

**AGENDA**  
**REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL**  
**121 WEST FIFTH STREET, HOLTVILLE, CALIFORNIA**

November 23, 2015

**OPEN SESSION**

**6:00 PM**

Ginger Ward, Mayor  
Jim Predmore, Mayor Pro Tem  
Mike Goodsell, Council Member  
David Bradshaw, Council Member  
Richard Layton, Council Member

Steve Walker, City Attorney  
Denise Garcia, Interim City Clerk  
Nick Wells, City Manager  
George Morris, City Treasurer

**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 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(b)1)*

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. Black Dog Farms  
City of Holtville vs. Willowbend Mobile Home Park  
Charles Simpson vs. City of Holtville

**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 not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you and when you come to the microphone, please state your name and address for the record. You are not allowed 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 Meeting of November 9, 2015.
2. Current Demands 35344 to 35392.

## **REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:**

### **UNFINISHED BUSINESS:**

3. **Discussion/Related Action** to Consider a Request by the Owner and Resident of 2321 Orange Road to Waive Double Water Rates Charged to Customers Outside the City Limits at the Residence – Nick Wells, City Manager
4. **Discussion/Related Action** to Adopt **RESOLUTION #15-35** Approving an Increase in the City's Annual Contribution to the Imperial Valley Economic Development Corporation – Nick Wells, City Manager

### **NEW BUSINESS:**

**None**

### **INFORMATION ONLY:**

5. City Manager Report – Nick Wells
  - a. Fire Chief – Alex Silva
  - b. Water/Wastewater Supervisor – Frank Cornejo
  - c. Public Works Supervisor – Alex Chavez
  - d. Finance Department – Hector Orozco
6. Items for Future Meetings:

### **ADJOURNMENT:**

I, Denise Garcia, Interim City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall on November 20, 2015.



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

**November 9, 2015**

MEETING DATE:	11/23/15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

The regular meeting of the Holtville City Council was held on Monday, November 9, 2015 at 5:30 p.m. in the Civic Center. Council Members present were Mike Goodsell, Ginger Ward, Richard Layton, David Bradshaw and Jim Predmore. Staff members present were Nick Wells, Denise Garcia and Manuel DeLeon. City Attorney Steve Walker, and were also present. City Planner Justina Arce, City Engineer Jack Holt, and City Treasurer George Morris were absent.

**CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:**

Mayor Ginger Ward called the meeting to order at 5:31 p.m.

**CITY COUNCIL & SUCCESSOR AGENCY OPEN SESSION MEETING CALLED TO ORDER:**

Mayor Ginger Ward called the meeting to order at 6:05 p.m.

**PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mayor Ginger Ward.

**INVOCATION:**

Pastor George Felix, Trinity Baptist Church

**CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

The Interim City Clerk verified that the amended agenda was duly posted on November 6, 2015.

**EXECUTIVE SESSION ANNOUNCEMENTS:**

None

**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 54956.9(a))*

City of Holtville vs. Black Dog Farms

City of Holtville vs. Willowbend Mobile Home Park

Charles Simpson vs. City of Holtville

No Reportable Action Taken.

**PUBLIC COMMENTS:**

None

**SWEARING IN OF CITY CLERK:**

Denise Garcia was sworn in as the new City Clerk by Debbie Jackson, City Clerk of Imperial.

**CONSENT AGENDA:**

- 1. Approval of the Regular Minutes of the City Council Meeting of October 26, 2015.**
- 2. Current Demands #35270 To #35343.**

A motion was made by Mr. Predmore 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, Goodsell, Predmore, Layton, Bradshaw  
NOES: None  
ABSENT: None  
ABSTAIN: None

**REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:**

Richard Layton reported that he attended the League of Cities Dinner.

Jim Predmore reported that attended the League of California Cities Dinner Meeting as well as a SCAG meeting.

Ginger reported that she attended the League of Cities and will also be attending the upcoming Veteran's Day Parade. She reported to Council that there would be a premier party at Cinemark for the new Mockingjay movie coming out.

Mike Goodsell reported that he would be attending the IVEDC dinner banquet, which was also on his birthday. He reported that he attended the League of Cities dinner as well as an Athletic Club Dinner.

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

Steve Walker announced that Council was invited to the Annual Walker Driskill Christmas Party on December 11<sup>th</sup>.

Nick Wells reported briefly that he met with CR&R concerning recycling requirements, attended training put on by Liebert Cassidy Whitmore, and also attended a Holtville Chamber of Commerce meeting.

**UNFINISHED BUSINESS:**

- 3. Discussion/Related Action Regarding the Draft Complete Streets Plan as presented by Alta – Nick Wells, City Manager**  
Discussion Only

**NEW BUSINESS:**

None

**INFORMATION ONLY:**

- 4. City Manager Report – Nick Wells**
  - a. Police Chief – Manuel DeLeon**
  - b. Water/Wastewater Supervisor – Frank Cornejo**
  - c. Public Works Supervisor – Alex Chavez**
  - d. Finance Department – Hector Orozco**

Written reports were provided by the following: City Manager, Water/Wastewater Supervisor, Police Chief, and Public Works Foreman.

**5. Items for Future Meetings**

- a. Reorganization meeting for December 14<sup>th</sup>**
- b. Consideration to Increase the Contribution to I.V.E.D.C.**
- c. Discussion Regarding the SCAG Econ Summit set for January 7<sup>th</sup>.**

There being no further business to come before Council, Mayor Ward adjourned the meeting at 7:02 p.m.

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Virginia Ward, Mayor

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Denise Garcia, Interim City Clerk



**CITY OF HOLTVILLE**  
**Monthly Check Register**

MEETING DATE:	Page : 11/23/15
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

Date : 11/19/2015 3:31:45 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
<b>Check Number : 35344      Check Date : 11/16/2015</b>						
<b>Vendor : 2149 ACME STAFFING</b>						
10	70148	11/13/2015	18396	TEMP. SERVICES	Admin	1,232.64
12	70148	11/13/2015	18396	TEMP. SERVICES	PW	1,680.80
<b>Invoice Amount : 2,913.44</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>2,913.44</b>
<b>Check Number : 35345      Check Date : 11/16/2015</b>						
<b>Vendor : 1157 ACME STAFFING - YUMA</b>						
11	70128	11/13/2015	110215	DRUG SCREENING FOR TEMP. AT WA	PW	47.00
<b>Invoice Amount : 47.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>47.00</b>
<b>Check Number : 35346      Check Date : 11/16/2015</b>						
<b>Vendor : 8041 AFLAC</b>						
10	70149	11/13/2015	607385	INSURANCE PREMIUM	Admin	122.81
<b>Invoice Amount : 122.81</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>122.81</b>
<b>Check Number : 35347      Check Date : 11/16/2015</b>						
<b>Vendor : 7985 ALEJANDRO CHAVEZ</b>						
11	70140	11/13/2015	2015 BACKFLOW	ACCOMODATIONS; PER DIEM FOR BA	PW	249.19
11	70144	11/13/2015	8053	WIPER BLADES		14.12
12	70144	11/13/2015	8053	WIPER BLADES		14.13
<b>Invoice Amount : 277.44</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>277.44</b>
<b>Check Number : 35348      Check Date : 11/16/2015</b>						
<b>Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES</b>						
12	70077	11/10/2015	7006429436	CONTINENTAL 3BKCONGAG HOSE	PW	898.24
<b>Invoice Amount : 898.24</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>898.24</b>
<b>Check Number : 35349      Check Date : 11/16/2015</b>						
<b>Vendor : 1105 CHEVRON</b>						
10	70054	11/9/2015	OCT. 2015	FUEL    FD	FD	77.02
<b>Invoice Amount : 77.02</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>77.02</b>
<b>Check Number : 35350      Check Date : 11/16/2015</b>						
<b>Vendor : 2320 COUNTY MOTOR PARTS</b>						
10	70055	11/9/2015	197443	BATTERY    FD		434.14
11	70084	11/10/2015	197298	PTEX THRD/LCK RED		30.99
12	70085	11/10/2015	197159	REPAIR PARTS FOR SEWER FLUSHER		10.67
12	70086	11/10/2015	197161	LIGHTS FOR SEWER FLUSHER		4.60
12	70087	11/10/2015	196868	REPAIR PARTS FOR GENERATOR		116.58
11	70094	11/12/2015	195898	WRENCHES		96.16
11	70099	11/12/2015	196746	HEAVY DUTY ANTIFREEZE		10.79
12	70099	11/12/2015	196746	HEAVY DUTY ANTIFREEZE		10.79
11	70104	11/12/2015	197348	BATTERY		31.75
12	70104	11/12/2015	197348	BATTERY		31.75
10	70105	11/12/2015	196057	BATTERY		118.90
11	70106	11/12/2015	197414	BOOSTER CABLE		43.19
12	70106	11/12/2015	197414	BOOSTER CABLE		43.20
10	70107	11/12/2015	197382	ADAPTER CABLE; CARABINER		32.96
11	70119	11/12/2015	197037	WINDSHIELD FLUID		13.00
10	70137	11/13/2015	196336	ALUM SPINNER		16.19
<b>Invoice Amount : 1,045.66</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>1,045.66</b>
<b>Check Number : 35351      Check Date : 11/16/2015</b>						
<b>Vendor : 1349 COUNTY OF IMPERIAL</b>						
22	70158	11/13/2015	16-14	2ND QUARTER DISTRIBUTION OF COS	Admin	740.63
<b>Invoice Amount : 740.63</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>740.63</b>

