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

February 8, 2016

OPEN SESSION
6:00 PM

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

Steve Walker, City Attorney
Denise Garcia, 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 January 25, 2016.
2. Current Demands #35586 thru #35691.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action** to Authorize the City Engineer to Publish Bid Advertisement for Construction Services for the Walnut Avenue Roadway Improvement Project between First and Fourth Streets – Justina Arce, City Planner

4. **PUBLIC HEARING: Discussion/Related Action** To Introduce and Waive the First Reading of **ORDINANCE #485** Amending and Adopting an Updated Land Use Map and Zoning Map for the City of Holtville – Justina Arce, City Planner

5. **Discussion/Related Action** to Adopt **RESOLUTION 16-05** Approving the Agreement for the City of Holtville to Provide Fire Protection Services to Surrounding Unincorporated Areas for and on Behalf of the County of Imperial – Nick Wells, City Manager

6. **Discussion/Related Action** Regarding Streets Assessment Information – Nick Wells, City Manager & Jack Holt, City Engineer

INFORMATION ONLY:

7. **Presentation of the Finalized Complete Streets Findings Report** – Nick Wells, City Manager

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

9. Items for future meetings

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 February 5, 2016.

①

MEETING DATE: 2-8-16
APPROVED FOR AGENDA
CITY MANAGER
FINANCE MANAGER
CITY ATTORNEY

THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL

January 25, 2016

The regular meeting of the Holtville City Council was held on Monday, January 25, 2016 at 6:00 p.m. in the Civic Center. Council Members present were Ginger Ward, Richard Layton, David Bradshaw, Jim Predmore, and Mike Goodsell. Staff members present were Nick Wells, Denise Garcia and Alex Silva. City Attorney Steve Walker, City Engineer Jack Holt, and City Treasurer George Morris were also present. City Planner Justina Arce was absent.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:
Mayor Jim Predmore called the meeting to order at 5:32 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:
Mayor Jim Predmore called the meeting to order at 6:07 p.m.

PLEDGE OF ALLEGIANCE:
The Pledge of Allegiance was led by Mayor Jim Predmore.

INVOCATION:
Council Member Mike Goodsell led the invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:
City Clerk verified that the agenda was duly posted on Friday, January 22, 2016.

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

PRESENTATION: Introduction of New Paid Call Firefighters – Alex Silva, Fire Chief
Chief Silva introduced Ricard Vargas, Brittany Rector, Sarah Shellabarger, Sergio Hernandez, Eduardo Ramirez, and Bradley Kaufman as the most recent hires in the Fire Department.

CONSENT AGENDA:

1. **Approval of the Regular Minutes of the City Council Meeting of January 11, 2016.**
2. **Current Demands #35535 thru #35585**

A motion was made by Mr. Bradshaw 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:	None
ABSTAIN:	Goodsell

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

Denise Garcia reminded Council about the upcoming League of Cities Dinner Meeting

Chief Alex Silva reported on the Guardian Angel event that was sponsored by the Holtville Police and Fire departments and others in the community, stating that there were five children this past year and that the goal for 2016 would be ten children. He reported on the number of calls for service in 2015 and specified that there were 134 calls to the Valley Retirement Inn alone. He also mentioned the recent structure fire involving a firefighter finding a dog still alive in the house after the fire had been extinguished.

George Morris announced that he loves his job and can't wait to sign checks.

Ginger Ward reported that she had attended an Area Agency on Aging meeting and informed Council of an upcoming Health Fair at the IVExpo. She also stated that she would be attending the League of Cities Dinner Meeting and the Holtville Athletic Club Rib Cook Off.

James Predmore thanked Fire Chief Silva for responding to and offering medical aid for a hand injury he sustained. He reported that he would be attending a SCAG briefing, the League of Cities Mayors Meeting, as well as the League Dinner and the Chamber of Commerce Carrot Festival Coronation Banquet. He announced that his wife Betty Predmore was chosen to receive the Citizen of the Month award for the Imperial Valley/San Diego areas and would be presented with the award given by Senator Ben Hueso.

Mike Goodsell reported that he attended an I.V.E.D.C. board meeting last week.

David Bradshaw reported that he plans to attend all of the upcoming events, including the League Dinner Meeting, the Rib Cook Off, the Carrot Festival Coronation Banquet, and would be a judge at the Carrot Cooking contests.

Steve Walker informed Council he would be attending the League Dinner Meeting and advised them to arrive early to get a seat.

Jack Holt reported that he anticipated the completion of the Street Analysis for some time next week.

Nick Wells reported that the recent three week long Gas Tax audit completed by a State auditor was handled by Hector Orozco. The audit included street projects and covered all fiscal years back to 2003-2004. He also informed Council that the Water Pond Solar Project was finally ready to move forward.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action to Waive the First Reading and Adopt ORDINANCE #484 Authorizing an Urgency Ordinance Imposing a Temporary Moratorium on the commercial and Industrial Cultivation, Processing and Distribution of Medical Marijuana in the City pending the Completion of Studies and the Preparation of an Update to the City's Zoning Code – Nick Wells, City Manager**
   A motion was made by Council Member Layton and seconded by Council Member Ward to adopt and Waive the First Reading and Adopt Ordinance #484 authorizing an Urgency Ordinance imposing a temporary moratorium on the commercial and industrial cultivation, processing and distribution of medical marijuana in the City pending the completion of studies and the preparation of an update to the City's zoning code. The motion carried in the form of a roll call vote.
   AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
   NOES: None
   ABSENT: None
   ABSTAIN: None

4. **Discussion/Related Action to Approve the 2016 County and Regional Appointment List – Denise Garcia, City Clerk**
   A motion was made by Council Member Bradshaw and seconded by Council Member Ward to approve the 2016 County and Regional Appointment List. The motion carried in the form of a roll call vote.
   AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
   NOES: None
   ABSENT:
   ABSTAIN: None

INFORMATION ONLY:

5. **Information Only Regarding Mid-Year Budget Review – Hector Orozco, GL Analyst**
   Review Only; No action taken.

6. **Information Only Regarding Upcoming Events in the City: Rib Cook-Off and Carrot Festival – Nick Wells, City Manager**
   Review Only; No action taken.

7. **STAFF REPORTS:**
   a. **Fire Chief – Alex Silva**
   b. **Water/Wastewater Supervisor – Frank Cornejo**
   c. **Public Works Foreman – Alex Chavez**

8. **Items for future meetings:**
   None

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

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 7:14 p.m.

_____
James Predmore, Mayor

_____
Denise Garcia, City Clerk

(2)

CITY OF HOLTVILLE

Monthly Check Register

MEETING DATE: 2-8-16
APPROVED FOR AGENDA
CITY MANAGER
FINANCE MANAGER
CITY ATTORNEY

Date : 2/4/2016 9:35:17 AM
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 35586	**Check Date** : 1/21/2016					
Vendor : 7747 IVEDC						
10	71145	1/21/2016	2015-16	Silver membership 2016	COUNCIL	2,500.00
Invoice Amount : 2,500.00		**Discount Amount** : 0.00			**Check Amount** :	2,500.00
Check Number : 35587	**Check Date** : 1/26/2016					
Vendor : 8671 A1 JANITORIAL SUPPLY						
12	71136	1/21/2016	A1S19163	POWDERED DRAIN SEWER OPENER	PW	999.00
Invoice Amount : 999.00		**Discount Amount** : 0.00			**Check Amount** :	999.00
Check Number : 35588	**Check Date** : 1/26/2016					
Vendor : 1065 ACME SAFETY & SUPPLY CO.						
10	71112	1/21/2016	100809	CAUTION TAPE; 2 WAY MARKERS	PW	70.85
Invoice Amount : 70.85		**Discount Amount** : 0.00			**Check Amount** :	70.85
Check Number : 35589	**Check Date** : 1/26/2016					
Vendor : 2149 ACME STAFFING						
10	71165	1/21/2016	18513	TEMP EMPLOYEES	PW	1,301.12
12	71165	1/21/2016	18513	TEMP EMPLOYEES		1,680.80
10	71175	1/21/2016	18491	TEMP EMPLOYEES	ADMIN	1,087.12
12	71175	1/21/2016	18491	TEMP EMPLOYEES		1,680.80
Invoice Amount : 5,749.84		**Discount Amount** : 0.00			**Check Amount** :	5,749.84
Check Number : 35590	**Check Date** : 1/26/2016					
Vendor : 8041 AFLAC						
10	71168	1/21/2016	460213	INS. PREMIUM	ADMIN	122.81
Invoice Amount : 122.81		**Discount Amount** : 0.00			**Check Amount** :	122.81
Check Number : 35591	**Check Date** : 1/26/2016					
Vendor : 1771 AIRWAVE COMMUNICATION						
10	71078	1/21/2016	428555	REPAIRS TO RADIOS FD	FD	86.27
10	71079	1/21/2016	604856	MAINT. ON RADIOS (JUNE 2015)		236.00
10	71080	1/21/2016	429270	REPAIRS TO RADIOS FD		34.63
10	71081	1/21/2016	606067	MAINT. ON RADIOS (NOV. 20		236.00
10	71082	1/21/2016	429284	REPAIRS TO LIGHTS ON TAHOE		440.00
10	71094	1/21/2016	606106	MAINT. ON RADIOS DEC. 2015		236.00
Invoice Amount : 1,268.90		**Discount Amount** : 0.00			**Check Amount** :	1,268.90
Check Number : 35592	**Check Date** : 1/26/2016					
Vendor : 8009 AMERICA'S FINEST FIRE PRO						
11	71229	1/21/2016	688710	SERVICE FIRE EXTINGUISHERS AT Y	PW	291.66
12	71229	1/21/2016	688710	SERVICE FIRE EXTINGUISHERS AT Y		291.66
10	71230	1/21/2016	688718	SERVICE FIRE EXTINGUISHERS AT CI		394.31
Invoice Amount : 977.63		**Discount Amount** : 0.00			**Check Amount** :	977.63
Check Number : 35593	**Check Date** : 1/26/2016					
Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES						
12	71134	1/21/2016	7006700949	GLOVES	PW	137.59
12	71138	1/21/2016	7006835247	CONTINENTAL WEDGE		62.69
12	71140	1/21/2016	7006854356	CONTINENTAL WEDGE		20.90
Invoice Amount : 221.18		**Discount Amount** : 0.00			**Check Amount** :	221.18
Check Number : 35594	**Check Date** : 1/26/2016					
Vendor : 1728 AQUA METRIC SALES COMPANY						
11	71226	1/21/2016	59270-1	METERS	PW	1,495.93
Invoice Amount : 1,495.93		**Discount Amount** : 0.00			**Check Amount** :	1,495.93
Check Number : 35595	**Check Date** : 1/26/2016					
Vendor : 1796 ARAMARK SERVICES, INC.						
10	71211	1/21/2016	DEC. 2015	UNIFORMS PW	PW	857.59

CITY OF HOLTVILLE

Monthly Check Register

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User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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11	71211	1/21/2016	DEC. 2015	UNIFORMS PW		808.52
12	71211	1/21/2016	DEC. 2015	UNIFORMS PW		954.32

Invoice Amount : 2,620.43 **Discount Amount** : 0.00 **Check Amount** : 2,620.43

Check Number : 35596 **Check Date** : 1/26/2016
Vendor : 2378 AT&T

10	71162	1/21/2016	1/2016	TELEPHONE CHARGES	ADMIN	764.34
11	71162	1/21/2016	1/2016	TELEPHONE CHARGES		106.41
12	71162	1/21/2016	1/2016	TELEPHONE CHARGES		85.35

Invoice Amount : 956.10 **Discount Amount** : 0.00 **Check Amount** : 956.10

Check Number : 35597 **Check Date** : 1/26/2016
Vendor : 7800 AUTO ZONE COMMERCIAL

10	71124	1/21/2016	5648055727	DORMAN DOOR LOCK ROD CLIP	PW	5.26
10	71125	1/21/2016	5648052126	BRAKE LIGHT BUBLS FOR VEHICLE		5.98

Invoice Amount : 11.24 **Discount Amount** : 0.00 **Check Amount** : 11.24

Check Number : 35598 **Check Date** : 1/26/2016
Vendor : 1452 AVAYA , INC.

10	71167	1/21/2016	2733600784	TELEPHONE EQUIPMENT PD	PD	69.77

Invoice Amount : 69.77 **Discount Amount** : 0.00 **Check Amount** : 69.77

Check Number : 35599 **Check Date** : 1/26/2016
Vendor : 4617 BAJA DESERT TIRE

11	71101	1/21/2016	32322	SERVICE CALL TO YARD	PW	77.00

Invoice Amount : 77.00 **Discount Amount** : 0.00 **Check Amount** : 77.00

Check Number : 35600 **Check Date** : 1/26/2016
Vendor : 1691 CODE PUBLISHING CO.

10	71170	1/21/2016	51786	WEB HOSTING HOLTVILLE MUNICIPAL	CITY CLERK	350.00

Invoice Amount : 350.00 **Discount Amount** : 0.00 **Check Amount** : 350.00

Check Number : 35601 **Check Date** : 1/26/2016
Vendor : 1907 COUNTY OF SAN DIEGO, RCS

10	71085	1/21/2016	16HOLTFDN06	800 MHZ RADIOS	FD	760.83
11	71085	1/21/2016	16HOLTFDN06	800 MHZ RADIOS		73.33
12	71085	1/21/2016	16HOLTFDN06	800 MHZ RADIOS	PW	73.34

Invoice Amount : 907.50 **Discount Amount** : 0.00 **Check Amount** : 907.50

Check Number : 35602 **Check Date** : 1/26/2016
Vendor : 4572 EMPIRE SOUTHWEST

12	71097	1/21/2016	379553	PERFORM FULL SERVICE WWTP M	PW	598.96
12	71098	1/21/2016	379556	FULL SERVICE ON WWTP MOBILE		729.08
12	71099	1/21/2016	379552	INSPECT TRANSFER SWITCH WWTP		145.00

Invoice Amount : 1,473.04 **Discount Amount** : 0.00 **Check Amount** : 1,473.04

Check Number : 35603 **Check Date** : 1/26/2016
Vendor : 1536 FERGUSON ENTERPRISES, INC. #8423

11	71108	1/21/2016	2698601-1	GRIP COMP	PW	168.42
11	71109	1/21/2016	2822121	IN LINE GFCI YELL		39.41

Invoice Amount : 207.83 **Discount Amount** : 0.00 **Check Amount** : 207.83

Check Number : 35604 **Check Date** : 1/26/2016
Vendor : 4662 FERNANDO RUIZ, INC.

10	71137	1/21/2016	127403	SAFETY TRAINING	PW	235.00
11	71137	1/21/2016	127403	SAFETY TRAINING		235.00
12	71137	1/21/2016	127403	SAFETY TRAINING		235.00

Invoice Amount : 705.00 **Discount Amount** : 0.00 **Check Amount** : 705.00

Check Number : 35605 **Check Date** : 1/26/2016
Vendor : 1073 FIRE, ETC. FD

CITY OF HOLTVILLE

Monthly Check Register

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Calendar Month/Year : <ALL> <ALL>

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10	71143	1/21/2016	83483	GLOVES; STEEL TOE BOOT	FD	286.20
Invoice Amount : 286.20		**Discount Amount** : 0.00		**Check Amount** : 286.20		
Check Number : 35606		**Check Date** : 1/26/2016				
Vendor : 8695 FRANCISCO OROZCO						
10	71160	1/21/2016	1/17/16	REIMB. FOR SUPPLIES (MESQUITE CHI	RIB COOK OFF	91.30
Invoice Amount : 91.30		**Discount Amount** : 0.00		**Check Amount** : 91.30		
Check Number : 35607		**Check Date** : 1/26/2016				
Vendor : 2227 GEORGE'S PIZZA						
10	71087	1/21/2016	213964	FOOD FOR FIRE DEPARTMENT AFTER	FD	57.54
Invoice Amount : 57.54		**Discount Amount** : 0.00		**Check Amount** : 57.54		
Check Number : 35608		**Check Date** : 1/26/2016				
Vendor : 1488 GREG BENTLY ELECTRIC						
10	71130	1/21/2016	2015299	TROUBLESHOOT BREAKER AT CHAM	PW	202.50
10	71131	1/21/2016	2015300	REPLACE PHOTO CELLS AT CITY HAL		352.90
Invoice Amount : 555.40		**Discount Amount** : 0.00		**Check Amount** : 555.40		
Check Number : 35609		**Check Date** : 1/26/2016				
Vendor : 1015 HOLT GROUP, THE						
11	71178	1/21/2016	15-11-002	(000) MISC. ENGINEERING		145.00
12	71179	1/21/2016	15-11-003	(417) CONST. ADMIN FOR OUTFALL M		375.00
12	71180	1/21/2016	15-11-004	(435) WASTEWATER TREATMENT PL		6,225.00
12	71181	1/21/2016	15-11-005	(447) PREPARE 2016 NPDES PERMIT		1,320.00
10	71182	1/21/2016	15-11-029	(207) BLDG. PERMITS; SITE PLAN RE		243.75
10	71183	1/21/2016	15-11-030	(047) GENERAL PLANNING		752.50
12	71184	1/21/2016	15-11-033	(295) BECC SEWER OUTFALL PIPELIN		210.00
22	71185	1/21/2016	15-11-034	(315) ALAMO RIVER TRAIL		393.50
12	71186	1/21/2016	15-11-035	(323) 2010 WASTEWATER PLANT APP		201.25
12	71187	1/21/2016	15-11-036	(327) SRF GRANT APPLICATION FOR		1,519.48
22	71188	1/21/2016	15-11-037	(335) ICTC & MISC. TRANSPORATION		713.75
22	71189	1/21/2016	15-11-038	(374) 9TH STREET EXTENSION CEDA		20.00
22	71190	1/21/2016	15-11-039	(377) CEDAR AVE.		1,419.79
22	71191	1/21/2016	15-11-040	(383) RSTP WALNUT IMPROVEMENT P		1,060.20
22	71192	1/21/2016	15-11-041	(391) ALAMO RIVER HCF GRANT ADM		68.75
22	71193	1/21/2016	15-11-042	(394) 4TH STREET SIDEWALK PROJ		642.70
10	71194	1/21/2016	15-11-043	(406) BORNT ANNEXATION		92.50
10	71195	1/21/2016	15-11-044	(414) TENTATIVE PARCEL MAP FOR D		77.50
22	71196	1/21/2016	15-11-045	(423) NORTH SIDE OF 5TH STREET		114.96
22	71197	1/21/2016	15-11-046	(426) ENGINEERING SERVICES FOR T		250.00
10	71198	1/21/2016	15-11-047	(428) SGC GP/SAP GRANT ADMIN.		115.00
22	71199	1/21/2016	15-11-048	(436) COMPLETE STREETS PLAN		220.00
10	71200	1/21/2016	15-11-049	(438) AUTO ZONE SITE PLAN REVIEW		28.75
22	71201	1/21/2016	15-11-050	(442) 9TH STREET IMPROVEMENT PR		235.00
10	71202	1/21/2016	15-11-051	(443) CLEAR TALK CONDITIONAL USE		20.00
10	71203	1/21/2016	15-11-052	(444) RANGEL SETBACK VARIANCE F		158.00
10	71204	1/21/2016	15-11-053	(445) OSBORNE/BORNT BOUNDRY C		317.50
22	71205	1/21/2016	15-11-054	(446) 6TH STREET (SOUTH) RSTP		100.00
10	71206	1/21/2016	15-11-055	(448) HIGGINS ANNEXATION/PRE ZON		2,060.81
11	71207	1/21/2016	15-11-056	(450) WTP TANK BECC GRANT		893.75
Invoice Amount : 19,994.44		**Discount Amount** : 0.00		**Check Amount** : 19,994.44		
Check Number : 35610		**Check Date** : 1/26/2016				
Vendor : 1638 HOME DEPOT/GECF						
10	71103	1/21/2016	2032506	PUSH POWER; EDGER BLADES; CHAI	PW	348.48

CITY OF HOLTVILLE

Monthly Check Register

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Calendar Month/Year : <ALL> <ALL>

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Invoice Amount : 348.48		**Discount Amount** : 0.00			**Check Amount** : 348.48	
Check Number : 35611		**Check Date** : 1/26/2016				
Vendor : 1024 I.C. HEALTH DEPARTMENT						
10	71118	1/21/2016	17323	PRE EMPLOYMENT PHYSICAL FD	FD	527.00
11	71119	1/21/2016	17309	LAB ANALYSIS	PW	150.00
Invoice Amount : 677.00		**Discount Amount** : 0.00			**Check Amount** : 677.00	
Check Number : 35612		**Check Date** : 1/26/2016				
Vendor : 1698 IMPERIAL COUNTY FIRE DEPARTMENT						
10	71144	1/21/2016	2015-16	HAZARDOUS INCIDENT RESPONSE COM	FD	360.00
Invoice Amount : 360.00		**Discount Amount** : 0.00			**Check Amount** : 360.00	
Check Number : 35613		**Check Date** : 1/26/2016				
Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.						
10	71169	1/21/2016	123115-1	SERVICES FOR DECEMBER 2015	SHERIFF	78,169.42
Invoice Amount : 78,169.42		**Discount Amount** : 0.00			**Check Amount** : 78,169.42	
Check Number : 35614		**Check Date** : 1/26/2016				
Vendor : 1026 IMPERIAL IRRIGATION DISTRICT						
10	71163	1/21/2016	JAN.2016	ELECTRICITY		4,508.94
11	71163	1/21/2016	JAN.2016	ELECTRICITY	ADMIN	6,944.04
12	71163	1/21/2016	JAN.2016	ELECTRICITY		4,587.45
10	71164	1/21/2016	JAN. 2016	ELECTRICITY (PARKS)		1,603.96
Invoice Amount : 17,644.39		**Discount Amount** : 0.00			**Check Amount** : 17,644.39	
Check Number : 35615		**Check Date** : 1/26/2016				
Vendor : 2137 IMPERIAL IRRIGATION DISTRICT (WATER)						
11	71095	1/21/2016	JAN. 2016	RAW WATER CHARGES	PW	4,898.00
Invoice Amount : 4,898.00		**Discount Amount** : 0.00			**Check Amount** : 4,898.00	
Check Number : 35616		**Check Date** : 1/26/2016				
Vendor : 1199 IMPERIAL PRINTERS						
10	71176	1/21/2016	87818	BUSINESS CARDS	COUNCIL	106.92
Invoice Amount : 106.92		**Discount Amount** : 0.00			**Check Amount** : 106.92	
Check Number : 35617		**Check Date** : 1/26/2016				
Vendor : 1027 IMPERIAL STORES						
10	71088	1/21/2016	567280	CLEANING SUPPLIES		22.32
10	71089	1/21/2016	567155	SUPPLIES TO WASH VEHICLES		12.81
10	71090	1/21/2016	567123	NUMBERS AND LETTER STENCILS		3.86
10	71091	1/21/2016	567319	LED CHRISTMAS LIGHTS FOR FD		96.49
10	71092	1/21/2016	567298	CLEANING SUPPLIES		16.43
12	71104	1/21/2016	566977	COVERALL		13.73
10	71105	1/21/2016	567027	STORAGE CONTAINER FOR CHRISTM		32.39
10	71106	1/21/2016	566831	BLACK SPRAY PAINT		16.17
10	71114	1/21/2016	565938	ALUM RIVETS		7.14
10	71115	1/21/2016	565344	BOX NAILS		3.28
10	71116	1/21/2016	565494	CLEANING SUPPLIES		17.72
10	71117	1/21/2016	565669	BATTERIES		13.48
12	71120	1/21/2016	566066	BULBS; CABLE TIES; PUSH BROOM; C		127.84
11	71121	1/21/2016	566103	HEX BOLTS		0.28
11	71122	1/21/2016	566100	EYE LAG BOLT		8.19
10	71128	1/21/2016	566875	REPAIR PARTS FOR CEILING FANS IN		6.93
10	71129	1/21/2016	565413	FURRING STRIP		10.75
10	71148	1/21/2016	566560	SHOWER HEAD FD		14.54
10	71149	1/21/2016	566503	COOLER		107.14
10	71150	1/21/2016	566431	TRASH BAGS		15.11

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	71151	1/21/2016	566338	GALV PIPE; FLANGE; ELBOW; TARP		46.60
10	71152	1/21/2016	566344	GALV NIPPLE		2.34
10	71153	1/21/2016	566090	WHITE LITO GREASE		11.48
10	71154	1/21/2016	566087	WHITE LITO GREASE		5.73
10	71155	1/21/2016	566059	CARTON TAPE		7.98
10	71157	1/21/2016	566948	CLEANING SUPPLIES		25.90
10	71158	1/21/2016	566984	STORAGE CONTAINERS; STORAGE		91.71
10	71159	1/21/2016	566791	BRASS SHUTOFF; PIN CLIP		7.98

Invoice Amount : 746.32 **Discount Amount** : 0.00 **Check Amount** : 746.32

Check Number : 35618 **Check Date** : 1/26/2016
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB

12	71102	1/21/2016	7869	LAB ANALYSIS	PW	971.00
12	71142	1/21/2016	7860	LAB ANALYSIS		314.00

Invoice Amount : 1,285.00 **Discount Amount** : 0.00 **Check Amount** : 1,285.00

Check Number : 35619 **Check Date** : 1/26/2016
Vendor : 2303 J&S AG SUPPLIES

10	71107	1/21/2016	305771	FENDER; JACK	PW	64.80

Invoice Amount : 64.80 **Discount Amount** : 0.00 **Check Amount** : 64.80

Check Number : 35620 **Check Date** : 1/26/2016
Vendor : 1382 K-C WELDING & RENTAL, INC.

12	71100	1/21/2016	56621	HR PLATE; 4: CHANNEL	PW	388.80

Invoice Amount : 388.80 **Discount Amount** : 0.00 **Check Amount** : 388.80

Check Number : 35621 **Check Date** : 1/26/2016
Vendor : 8178 MANUEL DE LEON

10	71161	1/21/2016	1/21/16	REIMB. FOR SUPPLIES FOR RIB COOK	RIB COOK OFF	276.50

Invoice Amount : 276.50 **Discount Amount** : 0.00 **Check Amount** : 276.50

Check Number : 35622 **Check Date** : 1/26/2016
Vendor : 1037 PARKER'S PHARMACY

10	71147	1/21/2016	4786244	UPS SERVICE	FD	15.02

Invoice Amount : 15.02 **Discount Amount** : 0.00 **Check Amount** : 15.02

Check Number : 35623 **Check Date** : 1/26/2016
Vendor : 1405 PITNEY BOWES - PURCHASE POWER

10	71177	1/21/2016	JAN. 2016	POSTAGE	ADMIN	391.98
11	71177	1/21/2016	JAN. 2016	POSTAGE		559.01
12	71177	1/21/2016	JAN. 2016	POSTAGE		559.01

Invoice Amount : 1,510.00 **Discount Amount** : 0.00 **Check Amount** : 1,510.00

Check Number : 35624 **Check Date** : 1/26/2016
Vendor : 1450 PITNEY BOWES GLOBAL FINANCE SERVICES LLC

10	71270	1/22/2016	2643668	POSTAGE EQUIPMENT	ADMIN	86.96
11	71270	1/22/2016	2643668	POSTAGE EQUIPMENT		86.96
12	71270	1/22/2016	2643668	POSTAGE EQUIPMENT		86.97

Invoice Amount : 260.89 **Discount Amount** : 0.00 **Check Amount** : 260.89

Check Number : 35625 **Check Date** : 1/26/2016
Vendor : 1987 PLUMBER'S DEPO

12	71123	1/21/2016	PD 30137	CAMERA CONNECTOR; SLIP RING END	PW	259.20

Invoice Amount : 259.20 **Discount Amount** : 0.00 **Check Amount** : 259.20

Check Number : 35626 **Check Date** : 1/26/2016
Vendor : 1040 ROTO ROOTER

12	71126	1/21/2016	129378	CLEAN OUT DRAIN LINE 729 E. 4TH	PW	85.00

Invoice Amount : 85.00 **Discount Amount** : 0.00 **Check Amount** : 85.00

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Check Number : 35627	**Check Date** : 1/26/2016					
Vendor : 1043 SELLERS PETROLEUM						
10	71086	1/21/2016	CL79688	FUEL (FD)	FD	659.85
10	71110	1/21/2016	CL79689	FUEL (PW)		567.51
11	71110	1/21/2016	CL79689	FUEL (PW)	PW	567.39
12	71110	1/21/2016	CL79689	FUEL (PW)		313.19
Invoice Amount : 2,107.94		**Discount Amount** : 0.00			**Check Amount** :	2,107.94
Check Number : 35628	**Check Date** : 1/26/2016					
Vendor : 8138 SERVICE MASTER						
10	71210	1/21/2016	31420	JANITORIAL SERVICES FOR JANUARY	PW	1,374.00
Invoice Amount : 1,374.00		**Discount Amount** : 0.00			**Check Amount** :	1,374.00
Check Number : 35629	**Check Date** : 1/26/2016					
Vendor : 1632 SHELL FLEET						
10	71093	1/21/2016	7900699724512	FUEL	FD	38.04
Invoice Amount : 38.04		**Discount Amount** : 0.00			**Check Amount** :	38.04
Check Number : 35630	**Check Date** : 1/26/2016					
Vendor : 7841 SPARKLETTS						
10	71083	1/21/2016	9439937010116	DRINKING WATER FD	FD	44.51
10	71111	1/21/2016	9431538010116	DRINKING WATER	PW	230.54
Invoice Amount : 275.05		**Discount Amount** : 0.00			**Check Amount** :	275.05
Check Number : 35631	**Check Date** : 1/26/2016					
Vendor : 1109 SPRINT						
11	71141	1/21/2016	984297987-090	DATA LINE FOR WATER PLANT	PW	24.59
Invoice Amount : 24.59		**Discount Amount** : 0.00			**Check Amount** :	24.59
Check Number : 35632	**Check Date** : 1/26/2016					
Vendor : 2083 THATCHER CO.						
11	71139	1/21/2016	238414	ALUM SULFATE	PW	4,568.93
Invoice Amount : 4,568.93		**Discount Amount** : 0.00			**Check Amount** :	4,568.93
Check Number : 35633	**Check Date** : 1/26/2016					
Vendor : 1049 UNDERGROUND SERVICE ALERT						
10	71127	1/21/2016	1220150314	DIG ALERT TICKETS	PW	27.00
Invoice Amount : 27.00		**Discount Amount** : 0.00			**Check Amount** :	27.00
Check Number : 35634	**Check Date** : 1/26/2016					
Vendor : 1260 USA BLUEBOOK						
12	71096	1/21/2016	834720	EFFLUENT PUMPS	PW	866.73
12	71135	1/21/2016	818127	REPLACEMENT CAP; BUFFER; THERM		973.34
Invoice Amount : 1,840.07		**Discount Amount** : 0.00			**Check Amount** :	1,840.07
Check Number : 35635	**Check Date** : 1/26/2016					
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793						
10	71236	1/22/2016	PP# 26 RETIREME	PP# 26 RETIREMENT; PENSION REPAY		3,384.75
11	71236	1/22/2016	PP# 26 RETIREME	PP# 26 RETIREMENT; PENSION REPAY		1,022.18
12	71236	1/22/2016	PP# 26 RETIREME	PP# 26 RETIREMENT; PENSION REPAY		870.41
10	71237	1/22/2016	PP3 27 RETIREME	PP# 27 RETIREMENT; PENSION REPAY	ADMIN	3,699.51
11	71237	1/22/2016	PP3 27 RETIREME	PP# 27 RETIREMENT; PENSION REPAY		1,022.18
12	71237	1/22/2016	PP3 27 RETIREME	PP# 27 RETIREMENT; PENSION REPAY		870.41
10	71239	1/22/2016	PP# 1 RETIREMEN	PP# 1 RETIREMENT; PENSION REPAY		3,702.03
11	71239	1/22/2016	PP# 1 RETIREMEN	PP# 1 RETIREMENT; PENSION REPAY		1,022.18
12	71239	1/22/2016	PP# 1 RETIREMEN	PP# 1 RETIREMENT; PENSION REPAY		870.41
Invoice Amount : 16,464.06		**Discount Amount** : 0.00			**Check Amount** :	16,464.06
Check Number : 35636	**Check Date** : 1/26/2016					
Vendor : 1231 WALKER & DRISKILL						

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10	71171	1/21/2016	7056	ATTORNEY FEES BLACK DOG FARM		482.50
10	71172	1/21/2016	7078	ATTORNEY FEES		1,237.50
10	71173	1/21/2016	7083	ATTORNEY FEES SUCCESSOR AGE	ADMIN	62.50
10	71174	1/21/2016	7084	ATTORNEY FEES WILLOW BEND		275.00

Invoice Amount : 2,057.50 **Discount Amount** : 0.00 **Check Amount** : 2,057.50

Check Number : 35637 **Check Date** : 1/26/2016
Vendor : 1058 XEROX CORPORATION

10	71084	1/21/2016	82846588	COPIER LEASE AND USAGE FD	FD	122.41
10	71166	1/21/2016	82846589	COPIER LEASE AND USAGE		253.59
11	71166	1/21/2016	82846589	COPIER LEASE AND USAGE	ADMIN	103.59
12	71166	1/21/2016	82846589	COPIER LEASE AND USAGE		103.60

Invoice Amount : 583.19 **Discount Amount** : 0.00 **Check Amount** : 583.19

Check Number : 35638 **Check Date** : 1/29/2016
Vendor : 8696 RAYMUNDO ZAVALA

10	71423			PP#3	FD	193.43

Invoice Amount : 193.43 **Discount Amount** : 0.00 **Check Amount** : 193.43

Check Number : 35639 **Check Date** : 2/2/2016
Vendor : 8041 AFLAC

10	71374	2/1/2016	574132	PREMIUM	ADMIN	122.81

Invoice Amount : 122.81 **Discount Amount** : 0.00 **Check Amount** : 122.81

Check Number : 35640 **Check Date** : 2/2/2016
Vendor : 8180 ANTHONY WELLS

10	71422	2/2/2016	16-01	REIMB. FOR SUPPLIES FOR RIB COOK	RIB COOK OFF	81.87

Invoice Amount : 81.87 **Discount Amount** : 0.00 **Check Amount** : 81.87

Check Number : 35641 **Check Date** : 2/2/2016
Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES

12	71382	2/1/2016	7006933742	GLOVES	PW	251.01
12	71383	2/1/2016	7006912768	T WEDGE TORQUE TEAM		118.28

Invoice Amount : 369.29 **Discount Amount** : 0.00 **Check Amount** : 369.29

Check Number : 35642 **Check Date** : 2/2/2016
Vendor : 8016 AT&T MOBILITY

10	71420	2/2/2016	FEB. 2016	CELL PHONE	ADMIN	94.91

Invoice Amount : 94.91 **Discount Amount** : 0.00 **Check Amount** : 94.91

Check Number : 35643 **Check Date** : 2/2/2016
Vendor : 7800 AUTO ZONE COMMERCIAL

10	71391	2/1/2016	5648064533	BATTERY PUBLIC WORKS VEHICLE	PW	120.95

Invoice Amount : 120.95 **Discount Amount** : 0.00 **Check Amount** : 120.95

Check Number : 35644 **Check Date** : 2/2/2016
Vendor : 1237 BABCOCK & SONS, INC.

