122.81
10	94516	6/11/2020	643184	MARKERS; CLEANING SUPPLIES		37.46
10	94518	6/11/2020	643146	CLEANING SUPPLIES		42.36
10	94519	6/11/2020	643077	PADLOCK; CHAIN		16.87
10	94520	6/11/2020	643102	BOTTLED WATER		10.14
10	94521	6/11/2020	643096	SPRAY BOTTLE; BOTTLED WATER		22.45
10	94522	6/11/2020	643111	BOTTLED WATER		20.27
10	94523	6/11/2020	642995	BATTERIES; KEYS		13.54

CITY OF HOLTVILLE

Monthly Check Register

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount	
10	94567	6/15/2020	643377	BRASS SWEEPER NOZZLES		13.53	
10	94568	6/15/2020	643262	HEX BOLTS; LOCK WASHERS; FLAT		15.12	
11	94569	6/15/2020	643280	KEYS		3.09	
12	94569	6/15/2020	643280	KEYS		3.09	
Invoice Amount :		1,619.15	Discount Amount :		0.00	Check Amount : 1,619.15	
Check Number :		41791	Check Date :		6/16/2020		
Vendor :		1757 IMPERIAL VALLEY ENVIRONMENTAL LAB				PW	
12	94575	6/15/2020	10035	LAB ANALYSIS		1,118.00	
Invoice Amount :		1,118.00	Discount Amount :		0.00	Check Amount : 1,118.00	
Check Number :		41792	Check Date :		6/16/2020		
Vendor :		2303 J&S AG SUPPLIES					
10	94427	6/9/2020	198035N	ADAPTORS; GAUGE		PW 50.80	
10	94515	6/11/2020	768049	GAUGE		FD 30.07	
Invoice Amount :		80.87	Discount Amount :		0.00	Check Amount : 80.87	
Check Number :		41793	Check Date :		6/16/2020		
Vendor :		8740 JADE SECURITY SYSTEMS, INC.					
11	94582	6/15/2020	0167404	MONITOR SECURITY SYSTEM		PW 59.98	
12	94582	6/15/2020	0167404	MONITOR SECURITY SYSTEM		59.99	
Invoice Amount :		119.97	Discount Amount :		0.00	Check Amount : 119.97	
Check Number :		41794	Check Date :		6/16/2020		
Vendor :		1382 K-C WELDING & RENTAL, INC.					
11	94467	6/9/2020	30437	WORK BOOTS (TONY ANTUNEZ		PW 172.39	
10	94571	6/15/2020	129962	PURGE BULB ENTRY WAY		25.94	
Invoice Amount :		198.33	Discount Amount :		0.00	Check Amount : 198.33	
Check Number :		41795	Check Date :		6/16/2020		
Vendor :		2278 LA BRUCHERIE IRRIGATION SUPPLY					
10	94514	6/11/2020	198660c	PVC PIPE; SWING JOINT; NOZZLE; HO		PW 400.19	
10	94562	6/15/2020	199869c	SPRINKLER PARTS		158.73	
10	94565	6/15/2020	199728c	VALVES; SPRINKLERS FOR ENTRY		253.43	
Invoice Amount :		812.35	Discount Amount :		0.00	Check Amount : 812.35	
Check Number :		41796	Check Date :		6/16/2020		
Vendor :		1564 LESLIE'S POOL SUPPLIES					
10	94471	6/9/2020	00652-02018206	CONDITIONER FOR CITY POOL		PW 235.93	
10	94472	6/9/2020	00652-02-017428	CONDITIONER FOR CITY POOL		160.72	
Invoice Amount :		396.65	Discount Amount :		0.00	Check Amount : 396.65	
Check Number :		41797	Check Date :		6/16/2020		
Vendor :		8761 PEOPLEREADY, INC.					
10	94475	6/9/2020	25821944	TEMP EMPLOYEE PARKS		505.80	
12	94486	6/9/2020	25821945	TEMP EMPLOYEE WWTP		PW 551.76	
10	94509	6/11/2020	25834760	TEMP EMPLOYEE PARKS		632.25	
12	94579	6/15/2020	25834761	TEMP EMPLOYEE WWTP		643.72	
Invoice Amount :		2,333.53	Discount Amount :		0.00	Check Amount : 2,333.53	
Check Number :		41798	Check Date :		6/16/2020		
Vendor :		1405 PITNEY BOWES - PURCHASE POWER					
10	94560	6/12/2020	1015740461	POWER PROTECTOR FOR POSTAGE M		ADMIN 35.55	
11	94560	6/12/2020	1015740461	POWER PROTECTOR FOR POSTAGE M		35.55	
12	94560	6/12/2020	1015740461	POWER PROTECTOR FOR POSTAGE M		35.57	
Invoice Amount :		106.67	Discount Amount :		0.00	Check Amount : 106.67	
Check Number :		41799	Check Date :		6/16/2020		
Vendor :		1450 PITNEY BOWES GLOBAL FINANCE SERVICES LLC					
10	94552	6/12/2020	3103979269	POSTAGE MACHINE LEASE		ADMIN 44.70	