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 11/19/2015 3:31:45 PM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
<b>Check Number : 35352      Check Date : 11/16/2015</b>						
<b>Vendor : 1907 COUNTY OF SAN DIEGO, RCS</b>						
10	70081	11/10/2015	16HOLTFDN04	800 MHZ RADIOS	FD	760.83
11	70081	11/10/2015	16HOLTFDN04	800 MHZ RADIOS	PW	73.33
12	70081	11/10/2015	16HOLTFDN04	800 MHZ RADIOS		73.34
<b>Invoice Amount : 907.50</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>907.50</b>
<b>Check Number : 35353      Check Date : 11/16/2015</b>						
<b>Vendor : 2208 DC FROST ASSOCIATES, INC.</b>						
12	70078	11/10/2015	9454	UV LIGHTS; SLEEVES; SEAL	PW	14,153.76
<b>Invoice Amount : 14,153.76</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>14,153.76</b>
<b>Check Number : 35354      Check Date : 11/16/2015</b>						
<b>Vendor : 1845 DEPT OF JUSTICE</b>						
10	70133	11/13/2015	130486	FINGERPRINT APPLICATIONS (FD)	PW	32.00
<b>Invoice Amount : 32.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>32.00</b>
<b>Check Number : 35355      Check Date : 11/16/2015</b>						
<b>Vendor : 8689 DESERT TECHNOLOGIES</b>						
10	70095	11/12/2015	9399	REPAIRS TO CAMERA AT CITY YARD	PW	90.00
<b>Invoice Amount : 90.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>90.00</b>
<b>Check Number : 35356      Check Date : 11/16/2015</b>						
<b>Vendor : 4572 EMPIRE SOUTHWEST</b>						
11	70069	11/10/2015	0374129	PERFORM SYSTEM INSPECTION WT		320.00
12	70071	11/10/2015	374125	PERFORM FULL SYSTEM INSPECTION		215.00
11	70072	11/10/2015	0374127	INSPECT TRANSFER SWITCH W		220.00
11	70073	11/10/2015	374128	PERFORM FULL SYSTEM INSPECTION		360.00
12	70074	11/10/2015	374126	INSPECT TRANSFER SWITCH W	PW	145.00
12	70075	11/10/2015	374124	PERFORM FULL SYSTEM INSPECTION		215.00
10	70124	11/13/2015	2371550	REPAIRS TO BOBCAT		1,556.22
11	70124	11/13/2015	2371550	REPAIRS TO BOBCAT		1,556.22
12	70124	11/13/2015	2371550	REPAIRS TO BOBCAT		1,556.22
12	70125	11/13/2015	3736386	REPAIRS TO SEWER JETTER		361.77
<b>Invoice Amount : 6,505.43</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>6,505.43</b>
<b>Check Number : 35357      Check Date : 11/16/2015</b>						
<b>Vendor : 4559 FASTENAL</b>						
11	70118	11/12/2015	CAEL 172947	USS F/W 1 1/2; 3/4 USS F/WZ	PW	11.01
<b>Invoice Amount : 11.01</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>11.01</b>
<b>Check Number : 35358      Check Date : 11/16/2015</b>						
<b>Vendor : 4662 FERNANDO RUIZ, INC.</b>						
10	70082	11/10/2015	126789	SAFTEY TRAINING		235.00
11	70082	11/10/2015	126789	SAFTEY TRAINING	PW	235.00
12	70082	11/10/2015	126789	SAFTEY TRAINING		235.00
<b>Invoice Amount : 705.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>705.00</b>
<b>Check Number : 35359      Check Date : 11/16/2015</b>						
<b>Vendor : 1471 HD SUPPLY WATERWORKS, LTD</b>						
11	70113	11/12/2015	E624531	CLAMP		248.09
11	70114	11/12/2015	E659148	2 BLIND FLANGE	PW	58.32
11	70115	11/12/2015	E685116	BACKFLOW VALVE		290.81
<b>Invoice Amount : 597.22</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>597.22</b>
<b>Check Number : 35360      Check Date : 11/16/2015</b>						
<b>Vendor : 1019 HOLTVILLE TRIBUNE</b>						
10	70143	11/13/2015	8039	LEGAL AD FOR PUBLIC HEARING FOR	Planning	315.00
<b>Invoice Amount : 315.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		<b>315.00</b>

## CITY OF HOLTVILLE

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
<b>Check Number : 35361      Check Date : 11/16/2015</b>						
<b>Vendor : 1153 I.V. REGIONAL OCCUPATIONAL PROGRAM</b>						
10	70135	11/13/2015	11/2/15	FINGERPRINT ROLLING FEES OCT. 2015	FD	25.00
<b>Invoice Amount : 25.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		25.00
<b>Check Number : 35362      Check Date : 11/16/2015</b>						
<b>Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.</b>						
10	70160	11/13/2015	103115-1	SHERIFF'S SERVICE FOR OCTOBER 2	Sheriff	84,052.32
<b>Invoice Amount : 84,052.32</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		84,052.32
<b>Check Number : 35363      Check Date : 11/16/2015</b>						
<b>Vendor : 1026 IMPERIAL IRRIGATION DISTRICT</b>						
10	70177	11/9/2015	NOV. 2015	ELECTRICITY	Admin	4,894.66
11	70177	11/9/2015	NOV. 2015	ELECTRICITY		7,986.19
12	70177	11/9/2015	NOV. 2015	ELECTRICITY		4,981.31
10	70178	11/9/2015	NOV. 15	ELECTRICITY PARKS		1,713.78
<b>Invoice Amount : 19,575.94</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		19,575.94
<b>Check Number : 35364      Check Date : 11/16/2015</b>						
<b>Vendor : 2137 IMPERIAL IRRIGATION DISTRICT (WATER)</b>						
11	70146	11/13/2015	NOV. 2015	RAW WATER CHARGES	PW	4,842.00
<b>Invoice Amount : 4,842.00</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		4,842.00
<b>Check Number : 35365      Check Date : 11/16/2015</b>						
<b>Vendor : 1199 IMPERIAL PRINTERS</b>						
10	70052	11/9/2015	86828	SCHOOL MAP POSTERS	FD	172.26
<b>Invoice Amount : 172.26</b>		<b>Discount Amount : 0.00</b>		<b>Check Amount :</b>		172.26
<b>Check Number : 35366      Check Date : 11/16/2015</b>						
<b>Vendor : 1027 IMPERIAL STORES</b>						
10	70056	11/9/2015	563558	PAINT		32.14
10	70057	11/9/2015	563559	HAND HELD SPREADER		17.59
10	70058	11/9/2015	563550	STEER MANURE		4.02
10	70059	11/9/2015	563783	SWEEPER NOZZLE; BRASS SHUT OFF		11.51
10	70060	11/9/2015	563781	VEHICLE CLEANING SUPPLIES		24.31
10	70061	11/9/2015	563588	FLAG; CABLE TIES		19.19
10	70062	11/9/2015	563597	PVC; PVC PIPE; ELEC TAPE; EYE BOL		23.82
10	70064	11/10/2015	563592	ARMOR ALL	FD	6.25
10	70067	11/10/2015	563650	CLOTHES SOAP		18.99
10	70083	11/10/2015	562609	CONCRETE MIX		169.24
11	70089	11/12/2015	561846	PVC; ADPT; CONNECTORS; REPAIR P		33.03
10	70090	11/12/2015	561219	CLEANING SUPPLIES FOR DOG POUN		10.02
10	70091	11/12/2015	561245	SCRAPER BLADE		2.85
10	70092	11/12/2015	561652	FLEX CPL; P-TRAP		11.39
11	70093	11/12/2015	561786	SPRAY PAINT; FLAP DISC		16.33
12	70093	11/12/2015	561786	SPRAY PAINT; FLAP DISC		16.34
10	70096	11/12/2015	563020	PVC COUPLING; COUPLING; PVC		21.47
10	70097	11/12/2015	562814	RYE GRASS SEED		33.69
10	70098	11/12/2015	562883	TRIMMER BLADES		16.46
10	70101	11/12/2015	562169	SPRINKLER TOOL KIT; HOSE END; DRIP		21.27
10	70102	11/12/2015	562325	COUPLING; ADAPTER; SPRINKLER; TU		61.27
10	70103	11/12/2015	562328	PVC PIPE; COUPLING; ADAPTER		7.93
10	70109	11/12/2015	563209	LOCK AND KEY		28.70
10	70110	11/12/2015	563059	SPRINKLER REPAIR PARTS		70.26
10	70111	11/12/2015	563088	SWIVEL BOLT SNAP		9.26
10	70116	11/12/2015	563192	RYE GRASS; PINE SOL		523.23