11	71335	1/29/2016	60834-2279	LAB ANALYSIS	PW	45.00

Invoice Amount : 45.00 **Discount Amount** : 0.00 **Check Amount** : 45.00

Check Number : 35645 **Check Date** : 2/2/2016
Vendor : 2030 BLUE SHIELD OF CALIFORNIA

10	71373	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM		1,113.24
11	71373	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM	ADMIN	2,417.23
12	71373	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM		2,186.75

Invoice Amount : 5,717.22 **Discount Amount** : 0.00 **Check Amount** : 5,717.22

Check Number : 35646 **Check Date** : 2/2/2016
Vendor : 8166 BOUNDTREE

10	71331	1/29/2016	82026825	MEDICAL SUPPLIES	FD	676.54

Invoice Amount : 676.54 **Discount Amount** : 0.00 **Check Amount** : 676.54

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 35647	**Check Date** : 2/2/2016					
Vendor : 1253 CALIFORNIA CONTRACTORS SUPPLIES, INC.						
10	71332	1/29/2016	T14431	GLOVES; ALL PURPOSE BLANKETS	FD	782.18
Invoice Amount : 782.18	**Discount Amount** : 0.00			**Check Amount** :	782.18	
Check Number : 35648	**Check Date** : 2/2/2016					
Vendor : 7688 CINTAS FIRST AID & SAFETY						
10	71326	1/29/2016	5004363934	SERVICE FIRST AID BOX AT SHOP AN	PW	244.34
Invoice Amount : 244.34	**Discount Amount** : 0.00			**Check Amount** :	244.34	
Check Number : 35649	**Check Date** : 2/2/2016					
Vendor : 8119 CITY OF IMPERIAL						
10	71370	2/1/2016	1781	PLANCHECK FOR DEC. 2015	BUILDING PERMITS	524.92
Invoice Amount : 524.92	**Discount Amount** : 0.00			**Check Amount** :	524.92	
Check Number : 35650	**Check Date** : 2/2/2016					
Vendor : 1031 COSTCO WHOLESALE						
10	71369	2/1/2016	32796	SUPPLIES FOR RIB COOK OFF	RIB COOK OFF	365.23
Invoice Amount : 365.23	**Discount Amount** : 0.00			**Check Amount** :	365.23	
Check Number : 35651	**Check Date** : 2/2/2016					
Vendor : 7699 CWEA						
11	71345	1/29/2016	JOSEPH LECHUGA	APPLICATION FOR TECHNICAL CERT.	PW	319.00
Invoice Amount : 319.00	**Discount Amount** : 0.00			**Check Amount** :	319.00	
Check Number : 35652	**Check Date** : 2/2/2016					
Vendor : 1009 DEPT OF TRANSPORTATION-ST OF CA						
10	71397	2/1/2016	SL160406	SIGNALS AND LIGHTS	PW	108.99
Invoice Amount : 108.99	**Discount Amount** : 0.00			**Check Amount** :	108.99	
Check Number : 35653	**Check Date** : 2/2/2016					
Vendor : 2312 DEPT. OF TOXIC SUBSTANCES CONTROL						
10	71327	1/29/2016	IM0009304	CUPA		663.00
11	71327	1/29/2016	IM0009304	CUPA	PW	331.50
12	71327	1/29/2016	IM0009304	CUPA		331.50
12	71340	1/29/2016	IM0009401	CUPA		931.00
11	71341	1/29/2016	IM0009182	CUPA		931.00
Invoice Amount : 3,188.00	**Discount Amount** : 0.00			**Check Amount** :	3,188.00	
Check Number : 35654	**Check Date** : 2/2/2016					
Vendor : 8680 DEVELOPMENT DESIGN & ENGINEERING, INC.						
22	71368	2/1/2016	10872	ENG. & CONSTRUCTION MANAGEMENT	5TH / HWY 115 IMPROVEMENTS	3,770.00
Invoice Amount : 3,770.00	**Discount Amount** : 0.00			**Check Amount** :	3,770.00	
Check Number : 35655	**Check Date** : 2/2/2016					
Vendor : 1540 DRAGON'S EXTERMINATOR						
10	71390	2/1/2016	139420	PEST CONTROL SERVICES TO CITY B	PW	200.00
Invoice Amount : 200.00	**Discount Amount** : 0.00			**Check Amount** :	200.00	
Check Number : 35656	**Check Date** : 2/2/2016					
Vendor : 4572 EMPIRE SOUTHWEST						
11	71385	2/1/2016	380700 POND	PERFORM FULL OIL SERVICE; LOAD	PW	1,543.71
Invoice Amount : 1,543.71	**Discount Amount** : 0.00			**Check Amount** :	1,543.71	
Check Number : 35657	**Check Date** : 2/2/2016					
Vendor : 1884 ESTRADA SYSTEMS GROUP, INC.						
10	71359	2/1/2016	6191	COMPUTER CONSULTING; BACKUP; W		1,245.00
11	71359	2/1/2016	6191	COMPUTER CONSULTING; BACKUP; W	ADMIN	682.50
12	71359	2/1/2016	6191	COMPUTER CONSULTING; BACKUP; W		412.50
11	71360	2/1/2016	6210	PLC, INSTRUMENTATION & SCADA SE		1,864.00
Invoice Amount : 4,204.00	**Discount Amount** : 0.00			**Check Amount** :	4,204.00	

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Check Number : 35658	**Check Date** : 2/2/2016					
Vendor : 1124 FEDERAL EXPRESS						
12	71367	2/1/2016	528816389	FED EX SERVICE	PW	37.92
Invoice Amount : 37.92		**Discount Amount** : 0.00			**Check Amount** :	37.92
Check Number : 35659	**Check Date** : 2/2/2016					
Vendor : 1536 FERGUSON ENTERPRISES, INC. #8423						
11	71387	2/1/2016	2822219	MTR ANG VLV	PW	419.48
11	71389	2/1/2016	2766218	COUPLINGS; GASKETS		198.39
Invoice Amount : 617.87		**Discount Amount** : 0.00			**Check Amount** :	617.87
Check Number : 35660	**Check Date** : 2/2/2016					
Vendor : 1959 HARRIS COMPUTER SYSTEMS						
10	71421	2/2/2016	XT00110924	CHECK PRINTING CHARGES	ADMIN	129.67
11	71421	2/2/2016	XT00110924	CHECK PRINTING CHARGES		129.67
12	71421	2/2/2016	XT00110924	CHECK PRINTING CHARGES		129.67
Invoice Amount : 389.01		**Discount Amount** : 0.00			**Check Amount** :	389.01
Check Number : 35661	**Check Date** : 2/2/2016					
Vendor : 2399 HARTFORD						
10	71376	2/1/2016	FEB.2016	LIFE INSURANCE PREMIUM	ADMIN	187.76
11	71376	2/1/2016	FEB.2016	LIFE INSURANCE PREMIUM		35.96
12	71376	2/1/2016	FEB.2016	LIFE INSURANCE PREMIUM		38.99
Invoice Amount : 262.71		**Discount Amount** : 0.00			**Check Amount** :	262.71
Check Number : 35662	**Check Date** : 2/2/2016					
Vendor : 8353 HECTOR OROZCO						
10	71361	2/1/2016	JAN. 2016	CELL PHONE	ADMIN	60.00
Invoice Amount : 60.00		**Discount Amount** : 0.00			**Check Amount** :	60.00
Check Number : 35663	**Check Date** : 2/2/2016					
Vendor : 2403 HIGHLINE COOLING, LLC						
10	71379	2/1/2016	FEB. 2016	OFFICE RENT PD/FD	PD/FD	2,000.00
Invoice Amount : 2,000.00		**Discount Amount** : 0.00			**Check Amount** :	2,000.00
Check Number : 35664	**Check Date** : 2/2/2016					
Vendor : 1910 HUMANA						
10	71377	2/1/2016	FEB. 2016	DENTAL INS. PREMIUM	ADMIN	(99.48)
11	71377	2/1/2016	FEB. 2016	DENTAL INS. PREMIUM		(66.05)
12	71377	2/1/2016	FEB. 2016	DENTAL INS. PREMIUM		245.90
Invoice Amount : 80.37		**Discount Amount** : 0.00			**Check Amount** :	80.37
Check Number : 35665	**Check Date** : 2/2/2016					
Vendor : 1223 I.C. ASSESSORS OFFICE						
10	71372	2/1/2016	DATA SERVICE 20	2015-16 DATA SERVICE AGREEMENT	ADMIN	116.04
Invoice Amount : 116.04		**Discount Amount** : 0.00			**Check Amount** :	116.04
Check Number : 35666	**Check Date** : 2/2/2016					
Vendor : 1024 I.C. HEALTH DEPARTMENT						
11	71381	2/1/2016	17397	LAB ANALYSIS	PW	120.00
Invoice Amount : 120.00		**Discount Amount** : 0.00			**Check Amount** :	120.00
Check Number : 35667	**Check Date** : 2/2/2016					
Vendor : 4642 I.C. PUBLIC HEALTH DEPT. LAB.						
11	71339	1/29/2016	17362	LAB ANALYSIS	PW	120.00
Invoice Amount : 120.00		**Discount Amount** : 0.00			**Check Amount** :	120.00
Check Number : 35668	**Check Date** : 2/2/2016					
Vendor : 1150 I.V. HUMANE SOCIETY						
10	71325	1/29/2016	1/21/16	ANIMAL CARE EXP FOR OCT., NOV. A	ACO	1,908.00
Invoice Amount : 1,908.00		**Discount Amount** : 0.00			**Check Amount** :	1,908.00

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Check Number : 35669	**Check Date** : 2/2/2016					
Vendor : 1027 IMPERIAL STORES						
10	71329	1/29/2016	566723	MOUNTING TAPE		6.44
12	71333	1/29/2016	568129	PLUMBING SUPPLIES		76.82
12	71334	1/29/2016	795585	LIGHT BULBS		73.89
10	71388	2/1/2016	568078	FERRULES & STOPS		2.56
10	71392	2/1/2016	568067	WASHERS; HEX NUTS		3.66
10	71395	2/1/2016	568066	UNCOATED SS CABLE		7.21
11	71398	2/1/2016	566824	PVC TUBING; HOSE BARB; MINI CLAM		10.49
11	71399	2/1/2016	566769	TOOL BOX; HEX BUSHING; ADAPTERS		76.42
12	71400	2/1/2016	566490	SOLDERING IRON		14.82
10	71401	2/1/2016	566198	KNEELING CUSHION		4.15
10	71402	2/1/2016	566184	SCREW DRIVERS		4.84
10	71403	2/1/2016	566161	ANGLE SQUARE; IMPACT DRIVER SET		34.45
10	71404	2/1/2016	566115	SPRAY PAINT		24.93
10	71405	2/1/2016	566098	LEAF RAKE; LEAF SKIMMER		41.96
10	71406	2/1/2016	566081	YELLOW PAINT; LIQUID ACID		117.98
11	71408	2/1/2016	567830	DRILL BIT SET		11.35
12	71408	2/1/2016	567830	DRILL BIT SET		11.36
10	71409	2/1/2016	568093	MARKING PAINT; SPRINKLERS		23.37
Invoice Amount : 546.70		**Discount Amount** : 0.00			**Check Amount** : 546.70	
Check Number : 35670	**Check Date** : 2/2/2016					
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB						
12	71343	1/29/2016	7884	LAB ANALYSIS		815.00
12	71344	1/29/2016	7876	LAB ANALYSIS	PW	850.00
12	71380	2/1/2016	7902	LAB ANALYSIS		1,665.00
Invoice Amount : 3,330.00		**Discount Amount** : 0.00			**Check Amount** : 3,330.00	
Check Number : 35671	**Check Date** : 2/2/2016					
Vendor : 2303 J&S AG SUPPLIES						
10	71324	1/29/2016	303757	FUEL HOSE; FARM NOZZLE; SWIVEL	PW	256.24
Invoice Amount : 256.24		**Discount Amount** : 0.00			**Check Amount** : 256.24	
Check Number : 35672	**Check Date** : 2/2/2016					
Vendor : 8106 JAMES PREDMORE						
10	71351	2/1/2016	2/4/16	MILEAGE FOR SCAG MTG ON 2/4/26	COUNCIL	254.15
Invoice Amount : 254.15		**Discount Amount** : 0.00			**Check Amount** : 254.15	
Check Number : 35673	**Check Date** : 2/2/2016					
Vendor : 1110 JORDAN IMPLEMENT CO.						
12	71338	1/29/2016	P20896	KEYSWITCH	PW	62.13
Invoice Amount : 62.13		**Discount Amount** : 0.00			**Check Amount** : 62.13	
Check Number : 35674	**Check Date** : 2/2/2016					
Vendor : 2278 LA BRUCHERIE IRRIGATION SUPPLY						
10	71328	1/29/2016	108382c	CONDITIONER 50LB BUCKET FOR C		370.92
11	71336	1/29/2016	110474c	REPAIR PARTS	PW	144.53
11	71337	1/29/2016	109859c	REPAIR PARTS		254.40
12	71384	2/1/2016	114461c	PLUMBING SUPPLIES		164.27
Invoice Amount : 934.12		**Discount Amount** : 0.00			**Check Amount** : 934.12	
Check Number : 35675	**Check Date** : 2/2/2016					
Vendor : 4619 LUIS M. ESTRADA						
12	71323	1/29/2016	1074	REPAIRS TO BACKHOE	PW	260.00
12	71386	2/1/2016	1078	REPAIRS TO SEWER FLUSHER		140.00
Invoice Amount : 400.00		**Discount Amount** : 0.00			**Check Amount** : 400.00	

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/4/2016 9:35:17 AM
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 35676	**Check Date** : 2/2/2016					
Vendor : 8178 MANUEL DE LEON						
10	71362	2/1/2016	2016 RIB COOK O	SUPPLIES FOR RIB COOK OFF	RIB COOK OFF	133.85
Invoice Amount : 133.85		**Discount Amount** : 0.00			**Check Amount** : 133.85	
Check Number : 35677	**Check Date** : 2/2/2016					
Vendor : 8060 MLA GREEN, INC.						
22	71352	2/1/2016	5413	DESIGN SERVICES REIMB. EXPENSES	ALAMO RIVER	507.77
22	71353	2/1/2016	5560	DESIGN SERVICES (CONSTRUCTION		1,910.00
22	71354	2/1/2016	5745	DESIGN SERVICES REIMB. EXP.		460.00
22	71355	2/1/2016	5744	DESIGN SERVICES CONSTRUCT		954.50
22	71356	2/1/2016	6140	DESIGN SERVICES CONSTRUCTI		1,256.00
22	71357	2/1/2016	6176	DESIGN SERVICES REIMB. EXP. TH		284.17
Invoice Amount : 5,372.44		**Discount Amount** : 0.00			**Check Amount** : 5,372.44	
Check Number : 35678	**Check Date** : 2/2/2016					
Vendor : 8011 NICHOLAS WELLS						
10	71371	2/1/2016	JAN. 2016	MILEAGE	ADMIN	341.55
Invoice Amount : 341.55		**Discount Amount** : 0.00			**Check Amount** : 341.55	
Check Number : 35679	**Check Date** : 2/2/2016					
Vendor : 7821 PACIFIC HYDROTECH CORP.						
12	71358	2/1/2016	PMT #4	CONSTRUCTION PAYMENT #4	WWTP UPGRADE	258,479.73
Invoice Amount : 258,479.73		**Discount Amount** : 0.00			**Check Amount** : 258,479.73	
Check Number : 35680	**Check Date** : 2/2/2016					
Vendor : 1450 PITNEY BOWES GLOBAL FINANCE SERVICES LLC						
10	71366	2/1/2016	2643668 JA16	POSTAGE/FOLDING EQUPMENT LEAS	ADMIN	86.96
11	71366	2/1/2016	2643668 JA16	POSTAGE/FOLDING EQUPMENT LEAS		86.96
12	71366	2/1/2016	2643668 JA16	POSTAGE/FOLDING EQUPMENT LEAS		86.97
Invoice Amount : 260.89		**Discount Amount** : 0.00			**Check Amount** : 260.89	
Check Number : 35681	**Check Date** : 2/2/2016					
Vendor : 1127 PREDMORE, ROBERT						
10	71315	1/29/2016	7638	WORK BOOT REIIMB.	PW	26.65
Invoice Amount : 26.65		**Discount Amount** : 0.00			**Check Amount** : 26.65	
Check Number : 35682	**Check Date** : 2/2/2016					
Vendor : 1176 QUILL CORPORATION						
10	71363	2/1/2016	1976880	COPY PAPER		53.68
11	71363	2/1/2016	1976880	COPY PAPER		53.68
12	71363	2/1/2016	1976880	COPY PAPER	ADMIN	53.69
11	71364	2/1/2016	1929649	OFFICE SUPPLIES		22.58
10	71365	2/1/2016	2312694	OFFICE SUPPLIES	PW	96.47
11	71365	2/1/2016	2312694	OFFICE SUPPLIES		96.47
12	71365	2/1/2016	2312694	OFFICE SUPPLIES		96.49
Invoice Amount : 473.06		**Discount Amount** : 0.00			**Check Amount** : 473.06	
Check Number : 35683	**Check Date** : 2/2/2016					
Vendor : 8339 SIMNSA HEALTH PLAN						
10	71375	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM	ADMIN	716.35
11	71375	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM		1,544.42
12	71375	2/1/2016	FEB. 2016	HEALTH INS. PREMIUM		487.09
Invoice Amount : 2,747.86		**Discount Amount** : 0.00			**Check Amount** : 2,747.86	
Check Number : 35684	**Check Date** : 2/2/2016					
Vendor : 8120 SKOUSEN FARMS PARTNERSHIP						
12	71342	1/29/2016	408	BIOSOLIDS	PW	2,751.00
Invoice Amount : 2,751.00		**Discount Amount** : 0.00			**Check Amount** : 2,751.00	

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/4/2016 9:35:17 AM
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Vendor : 2318 SUNBELT RENTALS						
10	71396	2/1/2016	57483007-001	MANLIFT RENTAL	PW	1,210.78
Invoice Amount : 1,210.78		**Discount Amount** : 0.00			**Check Amount** : 1,210.78	
Check Number : 35686	**Check Date** : 2/2/2016					
Vendor : 8116 VANTAGE POINT TRANSFER AGENTS - 108793						
10	71378	2/1/2016	PP#2 RETIREMEN	PP#2 RETIREMENT; PENSION REPAY	ADMIN	3,752.70
11	71378	2/1/2016	PP#2 RETIREMEN	PP#2 RETIREMENT; PENSION REPAY		1,022.18
12	71378	2/1/2016	PP#2 RETIREMEN	PP#2 RETIREMENT; PENSION REPAY		870.41
Invoice Amount : 5,645.29		**Discount Amount** : 0.00			**Check Amount** : 5,645.29	
Check Number : 35687	**Check Date** : 2/2/2016					
Vendor : 2012 VERIZON WIRELESS						
10	71330	1/29/2016	9758818886	DATE LINE FOR ENGINE	FD	38.01
Invoice Amount : 38.01		**Discount Amount** : 0.00			**Check Amount** : 38.01	
Check Number : 35688	**Check Date** : 2/2/2016					
Vendor : 2055 VISION SERVICE PLAN						
10	71419	2/2/2016	FEB. 2016	VISION INS. PREMIUM		118.92
11	71419	2/2/2016	FEB. 2016	VISION INS. PREMIUM	ADMIN	156.59
12	71419	2/2/2016	FEB. 2016	VISION INS. PREMIUM		87.16
Invoice Amount : 362.67		**Discount Amount** : 0.00			**Check Amount** : 362.67	
Check Number : 35689	**Check Date** : 2/2/2016					
Vendor : 1222 WAXIE SANITARY SUPPLY						
10	71407	2/1/2016	75753646	PAPER SUPPLIES FOR BLDG. AND PA	PW	428.03
Invoice Amount : 428.03		**Discount Amount** : 0.00			**Check Amount** : 428.03	
Check Number : 35690	**Check Date** : 2/2/2016					
Vendor : 8193 WESTAIR GASES & EQUIPMENT						
11	71393	2/1/2016	490137804	WELDING MATERIAL		94.96
12	71393	2/1/2016	490137804	WELDING MATERIAL	PW	94.97
11	71394	2/1/2016	401370619	COMPRESSED GAS;		78.29
12	71394	2/1/2016	401370619	COMPRESSED GAS;		78.30
Invoice Amount : 346.52		**Discount Amount** : 0.00			**Check Amount** : 346.52	
Check Number : 35691	**Check Date** : 2/2/2016					
Vendor : 8011 NICHOLAS WELLS						
10	68388	7/16/2015	7/14 AND 7/15 M	ACCOMODATIONS/PER DIEM FOR MEET	ADMIN	168.50
Invoice Amount : 168.50		**Discount Amount** : 0.00			**Check Amount** : 168.50	

Total Number of Vendors	: 93	:	0.00
Total Number of Checks Printed	: 106		
Total Number of Voided Checks	: 0		
Largest Check Amount	: 258,479.73		
Total for all Checks Printed	: 491,179.52		
Total for Voided Checks	: 0.00		
Net Amount of Checks Printed	: 491,179.52		

Summary

Fund	Amount
10 GENERAL FUND	137,032.84
11 WATER	38,056.66
12 SEWER	301,708.93
22 LOCAL TRANSPORTATION FUND - TDA	14,381.09

(3)

MEETING DATE: 2-8-16
APPROVED FOR AGENDA
CITY MANAGER
FINANCE MANAGER
CITY ATTORNEY

cc staff report

Report #2

To: Nicholas Wells, City Manager
Holtville City Council

From: Carlos Flores, Associate Planner

Date: February 8, 2016

Project: **Walnut Avenue Improvements from Fourth Street to First Street STPL-5174(026)**
Authorization to Advertise Bid for Construction Services

Summary:

Applicant:	City of Holtville
Project Location:	Walnut Avenue from Fourth Street to First Street
Pending Action:	City Council Authorization to Advertise Bid for Construction Services
Zoning:	Public Right-of-Way in Residential & Industrial Zone
General Plan:	Low Density Residential & Industrial
Environmental:	Negative Declaration Completed Categorical Exclusion Issued 4/22/15

INTRODUCTION AND BACKGROUND

The Walnut Avenue project was a fully designed project under ARRA II (2008) that remained unfunded when no additional ARRA funding was approved. A funding opportunity became available under STPL in 2012. The City of Holtville submitted an STPL application on February 24, 2012, requesting $591,000 for improvements to Walnut Avenue from Fourth Street to First Street. ICTC announced that projects would be selected for funding by a scoring process. The Walnut Avenue Improvements project had an excellent score and was awarded a reduced grant of $497,500 with $64,500 coming from a local match commitment for total project cost of $562,000. The City requested fund programming in one phase and over Fiscal Year 15-16 (Construction

Phase). Construction services scheduled for 15/16 must meet the Caltrans deadlines and thus a Request to Authorization to Proceed with Construction packet was submitted to Caltrans on November 18, 2015. The Authorization (E-76) was issued on January 27, 2016. The purpose of this staff report is for City Council to review project progress and authorize the City Engineer to advertise the bid for construction services.

DISCUSSION/ANALYSIS

Approved Project Scope

- **Phase I: CON Phase:** The project scope during the CON Phase entails rehabilitating the pavement on Walnut Avenue from Fourth Street to First Street, inclusive of curb along west pavement end. Additional services include Construction Management and Quality Assurance Program compliance which will need to be bid by City Management under a separate RFP. A total of $497,500 in STPL Funds and $64,500 in Local LTA Funds is budgeted for this phase.

Project Status & Issues

The project involves several actions and certifications that are partially completed in sequence and require Caltrans approval. The process included 1) Environmental Phase, 2) Right of Way Phase, 3) Design Phase, and 4) Construction Phase. The following is a brief overview of the status within each phase:

Environmental Phase - The Preliminary Environmental Study was submitted to Caltrans on April 10, 2015 and Caltrans approved on April 22, 2015. A Federal Aid number was assigned by Caltrans on April 23, 2015. A Categorical Exclusion was issued by Caltrans on April 22, 2015, and a Notice of Exemption was filed on behalf of the City on June 19, 2015 for CEQA compliance.

Right of Way Phase – A Right of Way Certification packet was submitted to Caltrans on July 30, 2015. The utilities requiring relocation included 11 IID power poles (at no cost to the City) and adjustment of City owned water valve. The water valve was included as a construction bid item. A Right of Way Certification was issued by Caltrans on September 17, 2015.

Design & Bidding Phase- The street design is 100% complete by The Holt Group under a previous and separate contract. The project is ready to be bid.

Construction Phase – The environmental and right-of-way certifications enabled the City to move forward into the Construction Phase. The construction phase includes construction engineering and construction costs. The City completed the Request for Authorization to Construct Packet on November 18, 2015 and submitted it to Caltrans for review and approval. The City received an E-76 on January 27, 2016 from Caltrans, authorizing to proceed with bidding.

Project Budget

The total amount of grant funds currently available is $497,500 for the Construction and Construction Engineering with a required minimum match of 11.47% of total project costs that were committed via Resolution 12-08. The estimated costs for bidding, construction, and construction engineering can be broken down in the following table. Please note that Construction Engineering which includes Construction Management and QAP Services are restricted to no more than 15% of construction costs.

	COST ESTIMATE	STPL	LTA MATCH	GAP (LTA)
Bidding (1%)	$4,900	$0	$0	$4,900
Construction Management (12%)	$58,000	$51,347	$6,653	$0
QAP (3%)	$14,500	$12,837	$1,663	$0
Construction & AT	$489,795	$433,615	$56,180	$0
TOTAL	**$567,195.00**	**$497,799**	**$64,496**	**$4,900**

FISCAL IMPACT

Funding for the project was programmed for FY 15/16. The construction phase has a total of $497,799 in STPL Funds and $64,496 in Local LTA Funds budgeted under this phase. The local match is anticipated to come out of the LTA fund. As previously noted, the City has a minimum local match requirement of 11.47 percent (currently estimated at $64,496) as approved via Resolution 12-08. Current costs for construction, construction management, and QAP services are estimated at $562,295. Bidding costs in the amount of $4,900 are anticipated to be an additional LTA impact, for a current gap amount of $4,900 and a Fiscal Impact of $69,396.

RECOMMENDATION AND PENDING ACTION

The current recommendation is to authorize to bid for construction services. Construction management services will also need to be addressed prior to awarding any of the bids received. Staff is requesting Council consider the following actions for the Walnut Avenue Project at the February 8th Council Meeting:

1. Authorize the City Engineer to advertise for bids for the Walnut Avenue Project;

Alternatives

2. Not Authorize the City Engineer to advertise for bids for the Walnut Avenue Project;
3. Provide alternative directive to staff.

Should you have any questions regarding the information on this report, please contact me at justina@theholtgroup.net or at (760) 337-3883.

(4)

MEETING DATE: 2-8-16
APPROVED FOR AGENDA
CITY MANAGER M
FINANCE MANAGER
CITY ATTORNEY

cc staff report

Report #1

To: Nicholas Wells, City Manager
Holtville City Council

From: Justina G. Arce, City Planner

Date: February 8, 2016

Project: **Land Use Map and Zoning Map Updates Consistent With Legal Boundaries Map and Recent Annexation HV 4-15 by Earnest Higgins**

Summary:

Applicants:	Administrative
Project Location:	City Wide In addition to annexed – APN 045-390-051 and 045-390-053
Pending Action:	Introduce and Waive the First Reading of Ordinance 485 that • Adopts Updated Land Use Map; and • Adopts Updated Zoning map
General Plan:	No Changes to Land Use Designations
Zoning:	City Wide: Adjusted Boundary within ROW Areas APN 045-390-051 & 053 – R-1 Single Family Residential
Environmental:	Exempt

INTRODUCTION & BACKGROUND

On October 8, 2015, Staff received an application for Annexation by Mr. Ernie Higgins and Theresa Higgins. LAFCo issued a Certificate of Filing on October 21, 2015. Parcels with APN 045-390-051 and APN 045-390-053, were reviewed and conditionally approved by the City of Holtville and approved by LAFCo on January 28, 2016 to fulfill the City's condition. The approvals have resulted in an adjustment of boundaries to the City's Land Use and Zoning Maps. Additionally, LAFCo required an updated Legal Boundary Map from the City as the last official boundary map for the City of Holtville had been recorded in 1965. Staff verified the boundaries of 14 annexations that have taken place since July of 1965 and prepared the Legal Boundary Map as presented in Exhibit A. The subject matter of this staff report is for the City Council to review the updates to the Land Use and Zoning Map and consider introducing and waiving Ordinance 485 which would adopt the same.

ISSUES FOR DISCUSSION AND REVIEW

Legal Boundary Map- The preparation of a Legal Boundary Map is required by LAFCo because it should clearly delineate the jurisdictional boundaries and be signed by a licensed engineer. The Legal Boundary Map is important because it is used for the purpose of addressing services. The final City of Holtville Legal Boundary Map as attached to this report will be sent to local agencies including Law Enforcement, County Assessors, and other County Departments for the purpose of determining jurisdictional authorities and/or responsibilities. For example, prior maps indicated that the City of Holtville had roadway responsibilities for the ½ south part of Zenos between Melon and the western City Limits, when in reality, the approved and recorded annexations did not include any portion of Zenos/Sixth Street. A total of 14 recorded annexation documents in addition to the 1965 recorded boundary map were reviewed prior to finalizing the current Legal Boundary Map.

Annexation HV-4-15- The Higgins Annexation has been approved by both the City of Holtville and LAFCo, thus the two parcels have been incorporated into the aforementioned Legal Boundary Map and as such require to be incorporated into the City's Land Use and Zoning Map.

Land Use & General Plan Consistency- No changes to the approved land uses are presented in the attached Exhibit B-Land Use Map, only boundary adjustments to the land use map consistent with the Higgins annexation and the current Legal Boundary Map.

Zoning Consistency- The zoning map has been updated to reflect the recently annexed HV 4-15 property as R-1 Single Family Residential, consistent with Planning Commission recommendation and City Council Approval. Please refer to Exhibit C. No additional Zoning changes are proposed, only the boundaries of the zoning map for consistency with the current Legal Boundary Map.

Environmental - The HV 4-15 project was reviewed for consistency with the California Environmental Quality Act (CEQA) and it was determined that the project was exempt from CEQA. The administrative updates to the aforementioned maps are also exempt.

Public Review - The City of Holtville held two Public Hearings to consider the aforementioned pre-zone prior to its approval, one before the Planning Commission and one before City Council. Additionally, LAFCo held a Public Hearing on January 28th prior to final approval. The proposed amendments to the Land Use Map and Zoning Map are proposed by Ordinance, thus will require publication after its passing.

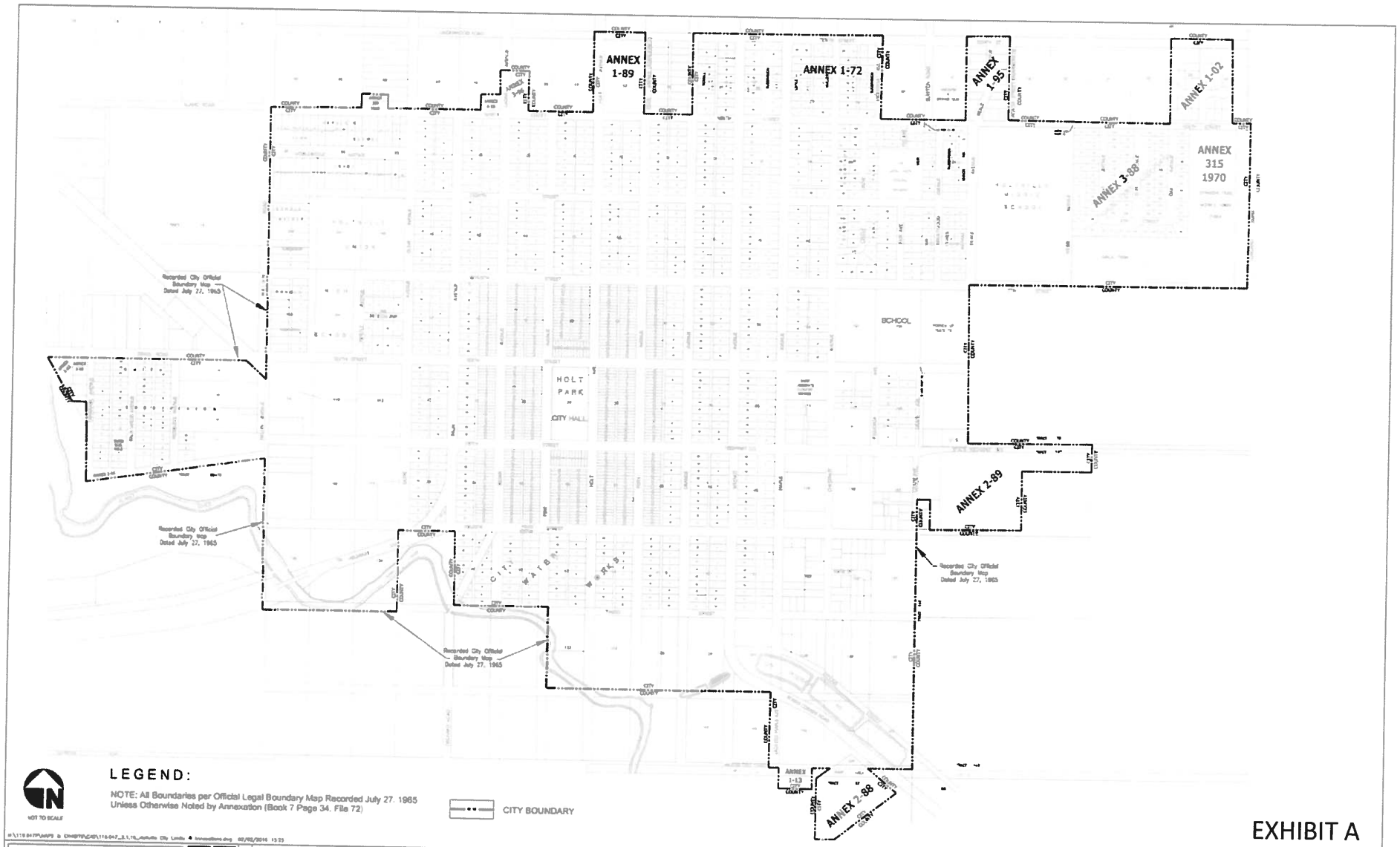
CITY COUNCIL ACTION

It is recommended that City Council review the exhibits provided and consider introduction of Ordinance 485 and waiving the first reading.

Should you have any questions and/or concerns regarding the information in this report, or would like additional information, please feel free to contact me at (760) 337-3883 or jarce@theholtgroup.net.

Attachments
A – Legal Boundary Map
B – Land Use Map
C - Zoning Map

cc: Holtville Planning Commission
Jack Holt, City Engineer



LEGEND:

NOTE: All Boundaries per Official Legal Boundary Map Recorded July 27, 1965 Unless Otherwise Noted by Annexation (Book 7 Page 34, File 72)

CITY BOUNDARY

EXHIBIT A

The Holt Group
ENGINEERING · PLANNING · SURVEYING

1001 N. Imperial Ave.
201 E. Nebraska
P.O. BOX 2522 / 425 E. Main
El Centro, California 92243
Blythe, California 92225
(760) 337-3883
(760) 922-1838

NO.	REVISIONS:	APPROVED	DATE

UNAUTHORIZED CHANGES & USES: The engineer preparing these plans will not be responsible for, or liable for, unauthorized changes to or uses of these plans. All changes to the plans must be in writing and must be approved by the preparer of these plans.