CITY OF HOLTVILLE

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11	94552	6/12/2020	3103979269	POSTAGE MACHINE LEASE		44.70
12	94552	6/12/2020	3103979269	POSTAGE MACHINE LEASE		44.71
Invoice Amount : 134.11		Discount Amount : 0.00		Check Amount :		134.11
Check Number : 41800		Check Date : 6/16/2020				
Vendor : 2241 REDDY ICE					PW	
10	94426	6/9/2020	1060129048	ICE		75.43
Invoice Amount : 75.43		Discount Amount : 0.00		Check Amount :		75.43
Check Number : 41801		Check Date : 6/16/2020				
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE					FD	
10	94517	6/11/2020	13414	SERVICE 2016 GMC		135.81
Invoice Amount : 135.81		Discount Amount : 0.00		Check Amount :		135.81
Check Number : 41802		Check Date : 6/16/2020				
Vendor : 1043 SELLERS PETROLEUM					FD	
10	94443	6/9/2020	CL10776	FUEL (FD)		568.58
10	94447	6/9/2020	CL10777	FUEL (PW)		356.60
11	94447	6/9/2020	CL10777	FUEL (PW)		192.11
12	94447	6/9/2020	CL10777	FUEL (PW)		77.22
Invoice Amount : 1,194.51		Discount Amount : 0.00		Check Amount :		1,194.51
Check Number : 41803		Check Date : 6/16/2020				
Vendor : 8138 SERVICE MASTER					PW	
10	94512	6/11/2020	33467	JANITORIAL SERVICES FOR CITY BUI		1,708.09
Invoice Amount : 1,708.09		Discount Amount : 0.00		Check Amount :		1,708.09
Check Number : 41804		Check Date : 6/16/2020				
Vendor : 7841 SPARKLETTS					PW	
10	94513	6/11/2020	9431538060120	DRINKING WATER		280.45
10	94524	6/11/2020	9439337060120	DRINKING WATER		54.51
Invoice Amount : 334.96		Discount Amount : 0.00		Check Amount :		334.96
Check Number : 41805		Check Date : 6/16/2020				
Vendor : 1109 SPRINT					PW	
11	94485	6/9/2020	984297987	DATA LINE AT WATER PLANT		34.64
Invoice Amount : 34.64		Discount Amount : 0.00		Check Amount :		34.64
Check Number : 41806		Check Date : 6/16/2020				
Vendor : 1419 STAPLES CREDIT					ADMIN	
10	94558	6/12/2020	2536585881	OFFICE SUPPLIES		28.83
11	94558	6/12/2020	2536585881	OFFICE SUPPLIES		28.83
12	94558	6/12/2020	2536585881	OFFICE SUPPLIES		28.83
Invoice Amount : 86.49		Discount Amount : 0.00		Check Amount :		86.49
Check Number : 41807		Check Date : 6/16/2020				
Vendor : 8908 SULZER ELECTRIC-MECHANICAL SERVICES, UNC.					PW	
11	94478	6/9/2020	S13000017	REPAIRS TO MOTOR		6,979.63
Invoice Amount : 6,979.63		Discount Amount : 0.00		Check Amount :		6,979.63
Check Number : 41808		Check Date : 6/16/2020				
Vendor : 1633 TACO SHOP					FD	
10	94429	6/9/2020	828842	FOOD (4/27/20) FD		92.50
Invoice Amount : 92.50		Discount Amount : 0.00		Check Amount :		92.50
Check Number : 41809		Check Date : 6/16/2020				
Vendor : 1049 UNDERGROUND SERVICE ALERT					PW	
10	94477	6/9/2020	520200317	DIG ALERT TICKETS		34.75
Invoice Amount : 34.75		Discount Amount : 0.00		Check Amount :		34.75
Check Number : 41810		Check Date : 6/16/2020		Void Date : 6/16/2020		VOIDED
Vendor : 1051 VALLEY AUTO SUPPLY CO.						

CITY OF HOLTVILLE

Monthly Check Register

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	94510	6/11/2020	I029896	GLASS FOR BEAD BLASTER		38.97
Invoice Amount : 38.97		Discount Amount : 0.00		Check Amount : 38.97		
Check Number : 41811		Check Date : 6/16/2020				
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793						
10	94553	6/12/2020	PP# 11 5/29/20	PP# 11 RETIREMENT; PENSION REPAY	ADMIN	4,444.53
11	94553	6/12/2020	PP# 11 5/29/20	PP# 11 RETIREMENT; PENSION REPAY		737.27
12	94553	6/12/2020	PP# 11 5/29/20	PP# 11 RETIREMENT; PENSION REPAY		1,160.28
Invoice Amount : 6,342.08		Discount Amount : 0.00		Check Amount : 6,342.08		
Check Number : 41812		Check Date : 6/16/2020				
Vendor : 1783 VIC'S A/C						
11	94484	6/9/2020	81375	REPAIRS TO A/C AT WATER PLANT	PW	340.00
Invoice Amount : 340.00		Discount Amount : 0.00		Check Amount : 340.00		
Check Number : 41813		Check Date : 6/16/2020				
Vendor : 1231 WALKER & DRISKILL						
10	94595	6/16/2020	10024	ATTORNEY FEES	ADMIN	975.00
10	94596	6/16/2020	10031	ATTORNEY FEES (MTC)		954.00
Invoice Amount : 1,929.00		Discount Amount : 0.00		Check Amount : 1,929.00		
Check Number : 41814		Check Date : 6/16/2020				
Vendor : 1057 WYMORE, INC.						
10	94508	6/11/2020	1211201	HYDRAULIC TU; PROTO PUNCH; EN	PW	77.56
Invoice Amount : 77.56		Discount Amount : 0.00		Check Amount : 77.56		
Check Number : 41815		Check Date : 6/16/2020				
Vendor : 1058 XEROX CORPORATION						
10	94428	6/9/2020	010481915	COPIER LEASE AND USAGE	FD	117.84
Invoice Amount : 117.84		Discount Amount : 0.00		Check Amount : 117.84		
Check Number : 41816		Check Date : 6/16/2020				
Vendor : 8823 XEROX FINANCIAL SERVICES						
10	94591	6/15/2020	2136753	COPIER LEASE	ADMIN	210.66
11	94591	6/15/2020	2136753	COPIER LEASE		135.66
12	94591	6/15/2020	2136753	COPIER LEASE		135.67
Invoice Amount : 481.99		Discount Amount : 0.00		Check Amount : 481.99		
Check Number : 41817		Check Date : 6/16/2020				
Vendor : 1022 VANTAGE POINT TRANSFER - 457						
10	94614	6/16/2020	PP# 9;10;11&12	PP# 12 RETIREMENT; PENSION REPA	ADMIN	621.04
Invoice Amount : 621.04		Discount Amount : 0.00		Check Amount : 621.04		
Check Number : 41818		Check Date : 6/16/2020				
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793						
10	94615	6/16/2020	PP# 12 6/16/20	PP# 12 RETIREMENT; PENSION REPA	ADMIN	4,392.04
11	94615	6/16/2020	PP# 12 6/16/20	PP# 12 RETIREMENT; PENSION REPA		789.73
12	94615	6/16/2020	PP# 12 6/16/20	PP# 12 RETIREMENT; PENSION REPA		1,224.25
Invoice Amount : 6,406.02		Discount Amount : 0.00		Check Amount : 6,406.02		
Total Number of Vendors : 55						
Total Number of Checks Printed : 56						
Total Number of Voided Checks : 1						
Largest Check Amount : 95,253.32						
Total for all Checks Printed : 222,789.00						
Total for Voided Checks : (38.97)						
Net Amount of Checks Printed : 222,750.03						