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 11/19/2015 3:31:45 PM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	70122	11/13/2015	562535	BOARD UP BROKEN/DAMAGED DOOR		76.24
11	70123	11/13/2015	563013	PIPE INSULATION		2.34
11	70127	11/13/2015	563047	LED UPGRADE		18.69
11	70129	11/13/2015	561134	PAINT BRUSHES		3.60
11	70130	11/13/2015	561115	BATTERIES; METAL TRAY		26.48
11	70131	11/13/2015	563568	LOCK FOR BACKFLOW		28.88
<b>Invoice Amount</b>		: 1,366.79	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 1,366.79
<b>Check Number</b>		: 35367	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB				
12	70076	11/10/2015	7762	LAB ANALYSIS	PW	198.00
<b>Invoice Amount</b>		: 198.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 198.00
<b>Check Number</b>		: 35368	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 8147 IMPERIAL VALLEY FIRE CHIEF'S ASSOC.				
10	70050	11/9/2015	ALEX SILVA	ANNUAL MEMBERSHIP FOR 2015-16	FD	50.00
<b>Invoice Amount</b>		: 50.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 50.00
<b>Check Number</b>		: 35369	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 7747 IVEDC				
10	70156	11/13/2015	13665	TABLE FOR 11TH ANNUAL DINNER	Council	1,000.00
<b>Invoice Amount</b>		: 1,000.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 1,000.00
<b>Check Number</b>		: 35370	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 2303 J&S AG SUPPLIES				
12	70121	11/13/2015	305608	WD40; JACK REPAIRS TO SEWER FL	PW	93.81
<b>Invoice Amount</b>		: 93.81	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 93.81
<b>Check Number</b>		: 35371	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 8690 JO ANN ESPINOZA-BREEZE				
10	70150	11/13/2015	2007	INTERPRETING AT TRAIL (BLACK D	Black Dog	250.00
<b>Invoice Amount</b>		: 250.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 250.00
<b>Check Number</b>		: 35372	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 2278 LA BRUCHERIE IRRIGATION SUPPLY				
10	70100	11/12/2015	109709c	JUMBO BOX W/COVER; DRIPPERLINE;	PW	169.52
10	70126	11/13/2015	110258c	COPPER UNION;PUMP HOSE; COUPLIN		111.97
<b>Invoice Amount</b>		: 281.49	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 281.49
<b>Check Number</b>		: 35373	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 8341 LABOR COMPLIANCE CONSULTANTS OF SO CALIFORNIA				
22	70157	11/13/2015	253	LABOR COMPLIANCE ACTIVITIES FOR	Alamo River	68.00
<b>Invoice Amount</b>		: 68.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 68.00
<b>Check Number</b>		: 35374	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 1507 LAFCO				
10	70147	11/13/2015	COH1015	ADMIN. AND PROFESSIONAL REVIEW O	Planning	1,457.12
<b>Invoice Amount</b>		: 1,457.12	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 1,457.12
<b>Check Number</b>		: 35375	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 4619 LUIS M. ESTRADA				
12	70080	11/10/2015	1064	REPAIRS TO BACKHOE WWTP	PW	225.00
<b>Invoice Amount</b>		: 225.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 225.00
<b>Check Number</b>		: 35376	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 8023 MIRAMAR COLLEGE				
10	70049	11/9/2015	ALEX SILVA	FIRE COMMAND 1C I ZONE FIREFIGHTI	FD	147.00
<b>Invoice Amount</b>		: 147.00	<b>Discount Amount</b>		: 0.00	<b>Check Amount</b> : 147.00
<b>Check Number</b>		: 35377	<b>Check Date</b>		: 11/16/2015	
<b>Vendor</b>		: 8011 NICHOLAS WELLS				
10	70179	11/16/2015	MILEAGE NOV. 20	MILEAGE FOR OCT/NOV. 2015	Admin.	111.84

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 11/19/2015 3:31:45 PM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Invoice Amount : 111.84		Discount Amount : 0.00		Check Amount : 111.84		
Check Number : 35378		Check Date : 11/16/2015				
Vendor : 1718 OROZCO, HECTOR						
11	70141	11/13/2015	BACKFLOW TRAINI	PER DIEM FOR BACKFLOW TRAINING	PW	85.00
Invoice Amount : 85.00		Discount Amount : 0.00		Check Amount : 85.00		
Check Number : 35379		Check Date : 11/16/2015				
Vendor : 4595 PACIFIC SPORTS						
10	70138	11/13/2015	747	UNIFORM T SHIRTS (FD)	FD	103.68
Invoice Amount : 103.68		Discount Amount : 0.00		Check Amount : 103.68		
Check Number : 35380		Check Date : 11/16/2015				
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	70159	11/13/2015	NOV. 2015	POSTAGE	/Admin.	125.20
11	70159	11/13/2015	NOV. 2015	POSTAGE		692.40
12	70159	11/13/2015	NOV. 2015	POSTAGE		692.40
Invoice Amount : 1,510.00		Discount Amount : 0.00		Check Amount : 1,510.00		
Check Number : 35381		Check Date : 11/16/2015				
Vendor : 1176 QUILL CORPORATION						
11	70088	11/12/2015	8495035	INK CARTRIDGES		47.51
12	70088	11/12/2015	8495035	INK CARTRIDGES	Admin.	47.51
11	70112	11/12/2015	8701599	INK CARTRIDGES		29.24
12	70112	11/12/2015	8701599	INK CARTRIDGES		29.24
Invoice Amount : 153.50		Discount Amount : 0.00		Check Amount : 153.50		
Check Number : 35382		Check Date : 11/16/2015				
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						
11	70108	11/12/2015	11234	REPAIRS TO VEHICLE PW		13.50
12	70108	11/12/2015	11234	REPAIRS TO VEHICLE PW	PW	13.50
12	70117	11/12/2015	11229	REPAIRS TO VEHICLE		112.00
Invoice Amount : 139.00		Discount Amount : 0.00		Check Amount : 139.00		
Check Number : 35383		Check Date : 11/16/2015				
Vendor : 1043 SELLERS PETROLEUM						
10	70139	11/13/2015	CL78450	FUEL (FD)	FD	588.88
Invoice Amount : 588.88		Discount Amount : 0.00		Check Amount : 588.88		
Check Number : 35384		Check Date : 11/16/2015				
Vendor : 7841 SPARKLETT'S						
10	70136	11/13/2015	Nov. 2015	DRINKING WATER	FD	53.00
Invoice Amount : 53.00		Discount Amount : 0.00		Check Amount : 53.00		
Check Number : 35385		Check Date : 11/16/2015				
Vendor : 1109 SPRINT						
11	70079	11/10/2015	NOV. 2019	DATA LINE FOR WTP	PW	24.59
Invoice Amount : 24.59		Discount Amount : 0.00		Check Amount : 24.59		
Check Number : 35386		Check Date : 11/16/2015				
Vendor : 1419 STAPLES CREDIT						
10	70068	11/10/2015	29162	OFFICE CHAIRS (FD)	FD	297.77
Invoice Amount : 297.77		Discount Amount : 0.00		Check Amount : 297.77		
Check Number : 35387		Check Date : 11/16/2015				
Vendor : 1775 SWRCB						
12	70132	11/13/2015	WD-0109561	ANNUAL PERMIT FEE FOR WWTP	PW	5,099.00
Invoice Amount : 5,099.00		Discount Amount : 0.00		Check Amount : 5,099.00		
Check Number : 35388		Check Date : 11/16/2015				
Vendor : 1633 TACO SHOP						
10	70142	11/13/2015	828613	FOOD FOR LUNCH MEETINGS	Admin.	142.82

## CITY OF HOLTVILLE

### Monthly Check Register

Date : 11/19/2015 3:31:45 PM

User Name : Lee Ann

Calendar Month/Year : &lt;ALL&gt; &lt;ALL&gt;

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	70145	11/13/2015	828610	FIRE DEPT. FOOD AFTER HOTSPRINGS		63.33
<b>Invoice Amount</b> : 206.15		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		206.15
<b>Check Number</b> : 35389		<b>Check Date</b> : 11/16/2015				
<b>Vendor</b> : 2524 VALLEY TESTING						
10	70134	11/13/2015	26132	PRE EMPLOYMENT DRUG TESTING	FD	42.00
<b>Invoice Amount</b> : 42.00		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		42.00
<b>Check Number</b> : 35390		<b>Check Date</b> : 11/16/2015				
<b>Vendor</b> : 1231 WALKER & DRISKILL						
10	70151	11/13/2015	6984	ATTORNEY FEES (WILLOW BEND)		67.50
10	70153	11/13/2015	6965	ATTORNEY FEES (ADMINSURE)		62.50
10	70154	11/13/2015	6950	ATTORNEY FEES		1,037.50
10	70155	11/13/2015	6945	ATTORNEY FEES (BLACKDOG FAR		3,190.00
<b>Invoice Amount</b> : 4,357.50		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		4,357.50
<b>Check Number</b> : 35391		<b>Check Date</b> : 11/16/2015				
<b>Vendor</b> : 1058 XEROX CORPORATION						
10	70053	11/9/2015	082026456	COPIER LEASE AND USAGE	FD	117.07
<b>Invoice Amount</b> : 117.07		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		117.07
<b>Check Number</b> : 35392		<b>Check Date</b> : 11/17/2015				
<b>Vendor</b> : 8319 ASCE						
10	70183	11/17/2015	11/18/15	ASCE-APWA IMPERIAL VALLEY JOIN	Admin.	20.00
12	70183	11/17/2015	11/18/15	ASCE-APWA IMPERIAL VALLEY JOIN		40.00
<b>Invoice Amount</b> : 60.00		<b>Discount Amount</b> : 0.00		<b>Check Amount</b> :		60.00

<b>Total Number of Vendors</b>	:	49	:	0.00
<b>Total Number of Checks Printed</b>	:	49		
<b>Total Number of Voided Checks</b>	:	0		
<b>Largest Check Amount</b>	:	84,052.32		
<b>Total for all Checks Printed</b>	:	156,192.87		
<b>Total for Voided Checks</b>	:	0.00		
<b>Net Amount of Checks Printed</b>	:	156,192.87		

#### Summary

Fund	Amount
10 GENERAL FUND	106,311.53
11 WATER	17,758.75
12 SEWER	31,313.96
22 LOCAL TRANSPORTATION FUND - TDA	808.63

**City of Holtville**  
**REPORT TO COUNCIL**

**DATE ISSUED:** November 23, 2015  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *Request for Relief from Double Water Rates for a Resident Outside the City Limits*

Meeting Date	<u>11/23/15</u>
Item Number	<u>3</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

**ISSUE:**

Shall the City Council consider a residents request to waive the standard double water rates for his residence outside the City limits at the request of the owner?

