

AGENDA
SPECIAL MEETING OF THE HOLTVILLE CITY COUNCIL
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA

Monday, June 27, 2016

OPEN SESSION

6:00 PM

James Predmore, Mayor
Mike Goodsell, Mayor Pro Tem
David Bradshaw, Council Member

Richard Layton, Council Member
Ginger Ward, Council Member
George Morris, City Treasurer

Steve Walker, City Attorney
Denise Garcia, City Clerk
Nick Wells, City Manager

THIS IS A PUBLIC MEETING

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

CITY COUNCIL
CLOSED SESSION 5:30 PM

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney
Classified Employees

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation
Evaluation Criteria

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:

(Government Code Section 54956.9(a))

City of Holtville vs. Willowbend Mobile Home Park
Charles Simpson vs. City of Holtville

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:

(Government Code Section 54956.9(b))

Claim against the City by Jimenez

CITY COUNCIL: Meeting Called to Order

PLEDGE OF ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS: Steve Walker, City Attorney

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

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.

1. Approval of the Minutes from the City Council Meeting of June 13, 2016
2. Current Demands # 36181 thru # 36220

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action to Adopt RESOLUTION #16-27** Authorizing the Purchase of an Upgraded Video Surveillance System for the Water Treatment Plant and Public Works Yard
Nick Wells, City Manager
4. **Discussion/Related Action** to Allow the City Manager to Negotiate an Extension to the Infratech Industries Contract to Install Floating Solar Arrays on the City Raw Water Ponds
Nick Wells, City Manager

INFORMATION ONLY:

5. **City Manager Report - Nick Wells**
 - a. Water/Wastewater Supervisor - *Frank Cornejo*
 - b. Public Works Foreman - *Alex Chavez*
6. **Items for future meetings**

7. ADJOURNMENT:

I, Denise Garcia, 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 24, 2016

MEETING DATE:	6-24-16
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE CITY COUNCIL**

June 13, 2016

The Regular Meeting of the Holtville City Council was held on Monday, May 23, 2016 at 5:30 p.m. at the Imperial Palms Hotel & Resort. Council Members present were David Bradshaw, Ginger Ward, Richard Layton, Jim Predmore, and Mike Goodsell. Staff members present were Nick Wells, Denise Garcia, and Alex Silva. City Attorney Steve Walker, City Engineer Jack Holt, City Planner Justina Arce, and George Morris were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 5:35 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 6:04 p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor Predmore. The Star Spangled Banner was sung by Mayor Predmore's daughter, Emily Acosta.

INVOCATION:

Pastor Richard Moore, of Trinity Baptist Church, led the invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk verified that the agenda was duly posted on Friday, June 10, 2016.

EXECUTIVE SESSION ANNOUNCEMENTS:

No action was taken; direction to staff

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957(b 1))

AGENCY NEGOTIATOR: City Manager/City Attorney

Classified Employees

No Reportable Action Taken.

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

Evaluation Criteria

No Reportable Action Taken.

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 549556.9(a))

City of Holtville vs. Willowbend Mobile Home Park

Charles Simpson vs. City of Holtville

No Reportable Action Taken.

PUBLIC COMMENTS:

None

CONSENT AGENDA:

1. Approval of the Regular Minutes of the City Council Meeting of May 23, 2016.

2. Approval of Demands #35103 thru #36180

A motion was made by Ms. Ward and seconded by Mr. Layton to approve items 1 and 2 of the Consent Agenda. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw

NOES: None

ABSENT: Goodsell

ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

Denise Garcia reported that the Summer Swim Season would start on June 18th with public swim and that Swim Lessons would be available again as well.

Richard Layton reported that he attended El Centro Rotary's event at Humble Farmer Brewery in Holtville, the League of Cities Dinner Meeting, the FFA Banquet at Casa Blanca, the Memorial Day event in Holt Park, the Animal Care Committee meeting, as well as a meeting with CR&R.

Ginger Ward reported that she attended an Area Agency on aging meeting, the League of Cities Dinner Meeting, and a meeting with CR&R.

Jim Predmore reported that he attended a SCAG meeting.

Mike Goodsell reported that he attended the League of Cities Dinner meeting, Holtville High School graduation, and that he would be having surgery this week.

David Bradshaw reported that he attended the League of Cities Dinner.

Nick Wells reported that he attended the League of Cities Dinner and a meeting with CR&R.

Steve Walker reported that he provided Ethics Training as required by AB1234 to Council, Staff, and other members of various agencies.

Justina Arce reported that the Wetlands Grants are wrapping up and that ICTC designated funding for 6th Street for the 2016/17 fiscal year. She also reported that the Water Quality Control Board will be covering the cost of the water rate study.

Jack Holt reported that an initial design for the Water Treatment Plan would be ready in a few weeks.

NEW BUSINESS:

3. Discussion/Related Action adopting RESOLUTION #16-24 Approving the Modified Salary Schedule for the 2016-17 Fiscal Year – Nick Wells, City Manager

A motion was made by Ms. Ward and seconded by Mr. Layton to adopt RESOLUTION #16-24 approving the modified salary schedule for the 2016-17 Fiscal Year. The motion carried in the form of a roll call vote.

AYES: Bradshaw, Ward, Predmore, Layton, Goodsell

NOES: None

ABSENT: None

ABSTAIN: None

4. Discussion/Related Action adopting RESOLUTION #16-25 Approving the Memorandum of Understanding between the City of Holtville and Classified Personnel – Nick Wells, City Manager

A motion was made by Mr. Predmore and seconded by Mr. Goodsell to adopt RESOLUTION #16-25 approving the Memorandum of Understanding between the City of Holtville and Classified Personnel. The motion carried in the form of a roll call vote.