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
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Summary

Fund	Amount
10 GENERAL FUND	131,179.87
11 WATER	26,443.37
12 SEWER	13,238.91
13 TRASH	19,387.73
22 LOCAL TRANSPORTATION PROJECT FUND	32,500.15

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	06/22/20
ITEM NUMBER	2 a
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 4, 2020 *Updated 06/18/20*
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 \$116,508

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 \$116,508

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 \$ 116,508.00 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 22nd 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	Road Mntnc Rehab Acct	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

<u>Item No</u>	<u>Item</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Total</u>
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
CEDAR AVENUE FROM FOURTH STREET TO FIFTH STREET - 2018**

THG PROJECT NO. 116.476

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\$53,980

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

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>06/22/20</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 19, 2020

FROM: Kariza Sambrano, Finance Supervisor

SUBJECT: **Resolution No. 20-12** *Establishing the Gann Appropriations Limit for the 2020-21 Fiscal Year.*

ISSUES:

Shall the City Council adopt Resolution No. 20-12 , establishing an appropriations limit for the 2020-21fiscal year?

DISCUSSION:

Article XIII B of the California State Constitution (Government Spending Limitation) provides for a limit on the annual growth in the level of certain appropriations from tax proceeds for various government entities in the State. The growth in the appropriations limit utilizes the prior year's limit, then calculates an adjustment to that limit accounting for changes in population and the cost of living. The State Department of Finance requires that all cities and counties adopt and submit that appropriations limit for each fiscal year.

The Finance Department has collected the data and made the calculations for the 2020-21 limitation. The calculations are attached herein as "Exhibit A" and "Exhibit B."

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Staff recommends that the resolution be adopted.

ALTERNATIVE

Not to adopt, resulting in non-compliance with State regulations.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 20-12**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ADOPTING AN
APPROPRIATIONS LIMIT FOR 2020-21 FISCAL YEAR**

WHEREAS, Article XIII B of the Constitution of the State of California, also known as the Gann Initiative, mandates an appropriations limit on various units of government, including the City of Holtville; and

WHEREAS, the limit is calculated annually, based on the prior year's limit and established growth factors to derive a maximum increase in government expenditures; and

WHEREAS, calculation of the limit utilizes guidelines provided by the State Department of Finance; and

WHEREAS, the limit has been calculated by the Finance Department of the City of Holtville and is attached as "Exhibit A;" and

WHEREAS, the City of Holtville formally adopts the appropriations limit calculated in the attached document; and

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

1. That the City Council, in accordance with Article XIII B of the Constitution of the State of California, hereby adopts an appropriation limit of \$4,151,704 for the City of Holtville for the 2020-21 Fiscal Year.
2. That corresponding Revenues subject to the appropriation limit are projected to be \$1,730,200 for the 2020-21 Fiscal Year.
3. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 22nd of June, 2020, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

Kariza Sambrano, City Clerk

Jim Predmore, Mayor

Exhibit " A"
 CITY OF HOLTVILLE
 APPROPRIATIONS LIMIT CALCULATION
 FY 2020-21

June 30, 2019 Appropriation Limit \$ 4,147,565

Per Capita Cost of Living % Change
(per California Dept of Finance) 0.200%

01/01/2019 Population Change ¹:
 Holtville -0.10%
 Imperial County -0.40%
 Greater Of Two Options -0.10%

June 29, 2020 Calculation Factor

Per Capita Percentage Increase	1.0020	
Population Percentage Increase	<u>0.9990</u>	
Total (Per Capita X Population)		<u>1.000998</u>

June 29, 2020 Gross Appropriation Limit \$ 4,151,704

Adjustments: 0

2020-21 Appropriations Limit \$ 4,151,704

Projected appropriations subject to the Limit 1,730,200

Projected appropriations are below the limit by: \$ 2,421,504

CONCLUSION:

The City HAS NOT exceeded its appropriation limit for the 2020-21 Fiscal Year.

Exhibit "B"
 CITY OF HOLTVILLE
 PROCEEDS OF TAXES
 GANN APPROPRIATION CALCULATION
 FY 2020-21

Description	Total Budget	Proceeds From Taxes	Non-Tax Revenue
Property Tax	\$340,200	\$340,200	
Motor Vehicle In Lieu VLF	560,000	560,000	
Franchise Tax	86,500	86,500	
Sales Tax	260,000	260,000	
Utility Tax	434,000	434,000	
Other Taxes	49,500	49,500	
Licenses/Permits/Fines/Penalties	25,450		25,450
Other Revenues/Use of Money			0
Revenue From Other Agencies	275,738		275,738
Current Services	133,475		133,475
Miscellaneous Revenue	25,000		25,000
Transfers In from Transportation	250,000		250,000
Transfers In From RDA Successor	225,000		225,000
Transfers In From Sewer	125,000		125,000
Transfers In From Water	125,000		125,000
<i>Subtotal</i>	<i>\$2,914,863</i>	<i>\$1,730,200</i>	<i>\$1,184,663</i>
Reserves			\$0
TOTAL GF BUDGET	\$2,914,863	\$1,730,200	\$1,184,663

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	06/22/20
ITEM NUMBER	3 a
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 19, 2020
FROM: Nick Wells, City Manager
SUBJECT: *Access to CDBG COVID-19 Funding, Including Policy Amendment*

ISSUE:

The City of Holtville has been allotted funding under the federal CARES Act through the CDBG program to assist in the response to the COVID-19 epidemic. Utilization of the funding requires multiple procedures to access and expend the funds.