**DISCUSSION**

James Horn of 2321 Orange Road lives just outside the City limits and is charged the standard corresponding base and excess consumption rates for water service, which equates to twice the rate charged to residents within the City limits. Mr. Horn has used a large amount of water of the past few months and has correspondingly experienced larger than normal bills.

Mr. Horn contends that somehow the length of time that his residence has been connected to City water qualifies him for a reduced rate. He also erroneously cited negotiations for an easement in relation to the Orange alley upgrade in association with the Outfall Main Project should have resulted in lower rates. In his case, an easement was neither required nor secured – merely a Right of Entry to replace the lateral service lines on his property (*Attachment A*).

**FISCAL IMPACT:**

Loss of some Water (and UUT) revenue going forward. Attached is a breakdown from the past two years of the water amount (*Attachment B*). Additionally, it should be expected that additional users would make similar requests, resulting additional similar losses.

**CONCLUSION & RECOMMENDATION**

Staff recommends denial of his request.

**ALTERNATIVES**

Grant the request (requiring a resolution at a future meeting), deny the request by taking no action or provide direction to staff to proceed in another manner.

*Attachment A*

**AGREEMENT ON RIGHT OF ENTRY  
CITY OF HOLTVILLE/Property Owner**

THIS RIGHT OF ENTRY AGREEMENT ("Agreement") is entered on \_\_\_\_\_, by the City of Holtville, a municipal corporation of the State of California, and James William Jr Horn, owner of the real property situated in the City of Holtville, County of Imperial, State of California, which is also known as APN 045-440-048.

In consideration of the benefits accruing to Owner and/or in the interest of the public health, safety, and welfare, Owner grants to City, its agents and employees, the right to enter upon Owner's property for the following purposes: Installation of a Water Service Pipeline and/or Sanitary Sewer Lateral, which will connect the existing water service pipeline/sanitary sewer lateral extending from the residence to the newly installed Water and Sewer Mains located within the alley adjacent to the property.

Pursuant to this Agreement, right of entry is granted by Owner to City on the condition that City hold Owner harmless and indemnify Owner for any personal injuries or property damage arising out of City's entry and/or use of the property subject to this Agreement in the manner provided for herein.

Pursuant to this Agreement, right of entry shall terminate on December 31, 2013, or at such time as City no longer has any need to enter upon or use the property subject to this Agreement for the purposes provided for herein, whichever first occurs. Upon such termination, City will return the property subject to this Agreement to Owner in as near as practicable to its original condition, taking into consideration the nature of the purpose for which the right of entry was granted. The City agrees to bear all cost associated with returning the Owner's property in as near as practicable to its original condition.

IN WITNESS WHEREOF, City and Owner have executed this Agreement on the date first set forth above.

OWNER:



By:

APPROVED AS TO FORM:

  
Steve Walker, City Attorney

CITY OF HOLTVILLE

\_\_\_\_\_  
Alex Meyerhoff, City Manager

APPROVED AS TO CONTENT:

\_\_\_\_\_

*Attachment B*

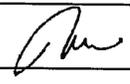
**CITY OF HOLTVILLE  
UTILITY USAGE CALCULATIONS**

**J Horn Water Usage/Billing**

	<b>Meter Reading (Gallons)</b>	<b>Usage (Gallons)</b>		<b>Charge</b>	<b>Rural Upcharge</b>		
					<b>Base</b>	<b>Excess</b>	<b>Total</b>
<b>OLD METER</b>	10/02/13	4,523,000					
	11/01/13	4,542,000	19,000	12/4 \$189.93	\$45.83	\$9.16	<b>\$54.99</b>
	12/03/13	4,551,000	9,000	1/2 151.43	45.83		<b>45.83</b>
	12/30/13	4,556,000	5,000	2/3 151.43	45.83		<b>45.83</b>
	01/30/14	4,564,000	8,000	3/3 151.43	45.83		<b>45.83</b>
	03/04/14	4,579,000	15,000	4/1 151.43	45.83	\$0.00	<b>45.83</b>
	04/01/14	4,594,000	15,000	5/1 151.43	45.83	\$0.00	<b>45.83</b>
	04/02/14	4,595,000	1,000				
<b>NEW METER</b>	05/01/14	20,000	21,000	6/2 \$209.17	\$45.83	\$13.74	<b>\$59.57</b>
	06/02/14	40,000	20,000	7/1 199.55	45.83	\$11.45	<b>57.28</b>
	07/01/14	54,000	14,000	8/1 151.43	45.83		<b>45.83</b>
	07/30/14	77,000	23,000	9/2 228.42	45.83	18.32	<b>64.15</b>
	09/02/14	100,000	23,000	10/1 228.42	45.83	18.32	<b>64.15</b>
	10/01/14	116,000	16,000	11/3 161.06	45.83	2.29	<b>48.12</b>
	10/30/14	141,000	25,000	12/2 247.67	45.83	22.90	<b>68.73</b>
	12/02/14	164,000	23,000	1/5 228.42	45.83	18.32	<b>64.15</b>
	12/31/14	168,000	4,000	2/2 151.43	45.83		<b>45.83</b>
	02/02/15	178,000	10,000	3/3 151.43	45.83		<b>45.83</b>
	03/03/15	192,000	14,000	4/1 151.43	45.83		<b>45.83</b>
	03/31/15	206,000	14,000	5/1 151.43	45.83		<b>45.83</b>
	04/30/15	222,000	16,000	6/1 161.06	45.83	2.29	<b>48.12</b>
	06/01/15	251,000	29,000	7/1 286.16	45.83	32.06	<b>77.89</b>
	06/30/15	285,000	34,000	8/3 334.28	45.83	43.51	<b>89.34</b>
	07/29/15	317,000	32,000	9/1 315.03	45.83	38.93	<b>84.76</b>
	08/31/15	348,000	31,000	10/1 305.40	45.83	36.64	<b>82.47</b>
10/01/15	368,000	20,000	11/2 199.55	45.83	11.45	<b>57.28</b>	
<b>Average Monthly Savings</b>							<b>57.47</b>

**Excess Usage Charge:** \$4.581 per every 1,000 gallons  
over 15,000 gallons (doubled outside City limits)

**City of Holtville**  
**REPORT TO COUNCIL**

Meeting Date	<u>11/23/15</u>
Item Number	<u>4</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

**DATE ISSUED:** November 23, 2015  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** Resolution No. 15-35 *Raising the City's Contribution to the Imperial Valley Economic Development Corporation*

**ISSUE**

Shall the City Council adopt Resolution No. 15-35 raising the City's contribution to the Imperial Valley Economic Development Corporation from the 2015-16 budget amount of \$1,000 to \$2,500?

**DISCUSSION**

The City has supported the efforts of IVEDC for many years at a minimal level. In the past few years, we have worked more closely with the organization, including on the Imperial Regional Detention Facility partnership with Management Training Corporation and the Immigration and Customs Enforcement Agency. That project alone has brought the City approximately \$163,000 to date (*see Attachment A*). Additionally, the City has worked with IVEDC on the Infratech Solar project and developing commercial projects. Finally, IVEDC has been at the forefront of many projects that benefit the entire Imperial Valley region and continue to find new avenues to develop commerce in the region.

A request was recently made by a City Councilman to double the City's contribution from the current budgeted level of \$1,000. Upon investigation of the IVEDC website, the next level of sponsorship is the "Silver" level of \$2,500, which seemed a logical jump (*see Attachment B*). Obviously the Council can elect a lower number if they so choose.

**FISCAL IMPACT**

An additional expenditure to the General Fund.

**RECOMMENDATION**

Staff recommends that the resolution be adopted at the \$2,500 level to become "Silver" level sponsor.

**ALTERNATIVE**

Adopt the Resolution as presented, revise the amount or do nothing and stay at the current \$1,000 contribution.

*Attachment A*

**CITY OF HOLTVILLE  
IV Regional Detention Center Receipts**

<u>Month</u>	<u>Year</u>	<u>Rct Date</u>	<u>FY 2014- 2015</u>	<u>FY 2015- 2016</u>	<u>Total Rcts</u>
September	2014	02/26	\$2,160		<b>\$2,160</b>
October	2014	02/26	14,880		<b>17,040</b>
November	2014	02/26	14,400		<b>31,440</b>
December	2014	02/26	14,880		<b>46,320</b>
January	2015	02/26	14,880		<b>61,200</b>
February	2015	04/22	13,440		<b>74,640</b>
March	2015	04/22	14,880		<b>89,520</b>
April	2015	05/19	14,400		<b>103,920</b>
May	2015	07/15	14,880		<b>118,800</b>
June	2015	09/18	14,400		<b>133,200</b>
July	2015	09/18		14,880	<b>148,080</b>
August	2015	09/21		14,880	<b>162,960</b>
September	2015				<b>162,960</b>
October	2015				<b>162,960</b>
<b>Total Receipts</b>			<b>\$133,200</b>	<b>\$29,760</b>	

## Attachment B



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## INVESTOR CENTER

### Interested in becoming an IVEDC Investor?

You can become part of a private/public partnership to diversify and expand the economy of the Imperial Valley region. Over the next five to ten years, the region will continue to experience a renaissance of growth in the residential, retail and industrial sectors. We invite you to play an active role in this unprecedented time for the region. The following is a brief description of benefits for each investment category:

#### [Investor Handbook](#)

Provides roles and responsibilities for investors and IVEDC staff, lead protocol, investor benefits and communication plan and policy.