AYES: Bradshaw, Ward, Predmore, Layton, Goodsell

NOES: None

ABSENT: None

ABSTAIN: None

5. Discussion/Related Action adopting RESOLUTION #16-26 Adopting the 2016-17 Budget – Hector Orozco, GL Analyst

A motion was made by Mr. Goodsell and seconded by Ms. Ward to adopt RESOLUTION #16-26 to approve the Plan Adoption Agreement with ICMA-RC for employee retirement benefits. The motion carried in the form of a roll call vote.

AYES: Bradshaw, Ward, Predmore, Layton, Goodsell

NOES: None

ABSENT: None

ABSTAIN: None

INFORMATION ONLY:

6. City Manager Report – Nick Wells

- a. Fire Chief – Alex Silva
- b. Police Chief – Robert Benavidez
- c. Water/Wastewater Supervisor – Frank Cornejo
- d. Public Works Foreman – Alex Chavez
- e. Finance – Hector Orozco

7. Items for Future Meetings

8. PRESENTATION:

Mayor Jim Predmore read his State of the City Address to the audience.

9. SPECIAL RECOGNITION:

The Mayor and Council presented framed certificates of appreciation to the following people for their commitment to the Holtville community:

Dora DePaoli- Community Service
Ruth Chambers- Community Service
Jason & Katie Turner, Performance Mechanical
Jack & Jamie Vessey, Vessey & Co
Luis Barajas Turning Point
Walter Britschgi- Community Service
Marcy Bingham -Community Service
Anastasia Miki- Community Service
Holtville Little League -Youth Athletics
Holtville Pop Warner- Youth Athletics
Jeff Magin -Educator
Manuel DeLeon- Public Safety

Recognition was also given to the late City Treasure, Pete Mellinger and Holtville Tribune owner Steve Larson for their dedication to the City of Holtville.

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 7:01 p.m.

James Predmore, Mayor

Denise Garcia, City Clerk

CITY OF HOLTVILLE Monthly Check Register

MEETING DATE:	06/27/16
ITEM NUMBER	2
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

Date : 6/24/2016 11:25:47 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description		
Check Number : 36181		Check Date : 6/14/2016				
Vendor : 2149 ACME STAFFING						
10	73248	6/14/2016	18766	TEMP. EMPLOYEES	Admin	1,352.48
12	73248	6/14/2016	18766	TEMP. EMPLOYEES	PW	1,680.80
Invoice Amount : 3,033.28		Discount Amount : 0.00		Check Amount :		3,033.28
Check Number : 36182		Check Date : 6/14/2016				
Vendor : 8041 AFLAC						
10	73258	6/14/2016	618091	INSURANCE PREMIUM		122.81
Invoice Amount : 122.81		Discount Amount : 0.00		Check Amount :		122.81
Check Number : 36183		Check Date : 6/14/2016				
Vendor : 8016 AT&T MOBILITY						
10	73251	6/14/2016	287231118105	CELL PHONE	Admin	99.10
Invoice Amount : 99.10		Discount Amount : 0.00		Check Amount :		99.10
Check Number : 36184		Check Date : 6/14/2016				
Vendor : 7800 AUTO ZONE COMMERCIAL						
10	73209	6/9/2016	5648165360	DIESEL MOTOR OIL	PW	18.55
Invoice Amount : 18.55		Discount Amount : 0.00		Check Amount :		18.55
Check Number : 36185		Check Date : 6/14/2016				
Vendor : 8166 BOUNDTREE						
10	73200	6/9/2016	82156151	MEDICAL SUPPLIES	FD	282.38
Invoice Amount : 282.38		Discount Amount : 0.00		Check Amount :		282.38
Check Number : 36186		Check Date : 6/14/2016				
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	73198	6/9/2016	16HOLTFDN11	800 MHZ RADIOS	FD	788.33
11	73198	6/9/2016	16HOLTFDN11	800 MHZ RADIOS	PW	59.58
12	73198	6/9/2016	16HOLTFDN11	800 MHZ RADIOS		59.59
Invoice Amount : 907.50		Discount Amount : 0.00		Check Amount :		907.50
Check Number : 36187		Check Date : 6/14/2016				
Vendor : 7932 CR&R INCORPORATED						
10	73256	6/14/2016	MAY 2016	TRASH SERVICE FOR MAY 2016	TRASH	(3,080.56)
13	73256	6/14/2016	MAY 2016	TRASH SERVICE FOR MAY 2016		17,033.69
Invoice Amount : 13,953.13		Discount Amount : 0.00		Check Amount :		13,953.13
Check Number : 36188		Check Date : 6/14/2016				
Vendor : 2208 DC FROST ASSOCIATES, INC.						
11	73195	6/9/2016	9999	PRORATED BALLAST, ELECTRONIC 32	PW	651.24
Invoice Amount : 651.24		Discount Amount : 0.00		Check Amount :		651.24
Check Number : 36189		Check Date : 6/14/2016				
Vendor : 1435 DEL SOL MARKET						
11	73214	6/10/2016	2406	GATORADE FOR PW WATER BREAK	PW	16.20
Invoice Amount : 16.20		Discount Amount : 0.00		Check Amount :		16.20
Check Number : 36190		Check Date : 6/14/2016				
Vendor : 1540 DRAGON'S EXTERMINATOR						
10	73222	6/10/2016	150466	PEST CONTROL SERVICES TO CITY B	PW	200.00
Invoice Amount : 200.00		Discount Amount : 0.00		Check Amount :		200.00
Check Number : 36191		Check Date : 6/14/2016				
Vendor : 1010 ELMS EQUIPMENT RENTALS						
10	73226	6/10/2016	2111144-0001	BLADES FOR HONDA MOWER	PW	70.10
10	73227	6/10/2016	2111145-0001	CHAIN; ROUND FILE BOX		71.66
10	73228	6/10/2016	3111149-0001	CHAIN LOOP		38.56
Invoice Amount : 180.32		Discount Amount : 0.00		Check Amount :		180.32