DISCUSSION:

On March 27, 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act (H.R. 748). The bill provided \$5 billion for CDBG Programs to rapidly respond to COVID-19 and the economic and housing impacts caused by the virus. Through the California Department of Housing and Community Development (HCD), the City of Holtville was allocated \$73,628 in Community Development Block Grant - Coronavirus (CDBG-CV) funding.

In order to access the CDBG-CV funds, the City must hold a Public Hearing to amend the City's CDBG Citizen Participation Plan. Additionally, we invite input at the Public Hearing for use of the CDBG-CV funding.

The City's Citizen Participation Plan (CPP) currently requires notification of a public hearing at least ten (10) days prior to the hearing and a thirty (30) day public comment period. In order to expedite the process and provide flexibility, HUD allowed expedited procedures for notification. The waiver allows for no less than five (5) days of notification of a public hearing and five (5) days for public comment periods for any substantial amendment to any existing Action Plan.

Thus, the City's Citizen Participation Plan must also be amended to reflect these waivers. The proposed amended Citizen Participation Plan is being presented as part of this agenda item and attached hereto. The reduction in time for notification of the public hearing and public comments extends to this Citizen Participation Plan amendment hearing as well.

The CDBG-CV funds allocated under the CARES Act may be used for a range of eligible activities that prevent, prepare for, and respond to COVID-19. HUD provided a "Quick Guide" to CDBG eligible activities to support coronavirus and other infectious disease response, which is also attached to this agenda item. The proposed activities must meet one of the three National Objectives as required by CDBG regulations:

- Benefit low-and-moderate income persons.
- Aid in the prevention or elimination of slums or blight, and
- Meet an urgent need.

For the purpose of an expedited use of the CDBG-CV funding, the CARES Act provided additional flexibilities as follows:

- Eliminated the 15 percent cap on the amount of grant funds that can be used for public services activities;
- Removed the requirement to hold in-person public hearings in order to comply with national and local social gathering requirements;
- Allowed grantees to be reimbursed for COVID-19 response activities regardless of the dates the costs were incurred.

It is important to underscore that HUD forbids the duplication of CARES Act funding to any activity. If a proposed activity is receiving funding from another agency via the CARES Act, it is not eligible for CDBG-CV funding through the City of Holtville.

In the notice for this public hearing, the community was provided notification of the available funding and public comments were invited. Direction will be needed from Council on what activities are to be funded.

Pursuant to HUD regulations and current HUD waivers for grant programs and consolidated plan requirements, staff published a 5-day notice of public hearing for this Citizen Participation Plan amendment and will conduct a public comment period from June 22, 2020, to June 27, 2020.

As part of the public hearing notification, the public was also invited to comment on recommendations for the funding. Public comments for the available CDBG-CV funds and Council's allocation recommendations will be included in the Action Plan and will be presented to Council on July 27, 2020.

FISCAL IMPACT:

There is no fiscal impact to the General Fund. The City of Holtville has been allocated \$73,628 in CDBG-CV grant funds from HCD as a result of the CARES Act to prevent, prepare for, and respond to Coronavirus-19 (COVID-19).

ATTACHMENTS:

- Amended Citizen Participation Plan
- Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response

CITY MANAGER RECOMMENDED ACTION:

1. Open Public Hearing for comment on the amended Citizen Participation Plan.
2. Adopt the amended Citizen Participation Plan policy language.
3. Provide staff with potential parameters for utilization of CDBG funds, including City response activities, business assistance and/or community projects.

ALTERNATIVE:

Forego local control of CDBG funding, allowing for the County of Imperial to administer the funds as part of a County pool.

Amended Citizen Participation Plan

CITY OF HOLTVILLE

CITIZEN PARTICIPATION POLICIES & PROCEDURES FOR CDBG PROGRAM

Adopted: April 24, 2017

I. INTRODUCTION

The City of Holtville shall hold the required public hearings and maintain a public information file.

II. CITY'S RESPONSIBILITIES

A. Public Hearings

A public hearing is a public meeting that has been publicly noticed in a local newspaper of general circulation, or noticed in a fashion which otherwise follows local procedures for formal noticing of public hearings. The only public hearings that must be held before the local governing body are hearings where a resolution must be generated. All other public hearings may be conducted by any designated employee or agent of the city or county who is knowledgeable about the program. Hearings are required at the following stages of a CDBG grant:

1. Before Getting a CDBG Grant:
 - a. At project design phase; and
 - b. At application submittal phase.
2. During the Term of a CDBG Contract:
 - a. Before making any program amendments involving more than ten percent (10%) of the total program budget or adding another activity funded by program income.
 - b. Before making any program amendments that constitute a change in policies, standards, or criteria for program implementation.
Examples: changes to rehabilitation program guidelines or changes to economic development plans.
 - c. When adopting or revising a Program Income Reuse Plan.
 - d. Before spending any funds out of a Program Income Fund, where the expenditure has not been previously noticed to the public as part of the Program Income Reuse Plan hearing process.
 - e. At the end of each program year, before submitting the annual Grantee Performance Report.
3. At the end of the CDBG contract term: Before submitting the final Grantee Performance Report and Certificate of Completion, or in the case of a Planning and Technical Assistance grant, before submitting the final product and other closeout documents.