DESIGN BY:
DRAWN BY:
CHECKED BY: JA

BENCH MARK: CITY OF HOLTVILLE BENCHMARK #
ELEVATION:
LOCATION:

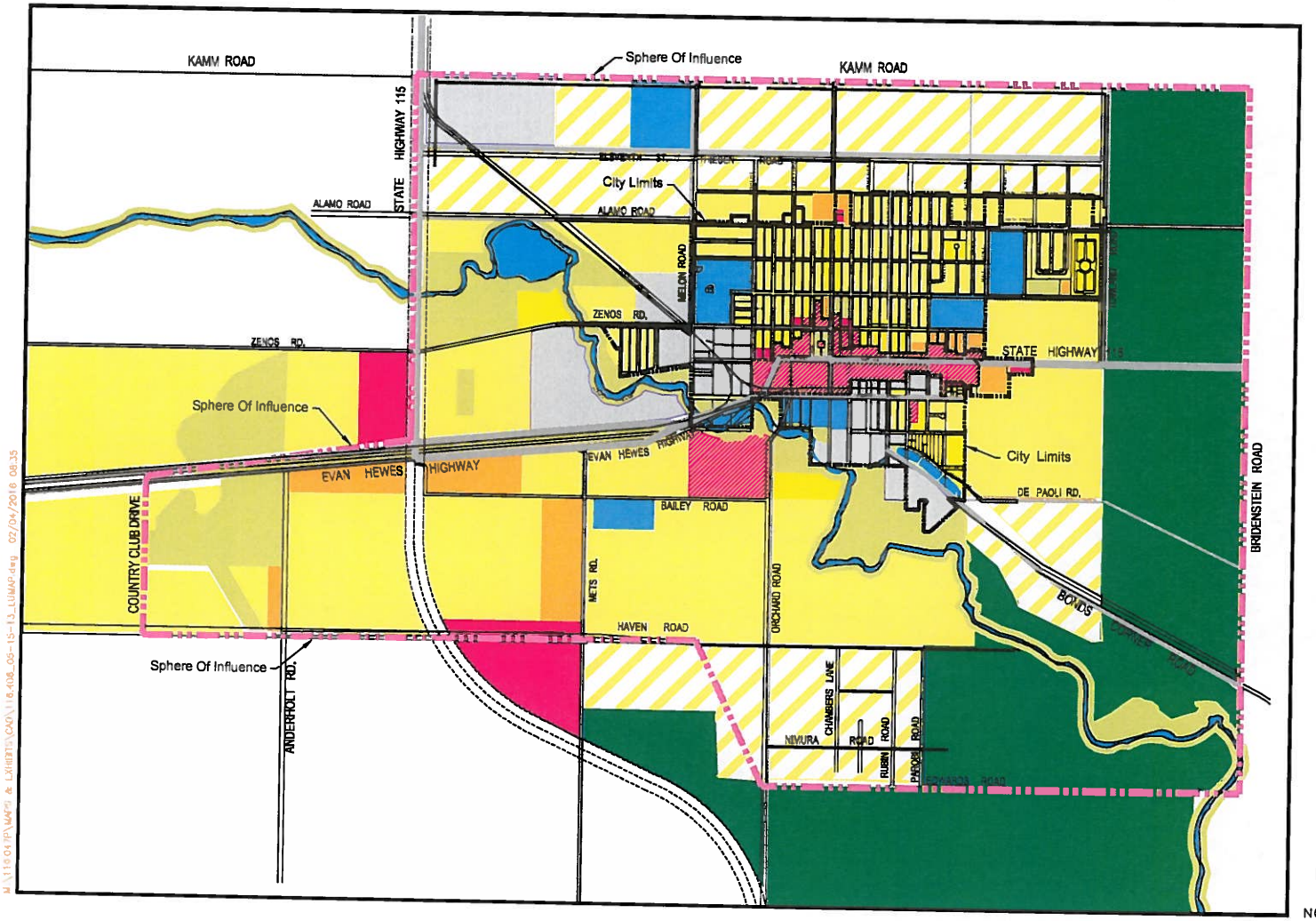
PREPARED UNDER THE DIRECT SUPERVISION OF:
JAMES C. "JACK" HOLT, P.E.
31,773 R.C.E. NO.
7/2/2016 DATE
REG. EXP.

SHEET CONTENT:
CITY OF HOLTVILLE LEGAL BOUNDARY MAP

LOCATION: HOLTVILLE, CA
DATE 03-02-2016

SHEET 1 OF 1 SHEETS
JOB NO. 116.047

EXHIBIT B



Legend

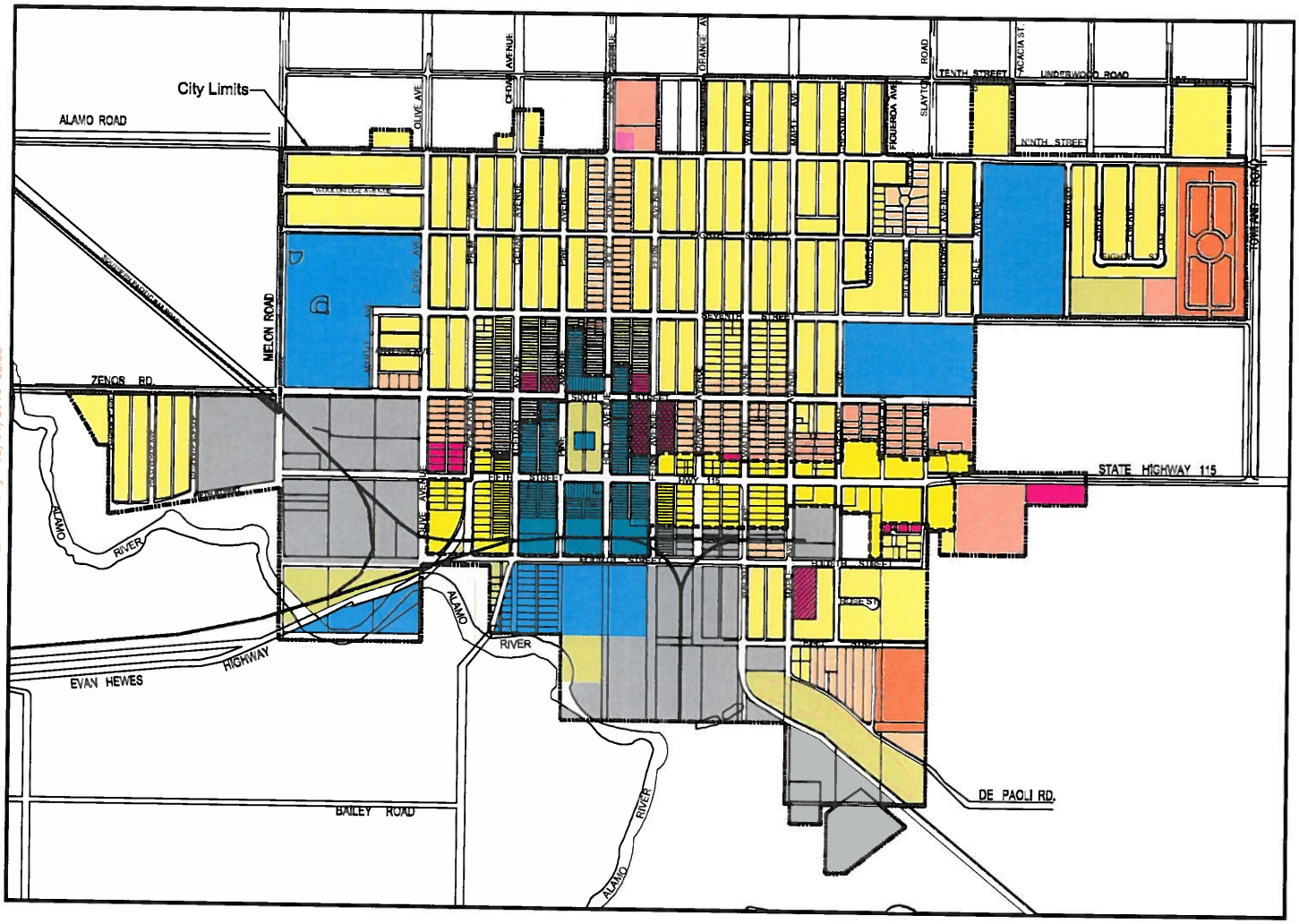
- RR Rural Residential
- LDR Low Density Residential
- MDR Medium Density Residential
- HDR High Density Residential
- RC Residential Commercial Mixed-Use
- AG Agriculture
- C Commercial
- I Industrial
- CF Community Facilities
- OS Open Space Recreation
- Downtown Project Area
- Existing Sphere of Influence
- City Limits
- Alamo River / Wetlands

NOT TO SCALE

Date Adopted Per Ordinance #485_____

DRAFT LAND USE POLICY MAP

EXHIBIT C



Legend

- OS Open Space
- R-1 Single Family
- R-2 Two Family
- R-3 Multi-Family
- R-4 Mobile Home Park
- RC Residential Commercial Mixed-Use
- C-1 Neighborhood Commercial
- C-2 General Commercial
- I-1 Light Industrial
- CF Community Facilities
- Downtown - A Zone
- Downtown - B Zone
- City Limits

NOT TO SCALE

Date Adopted Per Ordinance #485_____

DRAFT ZONING MAP

M:\116.047P\MAPS & EXHIBITS\CAD\116.406_05-15-13_LUMAP.dwg 02/04/2016 08:33

Meeting Date	*02/08/16*
Item Number	*5*
Approvals: City Manager	
Approvals: Finance	
Approvals: City Attorney	

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: February 8, 2016

FROM: Nick Wells, City Manager

SUBJECT: Resolution No. 16-05 *Approving the Agreement for the City of Holtville to Provide Fire Protection Services to Surrounding Unincorporated Areas for and on Behalf of the County of Imperial*

ISSUE

Shall the City Council adopt Resolution No. 16-05 approving an agreement for the City to continue to provide Fire Protection Services to surrounding unincorporated areas for and on behalf of the County of Imperial?

DISCUSSION

The City has contracted with the County of Imperial to provide Fire Protection Services to surrounding unincorporated areas acting as Imperial County Fire for several years. The contract has expired and renewed automatically several times. A slightly altered contract has been presented with incrementally higher revenue for the City.

The revised proposal calls for an additional $6,596 in annual revenue for services provided. As we have realized over the years, County calls consume a large portion of our department's time, so this number may need to be revisited soon, but the County has previously been reluctant to raise that amount significantly, so this represents a reasonable concession.

FISCAL IMPACT

Additional revenue to the General Fund.

RECOMMENDATION

Staff recommends that the resolution be adopted.

ALTERNATIVE

Adopt the Resolution as presented or instruct staff to further negotiate.

RESOLUTION NO. 16-05

A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING AN AGREEMENT WITH THE COUNTY OF IMPERIAL FOR THE CITY OF HOLTVILLE TO PROVIDE FIRE PROTECTION SERVICES TO SURROUNDING UNINCORPORATED AREAS FOR AND ON BEHALF OF THE COUNTY OF IMPERIAL

WHEREAS, the City of Holtville is authorized to provide fire protection services to residents of the City within its incorporated area; and

WHEREAS, after Imperial County Fire has successfully contracted with the Holtville Fire Department to provide similar services to areas surrounding the City of Holtville; and

WHEREAS, the City desires to continue that arrangement; and

WHEREAS, the County of Imperial and Imperial County Fire desire to continue to utilize the City of Holtville pursuant to a revised written agreement for said services;

NOW THEREFORE, BE IT RESOLVED:

1) That the City of Holtville finds that it may best serve its residents and the Imperial County community by continuing the contracting with the County of Imperial to provide Fire Protection services.

2) That the City agrees to execute the agreement with the County of Imperial for the provision of Fire Protection services pursuant to the written agreement, a copy of which in form and substance is attached hereto as Exhibit A.

3) That the agreement will take effect upon execution by authorized representatives of the City of Holtville and the County of Imperial.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville, California, this 8th day of February, 2016.

_____
Jim Predmore, 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 8th day of February, 2016.

_____
Denise Garcia, City Clerk

AGREEMENT

THIS AGREEMENT is made and entered into this _____day of _____, 2015, by and between the COUNTY OF IMPERIAL, a political subdivision of the State of California, hereinafter called "COUNTY," and the CITY OF HOLTVILLE, hereinafter called "AGENCY."

W I T N E S S E T H:

WHEREAS, COUNTY is the owner of certain fire-fighting apparatus and equipment presently in the care and custody of AGENCY; and

WHEREAS, COUNTY and AGENCY have previously executed agreements whereby, in return for the payment of sums and the loan of certain fire-fighting apparatus and equipment by COUNTY, AGENCY has performed fire protection services for and on behalf of COUNTY; and

WHEREAS, the parties wish to continue said fire protection services under this agreement; the parties hereto agree as follows:

1. EQUIPMENT.

COUNTY loans to AGENCY the use of the fire protection equipment listed in Exhibit "A" attached hereto and by this reference made a part hereof, for the purposes and upon the conditions, described herein.

2. FIRE PROTECTION SERVICES.

AGENCY shall deliver and operate the COUNTY fire-fighting apparatus and equipment provided under this agreement in response to fire calls in the service area outlined in Exhibit "B," commonly described as the Holtville Area and shall, upon request of the COUNTY Fire Department, respond to calls in other areas of the County of Imperial as necessary. In addition, AGENCY may respond to "emergency medical service" calls in the service area outlined in Exhibit "B." All requests for Mutual Aid, involving COUNTY equipment and/or this contract, shall be approved by the COUNTY Fire Department. In performance of these services, AGENCY shall comply with all applicable statutes, regulations and professional standards.

3. AGENCY PERSONNEL.

AGENCY shall comply with the provisions of Part 4, Division 12 of the Health and Safety Code, commencing with Section 14825. AGENCY will at all times provide trained California Class C (with

proper endorsements) licensed drivers to operate fire-fighting apparatus and shall provide an experienced crew of not less than two (2) persons, when responding to a call for assistance under this contract. AGENCY shall further participate in the California Department of Motor Vehicles Pull Program to ensure that its personnel are appropriately licensed.

4. TERM.

The term of this agreement shall be deemed to have commenced on July 1, 2015 and shall continue in effect until June 30, 2016, and shall be deemed self-renewed annually from fiscal year to fiscal year, unless either party elects to terminate pursuant to paragraph 20 herein.

5. SUPERSEDURE.

This agreement supersedes any and all agreements for fire protection services earlier entered into by the parties.

6. CONSIDERATION.

For and in consideration of the services to be rendered by AGENCY pursuant hereto, COUNTY agrees to pay, and AGENCY agrees to accept as full consideration therefore as follows:

6.1. A not to exceed annual sum of ninety nine thousand four hundred eighty eight dollars ($99,488.00) payable by COUNTY in arrears in equal monthly installments.

6.2. Except as provided for in paragraph 6.1, COUNTY shall not be responsible to pay AGENCY any other payments, compensation, expenses, fees, or other remuneration.

7. ON-SITE COMMAND.

When AGENCY is responding to a fire with COUNTY equipment in the unincorporated area of the County of Imperial, whether or not within the AGENCY area, and the COUNTY Fire Chief and/or his duly appointed officers are present to assume a unified command of the placement and coordination of COUNTY's equipment, said AGENCY personnel shall place themselves, and the equipment in their possession, under the overall command of the COUNTY Fire Chief and/or his duly appointed officers and shall remain at the scene until released by the COUNTY Fire Chief or his representative in command. An operational communications plan shall be established by the Incident Commander to ensure effective communications for all units on scene. Nothing in this section shall preclude the AGENCY Fire Chief or his designee from recalling AGENCY personnel, if needed to respond to calls for service within the City.

8. RESPONSES OUTSIDE COUNTY.

At no time shall AGENCY send the COUNTY fire truck to answer a call outside the boundaries of the County of Imperial, without first obtaining permission from the COUNTY Fire Chief or his duly appointed officer.

9. LEVEL OF SERVICES.

9.1 COUNTY reserves the right to set the level of service expected of AGENCY, as set forth in Exhibit "C" attached hereto, and by this reference made a part hereof.

9.2 COUNTY and AGENCY agree that AGENCY may provide first responder emergency medical services and that AGENCY may bill for these services when allowable at AGENCY's established billing rates and procedures.

9.3 COUNTY may, from time to time, conduct inspections to determine whether the required level of service is being maintained by AGENCY.

9.4 AGENCY shall provide a training program for its personnel sufficient to conform to the minimum training standards set forth in Exhibit "D" attached hereto, and by this reference made a part hereof, and other mandated training as required by the State Fire Marshall, and state and federal regulations.

10. INTRA-AGENCY USE OF EQUIPMENT.

AGENCY may use the COUNTY fire-fighting apparatus and equipment in its custody for "standby" or "cover-in" when AGENCY's own equipment is otherwise in use and for the combating of fires or other local emergencies of any type when used in conjunction with AGENCY's own equipment. Notwithstanding this provision, AGENCY shall be responsible for any and all costs of operations and maintenance incurred in the course of such use and that AGENCY shall continue to perform all other provisions of this contract.

11. REPORTS.

AGENCY shall designate a Fire Chief who shall have the responsibility of insuring compliance with all provisions of this agreement. The AGENCY Fire Chief shall report to the COUNTY's Fire Chief or to the COUNTY's Executive Officer or their representatives, the loss or damage of any COUNTY fire truck or other equipment in the possession of AGENCY. If any such truck or equipment is involved in an

accident where death, personal injury or property damage has resulted, the AGENCY Fire Chief shall, in addition to any required police reports, report same to the COUNTY Fire Department as soon as possible and preferably at the time of the accident, but in no event later than twenty-four (24) hours following the accident. The AGENCY Fire Chief shall within ten (10) days following the accident report, in writing, to the COUNTY Fire Chief the circumstances of the accident and resulting loss or damage. The AGENCY Fire Chief shall submit to the COUNTY Fire Department monthly incident reports which outline incidents for which the COUNTY engine was utilized and monthly training reports of the AGENCY's personnel. The AGENCY shall also submit personnel rosters of firefighters and certified driver/operators monthly to the COUNTY Fire Department.

12. PERMITTED USES OF COUNTY EQUIPMENT.

12.1. AGENCY shall use COUNTY provided equipment exclusively for firefighting or other legitimate Emergency Services purposes only. AGENCY shall not use the COUNTY fire truck or its equipment for the purpose of washing fire hoses, flushing sewer lines, washing buildings, streets or alleys or other non-firefighting related activities.

12.2. COUNTY agrees that AGENCY may use COUNTY equipment for the training of its personnel as required above, when AGENCY equipment is not available for this purpose. However, it is agreed that AGENCY shall use its own equipment for training purposes whenever possible.

13. REPLACEMENT OF EQUIPMENT.

AGENCY shall be responsible for the care and custody of all the COUNTY equipment provided to it and shall return same to the COUNTY Fire Chief at the termination of this agreement in as good a condition as when provided, reasonable wear and tear excepted.

14. MAINTENANCE.

AGENCY shall maintain COUNTY fire-fighting apparatus and equipment in its possession pursuant hereto, and shall keep the same in good, serviceable condition, and shall properly house and shelter the same during the term thereof. In addition, AGENCY shall apply to said apparatus and equipment such tests and inspections as may, from time to time, be prescribed by the COUNTY Fire Chief. The results of said tests and inspections shall be reported to COUNTY in the manner and upon forms

prescribed by the COUNTY Fire Chief. In addition, AGENCY shall submit to COUNTY on or before the fifteenth (15th) day of each month, a report covering the operation by AGENCY of the apparatus and equipment of COUNTY pursuant to this agreement. Said report shall be made upon forms prescribed by the COUNTY Fire Chief and the AGENCY Fire Chief.

15. REPAIRS.

AGENCY shall make or cause to be made, all necessary minor repairs or routine maintenance to COUNTY equipment supplied hereunder, by qualified personnel. AGENCY shall provide the labor costs of all such minor repairs. Minor repair are defined as those where the costs of the parts do not exceed one hundred dollars ($100) and the work can be performed by AGENCY's Fire Department personnel or AGENCY mechanic(s). COUNTY shall perform all other repairs at no charge to AGENCY.

16. ANNUAL INVENTORY.

AGENCY shall permit COUNTY to inventory all COUNTY equipment in AGENCY's possession on or before July 10 of each year of this agreement.

17. FUEL.

COUNTY agrees to provide fuel for the operation of all COUNTY equipment provided herein for the performance of the provisions of this agreement.

18. INSURANCE.

AGENCY shall maintain public liability and property damage insurance sufficient to cover liabilities that may arise out of the performance of this agreement. AGENCY shall also provide workers' compensation insurance covering its members. Certificates of insurance for each required policy shall be provided to the Clerk of the Board of Supervisors and shall verify that insurance coverage may not be canceled without thirty (30) days notice to AGENCY and to COUNTY.

19. HOLD HARMLESS.

19.1 AGENCY agrees to indemnify and defend COUNTY, its officers, employees, agents, agencies and instrumentalities, against all suits, actions, claims, costs or demands resulting from death, personal injury or property damage arising or resulting from and all operations performed in the Agreement provided such injuries or death to persons or damage to property is due to the sole negligence of AGENCY, its employees or agents.

19.2 COUNTY agrees to indemnify and defend AGENCY, its officers, employees, agents, agencies and instrumentalities, against all suits, actions, claims, costs or demands resulting from death, personal injury or property damage arising or resulting from and all operations performed in the Agreement provided such injuries or death to persons or damage to property is due to the sole negligence of COUNTY, its employees or agents.

20. TERMINATION.

Should either party fail or refuse to comply with any term or condition of this agreement, the other party may, upon serving fifteen (15) days notice specifying the nature of the noncompliance, terminate the agreement if corrective action is not taken within said period. If AGENCY allow its insurance to lapse, this agreement shall be deemed immediately suspended and COUNTY may immediately terminate the agreement. Either party may terminate this agreement without cause by giving sixty (60) days written notice to the other party.

IN WITNESS WHEREOF the parties hereto have caused this document to be executed the day and year first above written.

COUNTY OF IMPERIAL:

By:_____
RYAN E. KELLEY, Chairman
Board of Supervisors

ATTEST:

By:_____
BLANCA ACOSTA, Clerk of the
Board of Supervisors

APPROVED AS TO FORM:

KATHERINE TURNER
COUNTY COUNSEL

By:_____
Eric Havens
Deputy County Counsel

CITY OF HOLTVILLE

By:_____

Approvals		
	Meeting Date	02/08/16
	Item Number	8
	City Manager	
	Finance	
	City Attorney	

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: February 8, 2016

FROM: Nick Wells, City Manager

SUBJECT: City Manager Update

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 recently applied for funding from BECC for the tank coating, but was notified that we will need to wait until the completion of the WWTP Rehab Project to be eligible. ***A more in-depth application is now being prepared for submittal to SRF shortly.***

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. ***This issue will also be addressed on the SRF application.***

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. Staff is beginning the outreach to organizations such as the Rural Community Assistance Corporation and the California Rural Water Association to explore the potential of procuring this for the City at no charge.***

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 last year. Five plan iterations have been submitted to the Building Department and forwarded to the City Engineer for review with continued "issues." It is believed that the remaining issues regarding the electrical drawings have been clarified and revised plans were submitted (again) last month and have passed the review from the subcontracted electrical engineer. ***We are presently in discussions with Infratech regarding contract changes necessitated by the scaled-back size 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. The City's WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16, in November, which should give ample time for

completion. A good deal of the excavation and base concrete pouring has been completed. Project meetings have not produced any major issues.

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 is expected to begin in the next few weeks after Caltrans completes submittal reviews.

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. ***Procurement of a construction contractor is on the agenda for this evening.***

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. ***The consultants are here this evening to present their findings.***

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 basically complete. The City received notice through the State Parks Department that additional funding had become available for, among other things, pedestrian trails. The City 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).

A revision to the planned trail head sign to reflect the name change to the "Pete Mellinger Alamo River Trail" was prepared and will be produced, which will complete this phase of the project. There has been some difficulty finding a vendor to do the etching of the metal sign. I consulted with the contractor last month 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.

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.***

ADMINISTRATION

BUILDING PERMITS - The City issued 113 building permits during 2015 and has issued ***10*** building permits during 2016.

Holtville Estates - ***Fourteen homes have been sold and occupied*** in the first three phases of the development. 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 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 is under review by staff. We will continue to provide information to keep the process moving.

Black Dog Trestle Fire Matter – 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 was 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 Black Dog's attorneys recently filed their Notice of Appeal, so we are awaiting a hearing date in the future.

Rib Cook-Off 2016 – ***The City's booth for the Holtville Athletic Club's extravaganza was a great success! Generous donations from vendors more than paid for all of the supplies used to cook 12 cases of ribs with fried onion rings and potatoes as sides. The City placed 2nd in 3 of 4 categories judged: Best Side Dish, Best Booth and Best Hospitality Area. We hope to make a much stronger showing in the "Best Ribs" category next year.***

Carrot Festival 2016 – Staff worked closely with the Chamber of Commerce in preparation for the event. After considerable work to secure it, the City was recently notified that a representative of the California (Los Angeles) Angels will be in Holtville to commemorate the 50th anniversary of the Angels first breaking training camp in Holtville. Both Bobby Knoop and Clyde Wright, players for the team throughout the 60's, was slated to be on hand to participate, but had to bow out late last week. ***An Angels representative continued to work on a replacement through last week, but nobody was found to take their place.***

MEETINGS & EVENTS RECENTLY ATTENDED:

·	01/25/16	Management Staff Meeting	*City Hall*
·	01/25/16	Conference w/ Classified Bargaining Unit Reps	*City Hall*
·	01/26/16	City EOP Exercise	*PW Yard*
·	01/27/16	Meeting w/ Jack Holt *re: Streets Assessment*	*The Holt Group (EC)*
·	01/28/16	IVECA Board Meeting	*EC ED Offices*
·	01/28/16	Meeting w/ Steve Walker *re: Various City Issues*	*Walker & Driskill Offices*
·	01/28/16	League of Cities Division Dinner	*The Courtroom (EC)*
·	01/29/16	Carrot Queen Coronation Banquet	*Imperial Palms Resort*
·	01/29/16	Meeting w/ BECC/EPA Officials *re: WWTP Progress*	*WWTP Plant & City Hall*
·	01/30/16	Holtville Athletic Club Rib Cook-Off	*Samaha Park*
·	02/01/16	Post Rib Cook-Offf Meeting	*City Hall*
·	02/02/16	Complete Streets Project Status Update	*Conference Call*
·	02/03/16	WWTP - Monthly Progress Meeting	*WWTP Plant*
·	02/04/16	Carrot Festival Parade Planning Meeting	*City Hall*
·	02/06/16	Carrot Festival Parade	*Fifth Street*

UPCOMING EVENTS:

·	02/07/16	CofC Super Bowl Party	*Holt Avenue, Fifth to Sixth Streets*
·	02/08/16	Medical Marijuana Regulation Seminar	*Four Points Sheraton (San Diego)*
·	02/09/16	Carrot Festival Parade Wrap Meeting	*City Hall*
·	02/10/16	ICTC Management Committee Meeting	*City of Westmorland*
·	02/10/16	CCMA Meeting	*City of Westmorland*
·	02/15/16	Presidents Day *(City Holiday)*	
·	02/21/16	IC Health Pet Vaccination Clinic	*Cedar Ave & Fourth Street (Holtville)*
·	02/22/16	Holtville City Council Meeting	*City Hall*
·	02/24/16	City of Imperial State of the City Address	*The Movies (Imperial)*
·	02/24/16	WWTP - Monthly Progress Meeting	*WWTP Plant*
·	02/25/16	IVECA Board Meeting	*EC ED Offices*
·	2/26 - 3/6	California Midwinter Fair & Fiesta	*Fairgrounds (Imperial)*
·	03/03/16	Holtville CofC BoD	*Vessey & Co*
·	03/04/16	Date of Proposed National Holiday *(Nick's Birthday)*	
·	03/31/16	League of Cities Division Dinner	*Inferno (Brawley)*
·	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

8a

MEETING DATE:	2-8-16
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

City of Holtville

Report to Council

Date Issued: February 3, 2016

From: Sergeant Manuel De Leon, Chief of Police

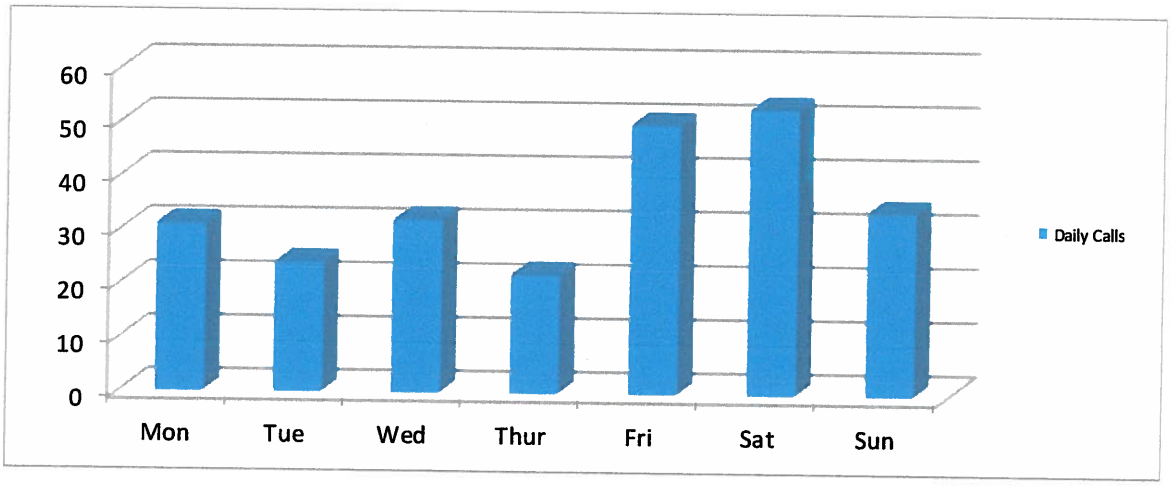
Subject: Holtville Sheriff's Monthly Report – January 2016

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

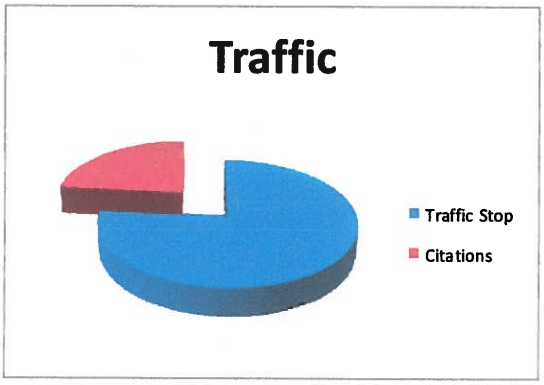
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of January 2016.

Calls For Service:

- **212** total incident reports, which were entered into Spillman Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.
- The highest volume of calls for service occurred on **Saturday** with **53 calls**. The highest volume of calls occurred from **6:00 p.m. to 7:00 p.m.**

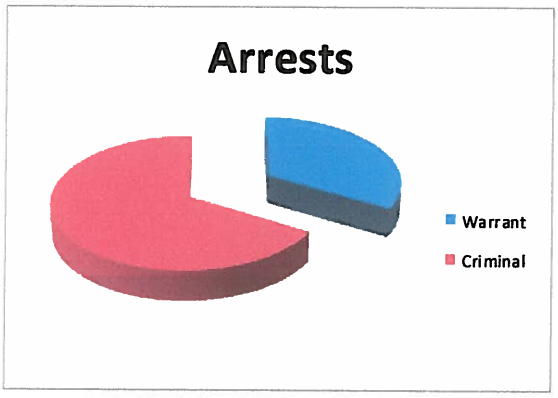


Traffic	Total
Traffic Stops	65
Citations Issued	20
Traffic Collisions	3
DUI's	0



Crimes	Total
Burglary	4
911 Calls - Hangups	0
Vandalism	1
Disturbing the Peace	24
Narcotic Offenses	2

Arrests	Total
Warrants	3
Criminal	6
Total	9



Miscellaneous	Total
Animal Problem	4
Alarm Calls	14
Deputy Request	11

The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of January 2016.

- On January 7, 2016, Sheriff Loera held his annual inspection of Deputies at the Casa de Manana Building at the Imperial County Fair Grounds.
- On January 11, 2016, I attended the Holtville City Council meeting at the Holtville Civic Center.
- On January 12, 2016, all Deputies had their individual radios reprogrammed for a radio update.
- On January 19, 2016, Deputies attended training on responding to an active shooter.
- On January 20, 2016, I attended a public meeting in Heber in reference to Law Enforcement using body worn cameras. The public meeting had a very low number of attendees.
- On January 21, 2016, Sr. Deputy Figueroa and Deputy Ayala attended local training on conducting interviews.
- On January 28, 2016, Deputies assisted state parole on home visits of active parolees in the area.
- On January 28, 2016, Deputy A. Contreras and Sr. Deputy Lindberg provided a presentation on "Bullying" at Pine School.
- On January 30, 2016, Deputies covered the Rib Cook Off. There were no criminal events reported as a result of the Rib Cook Off weekend.
- Sr. Deputy Figueroa took the first week of January off as his yearly vacation.

Respectfully submitted,

Sergeant Manuel De Leon

MEETING DATE:	02/08/16
ITEM NUMBER	8b
Approvals: CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

City of Holtville

REPORT TO CITY COUNCIL

DATE ISSUED: February 3, 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 01/20/16 to 02/03/16.

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

Water Treatment Plant:

- **WTP staff repaired solar heating panel leaks at Gene Layton Memorial Pool.**
- **WTP staff repaired ruptured post-chlorination chemical feed line.**
- **WTP staff took Distribution Pump #2 out of service for pump/motor service work.**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

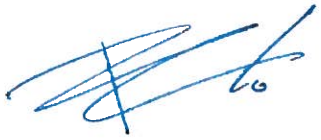
Waste Water Treatment Plant:

- **Staff completed annual CIWQS wastewater operations reports and submitted data.**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

Waste Water Treatment Construction:

- **Pacific Hydro work crews completed concrete work at septage receiving station and began backfill operations.** *(see attached photo)*
- **Pacific Hydro work crews completed concrete work for new influent flow metering vault and headworks structure and completed backfill operations. (***see attached photo)*
- **Pacific Hydro work crews began excavation work for Retention Wall footing along east side pf the plant site.** *(see attached photo)*
- **Pacific Hydro work crews began excavation work for Biolac aeration basin.** *(see attached photo)*

Respectfully Submitted,



Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

MEETING DATE:	02/08/16
ITEM NUMBER	8c
Approvals: CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

City of Holtville
REPORT TO CITY COUNCIL

DATE ISSUED: February 8, 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 Sheriffs 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.
- Set up road closure for the rib cook off
- Installed 4 one inch Verizon meters
- Set up road closure for the Carrot Carnival and Parade
- Caught 4 dogs and 8 cats.