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/24/2016 11:25:47 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 36192 Check Date : 6/14/2016						
Vendor : 4572 EMPIRE SOUTHWEST						
11	73210	6/9/2016	EMPCO522067	TUBE FOR BACKHOE	PW	30.70
12	73210	6/9/2016	EMPCO522067	TUBE FOR BACKHOE		30.71
Invoice Amount : 61.41		Discount Amount : 0.00		Check Amount :		61.41
Check Number : 36193 Check Date : 6/14/2016						
Vendor : 4662 FERNANDO RUIZ, INC.						
10	73196	6/9/2016	129317	SAFETY CONSULTANT	PW	235.00
11	73196	6/9/2016	129317	SAFETY CONSULTANT		235.00
12	73196	6/9/2016	129317	SAFETY CONSULTANT		235.00
Invoice Amount : 705.00		Discount Amount : 0.00		Check Amount :		705.00
Check Number : 36194 Check Date : 6/14/2016						
Vendor : 8699 GOLDEN WEST INDUSTRIAL SUPPLY						
10	73260	6/14/2016	2075735	LIGHT LED FLARES; ARCTIC WRAP	FD	370.65
Invoice Amount : 370.65		Discount Amount : 0.00		Check Amount :		370.65
Check Number : 36195 Check Date : 6/14/2016						
Vendor : 1471 HD SUPPLY WATERWORKS, LTD						
11	73215	6/10/2016	F579994	COUPLINGS; ADPTS;	PW	482.09
Invoice Amount : 482.09		Discount Amount : 0.00		Check Amount :		482.09
Check Number : 36196 Check Date : 6/14/2016						
Vendor : 1076 HOUR PHOTO						
10	73244	6/14/2016	150545	PLAQUE FOR MANUEL DELEON	COUNCIL	43.20
Invoice Amount : 43.20		Discount Amount : 0.00		Check Amount :		43.20
Check Number : 36197 Check Date : 6/14/2016						
Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.						
10	73252	6/14/2016	5312016-1	SHERIFF SERVICES FOR MAY 2016	SHERIFF	72,931.27
Invoice Amount : 72,931.27		Discount Amount : 0.00		Check Amount :		72,931.27
Check Number : 36198 Check Date : 6/14/2016						
Vendor : 1027 IMPERIAL STORES						
10	73206	6/9/2016	574515	SPRINKLER REPAIR PARTS; SOAKER	PW	14.16
10	73218	6/10/2016	574640	DOOR STOP; LIGHT BULBS		32.51
Invoice Amount : 46.67		Discount Amount : 0.00		Check Amount :		46.67
Check Number : 36199 Check Date : 6/14/2016						
Vendor : 2278 LA BRUCHERIE IRRIGATION SUPPLY						
11	73219	6/10/2016	120431c	CAM LOCK ALUM ADAPTER; BRASS R	PW	95.28
Invoice Amount : 95.28		Discount Amount : 0.00		Check Amount :		95.28
Check Number : 36200 Check Date : 6/14/2016						
Vendor : 2233 LINCOLN EQUIPMENT						
10	73229	6/10/2016	SI29121	CHLORINE FEEDER FOR CITY POOL	PW	256.48
Invoice Amount : 256.48		Discount Amount : 0.00		Check Amount :		256.48
Check Number : 36201 Check Date : 6/14/2016						
Vendor : 8011 NICHOLAS WELLS						
10	73245	6/14/2016	JUNE 2016	SUPPLIES FOR STATE OF THE CITY	COUNCIL ADMIN	61.98
10	73246	6/14/2016	JUNE '16	MILEAGE REIMB. FOR JUNE 2016		137.16
Invoice Amount : 199.14		Discount Amount : 0.00		Check Amount :		199.14
Check Number : 36202 Check Date : 6/14/2016						
Vendor : 7821 PACIFIC HYDROTECH CORP.						
12	73259	6/14/2016	PMT # 9	CONSTRUCTION PAYMENT #9	WWTP	242,904.00
Invoice Amount : 242,904.00		Discount Amount : 0.00		Check Amount :		242,904.00
Check Number : 36203 Check Date : 6/14/2016						
Vendor : 1361 PHOENIX UNIFORM						