#### [Investor Contact Information Sheet](#)

#### **\$1,000 Bronze**

- Receive incoming Leads
- Listing with Link and Bio on ivedc.com
- Listing in Annual Publication
- Quarterly Email Newsletter
- Demographic Information
- Recognition at Annual Dinner
- Committee Participation Opportunities
- Investment in Imperial Valley
- Participation in Corporate Events
- Opportunities to attend tradeshows

#### **\$2,500 Silver**

- Existing Bronze Benefits
- Free Advertising Opportunities on IVEDC'S Weekly Newsletter

#### **\$5,000 Gold**

- Existing Silver & Bronze Benefits
- Distinctive recognition on special list published for IVEDC events
- Identification badges at IVEDC events

#### **\$10,000 Platinum**

- Existing Gold, Silver & Bronze Benefits
- Seat on Executive Committee
- Seat on IVEDC Board of Directors

#### **\$25,000 Diamond**

- Existing Platinum, Gold, Silver & Bronze Benefits
- Special Recognition at all IVEDC events
- Business Logo advertized on IVEDC website

**RESOLUTION NO. 15-35**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING THE ANNUAL CONTRIBUTION TO THE IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION**

**WHEREAS**, the City of Holtville has been a contributing sponsor of the Imperial Valley Economic Development Corporation for the past several years; and

**WHEREAS**, the City has benefitted from the support of IVEDC and resulting business relationships; and

**WHEREAS**, the City wishes to continue and strengthen the tie with IVEDC and further relationship development; and

**WHEREAS**, the City has had considerable return on past investment with IVEDC primarily in its partnership with Management Training Corporation and the Immigration and Customs Enforcement Agency; and

**WHEREAS**, the City desires to assist IVEDC in future endeavors that benefit both Holtville and the Imperial Valley Region;

**NOW THEREFORE, BE IT RESOLVED:**

- 1) That the City of Holtville commits two thousand, five hundred dollars (\$2,500) in sponsorship funds to Imperial Valley Economic Development Corporation as a "Silver" level sponsor.
- 2) That this amount will be remitted to IVEDC as soon as possible.
- 3) That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Holtville, California, this 23<sup>rd</sup> day of November, 2015

\_\_\_\_\_  
Virginia Ward, Mayor

ATTEST:

I, Denise Garcia, City Clerk of the City of Holtville, California, DO HEREBY CERTIFY, that the foregoing Resolution was duly passed, approved and adopted at a regular meeting of the City Council of the City of Holtville, California, on the 23<sup>rd</sup> day of November, 2015.

\_\_\_\_\_  
Denise Garcia, City Clerk

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** November 23, 2015  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Approvals	Meeting Date	<u>11/23/15</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 and potential funding sources. 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 was recently made aware of the potential for funding from BECC for the tank coating and an application has been submitted for that portion of the necessary repairs. As a condition of the recent renewal of the City’s Water Treatment permit, we are now required to submit a Tank Maintenance Program, which will impact this issue. *The proposal to BECC received some preliminary staff support, so a more formal application and RFP for repairs has been prepared for resubmittal.*

**System Controls** – Frank Cornejo obtained an updated estimate from TESCO last year 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. City staff recently had a conference call with SRF staff regarding funding this issue. We are following up and will be reporting to Council soon.

**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. Five plan iterations have been submitted to the Building Department and forwarded to the City Engineer for review with continued issues on the electrical drawings. A conference was held last month at DD&E (Infratech’s consultant) involving the project’s electrical engineer, the City Engineer, several IID staffers and City Manager to address questions regarding the electrical drawings. It is believed that the remaining issues have been clarified and *revised plans were submitted last week.*

#### SEWER ENTERPRISE

**WWTP Project** – The \$15 million project to rehab the City’s Wastewater Treatment Plant, financed through the State Clean Water Revolving Fund along with BECC and the EPA through NADBank, is under construction by Pacific Hydrotech. Weekly meetings have not produced any major issues.

*In 2013, the WWTP’s Cease & Desist Order (and corresponding deadline for completing this project) had been extended to 12/31/15, a date that became completely unattainable many months ago when funding issues delayed the start of construction . Last Thursday, Jack Holt and Frank Cornejo attended the Regional Board hearing on the issue and spoke on the City’s behalf for an extension. The Board accepted the request and their staff’s recommendation, extending the deadline to 12/31/16, which should give ample time for completion.*

## 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. The pre-construction conference was held several weeks ago and the Caltrans permits were procured. Work is expected to begin in the next few weeks after Caltrans completes submittal reviews.

**Sixth Street Pavement Improvements** – In response to informal discussions with City Council, resurfacing and pavement improvements have been proposed on Sixth Street from Holt Avenue to Melon Avenue if funding becomes available. An application to ICTC for RSTP funding for this project in response to the recent Caltrans Call for Projects was submitted and *scored 3<sup>rd</sup> in the list of proposed projects Countywide by the ICTC Technical Advisory Committee. Last week this project was recommended for funding by that committee.*

**Ninth Street Pear Canal Undergrounding to Olive Avenue Project** – Over the past several years the Pear Canal dirt ditch along the north side of Ninth Street has all but been eliminated. The last project section from Cedar to Palm left only a small length of a couple hundred feet to Olive Avenue. Beyond that point, the canal is concrete lined. An application to ICTC for both RSTP and CMAQ funding for this project in response to the recent Caltrans Call for Projects has been submitted. Last month the CMAQ portion of this project passed the Technical Advisory Committee scoring portion with a recommendation for funding. *The RSTP portion of this project scored 2<sup>nd</sup> in the list of proposed projects Countywide by the ICTC Technical Advisory Committee. Last week the RSTP portion of the project was also recommended for funding by that committee.*

**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. An RFP for a design engineer is currently being developed.

**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.

Environmental documents and a Federal ID Packet were submitted to Caltrans in April, 2015, with a finance number assigned that month. Administration staff is in the process of clearing right-of-way issues and has contacted all utility agencies. It is anticipated that a Caltrans ROW Certification will be obtained no later than next month and procurement can begin.

**Complete Streets Project** –This project, funded by an Environmental Justice Grant through the Department of Transportation is intended to review and recommend improvement to all forms of mobility in the City. A variety of workshops and community input led to several interesting preliminary recommendations, so we are awaiting the consultant’s final report. They have been discussing the possibility of getting Caltrans to allow for amenities to help slow traffic as it enters town from the east on 115. They feel as if they have gotten some traction with Caltrans on a level over the District 11 management, which they were anxious to include in a report to the City that they now expect to finalize soon. A draft report was provided for staff and Council review. *The resulting comments will be combined with comments from Caltrans and submitted to the consultant next week.*

## PUBLIC WORKS

### PARKS

**Pete Mellinger Alamo River Trail** - The fourth phase of this project, which included trail improvements and bridge installations between the Holtville Skate Park and Earl Walker Park, is basically complete. The City Council recently voted to rename this project the “Pete Mellinger Alamo River Trail.” A revision to the planned trail head sign was prepared and will be produced, which will complete this phase of the project.

The City received notice through the State Parks Department that additional funding had become available for, among other things, pedestrian trails. The Holt Group submitted an application and although there was not enough additional funding awarded to fund the amenities that were cut from the last phase of the project, the City was awarded a sizeable sum to offset some past project overruns (i.e. the bridge installation).

*The specifications for the redesigned trailhead sign have been submitted, but there has been some difficulty finding a vendor to do the etching of the metal sign. I consulted with the contractor last week and hopefully the project is being pushed along so that the sign can be completed and a dedication ceremony can be held in the near future.*

**BMX Park** - City staff began a few months ago to lay out a basic BMX track in the dirt pit adjacent to the new Skate Park. At this point, it will be a pretty simple “bare bones” facility, but it is hoped that grant funds can be found to develop it in coming years. Work has been temporarily halted until the weather is a bit more hospitable and proper signage is procured to avoid any liability issues.

A recent suggestion by the Public Works Department proposed to utilize this area for a soccer field instead. Alternatives are currently being explored to that end. *The size of the basin may preclude this use, but we are continuing discussion.*

## ADMINISTRATION

**BUILDING PERMITS** - The City has issued **106** building permits during 2015.

**Holtville Estates** - Eight homes have been sold and occupied of the original 10 constructed. One remains under contract, with the final house being held back as the model home. They have begun work on the third phase of 7 additional homes, with 6 sold to date. The first of those homes are expected to be completed in mid-December and the phase complete by mid-January. With 6 lots on hold in Phase IV, they currently plan to stay in construction through the completion of the subdivision.

**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. At present, we are awaiting formal submission of project plans by the Melon, LLC group.

## OTHER

**Sustainable Communities General Plan 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. *A workshop for the Housing Element portion has been scheduled for Wednesday, December 9, 2015, at the Civic Center.*

**Black Dog Trestle Fire Matter** – As everyone is well aware, the lawsuit trial over the fire started by Black Dog that damaged the old railroad trestle recently concluded. Although the \$665,588 was less than we sought, it is considerably more than as offered to settle. A subsequent settlement offer for a lesser amount in lieu of a potential appeal by Black Dog was rejected by Council and *we are waiting another few weeks for that appeal or their time window to expire.* At some point, we will begin the process of “bridging” the funding gap that remains to get the structure repaired.