B. Content of Pre-Application Hearings

It is important to fully disclose the following information to the public at the public hearings held prior to submitting the application to the Department.

1. At Project Design Phase:

At least one public hearing must be held during the time when the jurisdiction is deciding for which local project(s) or activity(s) to apply for CDBG funding. It need not be held before the governing body. This hearing should be held far enough in advance of the application due date that citizen input from this hearing may be seriously considered as the governing body seeks to identify the best use of CDBG funds. If you anticipate applying for a special circumstance such as the multi-year funding, this information should be included in this hearing. Residents of the area where CDBG funds will be used should be encouraged to participate. At this hearing, the following information should be offered:

- An explanation of the CDBG program.
- An opportunity for attendees to ask questions and suggest possible uses of funds.
- Information about the amount of funding available, the range of possible activities that may be undertaken with CDBG funds, and the opportunities for citizen involvement as the program progresses.
- Discussion of the national objective of benefit to Targeted Income Group (TIG) persons or other national objective.
- Information about plans to minimize displacement that may occur as a result of grant funding.
- Information that any assessments resulting from a CDBG-funded project will not be paid by members of the lowest Targeted Income Group and whether Targeted Income Group households who benefit from the project must pay any assessments.
- An invitation for written comments and how to submit such comments.
- Information about the availability of technical assistance to groups representing TIG person that request such assistance in developing proposals.

2. Before Submitting an Application for Funding

After the application has been prepared, and before it is submitted to the Department, the jurisdiction must hold a second hearing in front of the governing body. At this time, the same information listed above should be covered. In addition, the jurisdiction should:

- Fully describe the proposed activity(s) in the application.
- Provide information about the amount of funding that is being requested.
- Describe where each activity will be carried out and how it will meet the national objective of benefit to TIG persons.
- Provide information on the estimated time schedule to accomplish the activity.
- Provide opportunity for attendees to comment on the program, subject to the applicant's normal rules governing public hearings.

C. Noticing Requirements

All hearings should be noticed as widely as possible and held at a time and place convenient to the public, with accommodations for persons with disabilities. Where a significant number of non-English persons can reasonably be expected to participate, the notice must be in the appropriate language(s) and provision should be made for interpreters at the hearing. Public notices always should contain the following information:

1. The time and place of the hearing.
2. The availability of a public information file about the CDBG program.
3. An invitation to submit written comments and information about where to direct such comments.

Exception: On March 31, 2020, the United States Department of Housing and Urban Development (HUD) made available certain waivers of Community Planning and Development (CPD) grant program and consolidated plan requirements to prevent the spread of COVID-19 and mitigate economic impacts caused by COVID-19. As part of the waiver, the 10-day minimum for the required public notification is waived for public hearings associated with the response to the growing spread and effects of COVID-19, provided that no less than a 5-day public notice is given for said meetings. The waiver is available through the end of the 2020 program year.

The CPD waivers further allow for the incorporation of ‘virtual Public Hearings’ as a form of opportunity for public participation and comment. The City of Holtville will include information in its public notification about the availability of the virtual participation.

In addition to the information above, specific public hearings require specific information in the public notice.

1. At the Project Design Stage, the Public Notice should contain information about:
 - The amount of CDBG funds available.
 - The kinds of activities that are eligible for funding.
2. At the Application Submittal Stage, the Public Notice should contain information about:
 - The amount of funds being applied for.
 - The kinds of activities that are eligible for funding.
 - A relocation plan, if relocation of residents will be required as a result of the proposed activity.
3. When any changes are made or actions are taken during the term of the grant that have not already been disclosed to the public, the notice should include information about the action being taken.

4. Before submitting the final Grantee Performance Report at the end of the CDBG contract term, the notice should include notice that the accomplishments under the grant will be disclosed.

D. Recordkeeping

The applicant/grantee should keep a record of these public hearings. The record should contain copies of the Public Notices; minutes that document the topics announced in the Notice were discussed at the hearing, and a list of attendees. Attendees are not required to sign a sign-in sheet, but the file should show that a list was made available for sign-in at the start of the hearing. If attendees were present but did not sign or if no one attended, the file should so indicate.

E. Applications Content, Grievances & Complaints

The local governing body has the sole discretion of deciding the contents of an application for funding. Any allegations made by any resident of the community that the procedural or legal requirements of the program are being violated should be thoroughly investigated. Any written complaints and grievances must receive a written response within 15 days where practicable.

F. Public Information File

A file containing information about your CDBG-funded activities should be kept in a location easily accessible by the public (for example, a binder at the public counter). Information to be provided in the public information file is listed in Chapter 7, Accounting and Recordkeeping.

III. SUPPORTING MATERIALS

Sample Public Notices for use at the pre-application hearings may be found at the end of the policy:

**Quick Guide to CDBG Eligible Activities to
Support Coronavirus and
Other Infectious Disease Response**

U.S. Department of Housing & Urban Development

Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response

REVISED April 6, 2020

Grantees should coordinate with local health authorities before undertaking any activity to support state or local pandemic response. Grantees may use Community Development Block Grant (CDBG) funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as the coronavirus.

Examples of Eligible Activities to Support Coronavirus and Other Infectious Disease Response

<i>For more information, refer to applicable sections of the Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).</i>	
Buildings and Improvements, Including Public Facilities	
Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
Assistance to Businesses, including Special Economic Development Assistance	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

Provision of New or Quantifiably Increased Public Services	
<p>Following enactment of the CARES Act¹, the public services cap² has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts.</p> <p><i>See section 105(a)(8) (42 U.S.C. 5305(a)(8)); 24 CFR 570.201(e).</i></p>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.
Planning, Capacity Building, and Technical Assistance	
<p>States only: planning grants and planning only grants.</p> <p><i>See section 105(a)(12).</i></p>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State's 20 percent administration, planning and technical assistance cap.
<p>States only: use a part of to support TA and capacity building.</p> <p><i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i></p>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State's 3 percent administration, planning and technical assistance cap.
<p>Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i></p>	Gather data and develop non-project specific emergency infectious disease response plans.