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/24/2016 11:25:47 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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10	73199	6/9/2016	954432	WORK BOOT; UNIFORM SHIRT; MOUR			180.27
Invoice Amount : 180.27		Discount Amount : 0.00		Check Amount :		180.27	
Check Number : 36204		Check Date : 6/14/2016					
Vendor : 8723 PILY TABANICO						ADMIN	
11	73257	6/14/2016	508 W. 9TH	WATER DEPOSIT RETURNED			47.69
Invoice Amount : 47.69		Discount Amount : 0.00		Check Amount :		47.69	
Check Number : 36205		Check Date : 6/14/2016					
Vendor : 1127 PREDMORE, ROBERT						PW	
10	73223	6/10/2016	8936 8	WORK BOOT REIMB.			42.62
Invoice Amount : 42.62		Discount Amount : 0.00		Check Amount :		42.62	
Check Number : 36206		Check Date : 6/14/2016					
Vendor : 1176 QUILL CORPORATION							
10	73249	6/14/2016	6046285	OFFICE SUPPLIES			30.98
11	73249	6/14/2016	6046285	OFFICE SUPPLIES		PW	30.98
12	73249	6/14/2016	6046285	OFFICE SUPPLIES		ADMIN	30.99
12	73250	6/14/2016	6158336	TONER CARTRIDGES			393.08
Invoice Amount : 486.03		Discount Amount : 0.00		Check Amount :		486.03	
Check Number : 36207		Check Date : 6/14/2016					
Vendor : 2241 REDDY ICE							
10	73205	6/9/2016	4/30/16	ICE		FD	87.28
Invoice Amount : 87.28		Discount Amount : 0.00		Check Amount :		87.28	
Check Number : 36208		Check Date : 6/14/2016					
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						FD	
10	73201	6/9/2016	11543	REPAIRS TO VEHICLE TAHOE			514.58
Invoice Amount : 514.58		Discount Amount : 0.00		Check Amount :		514.58	
Check Number : 36209		Check Date : 6/14/2016					
Vendor : 1043 SELLERS PETROLEUM							
10	73221	6/10/2016	CL82762	FUEL (PW)		PW	544.73
11	73221	6/10/2016	CL82762	FUEL (PW)			511.36
12	73221	6/10/2016	CL82762	FUEL (PW)		FD	210.48
10	73262	6/14/2016	CL82761	FUEL (FD)			357.95
Invoice Amount : 1,624.52		Discount Amount : 0.00		Check Amount :		1,624.52	
Check Number : 36210		Check Date : 6/14/2016					
Vendor : 7841 SPARKLETTS							
10	73225	6/10/2016	9431538060116	DRINKING WATER		PW	188.16
10	73261	6/14/2016	9439337060116	DRINKING WATER		FD	40.76
Invoice Amount : 228.92		Discount Amount : 0.00		Check Amount :		228.92	
Check Number : 36211		Check Date : 6/14/2016					
Vendor : 1109 SPRINT							
11	73197	6/9/2016	984297987-095	DATA LINE FOR WATER PLANT		PW	34.68
Invoice Amount : 34.68		Discount Amount : 0.00		Check Amount :		34.68	
Check Number : 36212		Check Date : 6/14/2016					
Vendor : 1780 STATE WATER RESOURCES CONTROL BD. OPERATOR CERT.							
12	73193	6/9/2016	WATER 1	CERTIFICATE RENEWAL WATER TRE		PW	55.00
12	73194	6/9/2016	DIST. 1	GRADE 1 DISTRIBUTION JOSE HERR			55.00
Invoice Amount : 110.00		Discount Amount : 0.00		Check Amount :		110.00	
Check Number : 36213		Check Date : 6/14/2016					
Vendor : 2217 SUPERIOR READY MIX CONCRETE							
10	73220	6/10/2016	788859	EXPANSION JOINT; LIMESTONE		PW	194.70
Invoice Amount : 194.70		Discount Amount : 0.00		Check Amount :		194.70	

CITY OF HOLTVILLE

Monthly Check Register

Date : 6/24/2016 11:25:47 AM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 36214 Check Date : 6/14/2016						
Vendor : 1049 UNDERGROUND SERVICE ALERT						PW
10	73216	6/10/2016	520160318	DIG ALERTS		25.50
Invoice Amount : 25.50		Discount Amount : 0.00		Check Amount :		25.50
Check Number : 36215 Check Date : 6/14/2016						
Vendor : 1231 WALKER & DRISKILL						
10	73253	6/14/2016	7341	ATTORNEY FEES (WILLOW BEND)	ADMIN	2,522.04
10	73254	6/14/2016	7361	ATTORNEY FEES (BLACK DOG FAR		110.00
10	73255	6/14/2016	7360	ATTORNEY FEES		1,592.50
Invoice Amount : 4,224.54		Discount Amount : 0.00		Check Amount :		4,224.54
Check Number : 36216 Check Date : 6/14/2016						
Vendor : 1222 WAXIE SANITARY SUPPLY						PW
10	73224	6/10/2016	76010204	GLOVES; TOILET TISSUE		185.75
Invoice Amount : 185.75		Discount Amount : 0.00		Check Amount :		185.75
Check Number : 36217 Check Date : 6/14/2016						
Vendor : 1058 XEROX CORPORATION						
10	73207	6/9/2016	84826426	XEROX COPIER LEASE AND USAGE	FD	115.96
10	73247	6/14/2016	84826427	COPIER LEASE AND USAGE	ADMIN	294.39
11	73247	6/14/2016	84826427	COPIER LEASE AND USAGE		94.39
12	73247	6/14/2016	84826427	COPIER LEASE AND USAGE		94.40
Invoice Amount : 599.14		Discount Amount : 0.00		Check Amount :		599.14
Check Number : 36218 Check Date : 6/16/2016						
Vendor : 8724 IMPERIAL PALMS HOTEL & RESORT						COUNCIL
10	73277	6/16/2016	6/13/16	STATE OF THE CITY EVENT		636.30
Invoice Amount : 636.30		Discount Amount : 0.00		Check Amount :		636.30
Check Number : 36220* Check Date : 6/20/2016						
Vendor : 8725 JOSEPH LECHUGA						PW
11	73445			FINAL CHECK - VACATION PAYOUT		1,182.81
Invoice Amount : 1,182.81		Discount Amount : 0.00		Check Amount :		1,182.81
Total Number of Vendors : 39						
Total Number of Checks Printed : 39						
Total Number of Voided Checks : 0						
Largest Check Amount : 242,904.00						
Total for all Checks Printed : 347,965.03						
Total for Voided Checks : 0.00						
Net Amount of Checks Printed : 347,965.03						

Summary

Fund	Amount
10 GENERAL FUND	81,710.29
11 WATER	3,472.00
12 SEWER	245,749.05
13 TRASH	17,033.69

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	06/27/16
ITEM NUMBER	3
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: June 24, 2016

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 16-27** *Purchase of Video Surveillance & Alarm System for Coverage of the City's Water Treatment Plant and Public Works Yard?*

ISSUE:

Shall the City Council adopt Resolution No. 16-27 authorizing the purchase of a Video Surveillance and Alarm System to cover the City's Water Treatment Plant and Public Works Yard?

DISCUSSION:

A few years ago, at the behest of the Department of Homeland Security, a Vulnerability Assessment of the City's Water facilities was conducted by California Rural Water. The resulting report from that assessment strongly recommended tightened security measures at the Water Treatment Plant. For whatever reason (although the most likely is financial), those recommendations resulted in limited action. Of course, given those recommendations, if an incident does occur that negatively impacts the City's water supply, the backlash could be substantial. State oversight of the Water Plant seems to be leaning toward requiring 24-hour monitoring or staffing as well.