**2nd Annual Veteran’s Day Parade** – *The event was held as scheduled on Wednesday, 11/11. Turnout was similar to last year, but more activity was made available in Holt Park after the parade. As with last year, we continue to learn and we hope the event continues to grow.*

**MEETINGS & EVENTS RECENTLY ATTENDED:**

- 11/09/15 Meeting with CR&R / IVRMA Representatives *City Hall*
- 11/10/15 Management Staff Meeting *City Hall*
- 11/10/15 Veteran's Day Parade Committee *City Hall*
- 11/10/15 IV Foreign Trade Zone JPA Committee *EC ED Offices*
- 11/11/15 2nd Annual Veteran's Day Parade *Fifth Street/Holt Park*
- 11/16/15 Auditors Onsite *City Hall*
- 11/16/15 Management Staff Meeting *City Hall*
- 11/16/15 Holtville Planning Commission Meeting *City Hall*
- 11/19/15 RSTP Project Scoring *ICTC Offices (EC)*
- 11/19/15 Regional Board Meeting *re: C&D Ext - F Cornejo Attended* *Palm Desert*
- 11/19/15 ICTC Technical Advisory Committee *ICTC Offices (EC)*
- 11/19/15 IVEDC Annual Dinner *Casa Blanca (Born Home-Holtville)*
- 11/20/15 Veteran's Day Parade Committee Wrapup *City Hall*

**UPCOMING EVENTS:**

- 11/21/15 Imperial Market Days *City of Imperial*
- 11/21/15 Green & Gold Hall of Fame Gala *Barbara Worth Country Club*
- 11/23/15 Management Staff Meeting *City Hall*
- 11/23/15 Holtville City Council Meeting *City Hall*
- 11/24/15 CoH Staff Thanksgiving Luncheon *City Hall*
- 11/26/15 City Holiday
- 11/27/15 City Holiday
- 12/01/15 Meet with HdL Representatives *re: CoH Property Tax Info* *City Hall*
- 12/02/15 Mobility Hub Workshop *ICTC Offices (EC)*
- 12/03/15 Holtville CofC BoD *The Babs (BWCC)*
- 12/09/15 ICTC Management Committee Meeting *Site TBA*
- 12/09/15 CCMA Meeting *Site TBA*
- 12/10/15 OEDC Meeting *IC Planning Office (EC)*
- 12/17/15 IVECA Board Meeting *EC ED Offices*
- 12/09/15 City Housing Element Plan Workshop *City Hall*
- 12/17/15 Christmas in the Park *Holt Park*
- TBD Briefing on ACO / Emergency Comm Survey *IC Admin Offices*

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

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# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:	11/23/15
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

**DATE ISSUED:** November 20, 2015

**FROM:** Alex Silva, Fire Chief

**SUBJECT:** Monthly Report for October 2015

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

During the month of October 2015, the Fire Department responded to 56 emergency calls. The first week of October was fire prevention week, we went to the schools, made our presentations to the elementary grade students. October 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> was our annual walk to school days, we had a total of over 700 kids walk to school. October 29, 2015, Chief Deleon and I had lunch with the kids from Ms Pineda class. Her class had the most participants on the walk to school days.

The Fire Department staff assisted in the Finley School Halloween Carnival.

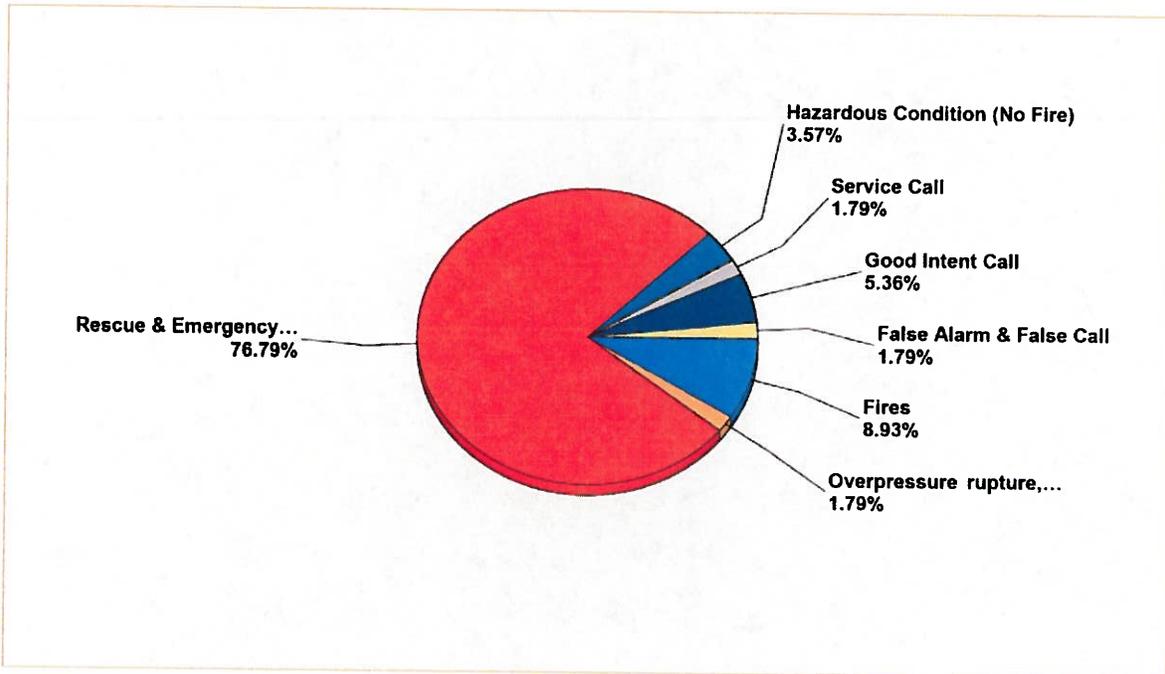
No significant calls were reported during Halloween day.

The following is the monthly report to council for the month of October 2015.

Emergency calls	56
Residential inspections	35
Commercial Inspections	12
Training hours	147

Cordially submitted

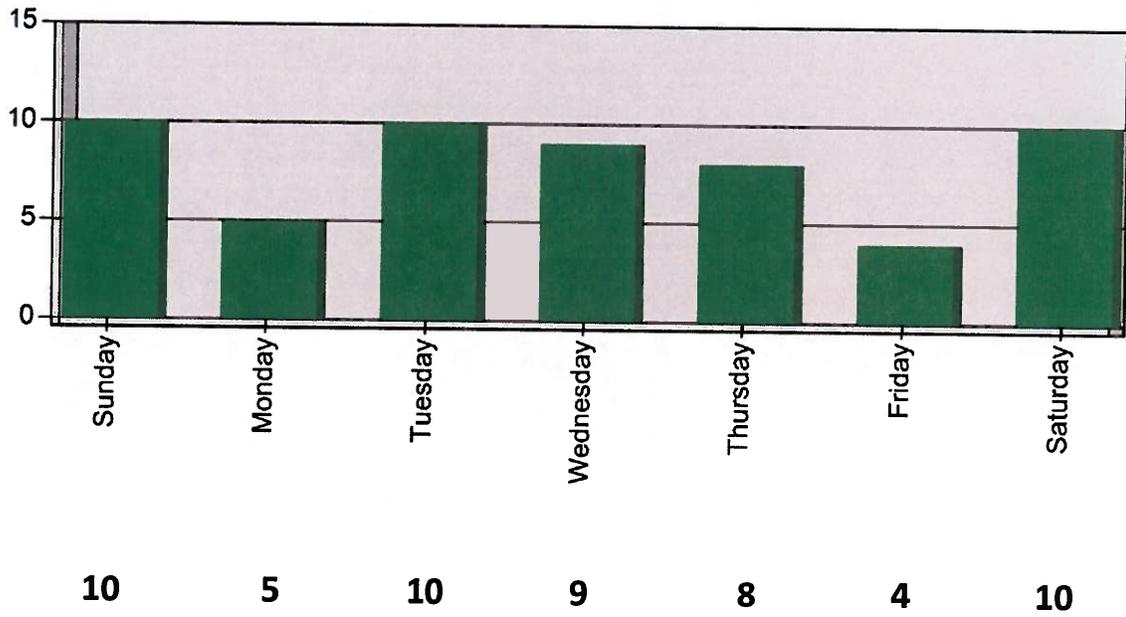
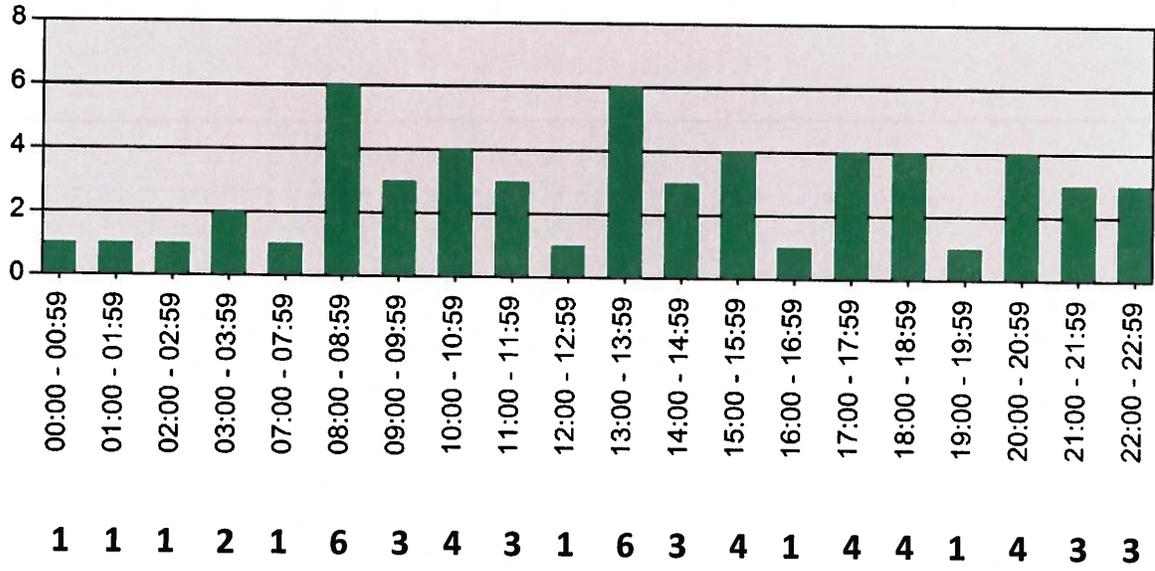
Alex Silva  
Fire Chief