Respectfully Submitted,

Alejandro Chavez
Public Works

MEETING DATE:	02/08/16
ITEM NUMBER	8d
Approvals: CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

City of Holtville

REPORT TO CITY COUNCIL

DATE ISSUED: February 3, 2016

FROM: Hector Orozco

SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

7 month Income Statement Review of Major Funds –

General Fund

General Fund revenues are tracking to do quite well for the year. The General Fund is at 72% of the projected budget for the year; that's 13 % higher than projected at the end of January.

Water Fund

Water fund revenues are 57 % of the projected budget for the year; 2% shorter than revenues should be at the end of January, which has resulted in expenses over revenue of $37,016.67. The Water Fund does not have the cash for capital improvements to improve our water system. Furthermore, if too many large water breaks occur, it will put the Water Fund in a negative cash position, which the General Fund will have to make up. As discussed during the mid-year review, an increase in water rates seems necessary.

Sewer Fund

Sewer Revenues are 3% higher than projected at the end of January 2016 with a strong cash position.

Local Transportation Authority

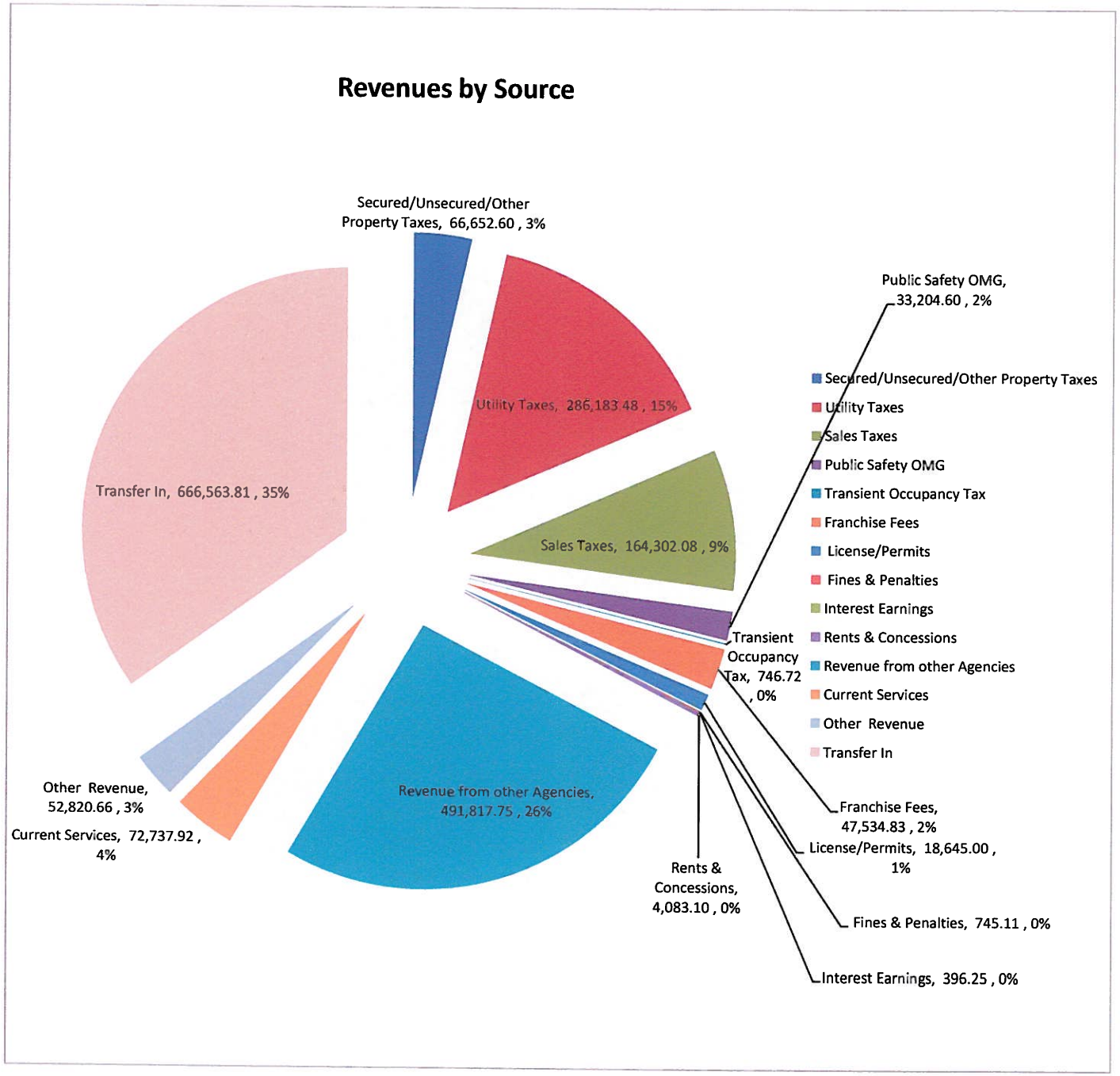
As of the January 2016, LTA fund has received $322,661.04 plus an additional $40,025 from Fund 25, Prop 42, Traffic Congestion Relief Fund to cover expenditures from 2011.

Respectfully submitted,

Hector Orozco

CITY OF HOLTVILLE
Income Statement - General Fund
For 7 Month Ending January 31, 2015

Revenue	**Budget**	**YTD**	**% of Budget**
Secured/Unsecured/Other Property Taxes	116,200.00	66,652.60	57%
Utility Taxes	446,500.00	286,183.48	64%
Sales Taxes	335,000.00	164,302.08	49%
Public Safety OMG	35,000.00	33,204.60	95%
Transient Occupancy Tax	1,100.00	746.72	68%
Franchise Fees	94,000.00	47,534.83	51%
License/Permits	28,125.00	18,645.00	66%
Fines & Penalties	2,800.00	745.11	27%
Interest Earnings	1,000.00	396.25	40%
Rents & Concessions	7,300.00	4,083.10	56%
Revenue from other Agencies	862,442.00	491,817.75	57%
Current Services	73,300.00	72,737.92	99%
Other Revenue	32,500.00	52,820.66	163%
Transfer In	625,000.00	666,563.81	107%
Total Revenues	2,660,267.00	1,906,433.91	72%
Expenditures			
Salaries	603,961.00	402,366.18	67%
Benefits	198,905.00	90,080.12	45%
Personal Expense	137,470.00	104,950.60	76%
Materials and Supplies	1,555,136.00	972,149.11	63%
Capital Outlays/Transfer Out	39,486.00	39,484.20	100%
Total Expenditures	2,534,958.00	1,609,030.21	63%
Net Revenues over Expenses	$ 125,309.00	$ 297,403.70	
Cash Balance		$ 922,756.49	


Revenues by Source
Secured/Unsecured/Other Property Taxes, 66,652.60 , 3%
Utility Taxes, 286,183.48 , 15%
Sales Taxes, 164,302.08 , 9%
Transfer In, 666,563.81 , 35%
Revenue from other Agencies, 491,817.75 , 26%
Other Revenue, 52,820.66 , 3%
Current Services, 72,737.92 , 4%
Public Safety OMG, 33,204.60 , 2%
Transient Occupancy Tax, 746.72 , 0%
Franchise Fees, 47,534.83 , 2%
License/Permits, 18,645.00 , 1%
Fines & Penalties, 745.11 , 0%
Interest Earnings, 396.25 , 0%
Rents & Concessions, 4,083.10 , 0%
Secured/Unsecured/Other Property Taxes
Utility Taxes
Sales Taxes
Public Safety OMG
Transient Occupancy Tax
Franchise Fees
License/Permits
Fines & Penalties
Interest Earnings
Rents & Concessions
Revenue from other Agencies
Current Services
Other Revenue
Transfer In

CITY OF HOLTVILLE
Income Statement - Water Fund
For 7 Month Ending January 31, 2015

Revenue	**Budget**	**YTD**	**% of Budget**
Water Charges	1,590,500.00	$ 910,737.55	57%
Interest Earnings	500.00	41.74	
Total Revenues	1,591,000.00	910,779.29	57%
Expenditures			
Salaries	292,355.00	179,598.72	61%
Benefits	121,886.00	67,896.73	56%
Personal Expense	12,850.00	9,495.66	74%
Materials and Supplies	446,650.00	248,057.15	56%
Capital Outlays	28,966.00	6,725.36	23%
Debt Service	512,642.00	411,022.34	80%
Capital Improvements	85,333.00		0%
Total Expenditures	1,500,682.00	922,795.96	61%
Transfer Out	25,000.00	25,000.00	100%
Net Revenues over Expenses	$ 65,318.00	$ (37,016.67)	
Cash Balance		$ 29,168.78	

CITY OF HOLTVILLE
Income Statement - Sewer Fund
For 7 Month Ending January 31, 2015

Revenue	**Budget**	**YTD**	**% of Budget**
Revenue from other Agencies	-	$ -	
Sewer Charges	1,405,000.00	868,367.34	62%
Other Revenue	3,100.00	1,950.00	63%
Interest Earnings	2,000.00	1,346.08	67%
		-	
Total Revenues	1,410,100.00	871,663.42	62%
Expenditures			
Salaries	272,820.00	190,268.52	70%
Benefits	110,900.00	54,615.52	49%
Personal Expense	11,000.00	6,927.06	63%
Materials and Supplies	274,150.00	173,373.32	63%
Capital Outlays	73,916.00	7,547.71	10%
Debt Service	165,000.00	-	0%
Reserve Funds	85,745.00		0%
Transfer Out	225,000.00	225,000.00	100%
Total Expenditures	1,218,531.00	657,732.13	54%
Net Revenues over Expenses	$ 191,569.00	$ 213,931.29	
Cash Balance		$ 1,304,194.88	

CITY OF HOLTVILLE
Income Statement - Local Transportation Authority (LTA)
For 7 Month Ending January 31, 2015

Revenue	**Budget**	**YTD**	**% of Budget**
Measure D Tax Revenue	475,000.00	$ 322,661.04	68%
Interest Earnings		90.41	
Transfer In		40,025.00	
Total Revenues	475,000.00	362,776.45	76%
Expenditures			
Special Department Supplies		-	
Advertising		-	
Professional & Specialized Services		59.10	
Professional Services Planning		-	
Professional Services Design & Engineering		-	
Professional Services Construction		-	
Total Expenditures		59.10	
Transfer Out	150,000.00	150,000.00	100%
Net Revenues over Expenses	$ 325,000.00	$ 362,717.35	
Cash Balance		$ 767,811.05	

AGENDA
REGULAR MEETING OF THE SUCCESSOR AGENCY TO THE HOLTVILLE REDEVELOPMENT AGENCY
121 WEST FIFTH STREET, HOLTVILLE, CALIFORNIA

February 8, 2016

OPEN SESSION
6:00 PM

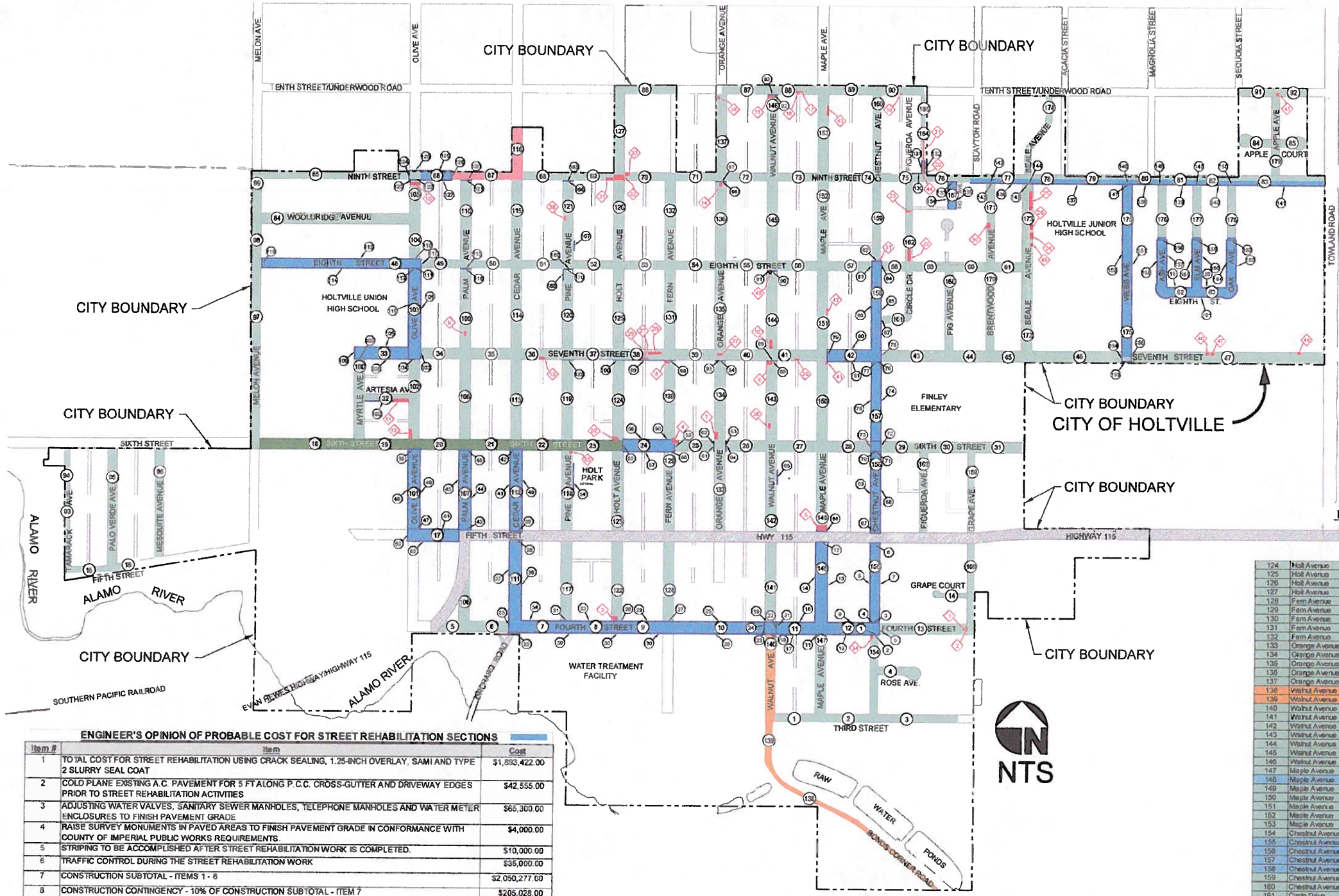
Jim Predmore, Chairperson
Mike Goodsell, Vice-Chairperson
David Bradshaw, Board Member
Richard Layton, Board Member
Ginger Ward, Board Member

Steve Walker, Agency Attorney
Denise Garcia, City Clerk
Nick Wells, Executive Officer
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 Chairman reserves the right to place a time limit on each person asking to be heard.

SUCCESSOR AGENCY: CANCELLED



ENGINEER'S OPINION OF PROBABLE COST FOR STREET REHABILITATION SECTIONS

Item #	Item	Cost
1	TOTAL COST FOR STREET REHABILITATION USING CRACK SEALING, 1.25-INCH OVERLAY, SAMI AND TYPE 2 SLURRY SEAL COAT	$1,893,422.00
2	COLD PLANE EXISTING A.C. PAVEMENT FOR 5 FT ALONG P.C.C. CROSS-GUTTER AND DRIVEWAY EDGES PRIOR TO STREET REHABILITATION ACTIVITIES	$42,555.00
3	ADJUSTING WATER VALVES, SANITARY SEWER MANHOLES, TELEPHONE MANHOLES AND WATER METER ENCLOSURES TO FINISH PAVEMENT GRADE	$68,300.00
4	RAISE SURVEY MONUMENTS IN PAVED AREAS TO FINISH PAVEMENT GRADE IN CONFORMANCE WITH COUNTY OF IMPERIAL PUBLIC WORKS REQUIREMENTS.	$4,000.00
5	STRIPING TO BE ACCOMPLISHED AFTER STREET REHABILITATION WORK IS COMPLETED.	$10,000.00
6	TRAFFIC CONTROL DURING THE STREET REHABILITATION WORK	$35,000.00
7	CONSTRUCTION SUBTOTAL - ITEMS 1 - 6	$2,050,277.00
8	CONSTRUCTION CONTINGENCY - 10% OF CONSTRUCTION SUBTOTAL - ITEM 7	$205,028.00
9	ESTIMATED CONSTRUCTION COST - ITEMS 7 AND 8	$2,255,305.00
10	DESIGN ENGINEERING - 3% OF ITEM 9	$67,660.00
11	BIDDING (3/4% OF TOTAL CONSTRUCTION COST)	$16,916.00
12	CONSTRUCTION MANAGEMENT, RESIDENT ENGINEERING AND INSPECTION - 3.50%	$78,936.00
13	TOTAL PROJECT COST - ENGINEERING AND CONSTRUCTION - ITEMS 9, 10, 11 AND 12	$2,418,818.00

TOTAL LENGTH OF STREETS RECEIVING MAINTENANCE = 18.132 FEET = 3.43 MILES

ENGINEER'S OPINION OF PROBABLE COST FOR STREET MAINTENANCE SECTIONS

Item #	Item	Cost
1	TOTAL COST FOR STREET MAINTENANCE USING CRACK SEALING AND TYPE 2 SLURRY SEAL COAT	$1,471,442.00
2	TOTAL COST FOR STREET MAINTENANCE USING CRACK SEALING AND TYPE SS-1H SEAL COAT	$5,334.00
3	POTHOLE AND PAVEMENT FAILURE AREAS TO BE COMPLETED PRIOR TO STREET MAINTENANCE WORK	$147,564.00
4	COLD PLANE EXISTING A.C. PAVEMENT FOR 5 FT ALONG P.C.C. CROSS-GUTTER, CURB AND GUTTER AND DRIVEWAY EDGES PRIOR TO STREET MAINTENANCE ACTIVITIES	$2,703.00
5	STRIPING TO BE ACCOMPLISHED AFTER STREET MAINTENANCE WORK IS COMPLETED.	$41,200.00
6	TRAFFIC CONTROL DURING THE STREET IMPROVEMENT WORK	$35,000.00
7	CONSTRUCTION SUBTOTAL - ITEMS 1 - 6	$1,703,243.00
8	CONSTRUCTION CONTINGENCY - 10% OF CONSTRUCTION SUBTOTAL - ITEM 7	$170,325.00
9	ESTIMATED CONSTRUCTION COST - ITEMS 7 AND 8	$1,873,568.00
10	DESIGN ENGINEERING - 3% OF ITEM 9	$56,208.00
11	BIDDING (3/4% OF TOTAL CONSTRUCTION COST)	$14,052.00
12	CONSTRUCTION MANAGEMENT, RESIDENT ENGINEERING AND INSPECTION - 4.0%	$74,943.00
13	TOTAL PROJECT COST - ENGINEERING AND CONSTRUCTION - ITEMS 9, 10, 11, AND 12	$2,018,771.00

TOTAL LENGTH OF STREETS RECEIVING MAINTENANCE = 72.905 FEET = 13.81 MILES

LEGEND

ITEM NO.	SYMBOL	DESCRIPTION
1		STREET SECTIONS TO BE IMPROVED BY MAINTENANCE - CRACK SEALING AND TYPE 2 SLURRY SEALCOAT. SEE TABLE A ON SHEET 2 FOR STREET DIMENSIONS, MAINTENANCE, QUANTITIES AND COSTS.
2		STREET SECTIONS TO BE IMPROVED BY MAINTENANCE - CRACK SEALING AND SS-1H FOG SEAL. SEE TABLE B ON SHEET 2 FOR STREET DIMENSIONS, MAINTENANCE, QUANTITIES AND COSTS.
3		STREET SECTIONS TO BE IMPROVED BY REHABILITATION - CRACK SEALING, 1 1/4 INCH A.C. OVERLAY, STRESS ABSORBING MEMBRANE INTERLAYER (SAMI) AND TYPE 2 SLURRY SEALCOAT. SEE DETAIL A ON SHEET 2, SEE TABLE C ON SHEET 2 FOR STREET DIMENSIONS AND REHABILITATION QUANTITIES AND COSTS.
4		STREET SECTIONS TO BE REHABILITATED - AS PART OF A FEDERAL AID PROJECT. APPLIED FOR FY 2016/2017- NOT YET APPROVED. ESTIMATED PROJECT COST- $584,000.00.
5		STREET SECTIONS TO BE REHABILITATED - AS PART OF FEDERAL AID PROJECT PER STPL 5174 (028) - TO BE CONSTRUCTED FY 2015/2016. ESTIMATED PROJECT COST- $499,000.00.
6	1	COLD PLANE A.C. PAVEMENT. SEE DETAIL C ON SHEET 2. SEE DETAIL D ON SHEET 3. SEE TABLE D ON SHEET 3.
7	1	COLD PLANE ALONG P.C.C. CROSS GUTTERS, DRIVEWAYS AND CURB AND GUTTER EDGE ALONG STREET SECTIONS TO BE IMPROVED. SEE DETAIL B AND DETAIL C ON SHEET 2. SEE TABLE E ON SHEET 3 AND TABLE F ON SHEET 4.
8	24	STREET SECTION NUMBER
9		STREET SECTIONS NOT MAINTAINED BY THE CITY OF HOLTVILLE - NOT A PART OF THIS PROJECT
10		CITY BOUNDARY

HOLTVILLE STREET LIST - 2016 (CONTINUED)

Street Section No.	Street Name	From	To	Width (FT)	Length (FT)	Pavement Area SQ. FT.	Pavement Area SYD
1	Third Street	Walnut Avenue	Maple Avenue	40	362	14,480	1,609
2	Third Street	Maple Avenue	Chestnut Avenue	40	408	16,320	1,813
3	Third Street	Chestnut Avenue	Grape Avenue	40	658	26,320	2,924
4	Rose Ave	Chestnut Avenue	East Termination Point	37	376	13,912	1,546
5	Fourth Street	Hwy 115	Palm Avenue	46	258	11,868	1,319
6	Fourth Street	Palm Avenue	Cedar Avenue	46	375	17,250	1,917
7	Fourth Street	Cedar Avenue	Pine Avenue	46	380	17,480	1,942
8	Fourth Street	Pine Avenue	Holt Avenue	46	390	17,940	1,993
9	Fourth Street	Holt Avenue	Fern Avenue	40	380	15,200	1,689
10	Fourth Street	Fern Avenue	Walnut Avenue	40	770	30,800	3,422
11	Fourth Street	Walnut Avenue	Maple Avenue	51	380	19,380	2,153
12	Fourth Street	Maple Avenue	Chestnut Avenue	51	390	19,890	2,210
13	Fourth Street	Chestnut Avenue	Grape Avenue	51	710	36,210	4,023
14	Grape Court	Grape Avenue	West Termination Point	40	277	11,080	1,231
15	Fifth Street	Tamarack Avenue	Palo Verde Avenue	35	380	13,300	1,478
16	Fifth Street	Palo Verde Avenue	East Termination Point	35	160	5,600	622
17	Fifth Street	Olive Avenue	Palm Avenue	52	452	23,504	2,612
18	Sixth Street	Melon Avenue	Myrtle Avenue	50	793	39,650	4,406
19	Sixth Street	Myrtle Avenue	Olive Avenue	50	410	20,500	2,278
20	Sixth Street	Olive Avenue	Palm Avenue	50	380	19,000	2,111
21	Sixth Street	Palm Avenue	Cedar Avenue	50	380	19,000	2,111
22	Sixth Street	Cedar Avenue	Pine Avenue	50	380	19,000	2,111
23	Sixth Street	Pine Avenue	Holt Avenue	58	360	20,880	2,320
24	Sixth Street	Holt Avenue	Fern Avenue	51	380	19,380	2,153
25	Sixth Street	Fern Avenue	Orange Avenue	51	380	19,380	2,153
26	Sixth Street	Orange Avenue	Walnut Avenue	51	380	19,380	2,153
27	Sixth Street	Walnut Avenue	Maple Avenue	51	395	20,145	2,238
28	Sixth Street	Maple Avenue	Chestnut Avenue	51	395	20,145	2,238
29	Sixth Street	Chestnut Avenue	Figueroa Avenue	51	395	20,145	2,238
30	Sixth Street	Figueroa Avenue	Grape Avenue	51	514	26,214	2,913
31	Sixth Street	Grape Avenue	East Termination Point	62	545	33,790	3,754
32	Artesia Avenue	Myrtle Avenue	Olive Avenue	40	362	14,480	1,609
33	Seventh Street	Myrtle Avenue	Olive Avenue	64	410	26,240	2,916
34	Seventh Street	Olive Avenue	Palm Avenue	51	380	19,380	2,153
35	Seventh Street	Palm Avenue	Cedar Avenue	51	380	19,380	2,153
36	Seventh Street	Cedar Avenue	Pine Avenue	51	380	19,380	2,153
37	Seventh Street	Pine Avenue	Holt Avenue	51	380	19,380	2,153
38	Seventh Street	Holt Avenue	Fern Avenue	51	380	19,380	2,153
39	Seventh Street	Fern Avenue	Orange Avenue	51	380	19,380	2,153
40	Seventh Street	Orange Avenue	Walnut Avenue	51	380	19,380	2,153
41	Seventh Street	Walnut Avenue	Maple Avenue	51	380	19,380	2,153
42	Seventh Street	Maple Avenue	Chestnut Avenue	51	300	19,890	2,210
43	Seventh Street	Chestnut Avenue	Fig Avenue	64	550	35,200	3,911
44	Seventh Street	Fig Avenue	Brentwood Avenue	64	310	19,840	2,204
45	Seventh Street	Brentwood Avenue	Beale Avenue	64	250	16,000	1,778
46	Seventh Street	Beale Avenue	Webb Avenue	36	796	28,656	3,184
47	Seventh Street	Webb Avenue	Towland Road	36	1510	54,360	6,040
48	Eighth Street	Melon Avenue	Olive Avenue	37	1206	44,622	4,958
49	Eighth Street	Olive Avenue	Palm Avenue	37	380	14,060	1,562
50	Eighth Street	Palm Avenue	Cedar Avenue	37	380	14,060	1,562
51	Eighth Street	Cedar Avenue	Pine Avenue	37	380	14,060	1,562
52	Eighth Street	Pine Avenue	Holt Avenue	37	380	14,060	1,562
53	Eighth Street	Holt Avenue	Fern Avenue	37	380	14,060	1,562
54	Eighth Street	Fern Avenue	Orange Avenue	37	380	14,060	1,562
55	Eighth Street	Orange Avenue	Walnut Avenue	38	380	13,680	1,520
56	Eighth Street	Walnut Avenue	Maple Avenue	38	380	13,680	1,520
57	Eighth Street	Maple Avenue	Chestnut Avenue	38	380	14,040	1,560
58	Eighth Street	Chestnut Avenue	Circle Drive	36	250	9,000	1,000
59	Eighth Street	Circle Drive	Fig Avenue	36	300	10,800	1,200
60	Eighth Street	Fig Avenue	Brentwood Avenue	36	315	11,340	1,260
61	Eighth Street	Brentwood Avenue	Beale Avenue	36	216	7,776	864
62	Eighth Street	Ash Avenue	Elm Avenue	40	290	11,600	1,289
63	Eighth Street	Elm Avenue	Oak Avenue	40	290	11,600	1,289
64	Woodridge Avenue	Melon Avenue	Olive Avenue	52	1206	62,712	6,968
65	Ninth Street	Melon Avenue	Olive Avenue	32	1206	38,592	4,288
66	Ninth Street	Olive Avenue	75-feet West of Palm Avenue	25	280	7,000	778
67	Ninth Street	75 feet West of Palm Avenue	Cedar Avenue	46	480	22,080	2,453
68	Ninth Street	Cedar Avenue	Pine Avenue	46	380	17,480	1,942
69	Ninth Street	Pine Avenue	Holt Avenue	46	380	17,480	1,942
70	Ninth Street	Holt Avenue	Fern Avenue	46	380	17,480	1,942
71	Ninth Street	Fern Avenue	Orange Avenue	46	380	17,480	1,942
72	Ninth Street	Orange Avenue	Walnut Avenue	46	380	17,480	1,942
73	Ninth Street	Walnut Avenue	Maple Avenue	46	380	17,480	1,942
74	Ninth Street	Maple Avenue	Chestnut Avenue	46	390	17,940	1,993
75	Ninth Street	Chestnut Avenue	Figueroa Avenue	46	340	15,640	1,738
76	Ninth Street	Figueroa Avenue	Slayton Road	46	380	17,480	1,942
77	Ninth Street	Slayton Road	Beale Avenue	23	406	9,338	1,038
	Ninth Street	Slayton Road	Beale Avenue	23	406	9,338	1,038
78	Ninth Street	Beale Avenue	428' East of Beale Avenue	32	428	13,696	1,522
	Ninth Street	Beale Avenue	428' East of Beale Avenue	32	428	13,696	1,522
79	Ninth Street	428' East of Beale Avenue	Webb Avenue	32	310	9,920	1,102
80	Ninth Street	Webb Avenue	Ash Avenue	32	320	10,240	1,138
81	Ninth Street	Ash Avenue	Elm Avenue	32	260	8,320	924
82	Ninth Street	Elm Avenue	Oak Avenue	32	260	8,320	924
83	Ninth Street	Oak Avenue	Towland Road	35	720	25,200	2,800
	Ninth Street	Oak Avenue	Towland Road	32	720	23,040	2,560
84	Apple Court	Apple Avenue	West Culdesac	37	280	10,360	1,151
85	Apple Court	Apple Avenue	East Culdesac	37	250	9,250	1,028
86	Tenth Street	Holt Avenue	Fern Avenue	37	380	14,060	1,562
87	Tenth Street	Orange Avenue	Walnut Avenue	31	380	11,780	1,309
88	Tenth Street	Walnut Avenue	Maple Avenue	31	380	11,780	1,309
89	Tenth Street	Maple Avenue	Chestnut Avenue	31	390	12,090	1,343
90	Tenth Street	Chestnut Avenue	Figueroa Avenue	31	340	10,540	1,171
91	Tenth Street	Sequoia Street	Apple Avenue	28	282	7,896	877
92	Tenth Street	Apple Avenue	A point West of Towland Rd	28	330	9,240	1,027
93	Tamarack Avenue	Fifth Street	Point 165' S. of Zenos Rd	31	165	5,115	568
94	Tamarack Avenue	Point 165' S. of Zenos Rd	Zenos Road	40	770	30,800	3,422
95	Palo Verde Avenue	Fifth Street	Zenos Road	44	915	40,260	4,473
96	Mesquite Avenue	Fifth Street	Zenos Road	40	860	34,400	3,822
97	Melon Avenue	Sixth Street	Eighth Street	28	1340	34,840	3,871
98	Melon Avenue	Eighth Street	Woodridge Avenue	26	330	8,580	953
99	Melon Avenue	Woodridge Avenue	Ninth Street	26	330	8,580	953
100	Myrtle Avenue	Sixth Street	Seventh Street	54	630	34,020	3,780
101	Olive Avenue	Fifth Street	Sixth Street	52	680	35,360	3,929
102	Olive Avenue	Sixth Street	Seventh Street	52	680	35,360	3,929
103	Olive Avenue	Seventh Street	Eighth Street	52	680	35,360	3,929
104	Olive Avenue	Eighth Street	Woodridge Avenue	52	330	17,160	1,907
105	Olive Avenue	Woodridge Avenue	Ninth Street	52	330	17,160	1,907
106	Palm Avenue	Fourth Street	Highway 115	36	320	11,520	1,280
107	Palm Avenue	Fifth Street	Sixth Street	52	620	32,240	3,582
108	Palm Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
109	Palm Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
110	Palm Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
111	Cedar Avenue	Fourth Street	Fifth Street	52	630	32,760	3,640
112	Cedar Avenue	Fifth Street	Sixth Street	52	620	32,240	3,582
113	Cedar Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
114	Cedar Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
115	Cedar Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
116	Cedar Avenue	Ninth Street	North Termination Point	30	128	3,840	427
117	Pine Avenue	Fourth Street	Fifth Street	52	630	32,760	3,640
118	Pine Avenue	Fifth Street	Sixth Street	72	620	44,640	4,960
119	Pine Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
120	Pine Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
121	Pine Avenue	Eighth Street	Ninth Street	53	620	32,860	3,651
122	Holt Avenue	Fourth Street	Fifth Street	62	630	37,800	4,200
123	Holt Avenue	Fifth Street	Sixth Street	69	620	42,780	4,753
124	Holt Avenue	Sixth Street	Seventh Street	51	620	31,620	3,513
125	Holt Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
126	Holt Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
127	Holt Avenue	Ninth Street	Tenth Street	52	610	31,720	3,524
128	Fern Avenue	Fourth Street	Fifth Street	49	630	30,870	3,430
129	Fern Avenue	Fifth Street	Sixth Street	52	620	32,240	3,582
130	Fern Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
131	Fern Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
132	Fern Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
133	Orange Avenue	Fifth Street	Sixth Street	52	620	32,240	3,582
134	Orange Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
135	Orange Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
136	Orange Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
137	Orange Avenue	Ninth Street	Tenth Street	36	610	21,960	2,440
138	Walnut Avenue	South County line	250' S. of Third Street	23	1900	43,700	4,856
139	Walnut Avenue	250' S. of Third Street	Third Street	60	250	12,500	1,389
140	Walnut Avenue	Third Street	Fourth Street	50	630	31,500	3,500
141	Walnut Avenue	Fourth Street	Fifth Street	52	630	32,760	3,640
142	Walnut Avenue	Fifth Street	Sixth Street	52	620	32,240	3,582
143	Walnut Avenue	Sixth Street	Seventh Street	52	620	32,240	3,582
144	Walnut Avenue	Seventh Street	Eighth Street	52	630	32,760	3,640
145	Walnut Avenue	Eighth Street	Ninth Street	52	620	32,240	3,582
146	Walnut Avenue	Ninth Street	Tenth Street	52	610	31,720	3,524
147	Maple Avenue	Third Street	Fourth Street	52	630	32,760	3,640
148	Maple Avenue	Fourth Street	Fifth Street	53	620	32,860	3,651
149	Maple Avenue	Fifth Street	Sixth Street	53	620	32,860	3,651
150	Maple Avenue	Sixth Street	Seventh Street	53	620	32,860	3,651
151	Maple Avenue	Seventh Street	Eighth Street	53	630	33,390	3,710
152	Maple Avenue	Eighth Street	Ninth Street	53	620	32,860	3,651
153	Maple Avenue	Ninth Street	Tenth Street	53	610	32,330	3,592
154	Chestnut Avenue	Third Street	Fourth Street	40	630	25,200	2,800
155	Chestnut Avenue	Fourth Street	Fifth Street	40	620	24,800	2,756
156	Chestnut Avenue	Fifth Street	Sixth Street	36	620	22,320	2,480
157	Chestnut Avenue	Sixth Street	Seventh Street	40	620	24,800	2,756
158	Chestnut Avenue	Seventh Street	Eighth Street	37	630	23,310	2,590
159	Chestnut Avenue	Eighth Street	Ninth Street	37	620	22,940	2,549
160	Chestnut Avenue	Ninth Street	Tenth Street	40	610	24,400	2,711
161	Circle Drive	Chestnut Avenue	Eighth Street	36	578	20,736	2,304
162	Circle Drive	Eighth Street	Ninth Street	36	620	22,320	2,480
163	Figueroa Avenue	Fifth Street	Sixth Street	36	630	22,680	2,520
164	Figueroa Avenue	Ninth Street	North Fence of Primitive Baptist Church	36	365	13,140	1,460
165	Figueroa Avenue	North Fence of Primitive Baptist Church	Tenth Street	20	245	4,900	544
166	Fig Avenue	Seventh Street	Eighth Street	40	630	25,200	2,800
167	Fig Avenue	South Termination Point	Ninth Street	33	200	6,600	733
168	Grape Avenue	Fourth Street	Fifth Street	37	630	23,310	2,590
169	Grape Avenue	Fifth Street	Sixth Street	37	620	22,940	2,549
170	Brentwood Avenue	Seventh Street	Eighth Street	36	620	22,320	2,480
171	Brentwood Avenue	Eighth Street	Ninth Street	36	660	23,760	2,640
172	Beale Avenue	Seventh Street	Eighth Street	59	620	36,580	4,064
173	Beale Avenue	Eighth Street	Ninth Street	59	660	38,940	4,327
174	Beale Avenue	Ninth Street	Tenth Street	39	628	24,492	2,721
175	Webb Avenue	Seventh Street	Ninth Street	40	1260	50,400	5,600
176	Ash Avenue	Eighth Street	Valley Gutter South of Eighth St.	39	380	14,820	1,647
	Ash Avenue	Valley Gutter South of Eighth St.	Ninth Street	39	400	15,600	1,733
177	Elm Avenue	Eighth Street	Valley Gutter South of Eighth St.	39	380	14,820	1,647
	Elm Avenue	Valley Gutter South of Eighth St.	Ninth Street	39	400	15,600	1,733
178	Oak Avenue	Eighth Street	Valley Gutter South of Eighth St.	39	380	14,820	1,647
	Oak Avenue	Valley Gutter South of Eighth St.	Ninth Street	39	400	15,600	1,733
179	Apple Lane	Ninth Street	Tenth Street	37	608	22,496	2,500

TOTAL LENGTH OF STREETS = 93,876.00 FEET

TOTAL LENGTH OF STREETS = 17.74 MILES

No.	REVISION	APPROVED	DATE

UNAUTHORIZED CHANGES AND USES: The engineer preparing these plans will not be responsible

DESIGNED BY: PG & SG | DRAWN BY: PG & SG
SCALE: | CHECKED BY: JGH
BENCH MARK No. | ELEV.:

PREPARED UNDER THE DIRECT SUPERVISION OF:

JAMES G. "JACK" HOLT, P.E. — 31773 R.C.E. No.