Planning Considerations

Infectious disease response conditions rapidly evolve and may require changes to the planned use of funds:

- CDBG grantees must amend their Consolidated Annual Action Plan (Con Plan) when there is a change to the allocation priorities or method of distribution of funds; an addition of an activity not described in the plan; or a change to the purpose, scope, location, or beneficiaries of an activity (24 CFR 91.505).
- If the changes meet the criteria for a "substantial amendment" in the grantee's citizen participation plan, the grantee must follow its citizen participation process for amendments (24 CFR 91.105 and 91.115).
- Under the CARES Act, CDBG grantees may amend citizen participation and Con Plans concurrently in order to establish and implement expedited procedures with a comment period of no less than 5-days.

Resources

The Department has technical assistance providers that may be available to assist grantees in their implementation of CDBG funds for activities to prevent or respond to the spread of infectious disease. Please contact your local CPD Field Office Director to request technical assistance from HUD staff or a TA provider.

- Submit your questions to: CPDQuestionsAnswered@hud.gov
- Coronavirus (COVID-19) Information and Resources: <https://www.hud.gov/coronavirus>
- CPD Program Guidance and Training: <https://www.hudexchange.info/program-support/>

¹ On March 27, 2020, President Trump approved the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). The CARES Act makes available \$5 billion in CDBG coronavirus response (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus.

² Section 105(a)(8) of the HCD Act caps public service activities at 15 percent of most CDBG grants. Some grantees have a different percentage cap.

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: June 19, 2020
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

	Meeting Date	<u>06/22/20</u>
	Item Number	<u>5 a</u>
Approvals	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. ***Earlier this week, I participated in a conference call that included California Health and Human Services Secretary Dr. Mark Ghaly. While it was made quite clear that the state is watching Imperial County closely, it is also readily apparent that they have no intention of allowing an early easing of restrictions here. They continue to be concerned about the continual rise in COVID-19 cases locally.***

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. *The paperwork and design process are moving along at present.*

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. *We continue to push the design team.*

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. *A grant application to help fund this project was submitted in early June.*

Trestle Repair – *We received word that our grant application for a Trail extension, which will include utilization of the old railroad trestle is moving forward for consideration. A meeting has been scheduled with the state grant agency for early July to discuss further.*

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. *The guys have been fine tuning sprinklers both there and in Explorer Park this week.*

ADMINISTRATION

BUILDING PERMITS - The City issued **33** 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 2108 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 *next week*.

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 of similar size and composition across Holt from the current construction was presented to Planning Commission this week and was approved.*

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 7/11/20.

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 and *seems to be moving along quickly at present.*

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: 61.6%	Holtville: 68.5%
	California: 62.6%	Imperial: 65.8%
	Imperial County: 54.8%	Brawley: 61.1%
		El Centro: 60.8%
		Calexico: 60.8%

MEETINGS & EVENTS RECENTLY ATTENDED:

- 06/08/20 Management Meeting City Hall
- 06/09/20 Weekly CM/Mayor Update Meeting with County Health Web Conference
re: Recovery Variance Request to Governor
- 06/10/20 CCMA/ICTC Management Meeting Web Conference
- 06/15/20 Management Meeting City Hall
- 06/16/20 IV Business Recovery Task Force Web Conference
- 06/16/20 Meeting with State Health Dept (Mark Ghaly & Dr. Mijic) Web Conference
re: Response to Request to Governor, Change in Status
- 06/17/20 SCAG Aerial Imagery Project Web Conference
- 06/18/20 IV Foreign Trade Zone Zoom Meeting Web Conference

UPCOMING EVENTS:

- 06/22/20 Management Meeting City Hall
- 06/22/20 Holtville City Council Meeting City Hall
- 06/23/20 Weekly CM/Mayor Update Meeting with County Health Web Conference
- 06/24/20 ICTC Commission Meeting Web Conference
- 06/25/20 IVECA Board Meeting TBD
- 06/29/20 Management Meeting City Hall
- 07/04/20 Independence Day Observed (*City Hall Closed*)
- 07/08/20 CCMA/ICTC Management Meeting Web Conference
- 07/08 - 07/13/20 NW Vacation (*Out of Office/State*)
- 07/09/20 IMBA Meeting
- 07/13/20 Holtville City Council Meeting (*Potentially Dark*) City Hall
- 07/20/20 Holtville Planning Commission Meeting City Hall
- 07/23/20 IVECA Board Meeting TBD
- 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 COUNCIL

MEETING DATE:	<u>06/22/20</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 16, 2020
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for May 2020