Over the past several years, the City's Public Works Yard has experienced multiple break-ins, which have resulted in the loss of some property, some of which has been recovered, but some not. Also, over the past few weeks, evidence of a break-in at the Raw Water Ponds surfaced that eventually led to the arrest of a citizen that had repeatedly been fishing in those ponds. As these types of incidents become more frequent, the need to respond becomes imperative.

Public Works Foreman Alex Chavez spoke with multiple vendors regarding a video surveillance/ alarm system and received the following quotes:

Sky Security, Inc.	\$13,746.46
Jade Security Systems	\$11,875.25

Chavez sought quotes from multiple additional Imperial Valley vendors, but all were unresponsive.

FISCAL IMPACT:

The selected quote will result in a corresponding expenditure split proportionally between the Water Enterprise and General Funds.

RECOMMENDATION

Staff judged the proposal by Jade Security to be more complete and suited to the City's needs. As you can see, that was the lesser of the two quotes as well. Staff therefore recommends acceptance of the Jade Security Systems quote of \$11,875.25.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 16-27**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE,
CALIFORNIA, AUTHORIZING THE PURCHASE OF ELECTRONIC ALARM AND
VIDEO SURVEILLANCE EQUIPEMENT FOR PROTECTING CITY FACILITIES**

WHEREAS, the City Council of the City of Holtville, California is entrusted with overseeing the security of facilities, employees and facilities in the conduct of municipal operations; and

WHEREAS, the City has been advised by multiple auditing agencies that more stringent security measures are necessary, particularly in the protection of the City water supply at the Water Treatment Plant; and

WHEREAS, repeated burglaries in the Public Works Yard over the past few years necessitates additional protection to that area; and

WHEREAS, multiple area firms were contacted to provide quotations for electronic video surveillance and alarm system equipment; and

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

1. The City Council does authorize the expenditure of General Fund and Water Enterprise funds for the purchase of electronic video surveillance & alarm system equipment at an amount not to exceed \$14,000.
2. The authorization will take effect upon execution of the Resolution by authorized representatives of the City of Holtville.
3. The foregoing is true, correct and adopted.

PASSED, APPROVED, AND ADOPTED by the Holtville City Council at a regular meeting held on the 27th day of June, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

James Predmore, Mayor

I, Denise Garcia, City Clerk of the City of Holtville, California, do hereby certify that the foregoing resolution was duly passed, approved and adopted by the City Council of the City of Holtville, California, at its regular scheduled meeting held on the 27th of June, 2016.

Attest:

Denise Garcia, City Clerk

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>6/27/16</u>
ITEM NUMBER	<u>4</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 24, 2016

FROM: Nick Wells, City Manager

SUBJECT: *Proposed Extension of Performance Period in the Infratech Industries Contract to Construct a Floating Solar Arrays on the City Raw Water Ponds*

ISSUE:

Shall the City Council approve an extension of the Performance Period for the above-mentioned contract?

DISCUSSION:

Over the past two years the City has been working with Infratech Industries regarding the contract to purchase of solar energy relative to the proposed placement of floating solar arrays on the City's raw water ponds. The firm originally intended to provide enough electrical load to satisfy the energy requirements of both pumps at the ponds and at the Water Treatment facility with possibility of expansion to other facilities.

Several plan iterations were submitted to the Building Department and forwarded to the City Engineer for review with continued "issues," primarily with the electrical drawings. After the seventh round of checks, the remaining issues were sufficiently addressed and the plans passed the review. Of course that process took an inordinate amount of time.

Concurrently with the Plan Check process, Infratech was interacting with the IID regarding how the project would integrate with existing power supply. Through that interaction with the IID, it was determined that extension of power to the WTP is currently not feasible, but may become so in time. For that reason, an addendum to the original contract worked out the current Phase I of the installation, which will only provide power to the Raw Water Pond pumps.

Unfortunately, enough time has now elapsed that the Performance Period that was spelled out in the November, 2014, contract has now elapsed. Infratech is requested a one year extension of that time period, which would require negotiation and execution by the City Attorney and City Manager.

FISCAL IMPACT:

There is no fiscal impact.

RECOMMENDATION

Staff recommends that the contract extension be permitted.

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: June 24, 2016
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>06/27/16</u>
Item Number	<u>5</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Tank Rehab – Corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010. Staff obtained multiple bids for repairs and ongoing maintenance, as well as potential solutions to our TTHM issue. A general estimate was given to rehab the tank at \$225k-275k for the resurfacing and \$350k-400k for the aeration (TTHM solution) portion. The City recently applied for funding of these repairs with SRF. The Holt Group was engaged to produce Design/Build specifications so that the project can be considered “designed” for grant purposes.

System Controls – Frank Cornejo obtained an updated estimate from TESCO in 2014 of about \$450k to replace the aged system. Frank had hoped that this project might be put off and the controls might “limp along” for another 18 months while we attack other water issues and staff was able to investigate alternatives and potential funding sources. A recent failure in these controls caused a water break, which has brought this issue back to the “top of the stack” in problems to address. This issue is also addressed on the SRF application. They have subbed out the electrical portion of that work and we have been working with Delta Systems on that portion.