REGISTERED PROFESSIONAL ENGINEER JAMES G. HOLT No. 31773 Exp. 12-31-16

The Holt Group, Inc.

ENGINEERING * SURVEYING * CONSTRUCTION MANAGEMENT * PLANNING

1601 N. IMPERIAL AVE. EL CENTRO, CA 92243 — 201 E. HOBSONWAY BLYTHE, CA 92225

PROJECT TITLE: CITY OF HOLTVILLE - STREET ASSESSMENT REPORT - 2016

PROJECT NUMBER: 116.218E

SHEET NO. 1

MEETING DATE:	*02/08/16*
ITEM NUMBER	*7*
Approvals: CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: February 08, 2016

FROM: Nick Wells, City Manager

SUBJECT: ***Presentation of Complete Streets Report by Alta Planning***

DISCUSSION

In 2014, the City was awarded an Environmental Justice Grant through the Department of Transportation to fund a "Complete Streets" study. The purpose of the project is to review and recommend improvement to all forms of mobility in the City. A team of consultants which included representatives of both the Local Government Commission that oversaw the administration of the grant and Alta Planning and Engineering, the consultant tasked to perform the study, visited Holtville several months ago. A variety of workshops and community input sessions led to several interesting preliminary recommendations.

A draft report was provided for staff and Council review. Caltrans also provided input with all of those suggestions incorporated in the presentation tonight.

The consultant had been discussing the possibility of getting Caltrans to allow for amenities to assist in slowing traffic as it enters town from the east on 115. Although they felt as if they had gotten some traction with Caltrans on a level over the District 11 management, a mid-block crossing near the View Apartments has not been accepted by Caltrans at this time.

FISCAL IMPACT:

None.

City of Holtville Complete Streets Plan

January 2016

alta
PLANNING + DESIGN

Holtville Complete Streets Plan

Prepared for
City of Holtville

Prepared by
Alta Planning + Design
Local Government Commission
Michael Baker International

February 2016

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Acknowledgements

City Council
Ginger Ward, Mayor
David Bradshaw
Mike Goodsell
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Jim Predmore

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Nick Wells, City Manager
George Morris, City Treasurer

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Caltrans District 11
The Holt Group, Inc.

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Local Government Commission (LGC)
Paul Zykofsky, AICP, Associate Director
Anthony Leonard, Project Manager

Michael Baker International
Howard Blackson, Urban Design and Community Planning Manager

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1. Executive Summary

A Commitment to People

The objective of the Holtville Complete Streets Plan ("Plan") is to move and connect people, schools, and businesses by enhancing the built environment for people who ride a bike, walk and use transit to create safer, healthier, and a more economically prosperous and connected community.

This objective is analogous to the mission of the California Department of Transportation (Caltrans): ***Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.***

This Plan provides the tools needed to rework those resources, ingredients, and information that have been around for a long time and turning them into new models that make streets and neighborhoods more valuable.

Overview

Holtville, the "Carrot Capital of the World," is a city in Imperial County and serves as a stop between southeast and southwest California (although not located along a predominant interstate route, as I-8, constructed in 1964, is located 2.5 miles south). In 2013, over 6,000 residents called the 1.1 square mile city home.

The Holtville Complete Streets Plan provides recommendations for a citywide active transportation network of bicycle paths, pedestrian improvements, and support facilities intended to ensure active transportation continues to be a viable transportation option for people of all ages and abilities to live, work, and play in Holtville.

Bicycling and walking offer residents a number of benefits, including improved health, reduced air pollution, and reduced traffic congestion. These benefits, combined with Holtville's generally flat terrain and ample number of sunny days, make bicycling and walking a viable form of transportation and an enjoyable recreational activity. However, in many cases, roadways are too wide for the number of vehicles served, costing the city extra money for maintenance. Reconfiguring some roadways and repurposing other roadway elements will make Holtville feel more like a city for people rather than solely for cars. In addition, repurposing excess pavement can reduce maintenance costs. This can be done opportunistically and strategically as repaving projects occur and other capital improvement projects are constructed.

Plan Process

Holtville successfully applied for an Environmental Justice Transportation Planning Grant through Caltrans to prepare a comprehensive, community-driven Complete Streets Plan for the city that looks at improving safety and mobility for all users. Two key areas of focus were around the downtown square, Holt Park, and on children as they traveled to and from school. The City of Holtville Complete Streets Plan process kicked off with a public meeting on March

30, 2015. An initial round of targeted public input led to extensive fieldwork, walk audits, and data collection conducted by consultants and City staff, as shown in **Figure 1-1**. Potential solutions and recommendations were found and presented in a final public meeting on April 2, 2015. These recommendations are shown in detail in **Chapter 4: Recommendations**.

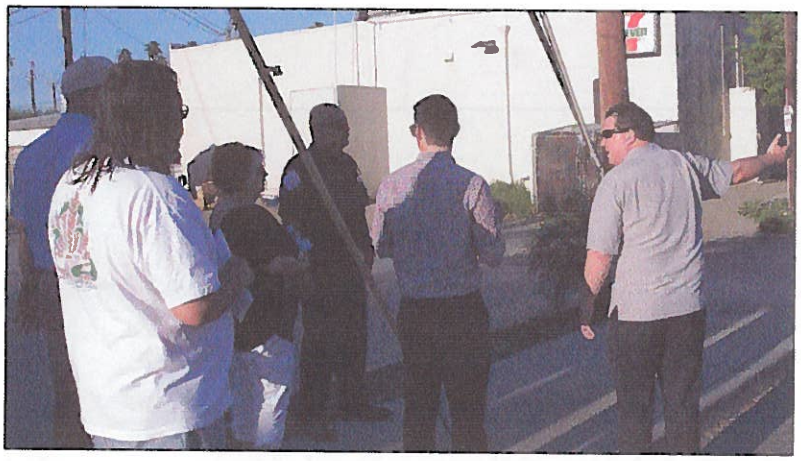


Figure 1-1: City staff, police, and consultants conducted walk audits to find target areas of improvements

Plan Function

The City of Holtville recognizes the economic and social benefits of active transportation through improving the walking and bicycling environment and establishing itself as a more livable and healthy city. This Plan outlines a broad vision, strategies, and actions for improving the quality of life in Holtville for people of all ages.

The Plan serves as a mechanism for Holtville to seek funding for complete streets projects outlined in **Chapter 4: Recommendations** and **Chapter 5: Implementation Plan**. Having an adopted active transportation or complete streets plan is helpful when applying for funding from state, federal, and private agencies. Adopting this Plan does not commit the City to dedicate or allocate funds, but rather indicates the intent of the City to implement this Plan over time, starting with the priority recommended projects. **Chapter 6: Complete Streets Toolkit** serves as a guide for complete streets best practice treatments and provides the need, and purpose of each treatment in Holtville and how each is compliant with the design flexibility allowed by Caltrans.

Plan Outline

The full Plan chapters are as follows:

1. Executive Summary (this chapter)
2. Background
3. Community Engagement
4. Recommendations
5. Implementation Plan
6. Complete Streets Toolkit

Figure 1-2: A boy skateboarding along Sixth Street

Complete Streets Goals

Complete streets are streets that safely and effectively accommodate all roadway users. Complete streets come with many benefits, such as:

- Creating welcoming and inviting streets
- Improving quality of life

- Balancing moving people, not just cars
- Encouraging walking, biking, and public transportation
- Enhancing safety
- Enhancing economic vitality

These benefits reflect the goals identified throughout the community engagement and plan preparation processes. While the traditional street perspective focused on the vehicles, complete and livable streets perspectives focus on all roadway users and adjacent buildings as illustrated in **Figure 1-3**.

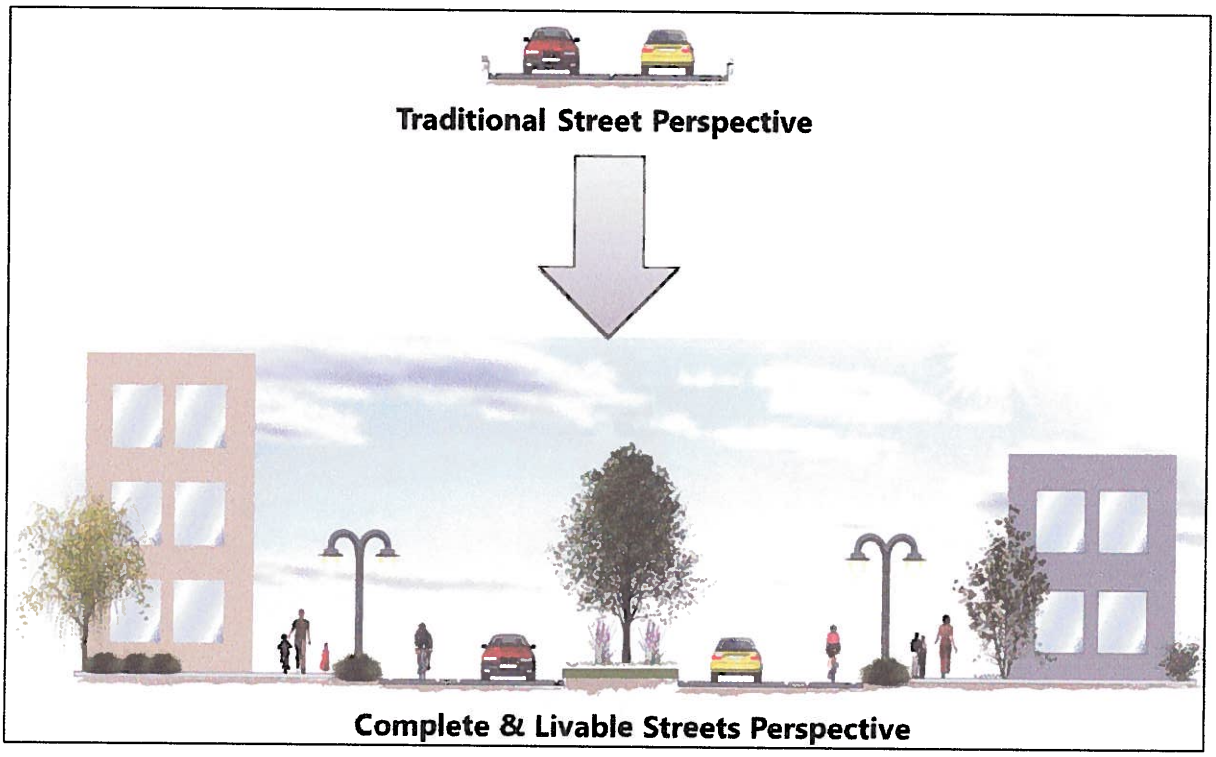


Figure 1-3: Complete Streets Perspective

Priority Projects

This Plan presents a series of projects that provide new approaches and guidelines for future infrastructure projects. The top three recommended projects all derive from the fact that Fifth Street/State Route 115 (SR-115) is seen by community members as one of the biggest barriers to people walking and bicycling due to the roadway design speed and width, and associated safety issues and concerns. These projects are:

- East Gateway Monument and Crossing
- Curb Extensions at Holt Park
- Curb Extensions at Fifth Street and Cedar Avenue

The complete list of recommended projects is presented in **Chapter 4: Recommendations**.

Action Steps

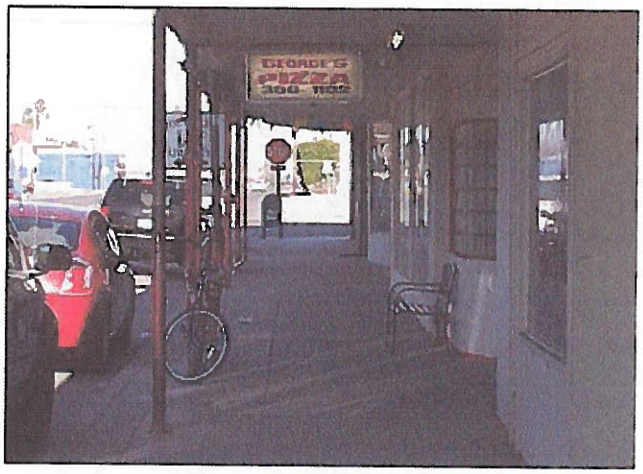


Figure 1-4: Walkway with bicycle parked along Fifth Street

1. Seek Multiple Funding Sources

Multiple approaches should be taken to facilitate complete streets development. It is important to secure the funding necessary to undertake priority projects and to develop a long-term funding strategy to allow continued development of the overall system. Capital and local funds for sidewalk and crosswalk construction should be set aside each year – even if only for a small amount – as local funding can be matched to outside funding sources. A variety of local, state, and federal options and sources exist and should be pursued. These funding options are described in **Chapter 5: Implementation Plan**.

2. Seek Partnerships

Partnerships between the City, Caltrans, and other stakeholders help create synergy through collaboration. This can help in the resurface and repurpose projects as well as during routine maintenance. Maintenance projects are a great opportunity to repurpose roadways and cost savings may be possible.

3. Implement Priority Recommended Projects

Holtville has many gaps in its active transportation network and areas where walking and bicycling is hindered because of automobile circulation. Providing better pedestrian and bicycle facilities has shown to quickly increase walking and bicycling within a community. Addressing near-term key gaps with targeted investment, facilities, and traffic calming, will generate substantial benefits to residents and businesses (and thus the local economy), as described in **Chapter 4: Recommendations.**

4. Review Plan Progress

During annual budget preparation or when funding categories become available through grants, the City should review progress and determine next implementation priorities, as described in **Chapter 5: Implementation Plan**. The City may also decide to reevaluate progress and make Plan updates as needed.

2. Existing Conditions

Incorporated in 1908, the City of Holtville is a rural community in Imperial County with an estimated population of 6,067 (2010-2014 American Community Survey) and an additional 1,274 in the rural outskirts (City of Holtville Sphere of Influence Statistics). SR-115, shown in **Figure 2-1**, was the original east-west interstate roadway connecting California and Arizona. The construction of Interstate 8 (approximately 2.5 miles south of and parallel to SR-115) in 1964 bypassed Holtville and became the major east-west interstate artery, carrying approximately 11,500 motorized vehicles daily as of 2012. While SR-115 is a Caltrans roadway, the need and intent has changed as it now serves more local traffic. This is demonstrated by its relatively low daily traffic volume of less than 7,000 motorized vehicles as of 2012. **Figure 2-2** shows a map of Holtville with parks, schools, and churches labeled.

Figure 2-1: Fifth Street Holtville, CA

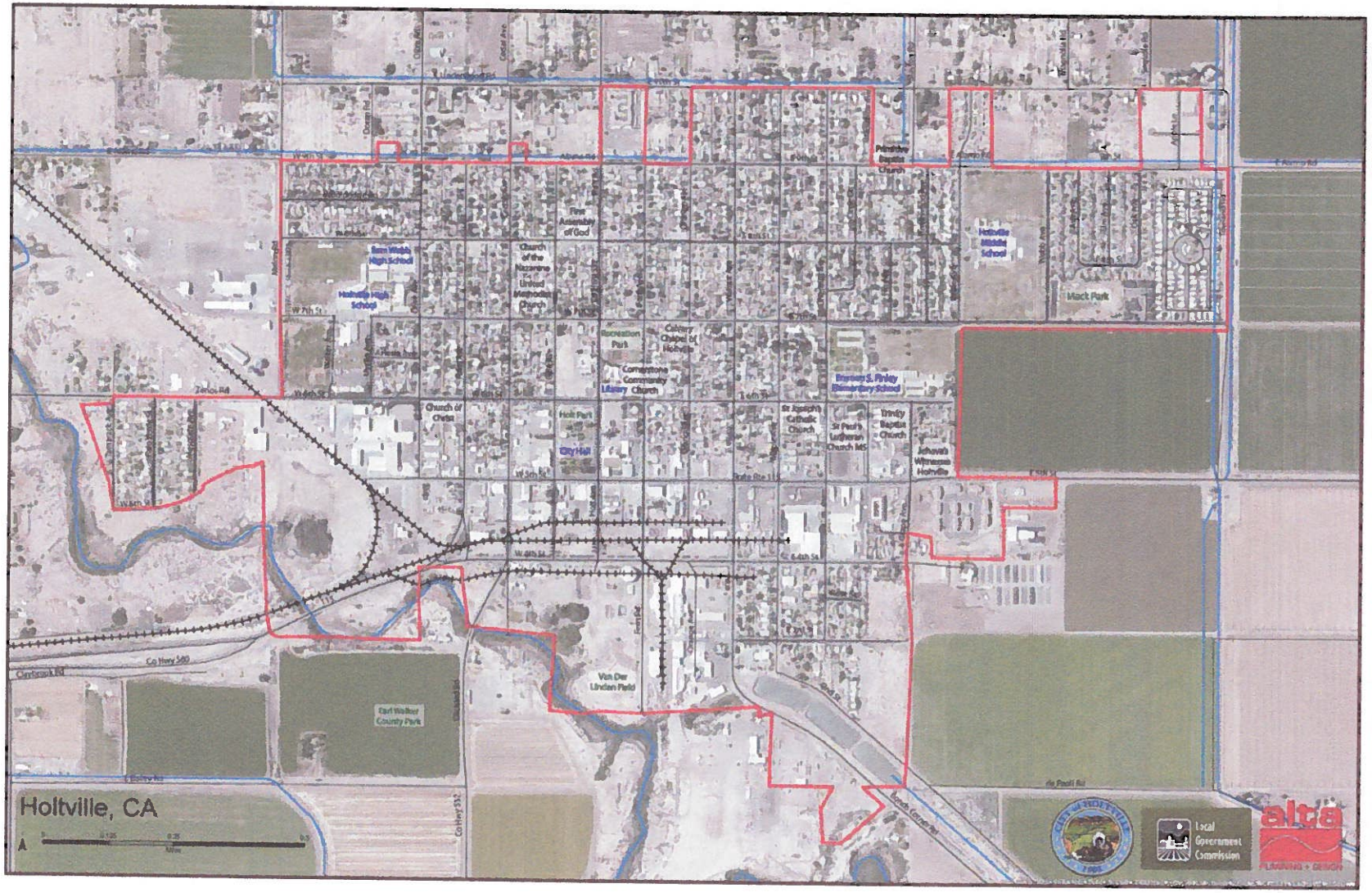


Figure 2-2: Map of Hotville

Schools

A recent survey of elementary school parents found that 55 percent lived within a quarter mile from school, but less than 30 percent of the students walked or bicycled to school. Parents generally cited distance, safety at intersections and crossings, and amount/speed of traffic along the routes as the reasons for students not walking or bicycling to school. As with other parts of California and the nation, childhood obesity rates are high in Imperial County with 41 percent of children 5-20 years old found to be overweight or obese in 2010 (Pediatric Nutrition Surveillance System).

Streets and Blocks

The city is built on a block-level grid system with the majority of buildings, parks, schools, and other uses located on or north of Fifth Street, although new developments have occurred south of Fifth Street adding parks, housing, and jobs. Streets generally consist of wide travel/parking lanes and relatively narrow sidewalks with and without parkway strips. Most streets could be considered "incomplete" in that they are designed primarily for travel by motor vehicles with little consideration for people walking, bicycling, or using transit. The desert climate and deferred roadway maintenance have caused buckling and cracking in the pavement and sidewalks. The excessive lane width can encourage speeding, increase the urban heat island effect, and significantly increase maintenance costs for the City.

Excessively wide streets, while potentially accommodating additional capacity for through-moving or parked vehicles, significantly increase costs for cities, create barriers for pedestrians to cross, increase vehicular speeds which can lead to more severe injuries (even death). If a collision occurs, wide streets require more traffic enforcement, result in poor utilization of infrastructure, and create higher infrastructure costs for development, which reduces the likelihood of new development. **Figure 2-3** shows the correlation between pavement condition and age. As pavement ages, the condition deteriorates. Ongoing maintenance can extend pavement life.

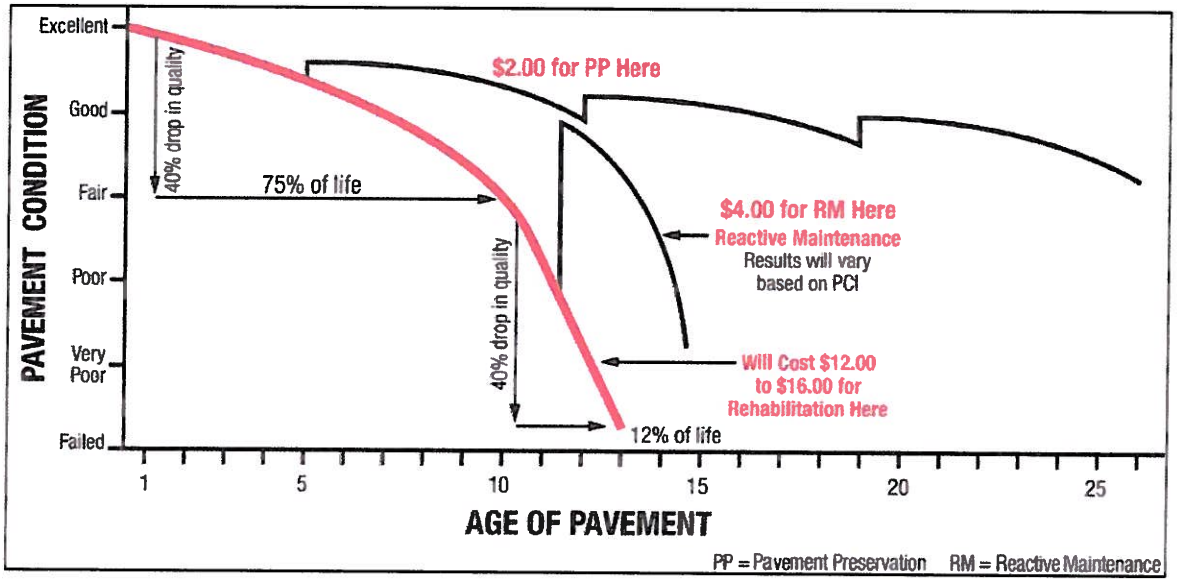


Figure 2-3: Pavement Condition Index

Vehicle Speeds and Lane Configuration

SR-115 is a rural highway on either side of the city limits and transitions into a city street. From the west, SR-115 is a four-lane divided highway with posted speed limits at 55 MPH. Speeds drop to 35 MPH and 25 MPH in the city where the highway transitions into a city street with buildings and sidewalks adjacent to the roadway. Approaching the eastern end, speeds increase to 35 MPH between Walnut Avenue and Maple Avenue and to 55 MPH around Grape Avenue where the roadway transitions into a two-lane undivided highway with 12 foot lanes. East of Grape Avenue, the street character transitions to rural/agricultural on the north side and on the south side the transition occurs after a large apartment complex.

Observed speeds from the west are generally lower at the approach to the city than from the east, due to the sharp curve onto Fifth Street at Palm Avenue. There are no physical changes to the roadway from the eastern approach as there are on the western approach. In fact the roadway widens from the east providing a greater design speed and capacity near Grape Avenue where a trail crossing and suggested route to school crossing is located. Speeds entering Holtville from the east were generally observed to be higher on the west approach. Likewise, speeds leaving town towards the east were generally observed to be higher. **Figure 2-4** illustrates the existing lane and speed configuration of SR-115.

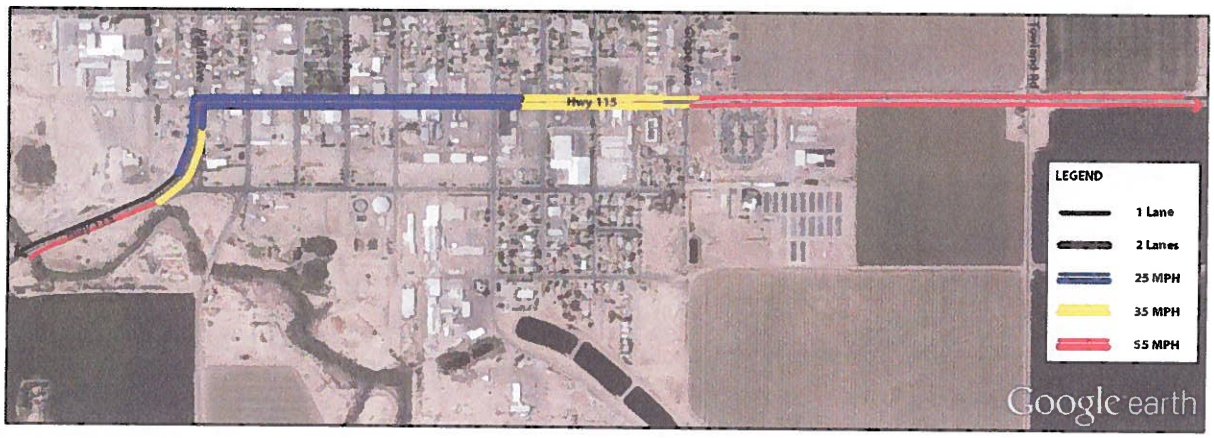


Figure 2-4: SR-115 Speeds and Lane Configuration

Other roadways throughout Holtville have wide lanes (often wider than 12 feet), which has been shown to encourage speeding.[1]

Community Engagement

The Local Government Commission (LGC), Alta Planning + Design, and Michael Baker International, in partnership with the City of Holtville (City), conducted fieldwork, facilitated a series of community engagement activities, and prepared this report to address the critical needs of the community, to identify existing conditions, and develop implementation strategies and priorities to create more complete streets. Refer to **Chapter 3: Community Engagement** for additional information.

[1] http://www.citylab.com/design/2014/10/why-12-foot-traffic-lanes-are-disastrous-for-safety-and-must-be-replaced-now/381117/.

3. Community Engagement

Overview

The process to prepare this Plan was centered on a design charrette process held from March 30 to April 2, 2015 in the City of Holtville. Charrettes are community-based design exercises that come out of a sincere intent to have the public involved in a meaningful way to craft their own future. This format allows residents, users of a street, or other targeted populations to be the primary force behind the designs.

Figure 3-1: The pre-charrette visit revealed a variety of bicyclists using SR-115

Several partner organizations were involved in this project. City of Holtville staff provided oversight and guidance for the project. Local Government Commission (LGC) staff handled tasks related to managing the project team, development of the schedule, and in leading the outreach to community members. Alta Planning + Design (Alta) and Michael Baker International provided the main transportation planning, engineering, and design services to develop the plan and graphics used throughout the charrette.

From November 2014 to February of 2015, two advisory group meetings were held to help guide the project partners with outreach and plan development. During that time, project team members from the LGC and Alta conducted an initial review of the issues of concern for the City of Holtville, and led site visits to better understand the existing street conditions.

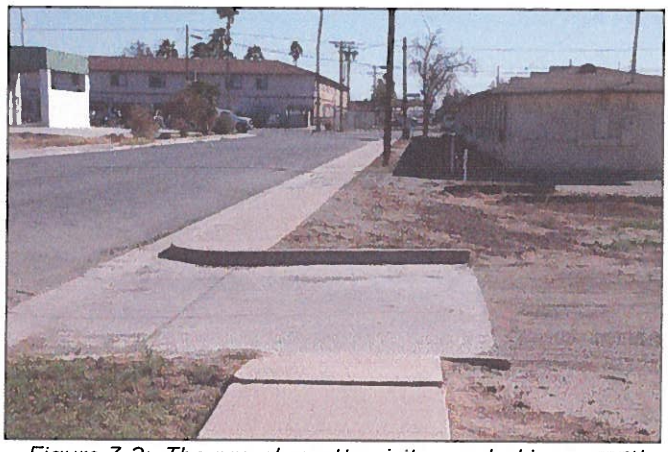


Figure 3-2: The pre-charrette visit revealed issues with current infrastructure such as on Figueroa Avenue north of Fifth Street

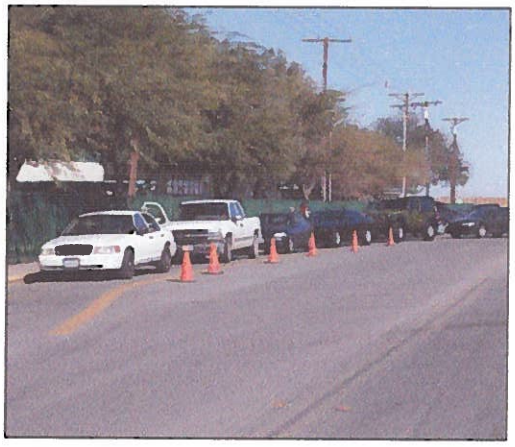


Figure 3-3: The pre-charrette visit revealed well-organized SRTS practices, such as this student pickup at Finley Elementary School

What We Learned:

- The city has a well-established street grid.
- Homes generally front north-south avenues.
- Alleys provide access on east-west streets.
- Holt Park is the center of community and a focal point for economic opportunities.
- Businesses front Fifth Street and Holt Park.
- Some buildings are near the sidewalk. Others are set back with parking lots in front.
- Better connections to destinations and trail are needed.
- Seventh Street connects all three schools and two parks.
- Shade from trees & buildings make a more comfortable environment for people walking in warm temperatures.
- Marked crossings and enhanced safety designs are vital across Fifth Street.
- Crossing Fifth Street is challenging because of width and speed of vehicles.
- Change takes time and costs money.
- There are temporary and cost effective solutions.

Outreach Methods

Several outlets were used to conduct outreach to the community for this project. English and Spanish-language materials were distributed to help publicize the events for the design fair activities. Outreach efforts included:

- English and Spanish language flyers were posted at several locations throughout the City such as City Hall, other City offices, the Holtville Unified School District office, the Meyer Memorial Library, churches, Holtville Chamber of Commerce, local shops, medical office, and other public venues. The flyers were also sent home with Finley Elementary School students. All charrette events and the Safe Routes to School workshop were advertised in the flyer.
- Media releases were sent to area papers, and an advertisement for the charrette events was run for two weeks in the Holtville Tribune leading up to the charrette.
- Emails with digital copies of the flyer were sent to elected officials, staff, local organizations, and others to encourage participation and spread the word.
- City and project staff conducted direct talks with some local business owners and others about the upcoming workshops prior to the charrette.

Attempts were also made to work through the school district and other organizations to reach out to Spanish-speaking residents and other community members.

Design Charrette Activities

From March 30 to April 2, 2015 the design team held various public events in English and Spanish to engage the community and solicit input for the plan.

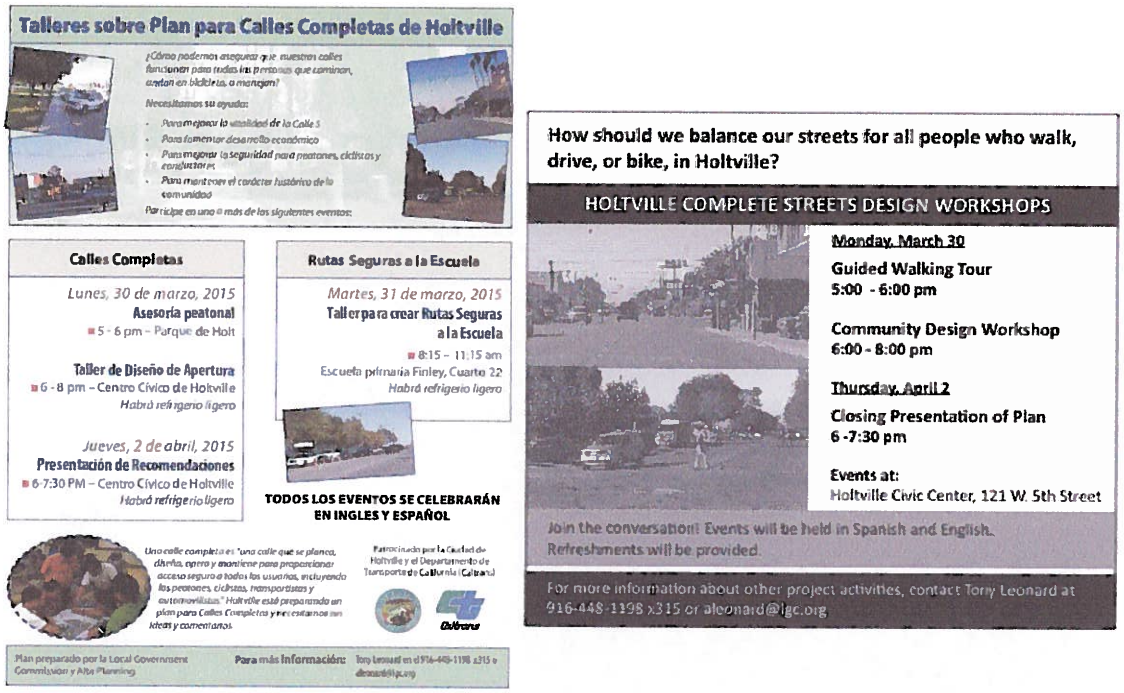


Figure 3-4: The charrette flyer was offered in Spanish and an ad ran in the local newspaper

Technical Focus Group

Early in the week, the project team held a technical focus group with City staff, members of the Holtville City Council and Planning Commission, and Imperial County Transportation Commission. The Southern California Association of Governments. Caltrans District 11 staff were invited, but were unable to attend the March 30th meeting. However, the project team met with Caltrans staff after the charrette to provide an update on the community engagement, discuss the plan outline, and review potential recommendations.