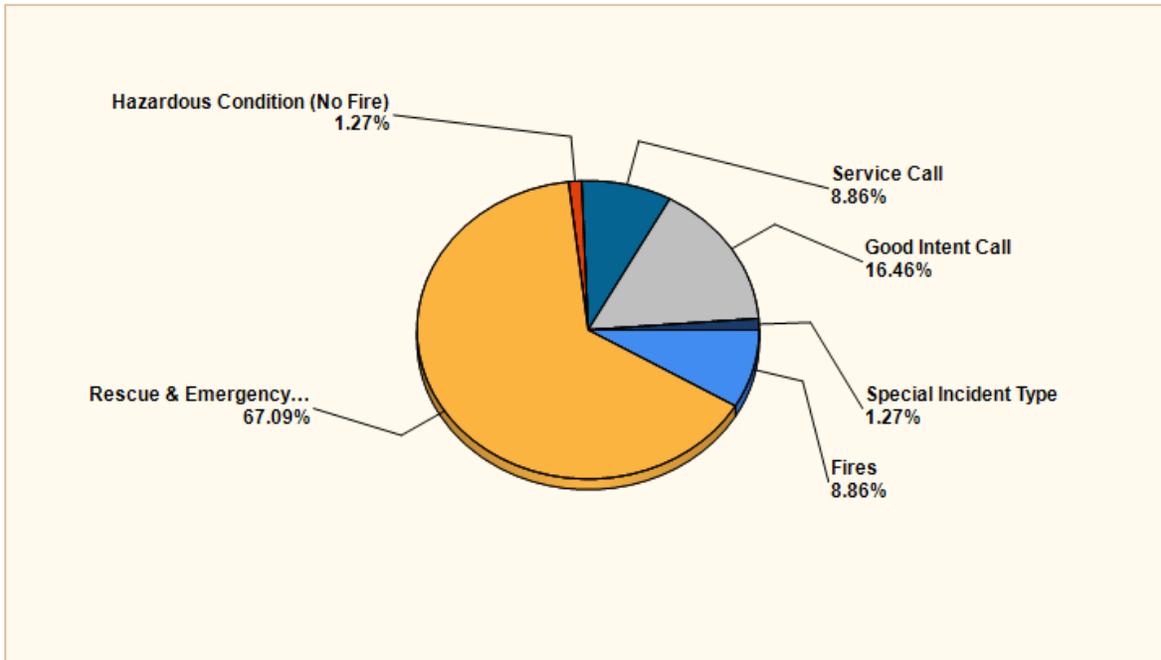
**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS
REQUIRED OF THE CITY COUNCIL.**

During the month of May, HFD continued our diligent efforts to continue providing our services to the community. During the month of May, we had 25 confirmed COVID contacts. Our fire personnel continued protecting themselves and the patients. Raylene continued her nuisance abatement notices. During these trying times I would personally like to thank my fire personnel and ICSO deputies and of course Sgt Patterson, they have stepped up during these times. The following is the monthly report for May 2020.

Emergency calls	82
Training hours	122
Residential inspections	84
Commercial inspections	2

Cordially submitted

Alex Silva
Fire Chief



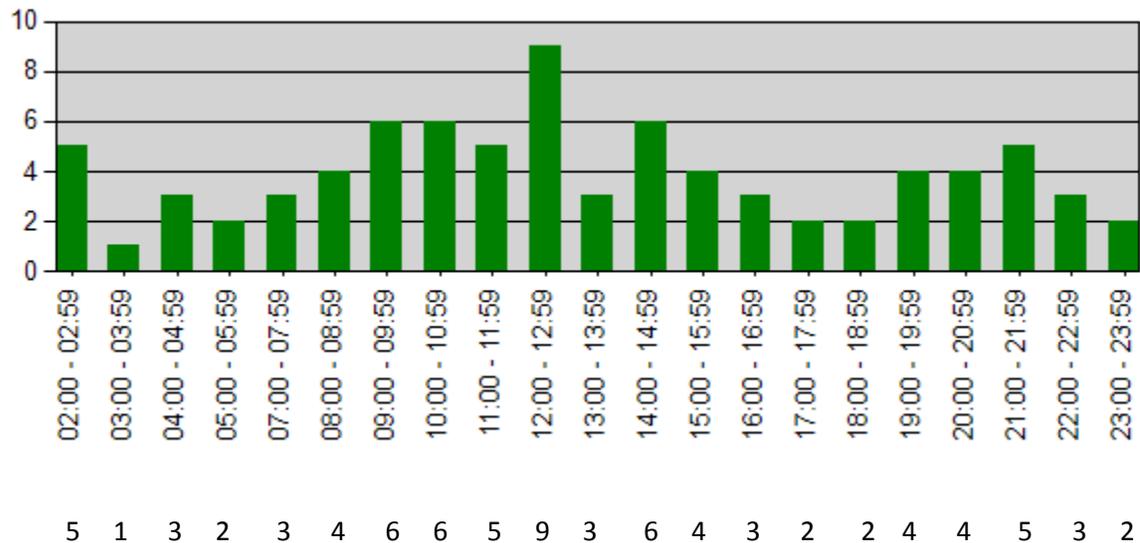
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	8.86%
Rescue & Emergency Medical Service	53	67.09%
Hazardous Condition (No Fire)	1	1.27%
Service Call	7	8.86%
Good Intent Call	13	16.46%
Special Incident Type	1	1.27%
TOTAL	82	103.81%

ACTION TAKEN	# INCIDENTS	PERCENTAGE
11 - Extinguishment by fire service personnel	4	4.88%
12 - Salvage & overhaul	5	6.1%
22 - Rescue, remove from harm	1	1.22%
31 - Provide first aid & check for injuries	3	3.66%
32 - Provide basic life support (BLS)	55	67.07%
46 - Decontaminate persons or equipment	3	3.66%
55 - Establish safe area	3	3.66%
71 - Assist physically disabled	3	3.66%
73 - Provide manpower	1	1.22%
74 - Provide apparatus	1	1.22%
84 - Refer to proper authority	1	1.22%
86 - Investigate	6	7.32%
87 - Investigate fire out on arrival	2	2.44%
93 - Cancelled en route	10	12.2%

TOTAL: 98

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
2	\$1,200,000.00	\$1,000.00	\$1,201,000.00	\$600,500.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2020-349	05/11/2020	111 - Building fire	\$200,000.00	\$0.00	\$200,000.00	16.65%
2020-395	05/30/2020	322 - Motor vehicle accident with injuries	\$1,000,000.00	\$1,000.00	\$1,001,000.00	83.35%