Rate Study – As previously reported to City Council, the profitability of the Water Enterprise is becoming problematic. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, we must explore the possibility of a rate adjustment. Through Sean Sterchi of the State Water Resources Control Board - Division of Drinking Water, ***Rural Community Assistance Corporation worked with the City to produce some preliminary analysis in a no-cost Water Rate Study. Staff will be working with them to amend and refine that information.***

Floating Solar – A contract was signed with Infratech Industries for the installation of a floating solar array on the City Water Ponds for the purpose of producing power for the Water Treatment facility in 2014. Several plan iterations were submitted for review with continued “issues,” primarily with the electrical drawings. After the seventh round of checks, the remaining issues were sufficiently addressed and the plans passed review. Concessions were given by Infratech regarding contract changes necessitated by the current scaled-back size of the project’s first phase. City Staff has also met with an Infratech representative over the past few weeks to finalize an ***Addendum for a time extension, as the performance period of the original contract has expired. Other than that, we are only awaiting a revised Building Permit application to finalize commencement of the project.***

SEWER ENTERPRISE

WWTP Project – The \$15 million project to rehab the City’s Wastewater Treatment Plant, financed by the State Clean Water Revolving Fund along with BECC and the EPA through NADBank, is under

construction by Pacific Hydrotech. Last November, the City's WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16. Most of the excavation and base concrete pouring has been completed and electrical wiring continues. At present, we are trending for an October/November completion of the plant operations, however additional "clean-up" construction activities may stretch into February, 2017. ***Over the past few weeks, representatives from both SRF and BECC have come to town to monitor progress and were impressed with how things have gone so far.***

TRANSPORTATION PROJECTS

Fifth Street & Grape Avenue Pedestrian Roadway Improvement Project – This project essentially adds or improves curb, gutter and sidewalk on the north side of Fifth Street at Grape Avenue, using CMAQ funding coming through ICTC. Development Design & Engineering, Inc. was selected as the RE/CM and Pyramid Construction as the construction contractor. Work has been halted for some time as the construction contractor is at odds with Caltrans over materials submittals. The City recently issued a letter demanding action soon to avoid contracted repercussions on the contractor. A meeting was held at the Caltrans Construction office in Imperial a few weeks ago to hammer out details and get the project restarted. ***The problematic quick-setting concrete has now been sourced, however, the certification of the asphalt has expired, so that is being handled, but not expected to be as long a process.***

Cedar Avenue Sidewalk Improvements Project – Improvements to curb, gutter and sidewalk along the east side of Cedar Avenue between Fourth and Fifth Streets were approved through the CMAQ program. A design engineering contract has been forwarded to Dynamic Consulting for review. ***Unfortunately, delays with this project's procurement have led to loss of funding for construction at this time. We will, however, continue with the Design phase in order to be ready if funding becomes available in the near future.***

Walnut Avenue South Improvements Project – Proposed improvements consist of installation of AC pavement overlay and widening to 50' in width along the length of Walnut Avenue from Fourth to First Street. The ICTC scoring process resulted in the project being awarded 82% of the funds requested through RSTP in the total amount of \$498,000. The construction contract was awarded to Hal Hayes Construction of Riverside and the Resident Engineer/Construction Manager contract awarded to Athalye Consulting Engineers. ***Work began a few weeks ago and is progressing on schedule. We are working through a few "kinks," as both the RE/CM and Construction contractor are unfamiliar to us, however things seem to be progressing as needed.***

PUBLIC WORKS

PARKS

Pete Mellinger Alamo River Trail - The 4th phase of this project, which included trail improvements and bridge installations between the Holtville Skate Park and Earl Walker Park, is now complete. A revision to the planned trail head sign to reflect the name change to the "Pete Mellinger Alamo River Trail" has been installed and looks great. We discussed scheduling a dedication ceremony with the Mellinger family and they have requested a date in early September.

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. We recently met with Jimmy Abatti, the recognized baseball field "guru" in the Imperial Valley, about what needs to be done. Funding is being sought both through grants

and donations. It is hoped that we can move this project forward soon. A new “point person” – Ben Williams – has been appointed by Little League, so that should help the process as well. *A conference call was scheduled for today to continue the process.*

ADMINISTRATION

BUILDING PERMITS - The City has issued **64** building permits during 2016.

Clear Talk Cell Tower – The City was approached last year by Clear Talk Wireless for the purpose of replacing one of the light poles in Samaha Park with a taller pole that would then contain the lights topped by cellular communications equipment. The project has met with informal approval by both the Council and the Planning Commission and is now in the process of completing the requirements for California Environmental Quality Act (CEQA). The proposed lease agreement will be brought to the Council next month.

Holtville Estates – Permits for the remaining 6 homes in the project were pulled last month. As it nears completion, sales have been brisk - at present, only 6 or 7 homes remain to be sold in the development.

Holtville Luxury Apartments – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. I recently met once again with John Hawk, who represents the landowners, about the project. As the Service Area Plan has now been adopted, work will once again begin with the City and LAFCO to propose annexation and development. Although we are awaiting formal submission of project plans by the Melon, LLC group, staff recently met with Mr. Hawk and hopefully he/they are aware of the next steps that need to be taken.

OTHER

Sustainable Communities General Planning Grant – The consultant selected to complete the Plan, Michael Baker International, has been working on gathering data and are currently scheduling some onsite visits to continue their work. The consultants were onsite for a workshop for the Housing Element portion of the plan. A draft of that section has been submitted and comments have been provided by staff. We will continue to provide information to keep the process moving. We have recently checked in with the consultant to insure that work is continuing and expect additional onsite collaboration soon.

Blossom Valley Inn – A Conditional Use Permit Application passed the Planning Commission last month to put the facility into full compliance. It is expected that the facility will soon be under new management and several changes will be forthcoming.