Figure 3-5: Meeting with City staff and regional agencies

Walking Tour

Prior to the first workshop on March 30, 2015, team members led a walking tour with participants along Fifth Street and side streets in downtown Holtville. They observed and

discussed existing land uses and street conditions, including design, walkability, traffic patterns, intersections, crossings, sidewalk conditions, and other features. During the walk, a near collision was witnessed at the corner of Fifth Street and Holt Avenue, the one intersection with a stop sign. The near-collision was caused by one motorist attempting to turn left while the other motorist was traveling straight on SR-115. Participants discussed issues with the current configuration and possible treatments to remedy these. After the walk they regrouped at the Civic Center to discuss Complete Streets principles and possible design solutions for the City.

Figure 3-6: These kids show the walking group what bicyclists can face on SR-115 at Cedar Avenue

Figure 3-7: Discussing engineering options for the intersection of Holt Avenue at SR-115

Opening Presentation and Community Design Workshop

The opening community workshop for the design charrette process was held on the evening of March 30 at the Holtville Civic Center. City Manager Nicholas Wells welcomed participants to the workshop. Paul Zykofsky, Associate Director at the LGC, and Bryan Jones, Principal at Alta provided background on the Complete Streets Plan project and illustrated the principles of Complete Streets with examples from other communities.

After the presentation the design team asked participants to break up into smaller groups for a design exercise. For this exercise everyone was asked to identify critical issues on large aerial maps of the city, as well as put down some of their own street design solutions. Participants held energetic conversations as they discussed problems and alternative solutions. Key issues included safety concerns and crossing Fifth Street/SR-115. The group looked at options for crossing near Grape Avenue and improving routes for connections identified by city Plans. During this exercise, project team members joined the group to observe, commenting if appropriate, and answering questions when asked.

Figure 3-8: Participants during the opening workshop

Safe Routes to School Workshop

Since one of the goals was to work with the schools in Holtville to look at Safe Routes to School (SRTS) issues, LGC staff offered a SRTS workshop in English and Spanish for parents and staff at Finley Elementary School on March 31.

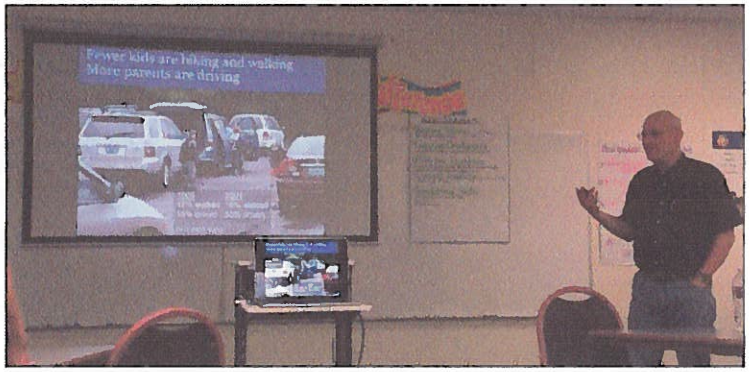


Figure 3-9: Presenting on Safe Routes to School at Finley Elementary School

Prior to the workshop, staff from Alta distributed information about upcoming charrette events to parents and students. Staff also witnessed school drop off procedures and spoke with crossing guards, teachers, and others as available. Key issues included safety, speeding, crossing the streets, and non-compliance with signage, parking, and U-turns.

Spanish-Language Popup Activity

Figure 3-10: Taking the charrette directly to Spanish-speaking residents

Spanish-language engagement was incorporated into the charrette process. Since attendance of the opening workshop by Spanish-language speakers was low, LGC staff improvised and decided to go directly to Spanish-speakers on the street. They grabbed a table and aerial map of Holtville, and put together a popup activity outside the Del Sol Market. This offered passers-by the opportunity to voice their concerns and identify safety improvements they would like to see to make Holtville's streets work better for everyone. This approach also allowed for engaging dialog. Key issues included safety, crossing SR-115/Fifth Street, and sidewalk maintenance.

Design Team Working Sessions

The design team started the week taking measurements and photos of the study area and observing how the street network functioned. After gathering initial input from the opening workshop and technical focus group meeting, the design team started refining draft recommendations for this Plan. During this time, the design team furthered concepts and prepared maps to reflect existing conditions and test recommendations for improvements.

The design team spent three days reviewing the concepts developed from the public input opportunities and preparing draft recommendations for the closing session presentation. This included ongoing discussions between team members and City staff along with additional site visits as needed for fact checking.

Figure 3-11: Team members worked on drawing up maps for improvements

Figure 3-12: Team members documented conditions on the ground at Holt Avenue and Fifth Street

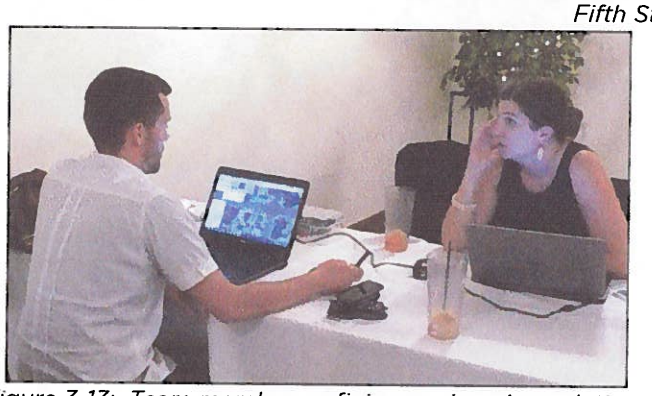


Figure 3-13: Team members refining engineering solutions

Presentation of Initial Recommendations

On April 2, 2015, the design team held a public workshop at the Holtville Civic Center to present the first preliminary draft recommendations to residents. Paul Zykofsky of the LGC and Bryan Jones of Alta reviewed key findings from previous public events and shared illustrations of initial recommendations, including before and after visuals of potential changes. A question and answer period followed.

Figure 3-14: Presenting initial recommendations

After this workshop, the design team began drafting the Plan. Input gathered from the charrette helped form the basis for recommendations in this Plan.

Subsequent meetings were held on May 4, 2015 and June 15, 2015 with Caltrans District 11 staff to outline the report, receive final project recommendations, and address issues related to proposed recommendations. These meetings mostly focused on issues and proposed solutions for the east gateway.

Community Input from Aerial Map Exercises

Aerial maps at public meetings allow community members to identify exact locations of problem areas. The maps can also be used to show potential area improvements so that meeting attendees can see how the improvements would could look.

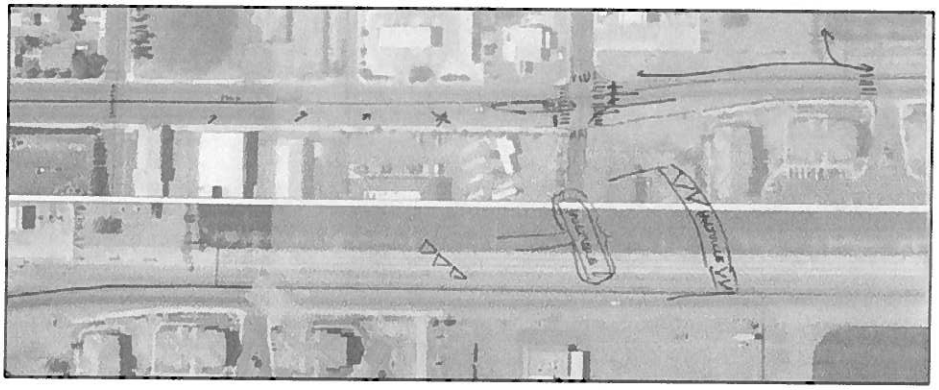
Summary of Aerial Map Comments

In no particular order:

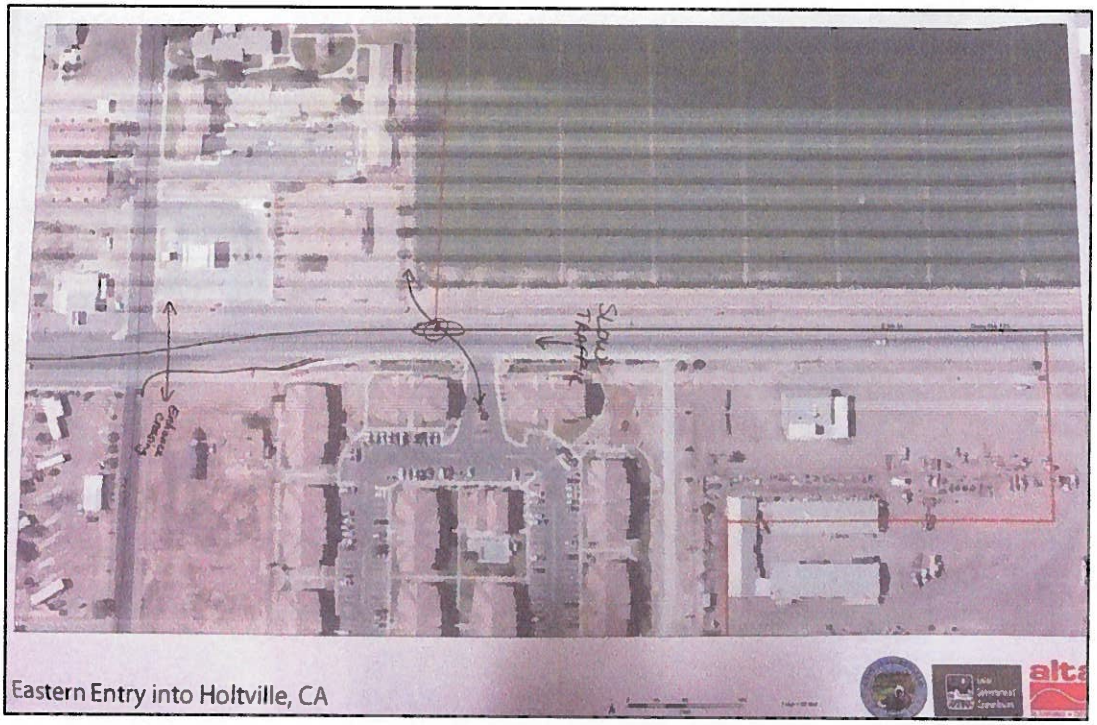
- Slow traffic on eastern end of city.
- Grape Avenue and Chestnut Avenue are difficult to cross.
- There is poor visibility at the corner of Cedar Avenue and Fifth Street.
- There could be angled parking on Cedar Avenue near Fifth Street.
- Add curb extensions and better around Holt Park.
- Paint red curb in front of Hot Rods and Beer.
- Possible 2-way left turn lane on Fifth Street.
- Use striped crossings on Fifth Street.
- Construct a better gateway sign on east end of Fifth Street.
- Add missing sidewalks and fix where in disrepair.
- Sometimes parking blocks visibility at corners.
- Sometimes trees block visibility at corners.
- Some street signs are missing.
- Olive Avenue and Fifth Street are difficult to cross. Need a stop sign at intersection.
- Need better lighting throughout Holtville, but especially in Downtown, along Fifth Street, and near schools.
- Cars don't always yield to pedestrians near schools.
- Steep valley gutters at some intersections function as traffic calming, but also create challenges for pedestrians and bicyclists to navigate.

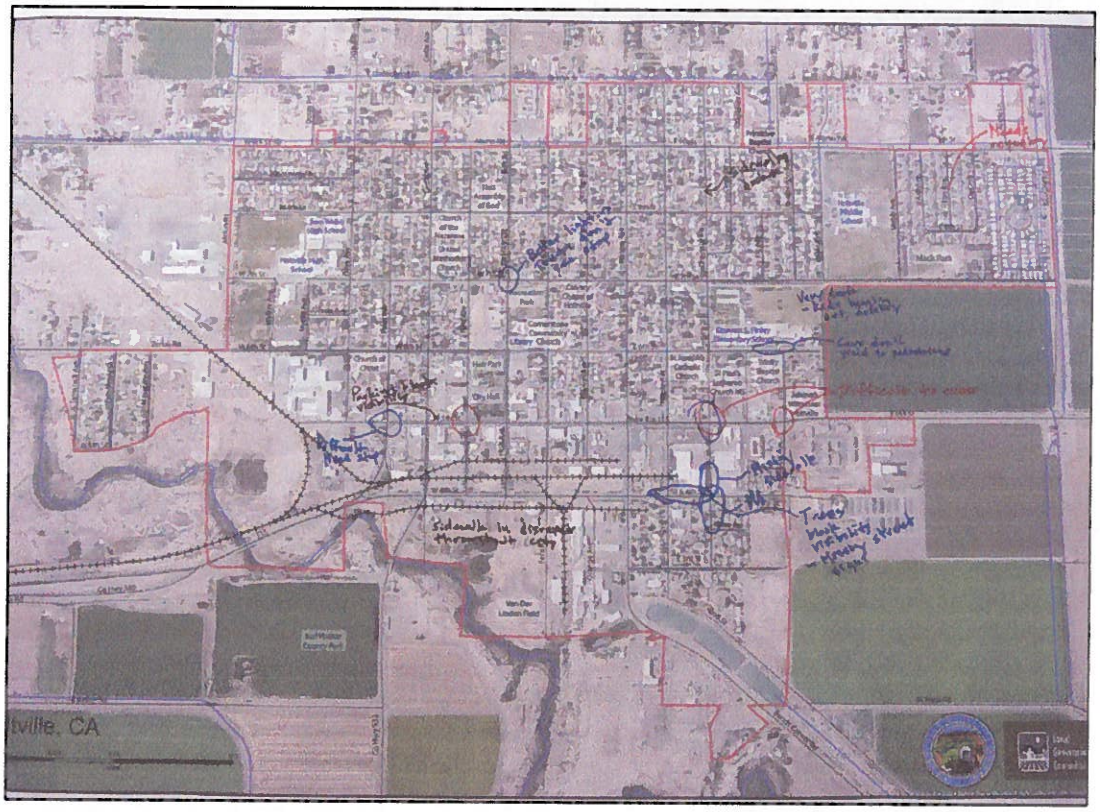
Marked-up Maps from Opening Workshop

The previous section summarizes the comments shown on these maps.



Holt Park


Eastern Entry into Holtville, CA


tville, CA

4. Recommendations

Based on comments from City staff, public feedback, and coordination with Caltrans, this chapter identifies recommendations to transform Holtville roadways into "complete streets" by providing safe connections between destinations for all roadway users. Many recommendations have more than one option offered for funding availability.

Complete streets simply put are streets that accommodate all roadway users. Complete streets come with many benefits, such as:

- Creating welcoming and inviting streets
- Improving quality of life
- Balancing moving people, not just cars
- Encouraging walking, biking, and public transportation
- Enhancing safety
- Enhancing economic vitality

These benefits are essentially the goals identified throughout the community engagement and plan preparation processes.

This chapter presents the priority projects are identified by City staff and community members. The projects are ranked and shown in **Figure 4-1**.

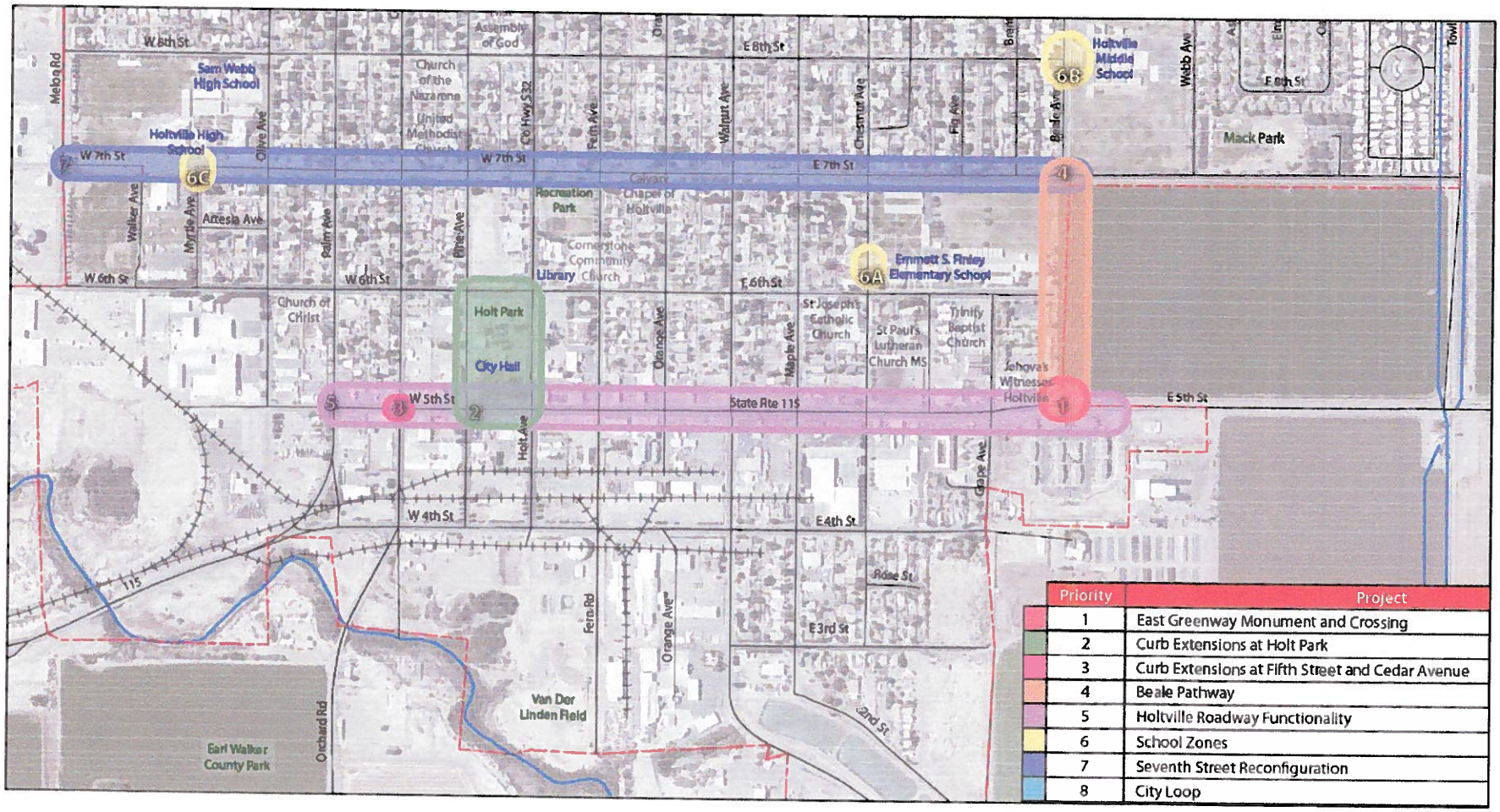


Figure 4-1: Map of Priority Projects. Priority Project 8 is not shown on this map as many portions overlap with other Priority Projects

Priority Project 1: East Gateway Monument and Crossing

This Plan recommends improving the eastern entrance to Holtville on Fifth Street to slow down motorists as they enter Holtville and to provide a sense of arrival.

Existing Conditions

Although the posted speed limit is 35 miles-per-hour just east of Grape Avenue, the public reported many vehicles traveling at higher speeds while entering Holtville from the east and while leaving the city, especially around Grape Avenue. At Grape Avenue, Fifth Street/SR-115 has a 75-foot crossing distance.

Figure 4-2: Fifth Street entrance to eastern Holtville

Recommendation

The community expressed a desire to have an iconic gateway feature along Fifth Street near the east entrance to Holtville to complement the gateway at the west entry. This Plan recommends creating a gateway monument and pedestrian crossing across Fifth Street that would connect the Beale Avenue Extension Pathway (Priority Project 4) to the Orchard View Apartments. This movement is already done repeatedly, especially during school commute. A two-stage crossing is recommended so pedestrians and bicyclists can cross one-half of the roadway at a time and reduce wait time for motorists.

It is recommended that the speed transition from 55 MPH to 35 MPH east of the Orchard View Family Apartments driveway. This relatively new development extended the city limits east from its prior location, generally where the posted 35 MPH sign is located (near Grape Avenue). Moving the posted speed limit east will enhance safety of all roadway users. Caltrans will allow the reduced speed transition to occur farther to the east if a traffic study is conducted for roadway reconfiguration. **Figure 4-3** shows the speed reduction locations. For more information, see **Chapter 6: Complete Streets Toolkit** and **Appendix A.**

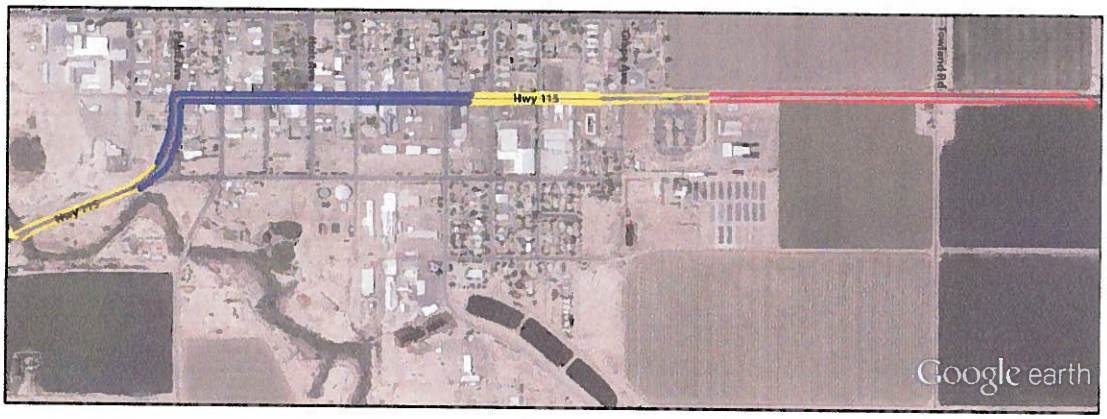


Figure 4-3: Proposed Speed Zones in Holtville

Additional and/or enhanced warning signs should be installed to alert westbound motorists of the speed limit reduction and pedestrian crossing. Examples of electronic speed feedback signs and speed reduction warning signs are used in many communities along US 395, a Caltrans (District 9) owned, operated, and maintained 4-to-5 lane highway that goes through similar sized rural communities as Holtville. Many crosswalks along US 395 are high visibility with advanced yield lines and transition from 55 MPH to 25 MPH upon entering each city.

In addition, Nevada DOT introduced raised medians along US 395 in the City of Carson. Raised medians are not allowed on Caltrans facilities (because they are considered a fixed object) unless the design speed and 85th percentile speed can be under 35 MPH to allow for *Main Street, California* Guideline use and design flexibility. More information on treatments can be found in **Chapter 6: Complete Streets Toolkit**. **Figure 4-4** shows how these recommendations could offer a potentially safer and more comfortable crossing for bicyclists and pedestrians.

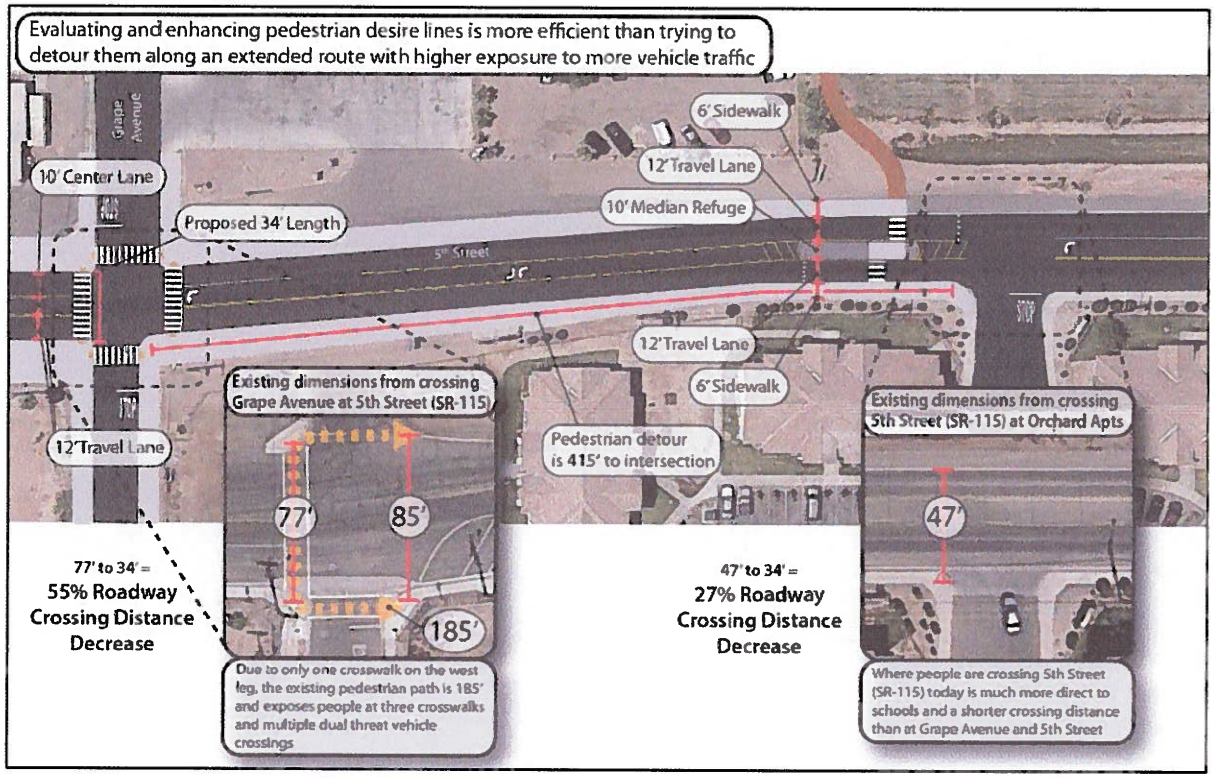


Figure 4-4: The Eastern Gateway crossing could provide a safer crossing for people who walk and ride a bike as it reduces the crossing distance and provides for two stage crossing.

The Eastern Gateway can take many forms. **Figure 4-5** offers design suggestions, not including two-stage crossing. For more information about two-stage crossing, see **Chapter 6: Complete Streets Toolkit**. The final gateway monument design will be freestanding and either outside clear recovery zone or protected by a guardrail, per Caltrans Traffic Manual Chapter 7. The final design will require Caltrans approval.

Figure 4-5: Eastern Gateway concepts

Considerations

Caltrans encourages design flexibility for multimodal projects, noting that, "A 'one-size-fits-all' design philosophy is not Departmental policy"[2] (see **Chapter 6: Complete Streets Toolkit).** Moreover, Principle 1 of *Main Street, California: A Guide for Improving Community and Transportation Vitality* (2013) published by Caltrans, grants flexibility in design for state highways that are also community main streets, (such as Fifth Street/SR-115 in Holtville).[3] The California Manual for Setting Speed Limits (2014) and the National Cooperative Highway Research Program Report 737: Design Guidance for High-Speed to Low-Speed Transition Zones for Rural Highways (2012) by Caltrans are available as references for speed zone transitions. A reduction in vehicle speeds upon entering Holtville will greatly reduce the risk of pedestrian fatality in the event of a collision, as shown **Figure 4-5**. **Figure 4-3** shows the recommended speed reduction locations.

[2] http://www.dot.ca.gov/hq/oppd/design/2014-4-2-Flexibility-in-Design.pdf; http://www.dot.ca.gov/hq/oppd/design/2014-9-Design-Flexibility-FAQ.pdf.
[3] http://www.dot.ca.gov/hq/LandArch/16_livability/main_street/main_street_3rd_edition.pdf.

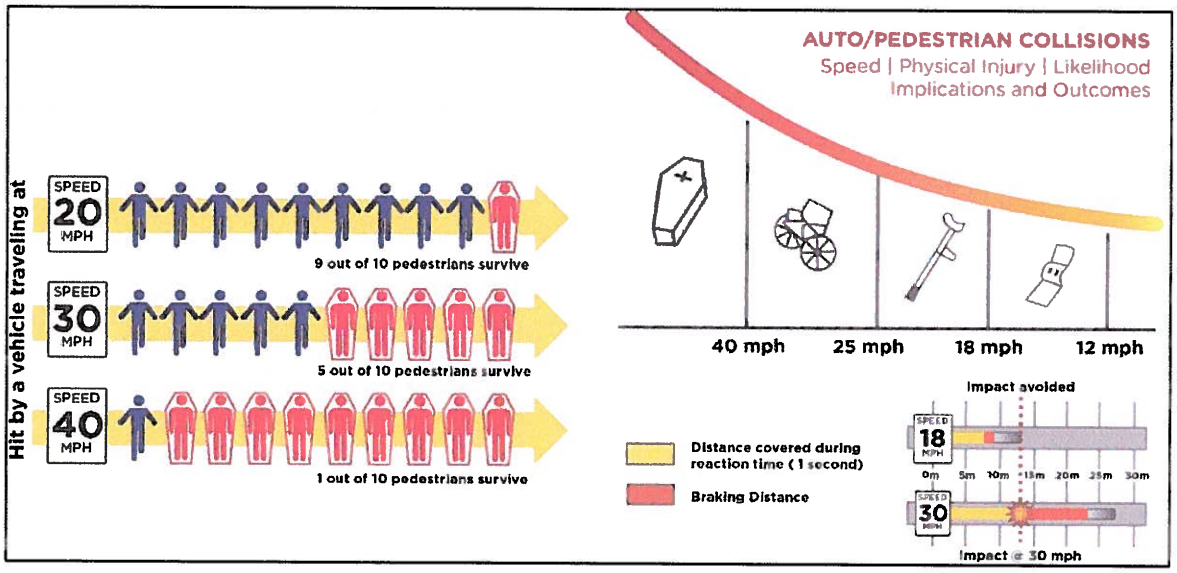


Figure 4-6: Relationship between motor vehicle speed at impact and pedestrian fatality rates

Another consideration is the existing crosswalk on the west side of the intersection of Fifth Street and Grape Avenue. This crosswalk is approximately 400 feet from the proposed mid-block crossing and therefore a midblock crosswalk is determined by Caltrans to not be allowed at this location. Instead, Caltrans recommends to close off the informal trailhead to encourage people to travel farther to use the crosswalk on Fifth Street and Grape Avenue. Grape Avenue at Fifth Street can also be considered for an all-way stop sign control to better facilitate people crossing at this location. See **Appendix A** for more information.

Priority Project 2: Curb Extensions at Holt Park

Holt Park was repeatedly described as the heart of the city by many community members. This major gathering hub for residents is also home to many City services. Access to the park was identified as a challenge due to crossing distances and motor vehicle speeds. This Plan recommends adding curb extensions/bulbouts on all corners of each intersection surrounding Holt Park to reduce pedestrian crossing distances, improve pedestrian visibility, and reduce motor vehicle speeds as motorists turn corners. Affected intersections are:

- Sixth Street at Pine Avenue
- Sixth Street at Holt Avenue
- Fifth Street at Holt Avenue
- Fifth Street at Pine Avenue

As mentioned in **Chapter 3: Community Engagement**, during a charrette walking tour, participants witnessed a near collision at the all-way stop at Fifth Street and Holt Avenue, caused in part by a lack of dedicated left-turn lanes. An eastbound left-turning vehicle and a westbound through-moving vehicle nearly collided as it was not evident that one of the vehicles would be turning left. To resolve this issue, a left turn lane should be provided so on-coming motorists know that a vehicle in that lane is turning.

Existing Conditions

Crosswalks on Holt Avenue at Fifth Street are approximately 89 feet in length. As shown in **Figure 4-7,** the current crosswalk design is unconventional and not compliant with Caltrans standards which call for the crosswalks to connect to the sidewalk, not to another crosswalk. Most crosswalks and curb ramps around Holt Park do not meet ADA or Caltrans standards, and should be reconstructed with improvements. In addition, best practices would suggest installing crosswalks across all approaches of an intersection to reduce exposure and distance a pedestrian has to cross. Having crosswalks across all approaches enhances mobility, safety, and connectivity for pedestrians at intersections. Additionally, as shown in **Figure 4-8**, the pavement is in poor condition which makes the crossing difficult, especially for someone in a wheelchair. Any upgrades would involve repaving the crosswalk.

Figure 4-8: Aerial view of Fifth Street at Holt Park. Current crosswalk design does not meet ADA or Caltrans standards

Figure 4-7: Poor crosswalk condition around Holt Park

On the north side of Holt Park, people must walk over 100 feet within the crosswalk to cross Pine Avenue on Sixth Street. The crossing of Sixth Street along Holt Avenue is 90 feet. **Figure 4-9** shows the crosswalk configuration north of Holt Park. **Figure 4-10** shows the intersection design on the ground.

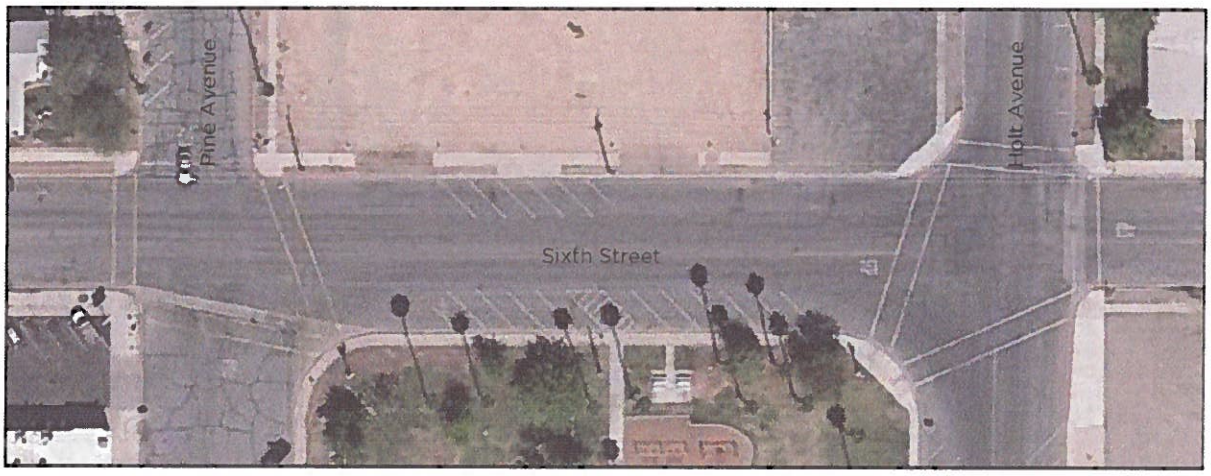


Figure 4-9: Aerial view of Sixth Street at Holt Park

Figure 4-10: Looking southwest toward Holt Park from Sixth Street and Holt Avenue

Recommendation

This recommendation has two options and can be upgraded in phases as funding becomes available.

Option 2A

Option 2A repaints the crosswalks to a "continental" or "ladder-style" design (two styles of high visibility crosswalks) to increase visibility between pedestrians and drivers; see **Figure 4-11**. This option also converts the parallel parking on the south side of the park to diagonal parking. Caltrans will allow diagonal parking along Fifth Street if a buffer space is included; see **Appendix A.**

Figure 4-11: Phase one of intersection reconfiguration on Fifth Street at Holt Park

Option 2B

Option 2B, which can be done in conjunction with Option 2A, installs bulbouts to reduce crossing distances and risks of conflict between drivers and pedestrians as well as installs ADA-compliant curb ramps. **Figure 4-12** offers various bulbout configurations ranging from paint to concrete. These could also be installed in phases.