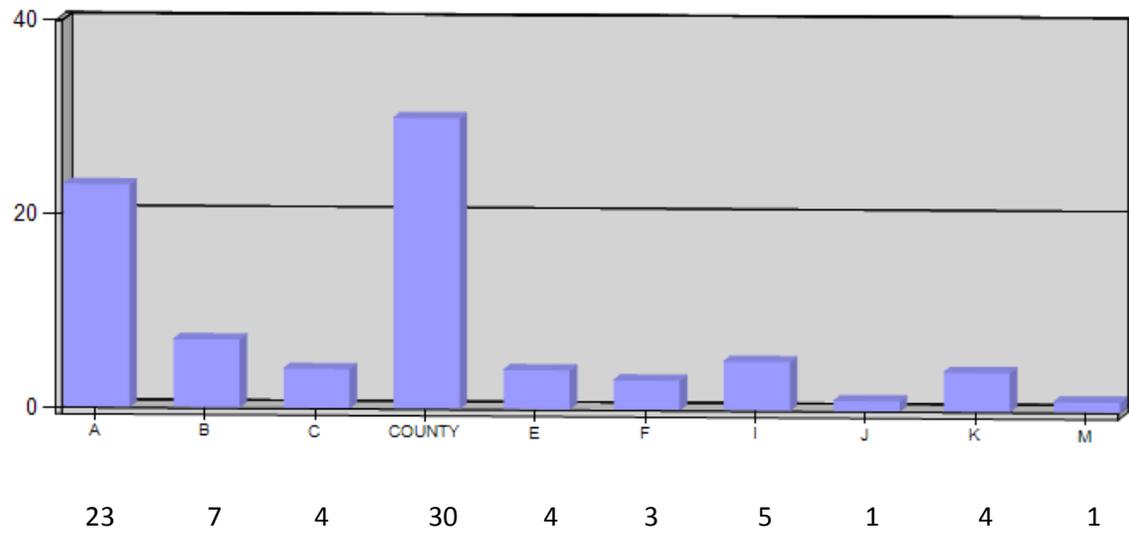
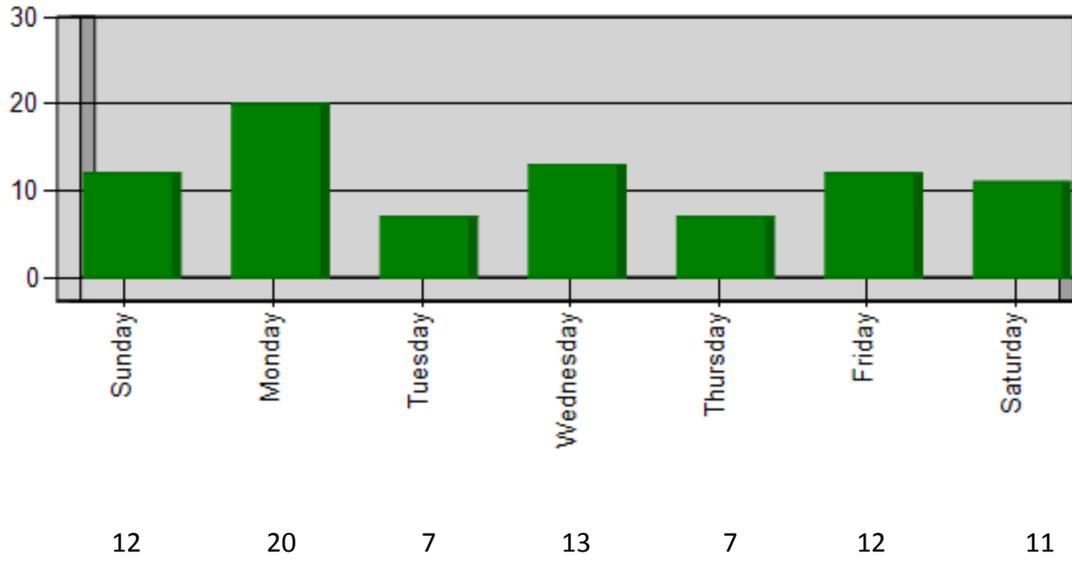
INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	53
FIRE	29
TOTAL	82

TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
2823	0	0	1
3651	1	1	1
3661	24	49	49
TOTAL	25	50	51

PRE-INCIDENT VALUE	LOSSES
\$1,200,000.00	\$1,200,000.00
Walk In Patients	
TOTAL	6

MUTUAL AID	
Aid Type	Total
Aid Given	3

OVERLAPPING CALLS		
# OVERLAPPING	% OVERLAPPING	
10	12.2	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival) City and County response		
Station	EMS	FIRE
Station 1	0:04:00	0:13:40
AVERAGE FOR ALL CALLS		0:06:46
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
AVERAGE FOR ALL CALLS		
AGENCY	AVERAGE TIME ON SCENE (MM:SS)	
Holtville Fire Department	35:12	



City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>06/22/20</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 17th, 2020

FROM: Frank Cornejo
Water/Wastewater Operations Supervisor

SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

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 all operations and maintenance activities carried out at the City's Water/Wastewater treatment facilities during the period between 06/03/2020 to 06/17/20

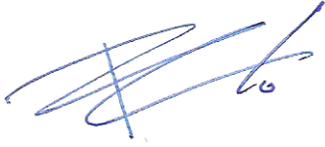
WATER PLANT

- Staff completed repairs and service work on chemical storage room evaporative cooler unit.
- Staff completed annual maintenance and filter vacuum pump units 1 & 2.
- Staff replaced damaged head assembly on filter control main air compressor unit.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

WASTEWATER PLANT

- Staff completed relocation of effluent magnetic flow meter and totalizer at UV station.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to be 'Frank Cornejo', with a stylized flourish at the end.

Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

**City of Holtville
REPORT TO COUNCIL**

DATE ISSUED June 19, 2020
FROM: Public Works Foreman
SUBJECT: Bimonthly Report.

MEETING DATE:	<u>06/22/20</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

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 3 dogs.
- Repaired 6-inch water break in Samaha Park.
- Poured 21 Ft. of sidewalk the Melon Rd. and 6th St.
- Worked on sprinklers at Explorer Park.
- Installed 5 one-inch water meters.
- Installed 15 ¾-inch water meters.

Respectfully Submitted,

Alejandro Chavez
Public Works Foreman
City of Holtville