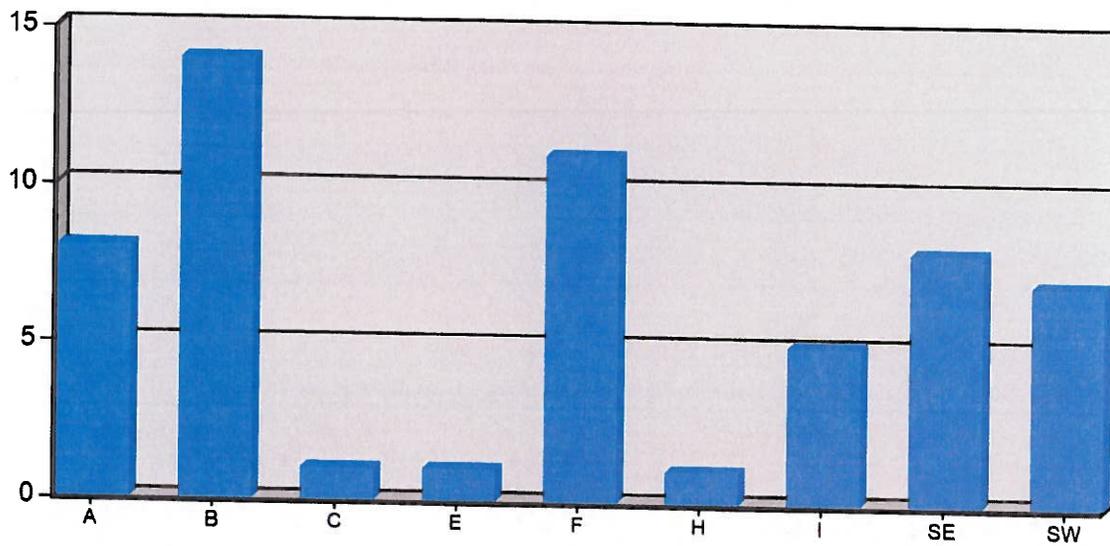


Fires	5	8.93%
Overpressure rupture, explosion, overheating - no fire	1	1.79%
Rescue & Emergency Medical Service	43	76.79%
Hazardous Condition (No Fire)	2	3.57%
Service Call	1	1.79%
Good Intent Call	3	5.36%
False Alarm & False Call	1	1.79%
<b>TOTAL</b>	<b>56</b>	<b>100.00%</b>

**ACTION TAKEN # INCIDENTS PERCENTAGE**

10 - Fire control or extinguishment, other	4	7.14%
12 - Salvage & overhaul	1	1.79%
30 - Emergency medical services, other	5	8.93%
31 - Provide first aid & check for injuries	5	8.93%
32 - Provide basic life support (BLS)	20	35.71%
33 - Provide advanced life support (ALS)	14	25%
43 - Hazardous materials spill control and confinement	1	1.79%
73 - Provide manpower	1	1.79%
81 - Incident command	1	1.79%
82 - Notify other agencies.	1	1.79%
83 - Provide information to public or media	1	1.79%
86 - Investigate	6	10.71%
87 - Investigate fire out on arrival	1	1.79%
92 - Standby	1	1.79%
93 - Cancelled en route	3	5.36%
<b>TOTAL:</b>	<b>65</b>	





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**14**

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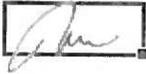
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**City of Holtville**  
**REPORT TO CITY COUNCIL**

MEETING DATE:	<i>11/23/15</i>
ITEM NUMBER	<i>5b</i>
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

**DATE ISSUED:** November 18th, 2015

**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 11/05/15 to 11/18/15.

Also attached to this report are photos of the current wastewater treatment plant improvements construction work, as well as an updated spreadsheet detailing both the 2015 year-to-date violations related to NPDES Permit (*ammonia*) noncompliance for our wastewater facility.

**Water Treatment Plant:**

- **WTP staff completed Pond #3 sediment removal operations in preparation for solar panel installation. (see attached photo)**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

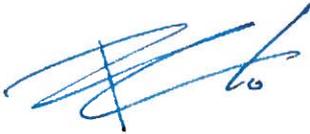
**Waste Water Treatment Plant:**

- **WWTP staff completed relocation of dried sludge biosolids pile in preparation for construction of new sludge drying area at SW corner of plant site.**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

**Waste Water Treatment Construction:**

- **Pacific Hydro completed concrete pour of clarifier basin foundation.**
- **Pacific Hydro completed assembly and erection of new telecommunications tower at wwtp facility. *(see attached photo)***
- **Pacific Hydro work crews completed rebar installation and form framing for septage receiving station concrete work. *(see attached photos)***
- **Pacific Hydro work crews continued form framing and rebar installation in preparation for clarifier sidewall concrete work. *(see attached photos)***

Respectfully Submitted,



Frank Cornejo.  
Water/Wastewater Operations Supervisor  
City of Holtville



## Mandatory Minimum Penalty Report

This MMP Report shows only mandatory minimum penalty violations associated with Water Code sections 13385(h) and (i) and 13385.1(a).

Region (7), County (Imperial) Occurred between 1/1/2015 and 12/31/2015

Region	Agency	Facility	WDID	MMP Exempt Violations	Serious Reporting Violations	Serious Effluent Violations	Chronic Violations	Vio w/ MMP Enf	Vio Fully Resolved (Paid and Historical)	Vio w/o MMP Enf	Total MMP Vios
7	Calexico City	<a href="#">Calexico City WWTP</a>	7A130101011	0	0	0	1	0	0	1	1
7	Calipatria City	<a href="#">Calipatria City WWTP</a>	7A130102041	0	0	1	1	0	0	2	2
7	Holtville City	<a href="#">Holtville City WWTP</a>	7A130105011	0	0	0	32	0	0	32	32
7	Imperial City	<a href="#">Imperial City WWTP</a>	7A130106011	0	0	0	1	0	0	1	1
7	Imperial ID	<a href="#">Imperial ID El Centro GS</a>	7A130128003	0	0	0	12	0	0	12	12
7	Imperial ID	<a href="#">Imperial ID Grass Carp Hatchery</a>	7A130128015	0	0	0	13	0	0	13	13
7	Ormand, Peter M	<a href="#">Peter M Ormand Date Gardens MHP</a>	7A131057011	0	6	0	0	5	0	1	6
7	Ralph Beatty	<a href="#">Country Life MHPRV Asset Partners LP WWT</a>	7A131001011	0	0	0	1	0	0	1	1
7	Seeley Cnty WD	<a href="#">Seeley CWD WWTP</a>	7A130111013	0	0	0	8	0	0	8	8
TOTAL (PAGE)				0	6	1	69	5	0	71	76
TOTAL (REPORT)				0	6	1	69	5	0	71	76