Figure 4-12: Clockwise from top left: painted bulbouts; concrete bulbouts solely in City right-of-way; concrete bulbouts solely in City right-of-way with painted extension with Caltrans right-of-way; and full concrete bulbouts (the ideal solution)

Priority Project 3: Curb Extensions at Cedar Avenue

The community expressed challenges in crossing Fifth Street at Cedar Avenue. Many people cross the street here to go between businesses and to get to parked vehicles. This Plan recommends adding curb extensions to the corners of Fifth Street at Cedar Avenue. This can be done in two phases based on funding availability.

Existing Conditions

Cedar Avenue is an unprotected intersection with a fair amount of truck traffic. At the intersection with Fifth Street, the crossing distance across Cedar Avenue is 50 feet and 70 feet across Fifth Street. Cedar Avenue has parallel parking along the whole block. The community expressed concerns regarding vehicles parked on SR-115/Fifth Street directly in front of business that block the view for drivers wishing to turn left onto Fifth Street from Cedar Avenue. **Figure 4-13, Figure 4-14,** and **Figure 4-15** show the current intersection configuration. Most of the curb ramps are not ADA compliant or up to current standards. Deficient ADA curb ramps are replaced citywide as funds become available. The southeast curb ramp at this intersection is scheduled for replacement in FY 2016-2017 and the sidewalk will be extended to Fourth Street.

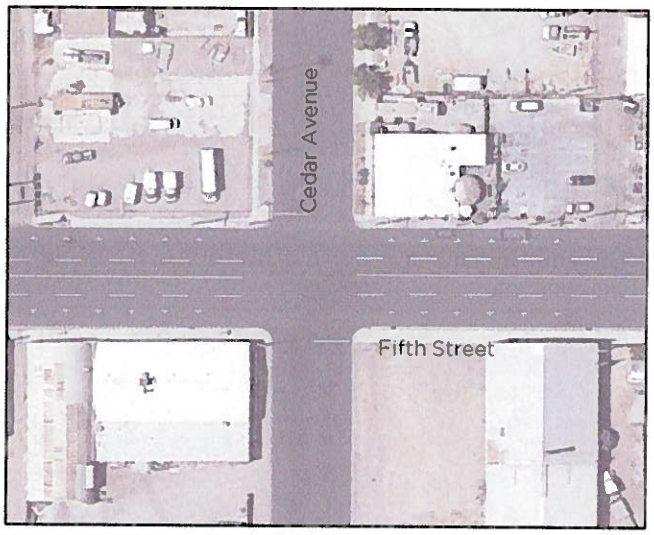


Figure 4-13: Current intersection design at Cedar Avenue and Fifth Street

Figure 4-14: Northeast corner of Cedar Avenue and Fifth Street, looking east

Figure 4-15: Looking north at Fifth Street and Cedar Avenue

Recommendation

This Plan recommends reconfiguring the northern corners of Cedar Avenue and Fifth Street. This has two options based on funding availability. Several parts of Option 3A can be applied to Option 3B.

Option 3A

Option 3A adds continental or ladder-style crosswalks to this intersection. This will better alert drivers of the possible presence of people crossing the street; see **Figure 4-16, Figure 4-17,** and **Figure 4-18**. This crosswalk style is a Caltrans standard in the California Manual on Uniform Traffic Control Devices (CA MUTCD).

It is also recommended to convert parallel parking along Cedar Avenue (Sixth to Fifth Streets) to angled parking, to accommodate more parking, better utilize the excess roadway, and promote business access.

A partial red-painted curb for fire access should be added in front of the business on the northeast corner of Cedar Avenue and Fifth Street. The red curb will enhance safety of sight distance.

A bicycle corral can be added near the intersection to increase bicycle parking availability in Holtville. Caltrans allows intersection corner bicycle parking as it does not interfere with vehicle sight lines.

Non-ADA-compliant and substandard curb ramps should be improved to meet the requirements of the ADA and current standards, including truncated domes, appropriate slope, and landing area.

Figure 4-16: Intersection of Fifth Street and Cedar Avenue with continental crosswalks

Figure 4-17: Simulation of the northeast corner of Fifth Street and Cedar Avenue with Option 3A - painted crosswalks and bulbouts

Figure 4-18: Intersection of Cedar Avenue and Fifth Street after Optoin 3A is complete, looking north

Option 3B

Option 3B adds permanent – and possibly landscaped – bulbouts at these corners. These would include directional ramps for wheelchair and ADA users. Directional ramps lead users onto crosswalks instead of into the intersection, as with the existing configuration. **Figure 4-19** and **Figure 4-20** shows possible bulbout designs.

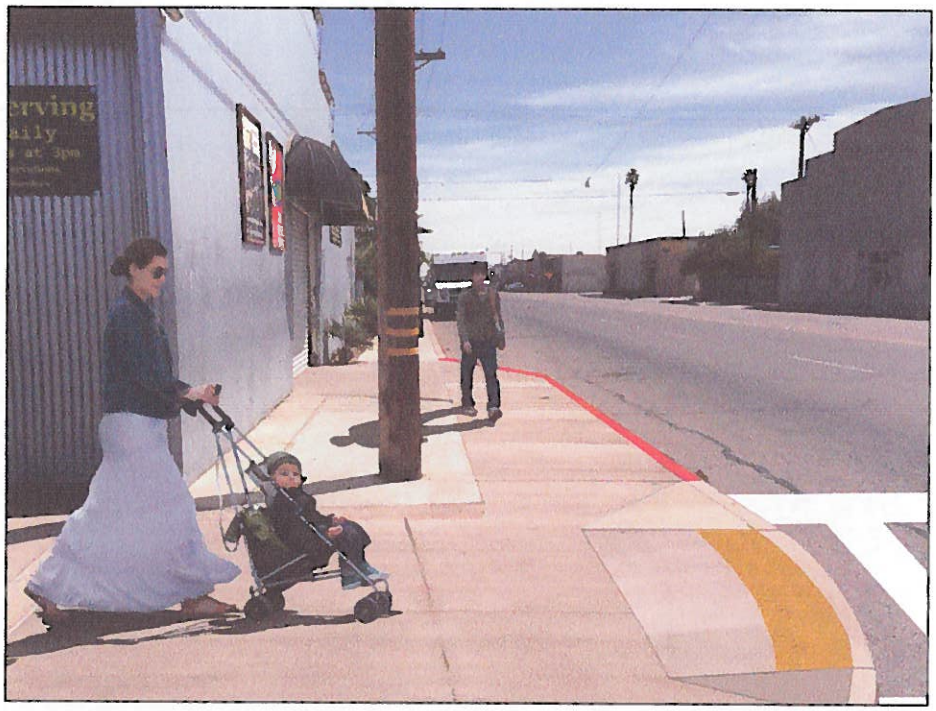


Figure 4-19: Simulation of Option 3B with permanent bulbouts to reduce crossing distances and increase sidewalk space for pedestrians

Figure 4-20: Looking north at Cedar Avenue and Fifth Street after Option 3B is complete

Priority Project 4: Beale Avenue Extension Pathway

It is recommended that the informal Beale Avenue Extension Pathway east of Grape Avenue between Seventh Street and Fifth Street (see **Figure 4-21**) be formalized.

Figure 4-21: Beale Avenue Extension Pathway in eastern Holtville

Existing Conditions

The informal dirt path next to Finley Elementary School is well utilized, but is not well maintained and does not easily accommodate people who ride bicycles in its current condition, as shown in **Figure 4-22**. The path is used primarily by parents and students as they walk to and from the housing development south of Fifth Street to Finley Elementary School to the west or Holtville Middle School to the north. This path is the most direct route to both schools.

Figure 4-22: A family and bicylist use the informal Beale Avenue Extension Pathway between Seventh Street and Fifth Street

Recommendation

This recommendation has two options based on funding allocations.

Option 4A

The first option is to use decomposed granite to widen the existing path and provide an even surface for all users, as shown in **Figure 4-23**.

Figure 4-23: Beale Avenue Extension Pathway option A

Option 4B

The second option involves fully paving the pathway for a more even surface for users over time. Paving the pathway will also offer unpaved shoulders for pedestrian or bicyclist overflow. **Figure 4-24** shows what this pathway could look like.

Figure 4-24: Beale Avenue Extension Pathway after paving (option B)

Should the land to the east be developed prior to the formalization of the pathway, it is recommended to require the land developer to upgrade the path as part of a future development agreement. If the City plans to formalize the pathway prior to development, right-

of-way acquisition, the city limit line, agricultural uses, and more will need to be taken into consideration.

Priority Project 5: Fifth Street Functionality Improvements

Earlier priority projects focused on specific points along Fifth Street. However, the entire corridor can be "right-sized" and upgraded to improve functionality for all roadway users.

Existing Conditions

The posted speed limit along Fifth Street is 25 MPH between Palm Avenue and Maple Avenue. In 2012, average daily traffic along Fifth Street was less than 7,000 vehicles. There are only six marked crosswalks in the 11 intersections between Palm Avenue and Grape Avenue. A complete street corridor would have crosswalks on both sides of every approach, or 22 crosswalks in this instance. Today, less than 1/3 of the crossings are marked, limiting connectivity and safety for pedestrians. **Figure 4-25** shows the current roadway conditions and land uses on Fifth Street at Holt Avenue, looking east.

Between 2009 and 2013, 28 reported collisions occurred on Fifth Street, and one of those collisions involved a bicyclist.[4] According to the Statewide Integrated Traffic Records System (SWITRS) there are three reported collisions within this time window; however, this system was not consistently used until recently and may not accurately reflect all reported collisions. Additionally, the deputy sheriff of Imperial County has noticed and responded to several near collisions between motor vehicle drivers and student-age pedestrians. He reported that within the last two years, two students had been hit by motorists at or near Grape Avenue.

Figure 4-25: Fifth Street at Holt Avenue looking east

[4] Cycle 6 Highway Safety Improvement Program (HSIP) application, Application ID: 11-Holtville-1, Submitted by City of Holtville.

Recommendations

This plan recommends several upgrades along the Fifth Street corridor to make it feel like it is part of a community. Upgrades include installing high visibility crosswalks across all legs of each intersection, additional lighting, and stop signs; reducing the number of travel lanes from four to three; replacing parallel parking with angled parking near Holt Park; providing left-turn lanes at intersections (and possible two-way left turn lanes throughout the blocks) for improved predictability and reduced vulnerability; identifying opportunities for bicycle infrastructure such as bike lanes, buffered bike lanes, separated bikeways, and bike parking; and improving curb ramps. At crosswalks without a traffic control device such as a stop sign, advance yield lines should be used (see **Appendix A**). **Figure 4-26** and **Figure 4-27** offer examples of how Fifth Street (at Holt Road) could be rearranged to encourage walking and bicycling, promote economic development, and create a more inviting downtown.

Figure 4-26: Phase one of the Fifth Street reconfiguration could include bulbouts, high visibility crosswalks, bicycle routes, and street trees

Figure 4-27: Over time, the changes to the street could result in new investment and activity along the corridor

There is a national trend in the reduction of vehicle miles driven. Holtville is no exception. SR-115 has seen dramatic reductions in traffic since the installation of Interstate 8 (I-8). In 2013, the Governor signed Senate Bill 743. This prompted the state to remove Level of Service as an environmental impact evaluation as part of the California Environmental Quality Act (CEQA).

In general, traffic volumes of 15,000 vehicles per day (vpd) are considered acceptable for a three lane section (two travel lanes with a center turn lane), while traffic volumes between 15,000 and 25,000 vpd are worth analyzing, and over 25,000 vpd typically require 4 or 5 travel lanes.[5] The average daily traffic (ADT) along SR-115 is 6,500. This would suggest that the theoretical capacity of this corridor is three times higher than the current volume. As volumes decrease, "road diets" can be used to reallocate underutilized vehicular lane area to other modes, including facilities for biking, walking, and transit. Other recommended improvements such as increased connectivity, improved pedestrian and bicycle facilities, and better transit service will also reduce volumes. See Chapter 6: Complete Streets Toolkit for more information,

While the transportation profession often evaluates "daily" volumes to size roadways, historically peak hour volumes are also another consideration to determine the number of lanes. Daily volume thresholds are developed from assumptions based on the percentage of traffic during the day in the peak hour. However, sizing roadways based on one or two peak hours of the day may not be the best utilization of financial resources, create the safest roadway for all roadway users, or allow for the most choices in mobility along the corridor.

To improve safety, connectivity, and accessibility for people that walk, bike, and use transit may require a balance of prioritization and how the roadway is designed so the roadway functions and meets the needs of all roadway users for all hours of the day rather than just motorists for one to two hours of the day. For example, if the capacity threshold of a travel lane during the peak hour was 1,500 and for one hour of the day it exceeded that 1,500 by 1 to 100 vehicles but the other 23 hours of the day it was below that threshold, it might be a good policy decision not to widen the roadway because of one hour or a hundred vehicles that could be spread over the adjacent hours. This phenomenon is called "peak hour spreading" whereby excess demand for one hour is served by the adjacent hours. Some congestion and queuing maybe experienced for a short period of time but will dissipate. In addition, since the City of Holtville has a well-designed grid system that is also overdesigned for the vehicle volumes, there is excess capacity on many of the surrounding streets.

The excess right-of-way along the roadway could be used for features such as two-way left turn lanes, bike lanes, angled parking, separated bikeways, and other similar features to create a more complete street. Additionally, transforming vacant or underutilized parcels into high-quality development that serves to activate the street and sidewalk will create more vibrant spaces that serve as destinations and economic development generators.

[5] Road Diets Information Guide. Chapter 3.3.5 Average Daily Traffic. FHWA. http://safety.fhwa.dot.gov/road_diets/info_guide/.

Figure 4-28 is taken from the Caltrans *Main Street, California "A Guide for Improving Community and Transportation Vitality"* (*Main Street, California*) report. The guide is compilation of potential options for California State Highway main street projects that reflects many of the recent updates to Caltrans manuals and policies that improve multimodal access, livability, and sustainability within the transportation system. It emphasizes why planning streets for people rather than cars provide cities with the best value. When reconfiguring Fifth Street, it is important to keep these ideals at the forefront of the projects. More information about *Main Street, California* can be found in **Chapter 6: Complete Streets Toolkit.**

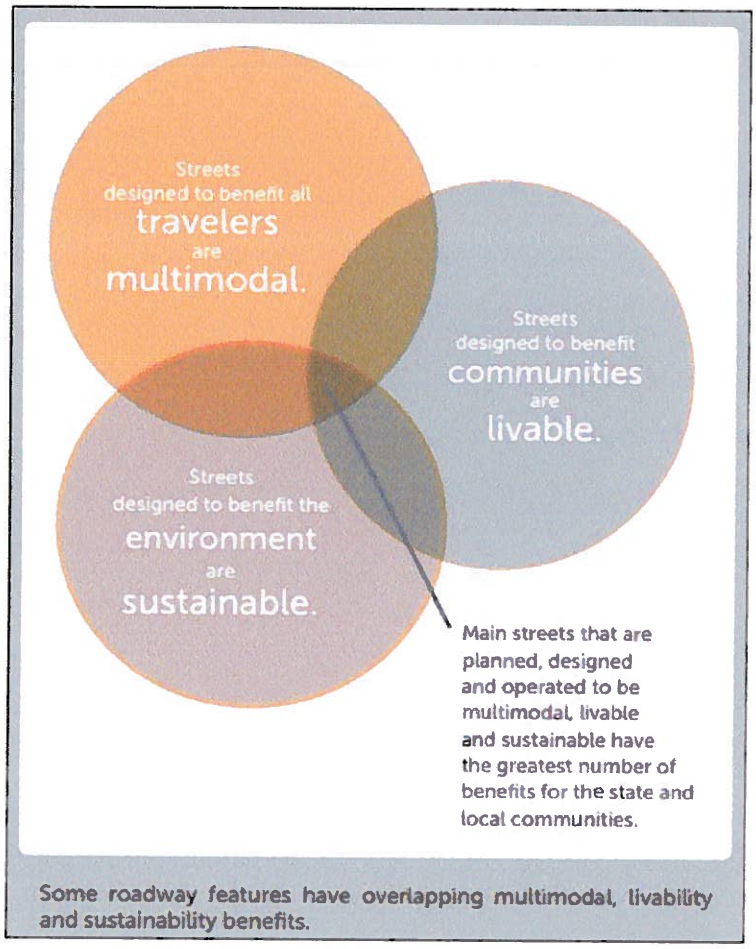


Figure 4-28: Caltrans Main Street,California (pg 7) shows benefits to all communities

Besides the roadway itself functioning better for users, the surrounding land uses and amenities are important to the City of Holtville. The Holtville Municipal code includes a section regulating plan and street typologies and standards for the Downtown area. It describes Fifth Street as the "main street" of Holtville and, "the primary arterial and commercial corridor of the community. It also functions as a state highway route. As such, special design considerations and approvals will be necessary for development along the street." The Municipal Code also outlines the desired characteristics of the roadway which include:

- Street trees should frequently interrupt the parking lanes to soften visual impact of the parked vehicles and to help cool the air heated by the pavement.
- Primary intersections should provide pedestrians with safe passage. Features may include pedestrian bulbouts, differentiated accent paving within the intersection, and in-street crossing lights (if there is no crosswalk signal).
- Because 5th Street is an arterial roadway, it provides unique opportunities for gateway monumentation... at the entrances to the downtown area.

The final bullet point directly addresses Priority Project 1 (East Gateway Monument and Crossing).

Priority Project 6: School Zones

Overall, school zones function relatively well. Finley Elementary showed the highest level of effort to create an efficient and orderly pick-up and drop-off routine. The following recommendations are based on community input, interviews with school staff, and observations at drop-off and/or pick-up times.

6A: Finley Elementary School Recommendations

Cones are placed along the streets to create a one-way flow north on Grape Avenue and west on Sixth Street for drop-off and pick-up times. This creates a major node near the intersection of Sixth Street and Grape Avenue. Crossing guards are located at the intersections of Fifth Street and Sixth Street at Grape Avenue. Additional locations include along Chestnut Avenue and Seventh Street.

Observations and interviews showed high levels of non-conformance with crosswalks along Fifth Street as children go to the Orchard View Family Apartments. Many students use the informal Beale Avenue Extension Pathway or cut through the gas station at the corner of Fifth Street and Grape Avenue. This Priority Project reinforces the recommendations from Priority Project 1: Beale Avenue Extension Pathway. The Plan also recommends formally calling these routes as "routes to schools" which allows for Holtville to apply and receive funding for SRTS improvements.

6B: Holtville Middle School

The majority of drop-offs and pick-ups occur along Beale Avenue near Eighth Street. A crossing guard is located at this intersection to help students cross Beale Avenue and Eighth Street. Traffic generally flows in both directions, although the northbound movements appear to be higher. School buses use the drop off loop off Beale Avenue at Eighth Street. Cones are placed at the entrance to restrict access.

Observations and interviews showed decent numbers of drivers making U-turns along Beale Avenue, drivers parking in parking lots or along the street for extended periods of time, and speeding as vehicles leave the area. Interviews concluded that traffic flow could be restricted as is done for Finley Elementary where traffic would be restricted to one way along Beale Avenue or the intersection with Eighth Street and Beale Avenue would force right turn movements. It is recommended to add temporary stop signs at the intersection of Beale Avenue and Eighth Street to assist crossing guards and slow traffic. Increased enforcement and signs could help address longer-term parking, use of parking lots, U-turn movements, and speeding.

6C: Holtville High School

The drop-off and pick-up situation appears to be more spread out here than at the other two schools. Seventh Street, Eighth Street, Myrtle Avenue, and Olive Avenue are major access corridors, with a relatively heavy concentration of users along Olive Avenue and at the intersections with Eighth Street and Seventh Street.

Observations and interviews showed relatively smooth drop-off and pick-up times. However, one-way movement diversion and improvement crossings at the intersections of Olive Avenue at Eighth Street and Seventh Street could improve flow. A deep valley gutter on the south side

of the Seventh Street and Olive Avenue intersection tends to slow traffic heading north or south. Improvements along Seventh Street such as bike lanes and shade trees would make this corridor more attractive for walking and bicycling.

Priority Project 7: Seventh Street Reconfiguration

Seventh Street is a major east-west connection that connects Finley Elementary School, Holtville Middle School, and Holtville High School. The wide street is commonly used by students before and after school and could be transformed into a more welcoming street for pedestrians and bicyclists.

Existing Conditions

Seventh Street connects three schools and two parks. It has a posted speed limit of 25 MPH. On average, it is 62 feet across. Since it is greater than 40 feet in width it does not qualify as a residential street as defined by the California Vehicle Code with a prima facia speed of 25 MPH. The generally wide and unstriped nature can encourage speeding and does not provide dedicated space for bicyclists. Parking is generally parallel on at least one side, with multiple blocks having angled parking on one side. **Figure 4-29** shows the current roadway configuration along Seventh Street.

Figure 4-29: Seventh Street at Cedar Avenue looking east

Recommendation

It is recommended to plant more shade trees along this roadway. It is also recommended to add bike lanes along Seventh Street and to convert the existing parallel parking to angled parking on the north side. This configuration could look one of three ways.

Option 7A

Figure 4-30 shows Option 7A where the bike lanes are located next to the travel lanes.

Figure 4-30: Option A for Seventh Street reconfiguration with bike lanes next to travel lanes

In this scenario, bicyclists could potentially be hit by vehicles in the parking spaces backing up into the bike lane on the north or hit by the doors of parked vehicles on the south side of Seventh Street. **Figure 4-31** shows an example of this.[6]

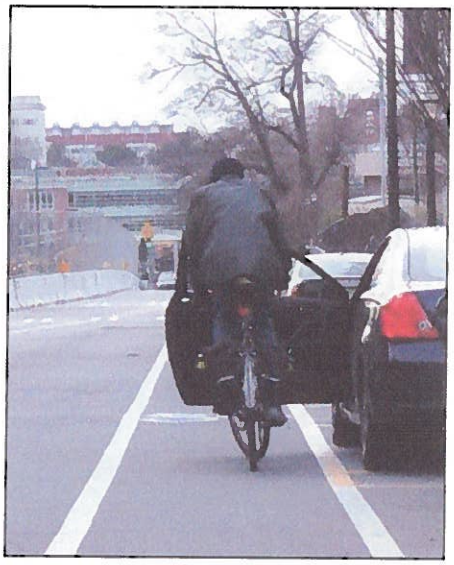


Figure 4-31: Bicyclist weaves to avoid being hit by parallel parked car

Option 7B

Figure 4-32 shows another option for roadway reconfiguration where the bikes lanes are on the outside of the roadway and the parking lanes "protect" the bike lanes from the travel lane on the north side. Caltrans released guidelines for Class IV Separated Bikeways in December 2015.

[6] "Door zone open" by VinnyR - Photo of Scott Ehardt taken by VinnyR and released by him into the public domain.

Figure 4-32: Option 7B for Seventh Street reconfiguration with bike lanes next to the sidewalks

In option two, parking is removed from the south side to allow for a one-way Caltrans Class IV Separated Bikeway, also known as cycle tracks or protected bike lanes, to be installed for eastbound bicyclists. The angled parking on the north is shifted south several feet to allow for another one-way cycle track to be installed for westbound bicyclists.

Option 7C

The final option, as shown in **Figure 4-33**, keeps the angled parking on the north side next to the sidewalk, but removes the parallel parking on the south side and replaces it with a two-way cycle track.

Figure 4-33: Option 7C would provide a two-way cycle track on the south side of Seventh Street

The cycle track can be protected by other barriers besides concrete curbs such as landscaped planters, bicycle parking, or bollards. For more information about cycle tracks, see **Chapter 6: Complete Streets Toolkit.**

Priority Project 8: City Loop

To complement the active transportation facilities being installed throughout Holtville, this Plan recommends creating a walking and bicycling "loop" around the city. This can serve as a primary bike route. This loop will connect nearly every park, school, and trail in Holtville.

This route may change over time, but it is recommended to follow this route (non-directional):

- Pete Mellinger Alamo River Trail
- Sixth Street
- Myrtle Avenue
- Seventh Street
- Beale Avenue Path
- Grape Avenue
- Fourth Street

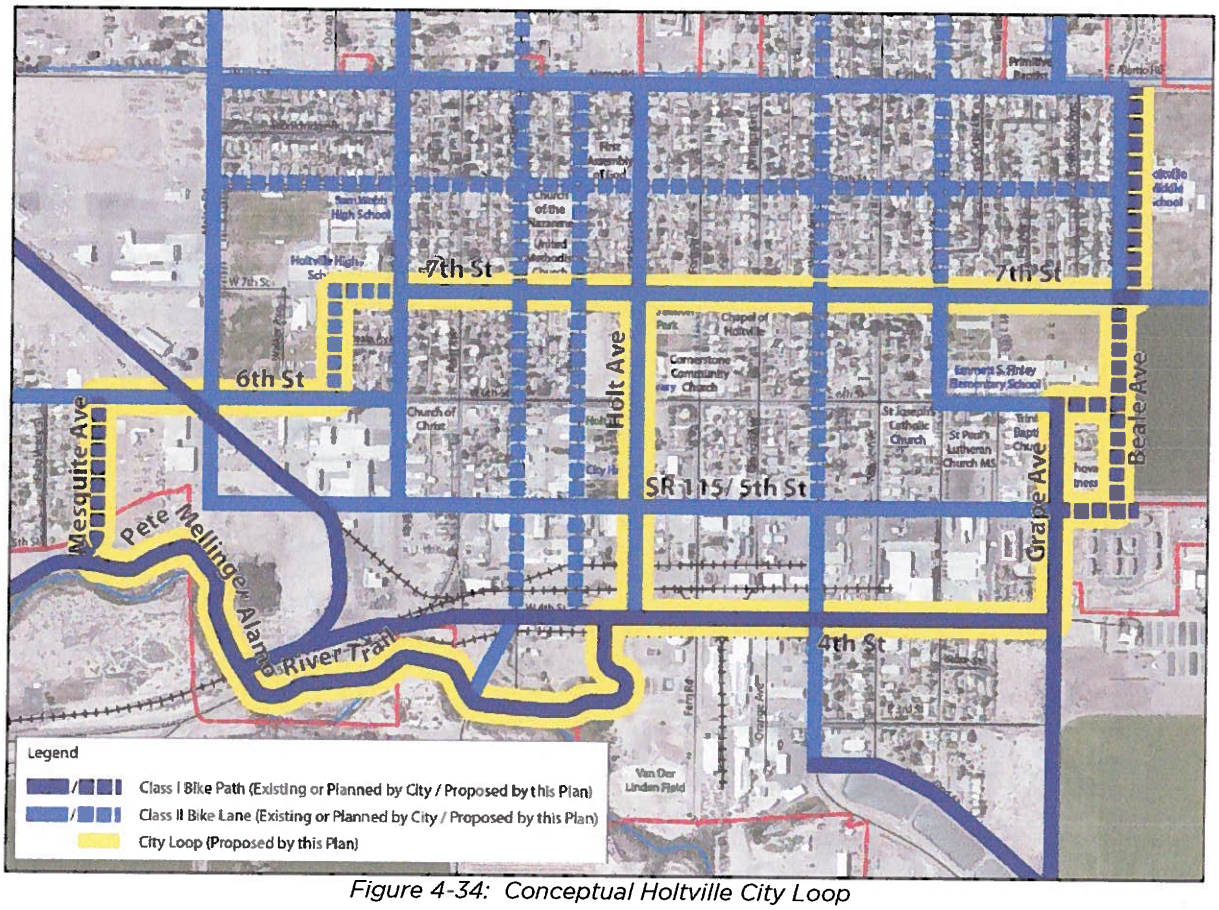


Figure 4-34: Conceptual Holtville City Loop

5. Implementation Plan

This chapter provides a strategy for implementing capital project recommendations in this Plan. This implementation strategy and sequence is guided by a ranking system based on a prioritization list developed with the City of Holtville and community members. Phased implementation of the recommended projects and programs will take time and are subject to many variables. The most important of these variables include availability of funding for active transportation. This plan is aimed at increasing the City of Holtville's success in obtaining competitive grant funding and local community and political support.

In the near-term, it is important to focus on a group of achievable, high priority projects. Three projects were identified as the highest priority for the community, shown in **Table 5-1**. The estimates are offered as a range as there are options for each treatment based on the permanence of each.

Table 5-1: Top Three Priority Projects

Priority	Project	Cost Estimate (Rounded)
1	East Gateway Monument and Crossing	$88,000-$200,000
2	Curb Extensions at Holt Park	$260,000-$540,000
3	Curb Extensions at Fifth Street and Cedar Avenue	$45,000-$135,000

These projects are intended for near-term implementation in the next one to five years. The City's commitment to implementing the mobility goals of the General Plan and commitment to the preparation of the Holtville Complete Streets Plan will attract the wide variety of transportation funding and generate other financing required to complete the remaining project list.

Action Steps

For each recommended project, the following steps could be taken in order to allow the project the greatest opportunity for success.

1. Gather City Council support
2. Finalize partnership with Caltrans
3. Secure funding
4. Outreach to community members
5. Design project
6. Outreach to community members
7. Secure City Council approval
8. Implement project

Prioritization

The three priority projects are listed above. All of the recommendations from **Chapter 4: Recommendations** are listed in **Table 5-2**.

Table 5-2: Plan Prioritization

Priority	Project
1	East Gateway Monument and Crossing
2	Curb Extensions at Holt Park
3	Curb Extensions at Fifth Street and Cedar Avenue
4	Beale Pathway
5	Holtville Roadway Functionality
6	School Zones
7	Seventh Street Reconfiguration
8	City Loop

These priority projects are shown in Figure 5-1, except for Priority Project 8, which is shown in Figure 4-34.

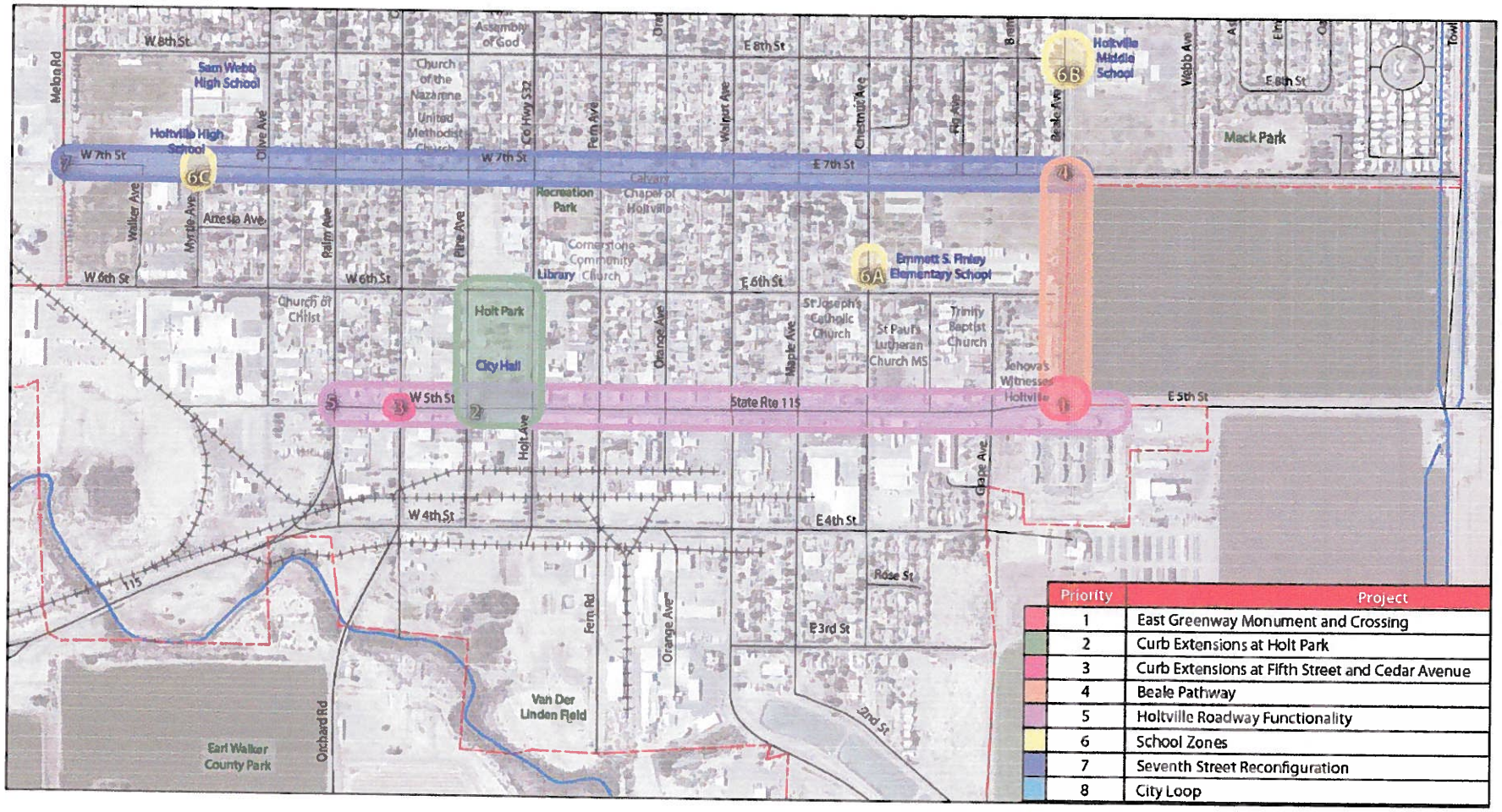


Figure 5-1: Prioritization Map, excluding Priority 8

Cost Estimates

Alta Planning + Design prepared cost estimates for projects discussed in the plan on October 5, 2015. These cost estimates represent the best estimates known at that date and represent best planning, engineering, and design practices. Right-of-way acquisition is not included in these estimates as these costs can vary over time and by location. More detailed cost estimates will be needed as these projects are further defined and developed. Utilizing an incremental approach to these projects allows more opportunities to implement complete street solutions.