Employee Trivia – *Of the 20 current full-time employees, ¾ grew up in the Imperial Valley – 6 attended Holtville High School. Bob Predmore is the longest-tenured City employee – next month he will have been on staff for 26 years! Tony Antunez with Public Works celebrated his 10 year anniversary with the City last week.*

MEETINGS & EVENTS RECENTLY ATTENDED:

- 06/13/16 Fifth & Grape Project Meeting *Caltrans Construction Office (Imperial)*
- 06/13/16 State of the City Address *Imperial Palms Resort*
- 06/14/16 Management Staff Meeting *City Hall*
- 06/15/16 State Site Visit to WWTP Project *City Hall & WWTP*
- 06/15/16 Monthly Progress Meeting *WWTP Site*
- 06/15/16 Meeting w/ California Consulting *re: Sustainable Communities Grant* *City Hall*
- 06/16/16 Meeting w/ Steve Walker *re: RDA Properties, Zoning Issues* *Walker & Driskill Offices*
- 06/16/16 NW Vacation *Hermosa Beach, CA*
- 06/17/16 NW Vacation *Hermosa Beach, CA*
- 06/20/16 Management Staff Meeting *City Hall*
- 06/21/16 Meeting w/ City Managers *re: IVECA Rebanding Project* *The Courtroom (EC)*
- 06/22/16 Sewer Pretreatment Program Plan Issues Call w/ EPA *Conference Call*
- 06/23/16 Meeting w/ BECC Representatives *re: Outfall Main & WWTP Projects* *Project Sites*
- 06/23/16 IVECA Board Meeting *EC ED Offices*

UPCOMING EVENTS:

- 06/27/16 Management Staff Meeting *City Hall*
- 06/30/16 OEDC Meeting *IC Admin Conference Rooms C/D*
- 07/04/16 Independence Day *City Hall Closed*
- 07/07/16 Holtville CofC Board Meeting *TBD*
- 07/11/16 Holtville City Council Meeting *City Hall*
- 07/13/16 ICTC Management Committee Meeting *City of Calipatria*
- 07/13/16 CCMA Meeting *City of Calipatria*
- 07/14/16 Imperial-Mexicali Binational Alliance Meeting *TBD*
- 07/18/16 Holtville Planning Commission Meeting *City Hall*
- 07/25/16 Holtville City Council Meeting *City Hall*
- 07/27/16 WWTP - Monthly Progress Meeting *WWTP Plant*
- 07/28/16 IVECA Board Meeting *EC ED Offices*
- 08/08/16 Holtville City Council Meeting *City Hall*
- 08/15/16 Holtville Planning Commission Meeting *City Hall*
- 08/22/16 Holtville City Council Meeting *City Hall*

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

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>06/27/16</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER <u></u>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 22, 2016
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, maintenance, and construction activities completed at the City's water & wastewater treatment facilities during the period between 06/08/16 to 06/22/16

Also attached to this report are photos of the current wastewater treatment plant improvements construction work.

Water Treatment Plant:

- **WTP staff completed replacement of faulty underwater lights at Gene Layton Memorial Pool.**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

Waste Water Treatment Plant:

- **WWTP staff completed installation of new Gorman-Rupp T3 grit pump at plant headworks.**
(see photo)
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

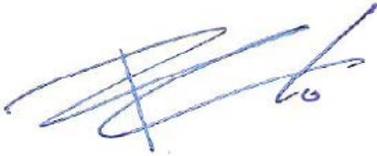
Waste Water Treatment Construction:

- **Pacific Hydro work crews completed installation of concrete reventment around perimeter of Biolac aeration basin.** *(see attached photos)*

Waste Water Treatment Construction (continued) :

- **Pacific Hydro work crews continued installation of effluent piping and valve connections on west side of secondary clarifier structure. *(see attached photos)***
- **Pacific Hydro work crews completed installation of electrical conduit and cable vaults inside main electrical room. *(see attached photos)***