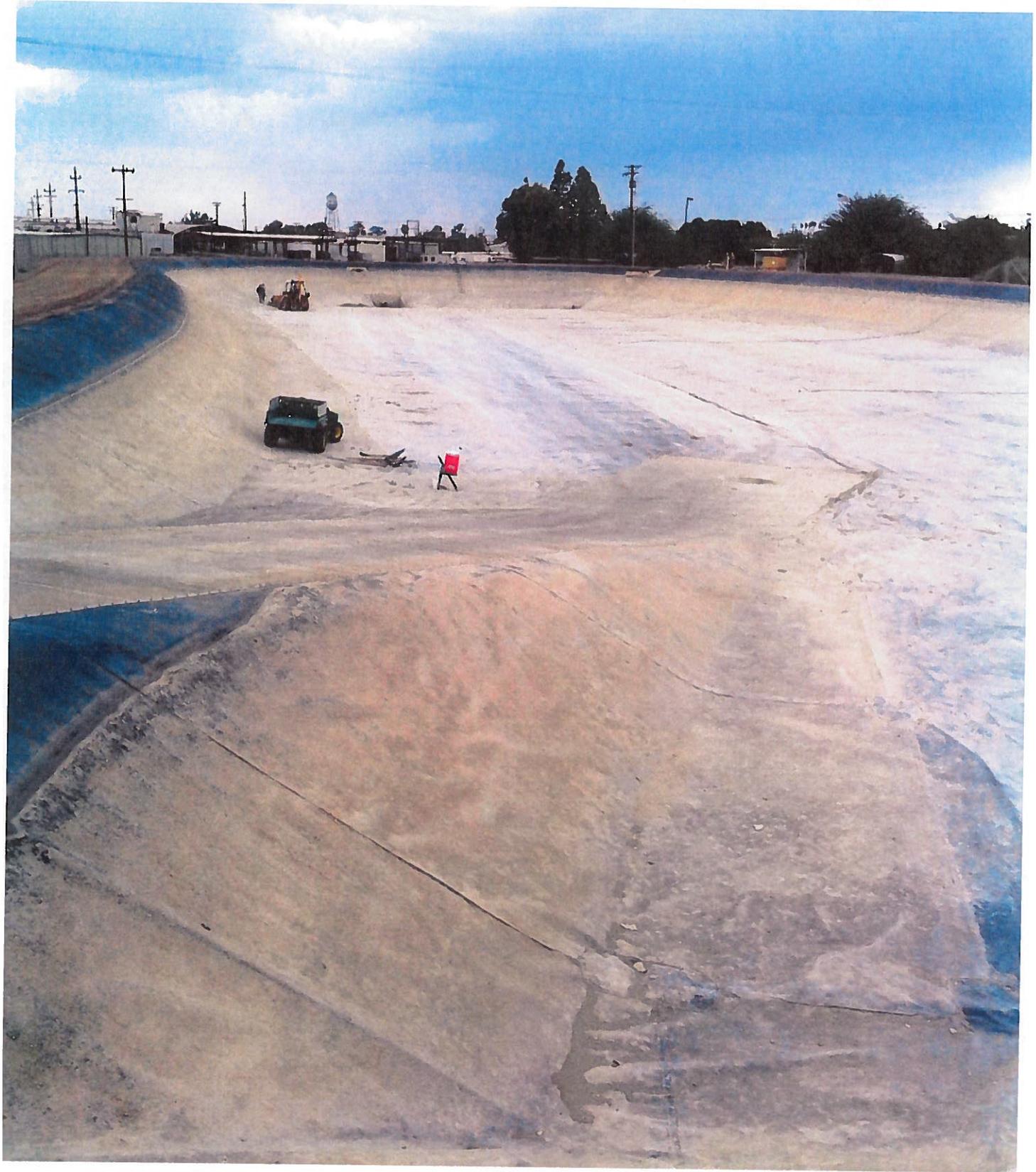












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# City of Holtville REPORT TO COUNCIL

MEETING DATE:	11/23/15
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

**DATE ISSUED:** November 23, 2015  
**FROM:** Hector Orozco, GL Analyst  
**SUBJECT:** Finance Department Update

### INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

**Financial Audit** – The City’s independent auditor, Moss, Levy, & Hartzheim were here last week to begin the City’s financial audit.

**Capital Outlay** – A new server was installed to insure that the City’s data is secure, since the server was 10 years old; Alex Estrada recommended that a new server would be prudent. An organization’s data is one of its most valuable assets, so investing in a server is protecting our assets. There was an appropriation for a server in the 2015-16 Budget.

#### **4 month Income Statement Review of Major Funds –**

##### **General Fund**

Total revenues for General Fund were up by 17% when compared to last year same period, and Expenditures to General Fund were 7% higher as well.

##### **Water Fund**

The Water Fund has a 9% decrease in total revenues and an 8% decrease in expenditures, year to date, when compared to last year.

##### **Sewer Fund**

Sewer Revenue is up by 7% year to date.

##### **Local Transportation Fund**

In October, the Local Transportation Fund received \$47,552 reimbursement for the 9<sup>th</sup> street project.

##### **Local Transportation Authority**

The City has received \$129,984 YTD; however, we have not received LTA funds for October as of today.

Respectfully submitted,



Hector Orozco

**CITY OF HOLTVILLE**  
**Income Statement - General Fund**  
**For 4 Month Ending October 31, 2015**

<b>Revenue</b>	<b>Budget</b>	<b>YTD</b>	<b>% of Budget</b>
Property Taxes	\$ 112,700.00	\$ 12,102.17	11%
Utility Taxes	\$ 446,500.00	\$ 161,400.09	36%
Sales Taxes	\$ 335,000.00	\$ 105,205.08	31%
Public Safety OMG	\$ 35,000.00	\$ 33,204.60	95%
Transient Occupancy Tax	\$ 1,100.00	\$ 254.96	23%
Franchise Fees	125,000.00	36,210.15	29%
License/Permits	625.00	270.00	43%
Fines & Penalties	2,800.00	419.51	15%
Interest Earnings	1,000.00	100.25	10%
Rents & Concessions	7,300.00	2,380.00	33%
Revenue from other Agencies	862,442.00	122,052.44	14%
Current Services	73,300.00	56,379.42	77%
Other Revenue	32,500.00	8,349.30	26%
<b>Total Revenues</b>	<u>2,035,267.00</u>	<u>538,327.97</u>	26%
<b>Expenditures</b>			
Salaries	603,961.00	242,928.93	40%
Benefits	198,905.00	49,524.96	25%
Personal Expense	137,470.00	95,030.83	69%
Materials and Supplies	1,555,136.00	602,557.59	39%
Capital Outlays	8,000.00	11,074.37	138%
<b>Total Expenditures</b>	<u>2,503,472.00</u>	<u>1,001,116.68</u>	40%
Transfer In	625,000.00	175,000.00	28%
<b>Net Revenues over Expenses</b>	<u>156,795.00</u>	<u>\$ (287,788.71)</u>	

**CITY OF HOLTVILLE**  
**Income Statement - Water Fund**  
**For 4 Month Ending October 31, 2015**

<b>Revenue</b>	<b>Budget</b>	<b>YTD</b>	<b>% of Budget</b>
Water Charges	1,590,500.00	\$ 520,451.16	33%
Interest Earnings	500.00		
<b>Total Revenues</b>	<u>1,591,000.00</u>	<u>520,451.16</u>	33%
<b>Expenditures</b>			
Salaries	292,355.00	99,637.10	34%
Benefits	121,886.00	38,213.41	31%
Personal Expense	12,850.00	6,270.63	49%
Materials and Supplies	446,650.00	147,706.15	33%
Capital Outlays	28,966.00	4,933.73	17%
Debt Service	512,642.00	70,532.11	14%
Capital Improvements	85,333.00		0%
<b>Total Expenditures</b>	<u>1,500,682.00</u>	<u>367,293.13</u>	24%
Transfer Out	25,000.00	12,500.00	50%
<b>Net Revenues over Expenses</b>	<u>\$ 65,318.00</u>	<u>\$ 140,658.03</u>	

**CITY OF HOLTVILLE**  
**Income Statement - Sewer Fund**  
**For 4 Month Ending October 31, 2015**

<b>Revenue</b>	<b>Budget</b>	<b>YTD</b>	<b>% of Budget</b>
Revenue from other Agencies	-	-	
Sewer Charges	1,405,000.00	486,315.04	35%
Other Revenue	3,100.00	1,550.00	50%
Interest Earnings	2,000.00	-	0%
		-	
<b>Total Revenues</b>	<b>1,410,100.00</b>	<b>487,865.04</b>	<b>35%</b>
<b>Expenditures</b>			
Salaries	272,820.00	105,409.30	39%
Benefits	110,900.00	30,912.94	28%
Personal Expense	11,000.00	4,119.75	37%
Materials and Supplies	274,150.00	67,294.69	25%
Capital Outlays	73,916.00	4,739.74	6%
Debt Service	165,000.00	-	0%
Reserve Funds	85,745.00		0%
<b>Total Expenditures</b>	<b>993,531.00</b>	<b>212,476.42</b>	<b>21%</b>
Transfer Out	175,000.00	87,500.00	50%
<b>Net Revenues over Expenses</b>	<b>\$ 241,569.00</b>	<b>\$ 187,888.62</b>	

**CITY OF HOLTVILLE**  
**Income Statement - Local Transportation Authority (LTA)**  
**For 4 Month Ending October 31, 2015**

<b>Revenue</b>	<b>Budget</b>	<b>YTD</b>	<b>% of Budget</b>
Measure D Tax Revenue	475,000.00	\$ 129,984.36	27%
		-	
<b>Total Revenues</b>	<u>475,000.00</u>	<u>129,984.36</u>	<u>27%</u>
<b>Expenditures</b>			
Special Department Supplies		-	
Advertising		-	
Professional & Specialized Services		59.10	
Professional Services Planning		-	
Professional Services Design & Engineering		-	
Professional Services Construction		-	
<b>Total Expenditures</b>		<u>59.10</u>	
Transfer Out	150,000.00	-	0
<b>Net Revenues over Expenses</b>	<u>\$ 325,000.00</u>	<u>\$ 129,925.26</u>	

This Report does not include October LTA Funds as we have not yet received them

**City of Holtville**  
**Income Statement - Local Transportation Fund**  
**For 4 Moths Ending October 31, 2015**

<b>Project</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Net Rev./ Exp.</b>
80013 - Walnut Ave Construction		3,844.00	(3,844.00)
80021 - Cedar Ave Sidewalk 4th to 5th		3,348.00	(3,348.00)
80022 - 4th Street Sidewalk (Cedar to Walnut)	474,820.00	52,615.00	422,205.00
80025 - Alamo River Trail	66,088.00	2,949.00	63,139.00
80034 - 9th St Lateral (Cedar to Palm)	47,522.00	1,804.00	45,718.00
80038 - 9th St Lateral (Cedar to Olive)		2,756.00	(2,756.00)
80111 - Complete Street Plan	26,201.00	673.00	25,528.00
80125 - HWY 115 Grape Ave Improvements	-	9,939.00	(9,939.00)
	614,631.00	77,928.00	536,703.00