Respectfully Submitted,

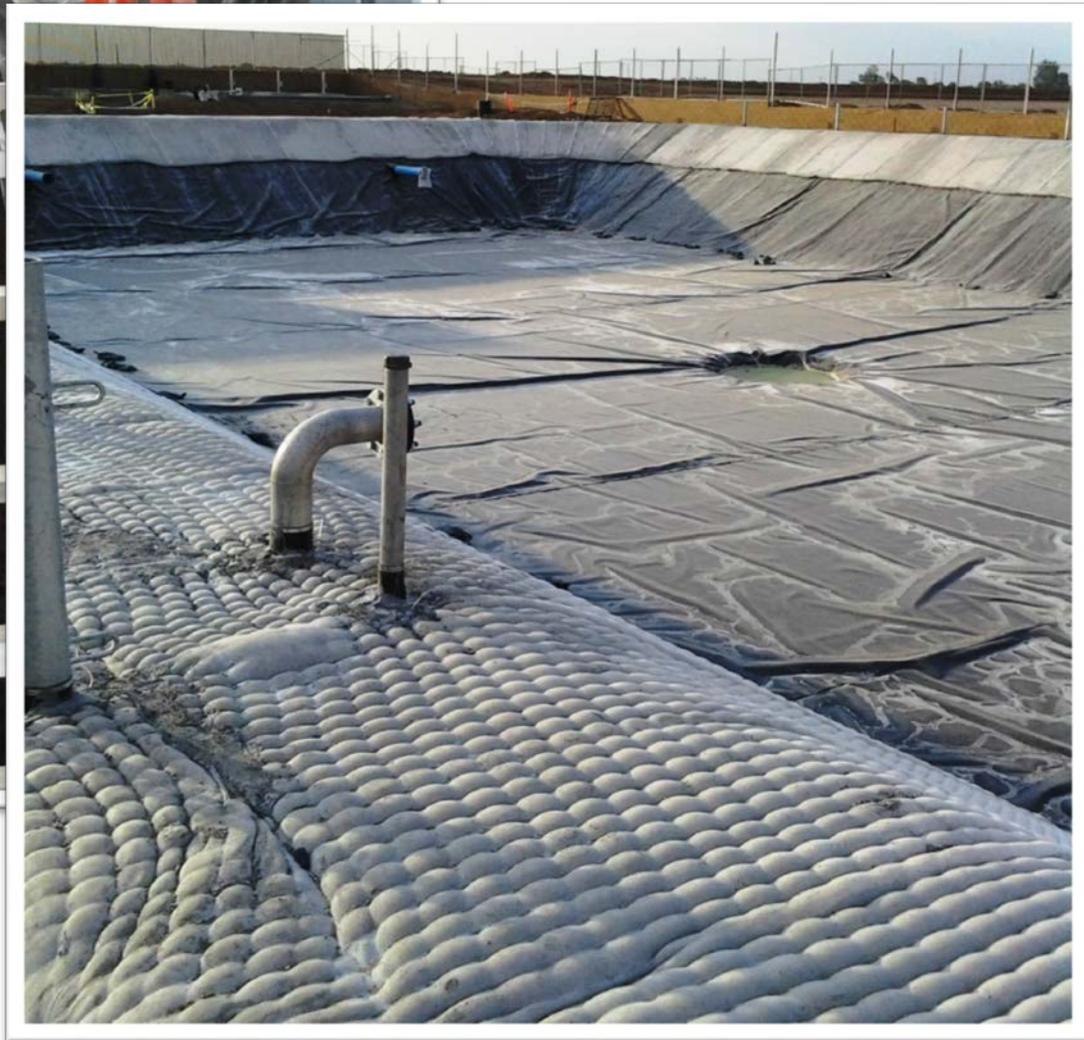
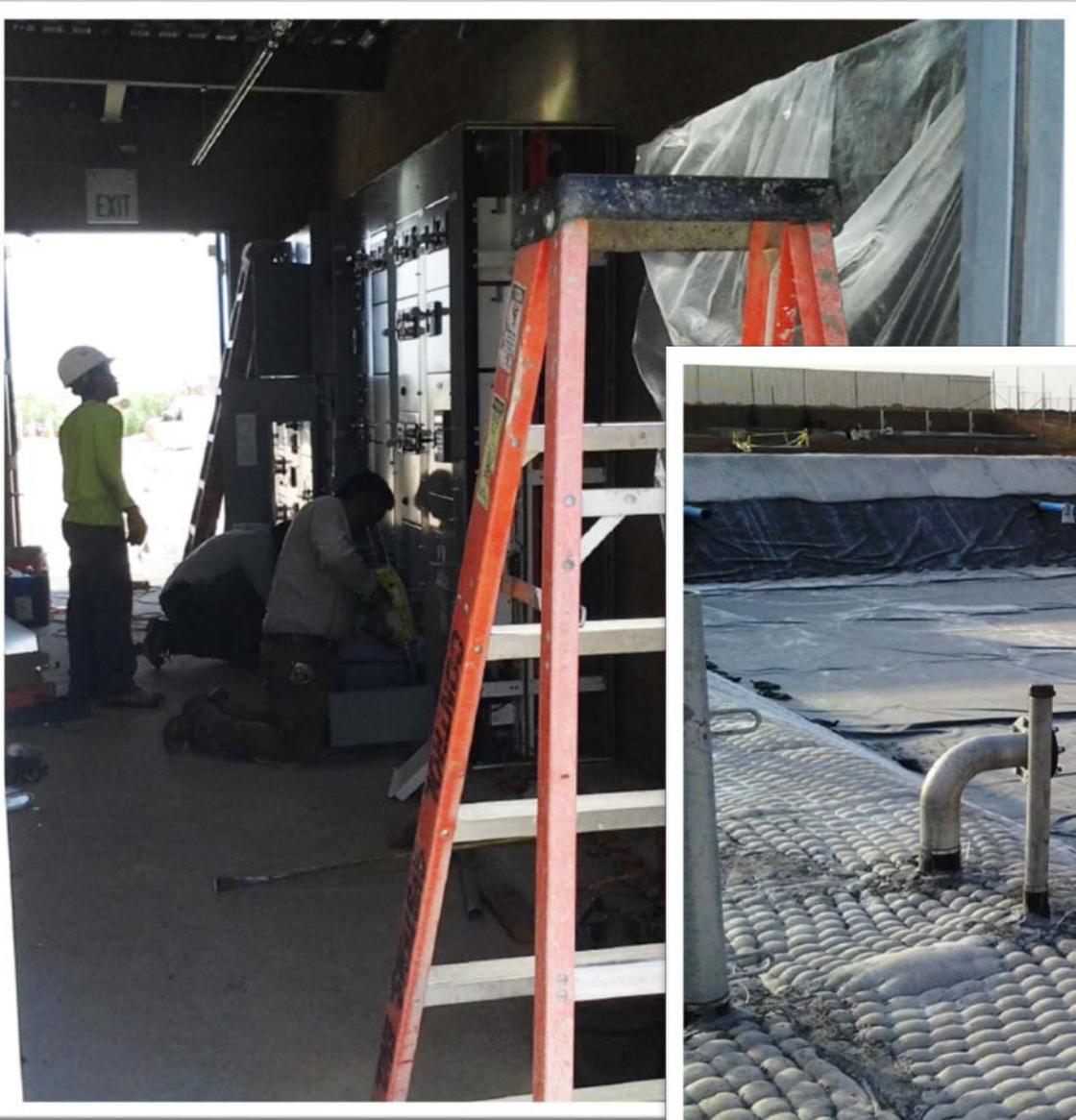
A handwritten signature in blue ink, appearing to read 'Frank Cornejo', with a stylized flourish at the end.

Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

WWTP Construction



WWTP Construction





City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>06/27/16</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: June 23, 2016
FROM: Alex Chavez, Public Works Foreman
SUBJECT: Bi Monthly Report - Public Works

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

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

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Ran main sewer lines in different locations in town.
- Removed fallen tree on the corner of 5th and Pine Ave.
- Caught 1 dog.
- Removed and replaced 83 feet of sidewalk on the 700 Blk. Holt Ave.
- Removed and replaced 10 feet of side walk on the 300 Blk. of 7th St.
- Removed fallen tree at 940 Walnut Ave.

Respectfully Submitted,



Alejandro Chavez
Public Works