Table 5-3: East Gateway and Crossing

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$7,000	$7,000
2	Traffic Control	1	LS	$5,000	$5,000
3	Median Island with Concrete Curb	1	EA	$10,000	$10,000
4	RRFB Assembly	4	EA	$7,500	$30,000
5	High Visibility Crosswalk and Yield Line	2	EA	$2,000	$4,000
6	Sign and Post	4	EA	$500	$2,000
7	Roadway Striping	1	LS	$7,000	$7,000
8	ADA Curb Ramp	2	EA	$4,000	$8,000
			Subtotal Items		$73,000
			CONSTRUCTION CONTINGENCY	20%	$14,600
			Total		**$87,600**
Optional Items					
	Add Sidewalk with Curb & Gutter along north side				$60,000 - $70,000
	Gateway (Spanning roadway)				$50,000 – 200,000
	Gateway (In Median)				$25,000 – 50,000
	Gateway (Monument)				$10,000 – 25,000

Table 5-4: Curb extensions at Holt Park Phase I (4 Intersections Total)

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$20,000	$20,000
2	Traffic Control	1	LS	$6,000	$6,000
3	High Visibility Crosswalk	16	EA	$2,000	$32,000
4	Painted Curb Extension	16	EA	$1,500	$24,000
5	Replace Curb Ramp with New ADA Curb Ramp	12	EA	$4,000	$48,000

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
6	Paint Angled Parking on 5th Street (Pine to Holt, one side)	1	LS	$4,000	$4,000
7	Mill and Overlay Crosswalk Pavement	16	EA	$5,000	$80,000
8	STOP pavement marking	12	EA	$200	$2,400
			Subtotal Items		$216,400
			CONSTRUCTION CONTINGENCY	20%	$43,300
			Total		**$259,700**

Table 5-5: Curb extensions at Holt Park Phase II (4 Intersections Total)

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$41,000	$41,000
2	Traffic Control	1	LS	$20,000	$20,000
3	Concrete Curb Extension	16	EA	$20,000	$320,000
4	Sign and Post	16	EA	$500	$8,000
5	Drainage Inlet and pipe connection	8	EA	$7,500	$60,000
		Subtotal Items			$449,000
		CONSTRUCTION CONTINGENCY		20%	$89,800
		Total			**$538,800**

Table 5-6: Curb Extensions at Cedar Avenue Option 3A

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$3,000	$3,000
2	Traffic Control	1	LS	$1,000	$1,000
3	High Visibility Crosswalk	4	EA	$1,800	$7,200
4	Painted Curb Extension	4	EA	$1,500	$6,000
5	Replace Curb Ramp with New ADA Curb Ramp	3	EA	$4,000	$12,000
6	Paint Angled Parking on Cedar Ave (Fourth to Sixth, both sides)	1	LS	$8,000	$8,000
7	STOP pavement marking	2	EA	$200	$400
			Subtotal Items		$37,600

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
			CONSTRUCTION CONTINGENCY	20%	$7,500
			Total		**$45,100**

Table 5-7: Curb extensions at Cedar Avenue Option 3B

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$10,000	$10,000
2	Traffic Control	1	LS	$5,000	$5,000
3	Concrete Curb Extension	4	EA	$20,000	$80,000
4	Sign and Post	4	EA	$500	$2,000
5	Drainage Inlet and pipe connection	2	EA	$7,500	$15,000
			Subtotal Items		**$112,000**
			CONSTRUCTION CONTINGENCY	20%	$22,400
			Total		**$134,400**

Table 5-8: Beale Avenue Pathway Option 4A- DG Path

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$14,000	$14,000
2	Traffic Control	1	LS	$3,000	$3,000
3	DG Path (12' wide)	1,250	LF	$80	$100,000
4	Concrete Sidewalk with Curb	50	LF	$140	$7,000
5	ADA Curb Ramp	1	EA	$4,000	$4,000
6	Sign and Post	8	EA	$500	$4,000
7	Chain Link Fence	1250	LF	$20	$25,000
			Subtotal Items		**$157,000**
			CONSTRUCTION CONTINGENCY	20%	$31,400
			Total		**$188,400**

Note: Right of way acquisition/easement for path is not included in this estimate. Approximate total acreage is 0.03 acres.

Table 5-9: Beale Pathway Option 4B- AC Path

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$20,000	$20,000
2	Traffic Control	1	LS	$3,000	$3,000
3	AC Path (8' AC path with 2' DG shoulders)	1,250	LF	$125	$156,300
4	Concrete Sidewalk with Curb	50	LF	$140	$7,000
5	ADA Curb Ramp	1	EA	$4,000	$4,000
6	Sign and Post	8	EA	$500	$4,000
7	Chain Link Fence	1250	LF	$20	$25,000
8	Path Striping	1250	LF	$1	$1,300
			Subtotal Items		$220,600
			CONSTRUCTION CONTINGENCY	20%	$44,100
			Total		**$264,700**

Note: Right of way acquisition/easement for path is not included in this estimate.

Table 5-10: Seventh Street Reconfiguration Option 7A - Bike Lanes

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$6,000	$6,000
2	Traffic Control	1	LS	$3,000	$3,000
3	Bike Lane (Striping and Signage)	5000	LF	$12	$60,000
			Subtotal Items		$69,000
			CONSTRUCTION CONTINGENCY	20%	$13,800
			Total		**$82,800**

Table 5-11: Seventh Street Reconfiguration Option 7B - Protected Bike Lanes

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
1	Mobilization (10%)	1	LS	$13,000	$13,000
2	Traffic Control	1	LS	$6,000	$6,000
3	Protected Bike Lane (Separation, Striping and Signage)	5000	LF	$25	$125,000
			Subtotal Items		$144,000

Item #	Description	Estimated Quantity	Unit	Unit Cost	Cost
			CONSTRUCTION CONTINGENCY	20%	$28,800
			Total		**$172,800**

Table 5-12: Other Planning Level Estimates

Treatment	Cost
Convert parallel to angled parking, one side of road (Short Block 300-foot)	$1,000
Convert parallel to angled parking, one side of road (Long Block, 600-foot)	$2,000
Street Tree (in existing planter strip)	$1,250
Add additional street trees to fill in gaps, one side of road (Short Block - assumed 4 trees)	$5,000
Add additional street trees to fill in gaps, one side of road (Long Block - assumed 8 trees)	$10,000
High Visibility Crosswalk and 2 ADA curb ramps	$10,000
Sign and Post	$600

Potential Funding Sources

Table 5-13: Potential Funding Sources

Funding Source	Remarks
Federal	
Bus and Bus Facilities Program: State of Good Repair	Can be used for projects to provide access for bicycles to public transportation facilities, to provide shelters and parking facilities for bicycles in or around public transportation facilities, or to install equipment for transporting bicycles on public transportation vehicles.
Bus Livability Initiative	Can be used for bicycle and pedestrian support facilities, such as bicycle parking, bike racks on buses, pedestrian amenities, and educational materials
Federal Transit Act	Typical funded projects have included bike lockers at transit stations and bike parking near major bus stops. FTA funds can also be used for First/Last Mile bicycling and pedestrian improvements within 3 miles of a transit stop. Guideline for the use of 10 percent of the annual CMAQ funds starting in fiscal year 2012-2013 for bike/pedestrian projects through a competitive call to local agencies.
Land and Water Conservation Fund	Federal fund provides matching grants to state and local governments for the acquisition and development of land for outdoor recreation use. Lands acquired through program must be retained in perpetuity for public recreational use. Individual project awards are not available. Recent call deadline was February 2015.
FAST Act – Surface Transportation Block Grant Program (STBGP)	The FAST Act replaced MAP-21 in 2015 and provides long-term funding certainty for surface transportation projects, called STBGP. A wide variety of bicycle and pedestrian improvements are eligible, including on-street bicycle transportation facilities, off-street trails, sidewalks, crosswalks, bicycle and pedestrian signals, parking, and other ancillary facilities.

Funding Source	Remarks
FAST Act – Highway Safety Improvement Program (HSIP)	This program provides funds for the implementation of bicycle transportation facilities that address safety concerns, especially along corridors with high bicycle-involved collision rates. Projects may include education and enforcement programs.
FAST Act Set Aside – Transportation Alternatives Program	Transportation Alternatives Program (TAP) has been folded into the STBGP as a set-aside. Improvements eligible for this set-aside fall under three categories: Transportation Enhancements, Safe Routes to School, and the Recreational Trails Program. These funds may be used for a variety of pedestrian and streetscape projects including sidewalks, multi-use paths, and rail-trails. TAP funds may also be used for selected education and encouragement programming such as Safe Routes to School and non-profit organizations are now eligible to apply.
FAST Act – Congestion Mitigation and Air Quality Improvement Program (CMAQ)	The amount of CMAQ funds depends on the state's population share and on the degree of air pollution. There is a broader emphasis on projects that are proven to reduce PM-2.5. Eligible projects include: "Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips; (and) non-construction outreach related to safe bicycle use." Studies that are part of the project development pipeline (e.g., preliminary engineering) are eligible for funding. "An assessment of the project's expected emission reduction benefits should be completed prior to project selection."
National Center for Environmental Health – Health Impact Assessment for Improved Community Design	The grant program aims to increase the capacity of public health departments to include health considerations in transportation and land use planning decisions. The grant provides an average of $145,000 per year for 3 years to 6 awardees. The grant is generally available every 3 years.
New Opportunities for Bicycle and Pedestrian Infrastructure Financing Act	A proposed bill in Congress to set aside one percent of TIFIA's $1 billion for bicycle and pedestrian infrastructure projects, such as the conversion of abandoned rail corridors for trails, bicycle signals, and path lighting. For these projects, TIFIA's minimum project cost would be $2 million. Eligible costs include: planning & feasibility studies, construction, and land acquisition. The bill reserves 25 percent of project funding for low-income communities.
Rivers, Trails, and Conservation Assistance Program	RTCA staff provides technical assistance to communities so they can conserve rivers, preserve open space, and develop trails and greenways.
Transportation Investments Generating Economic Recovery (TIGER) Program	Can be used for innovative, multimodal and multi-jurisdictional transportation projects that promise significant economic and environmental benefits to an entire metropolitan area, a region, or the nation. These include bicycle and pedestrian projects. Project minimum is $10 million.
U.S. Environmental Protection Agency – Brownfields Program	Assessment grants provide funding for a grant recipient to inventory, characterize, assess, and conduct planning and community involvement related to brownfields sites (locations that have been host to a hazardous substance, pollutant, or contaminant). Revolving Loan Fund (RLF) grants provide funding for a grant recipient to capitalize a revolving loan fund and to provide sub-grants to carry out cleanup activities at brownfield sites. Cleanup grants provide funding for a grant recipient to carry out cleanup activities at brownfield sites.

Funding Source	Remarks
State of California	
Affordable Housing and Sustainable Communities (AHSC) Program	AHSC grants are available for projects that integrate walking and bicycling improvements with affordable housing developments and transit connectivity. Requirements for housing and transit project components vary based on the frequency of transit in the project vicinity and by the density of the community. The primary criteria for project selection is reduction of greenhouse gas emissions. The 2015 application cycle closed in February and offered approximately $120 million in grant funding.
Caltrans Active Transportation Program (ATP)	Funds construction, planning, and design of facilities for pedestrians, bicycle riders, and other non-motorized forms of transportation, while also funding non-infrastructure programs related to active transportation. The second application cycle closed in the spring of 2015. The ATP uses MAP-21 federal funds for a portion of the funded projects, so local agencies must adhere to certain federal guidelines.
Clean Water State Revolving Fund Program	The CWSRF program offers low interest financing agreements for water quality projects, which can include "implementation of nonpoint source projects or program." Annually, the program disburses between $200 and $300 million. Stormwater management components of bicycle infrastructure projects may be eligible for this funding source. Applications are accepted on a continuous basis.
Climate Ready Grant Program	Climate Ready grants are available for projects located along the coast and coastal watersheds. Shared-use trails are eligible. $1.5 million total; $50,000 minimum grant; $200,000 maximum. Managed by California Coastal Conservancy.
Environmental Enhancement and Mitigation Program (EEMP)	Funds may be used for land acquisition. Individual grants limited to $350,000.
Habitat Conservation Fund	Provides funds to local entities to protect threatened species, to address wildlife corridors, to create trails, and to provide for nature interpretation programs which bring urban residents into park and wildlife areas. $2 million available annually. Application deadline is typically in October of each year.
Office of Traffic Safety (OTS) Grant Program	Funds safety improvements to existing bicycle transportation facilities, safety promotions including bicycle helmet giveaways, and studies to improve traffic safety. The grant cycle typically begins with a Request for Proposals in November/December, which are due the following January. For 2015, OTS awarded $102 million to over 200 agencies.
Petroleum Violation Escrow Account (PVEA)	Funds programs based on public transportation, computerized bus routing and ride sharing, home weatherization, energy assistance and building energy audits, highway and bridge maintenance, and reducing airport user fees.
Public Access Program	Funds the protection and development of public access areas in support of wildlife-oriented uses, including helping to fund construction of ADA trails.
Recreational Trails Program	Administered in California as part of the ATP. $5.8 million guaranteed set-aside. Managed by the California Department of Parks and Recreation.
Safe Routes to School (SRTS)	In 2014, federal SRTS funds were rolled into the State's ATP to streamline grant allocation. $24 million combined in ATP for state and federal Safe Routes to School projects for the 2014 cycle. SRTS is primarily a construction program to enhance the safety of pedestrian and bicycle transportation facilities near schools. A small percentage of funds can be used for programmatic improvements. Improvements can be made to target students of all grade levels.

Funding Source	Remarks
Sustainable Communities Planning Grant and Incentives Program	Funded by Prop 84 bond funds, this grant program funds the development and implementation of plans that lead to significant reductions in greenhouse gas emissions, such as rehabilitation of existing infrastructure and the enhancement of recreational resources. The minimum grant award is $50,000; the maximum award is $500,000, unless the application is a joint proposal, in which case the maximum award is $1 million. The 10 percent local match requirement is waived for a proposal that qualifies for the Environmental Justice set-aside.
Watershed Protection Program (Proposition 13)	Grants to municipalities, local agencies, or nonprofit organizations to develop local watershed management plans (maximum $200,000 per local watershed plan) and/or implement projects (maximum $5 million per project) consistent with watershed plans. Administered by the Division of Financial Assistance.
Regional and Local	
Clean Air Fund (AB 434/2766 – Vehicle Registration Fee Surcharge)	Administered by San Joaquin Valley Air Pollution Control District. Local jurisdictions and transit agencies can apply. Funds can be used for projects that encourage biking, walking, and/or use of public transit. For bicycle-related projects, funds can be used to install Class I shared-use paths (maximum of $150,000 per project) or Class II bicycle lanes (maximum of $100,000 per project). Funds are also available to subsidize transit passes and construct park and ride lots.
TDA Article 3 Funds	Administered by Caltrans. TDA Article 3 funds are allocated annually on a per capita basis to both cities and counties for the planning and construction of bicycle and pedestrian facilities. Local agencies may either draw down these funds or place them on reserve. Agencies must submit a claim form by the end of the fiscal year in which they are allocated. Failure to do so may result in the lapse of these allocations.
Private	
Community Action for a Renewed Environment (CARE)	EPA grant program to help community organize and take action to reduce toxic pollution in its local environment.
Health Foundations	Focus pedestrian improvements for an obesity prevention strategy. Examples include California Wellness Foundation, Kaiser, and the California Endowment.
PeopleForBikes	PeopleForBikes (formerly Bikes Belong) provides grants for up to $10,000 with a 50 percent match that recipients may use towards the engineering, design, and construction of bike paths, lanes, bridges, and end-of-trip facilities, as well as programs.
Rails to Trails Conservancy	Provides technical assistance for converting abandoned rail corridors to use as multi-use trails.
Surdna Foundation	The Surdna Foundation makes grants to nonprofit organizations in the areas of environment, community revitalization, effective citizenry, the arts, and the nonprofit sector.
Other Private Foundations/ Organizations	Various private foundations and organizations may fund specific components identified in this Plan, such as community encouragement events and other non-infrastructure programs.

6. Complete Streets Toolkit

This chapter provides an overview of the types of treatments which can be implemented in Holtville. In addition, the need and purpose of each treatment are given as well as how each treatment is compatible with current Caltrans guides and policies. Finally, each section will give an example case study of a city that has implemented that treatment on a Caltrans-owned highway.

Need: Why is this treatment recommended?

Purpose: What is the goal of the treatment?

Caltrans Compatibility

All treatments in this chapter are considered a best practice according to one or more Caltrans documents or policies. The main documents or policies used are listed below.

Deputy Directive-64-Revision 2: Complete Streets – Integrating the Transportation System (2014)

DD-64-R2 establishes a policy that the State highway system provide for the needs of travelers of all ages and abilities in all planning, programming, design, construction, operations, and maintenance activities and products. This Complete Street policy views all transportation improvements as opportunities to improve the safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system.

Main Street, California: A Guide for Improving Community and Transportation Vitality (2013)

This document, also called the *Main Street, California* Guide, is focused on the design of California State Highways that also serve as the "main street" of a community. The guide does not develop new guidance, but provides information from existing Caltrans manuals and policies, as well as national resources, to help communities improve multimodal access, livability and sustainability, while meeting appropriate engineering standards. It also helps readers find information about standards and procedures described in the Caltrans Highway Design Manual (HDM), the California Manual on Uniform Traffic Control Devices (California MUTCD), and the Project Development Procedures Manual.

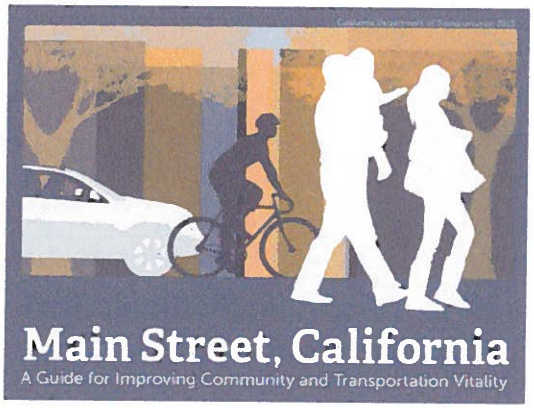


Figure 6-1: Cover of the Main Street, CA Guide

Caltrans Class IV Separated Bikeway Design Information Bulletin (DIB 89)

The Protected Bikeways Act of 2014 (Assembly Bill 1193) established Class IV Bikeways, also referred to as separated bikeways or cycle tracks, for California and required Caltrans, in cooperation with local agencies and in consultation with the existing Caltrans advisory committee dedicated to improve access for persons with disabilities, to establish design criteria

for separated bikeways. Approved on December 30, 2015, Design Information Bulletin (DIB) Number 89 was prepared to provide that design criteria and other general guidance on best practices related to separated bikeways to establish uniform guidance for the use of owners of these facilities.

The design criteria and guidance in this DIB was written to allow designers to exercise sound judgment when applying it, consistent with the Project Development philosophy (see Caltrans Highway Design Manual Index 81.1) when designing projects and has been written to allow for flexibility in applying the design criteria, taking into consideration the context of the project location; which enables the designer to tailor the design, as appropriate, for the specific circumstances while maintaining safety.

Complete Streets Implementation Action Plan 2.0 (2014)

The intent of the Complete Streets Implementation Action Plan 2.0 is to describe the current Caltrans complete streets policy framework and to provide an overview of Caltrans' continued complete streets efforts. It offers action items communities could use in order to implement complete streets. In order to bolster the support for this Plan, Caltrans hosted several statewide presentations called "Complete Streets 101: Integrating the Transportation System." The presentation is available online and will also be used as a reference for Caltrans compatibility.

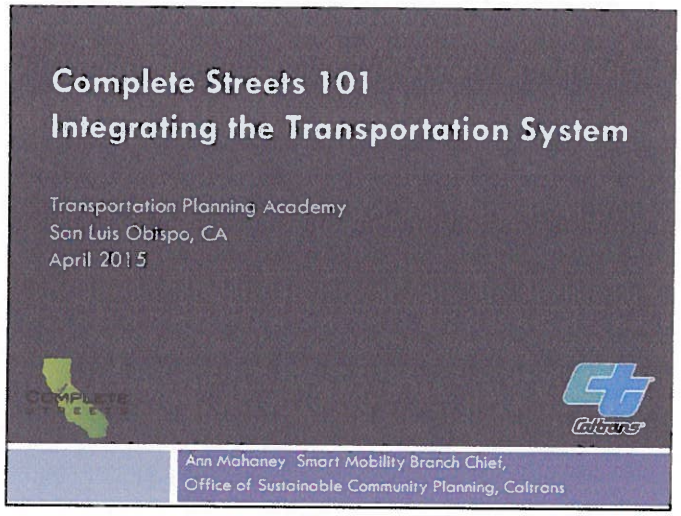


Figure 6-2: Introduction slide to the Complete Streets 101 presentation

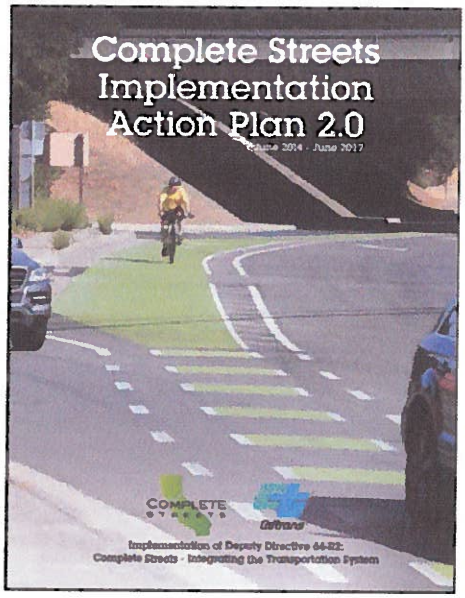
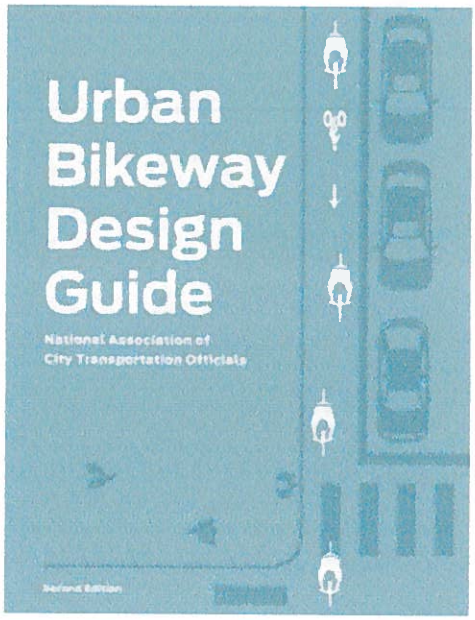


Figure 6-3: Cover of the Complete Streets Implementation Action Plan 2.0

Design Flexibility in Multimodal Design

In 2014, Caltrans issued a memo called, "Design Flexibility in Multimodal Design" as well as NACTO Endorsement Frequently Asked Questions (September 2014), which provides guidance for design flexibility and using designs as provided by the National Association of City Transportation Officials (NACTO), shown in **Figure 6-4**. In the memo, Caltrans reiterates that, "A 'one-size-fits-all' design philosophy is not Departmental policy" quoting the Highway Design Manual chapter 80.



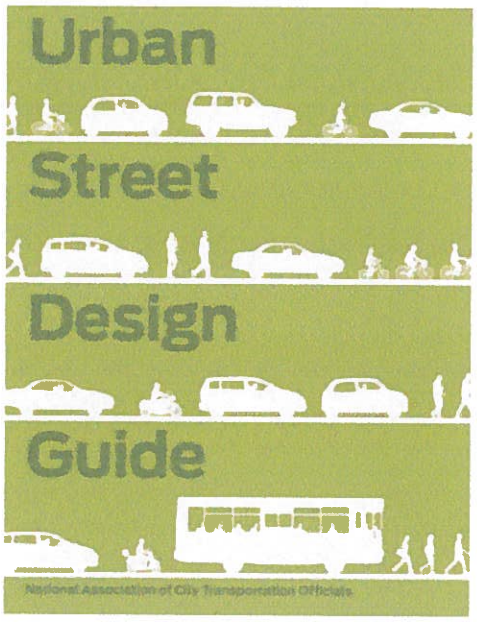


Figure 6-4: NACTO Design Guides

Complete Streets Goals

Caltrans defines a complete street as a transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit riders, truckers, and motorists appropriate to the function and context of the facility. For example, US 395 acts as the main street of Bridgeport, CA (District 9) and underwent a Complete Streets transformation in record time. **Figure 6-5** shows this conversion.

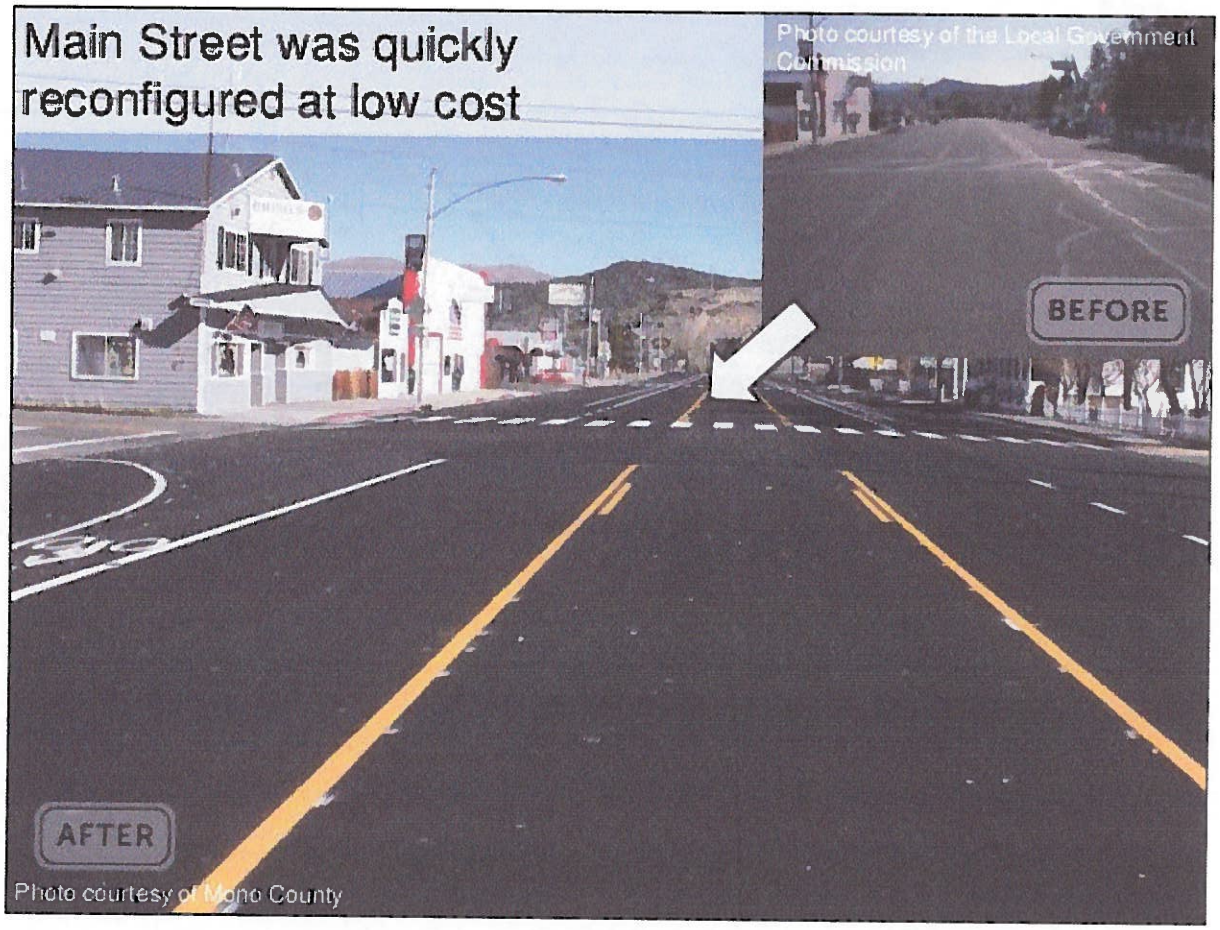


Figure 6-5: Before and after of US 395 through Bridgeport (District 9). Source: Project for Public Spaces

Need: The roads in Holtville, especially SR-115 were designed for vehicular traffic only.

Purpose: Complete streets come with many benefits, such as:

- Creating welcoming and inviting streets
- Improving quality of life
- Balancing moving people, not just cars
- Encouraging walking, biking, and public transportation
- Enhancing safety
- Enhancing economic vitality

These benefits mirror the goals identified throughout the community engagement and plan preparation processes.

Caltrans Compatibility: Caltrans Deputy Directive 64-R2.

Case Study: State Route 35 in San Francisco (District 4), as shown in **Figure 6-6** from the Complete Streets 101 presentation.

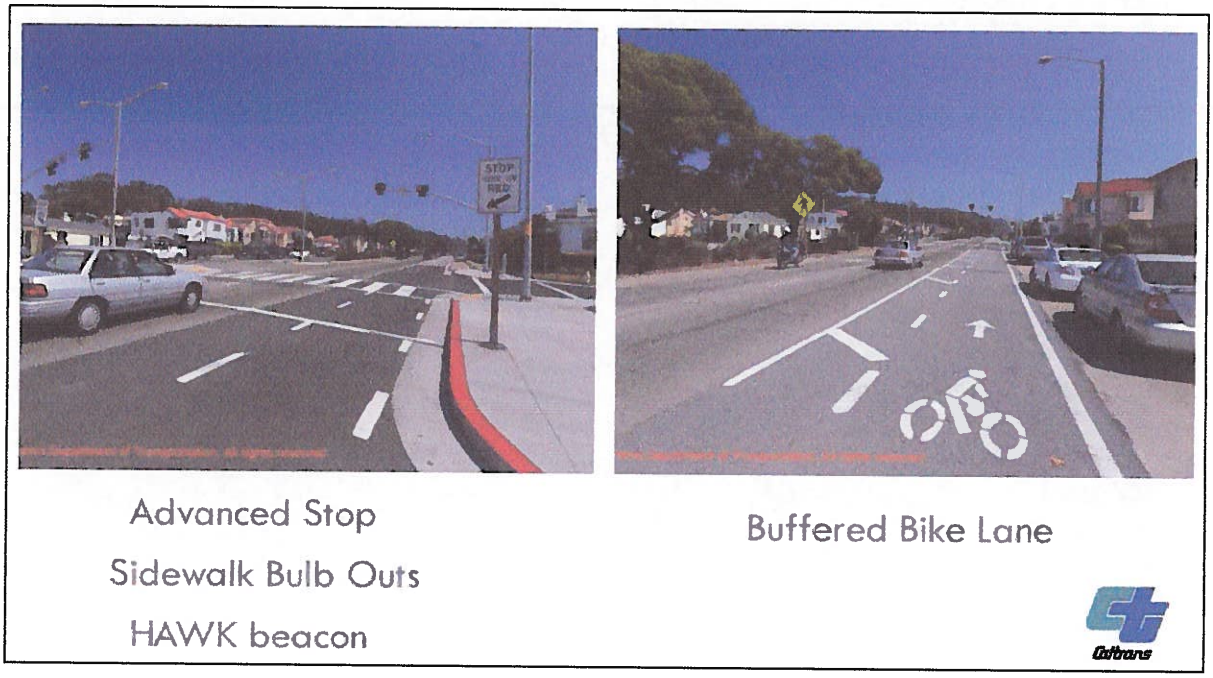


Figure 6-6: Sloat Boulevard complete street implementation measures

Relinquishment

Need: Fifth Street/SR-115 is a barrier to active transportation mobility.

Purpose: For the City to have significantly greater flexibility and local decision-making in order to make Fifth Street a complete street.

Many community members identified Fifth Street as the biggest barrier to safety due to the speed of motorists, the challenges for pedestrians to cross, and the lack of a more walkable community core. This Plan recognizes that this roadway has excess capacity and may not need four travel lanes (two in each direction) given that I-8 serves as the regional bypass to the City of Holtville.

Figure 6-7: Enhanced aerial view of Fifth Street at Holt Park shows a crosswalk leading to another crosswalk, which do not conform to Caltrans standards

There is only one all-way stop sign through town on Fifth Street at the intersection with Holt Avenue. Six marked crosswalks are provided at the 11 intersections between Palm Avenue and Grape Avenue. Most curb ramps and crosswalks do not meet ADA or Caltrans standards as one crosswalk currently leads pedestrians to another crosswalk rather than the sidewalk (**Figure 6-7**), are poorly maintained (**Figure 6-8**), and as a result are not as visible as they could be to alert motorists transition from a rural highway to a community with people.

Caltrans has expressed interest in relinquishing SR-115 to Holtville to allow Fifth Street to be a locally-operated roadway. SR-115 is not needed as a state facility now that Interstate 8 serves that purpose. According to the SR-115 Transportation Concept Report by Caltrans District 11 (2011), the existing SR-115 alignment between I-8 and West Junction Evan Hewes Highway is to be relinquished by 2025. Per Chapter 25 of the Caltrans Project Development Procedures Manual (2014), there are several benefits to relinquishing facilities that are no longer required to serve regional and statewide needs, including an increase in local agencies' responsiveness to community interest in the administration, planning, construction, and operation of facilities, resulting in a cost savings to taxpayers by eliminating the need for State encroachment permits. The City has expressed challenges with adequately maintaining its existing infrastructure and may not be able to take on additional infrastructure. However, if SR-115/Fifth Street were to become a locally-operated roadway, there may be significantly greater flexibility and local decision-making ability to utilize state of the practice solutions, implement safety measures, and spur economic development along the corridor. As such, taxpayers do not realize who owns or operates a roadway, only that it serves their purpose.

Figure 6-8: Poorly maintained roadway infrastructure along Fifth Street

Caltrans Compatibility: While Caltrans offers relinquishment to local jurisdictions through a California Transportation Commission resolution, the roadway must adhere to Caltrans standards to qualify for relinquishment and be brought up to acceptable conditions of repair. Fifth Street/SR-115 does not serve regional or statewide transportation needs. As identified in Article 3 of Chapter 25 – Relinquishments of the Caltrans *Project Development Procedures Manual*,

> "There are several benefits to relinquishing facilities that are no longer required to serve regional and statewide needs:
>
> - The relinquishments of applicable facilities allow local agencies to be more responsive to community interest in the administration, planning, construction and operation of that facility. The result is a cost savings to taxpayers by eliminating the need for State encroachment permits.
> - Reduction of ongoing maintenance costs.
> - Reduction in tort liability.
> - Decreased incidence response efforts.
> - Decreased competition for capital funds for regional and statewide improvements.
>
> When relinquishing a state highway, there may be occasions when it is appropriate for Caltrans to perform work or to provide financial contributions to the local agency to ensure that the facility is safe and drivable. Additional work

or financial contributions may be considered if in the best interest of the public, as evaluated by the Relinquishment Advisory Committee."[7]

For all recommendations in this report, if Caltrans and the City cannot come to a mutual agreement, changes could only be installed on the non-Caltrans roadways.

Case Study: Tracy Boulevard/SR-4 (District 10), a major north-south roadway in Tracy, was relinquished to the County of San Joaquin in 2013.

Road Rightsizing

Road rightsizing, also known as a road diet or road reallocation, typically occurs when a four lane road is reconfigured to a three lane road and bicycle lanes are added, see **Figure 6-9**.

Need: The lane sizes and configuration in Holtville encourage speeding and are unfriendly to pedestrians and bicyclists.

Purpose: To slow vehicles as they travel through Holtville and to better accommodate active modes of transportation.

Figure 6-9: On the left: a four lane roadway. On the right, a five lane roadway: three vehicle lanes and two bicycle lanes

While it may be counterintuitive for some, the road on the left with four vehicle lanes carries approximately the same number of motorized vehicles as the road on the right (15,000 average daily traffic). For roadways which see plenty of left turns such as SR-115 with 11 intersections, the left turn lane provides a space for left turning vehicles to move out of the travel lane prior to turning left instead of waiting in the travel lane and preventing other vehicles from passing, as with the four lane configuration on the left in **Figure 6-9**. Additionally, the configuration on the right reduces the risk of all types of collisions between roadway users and provides a safer space for bicyclists to use the roadway alongside motor vehicles. This makes roadway rightsizing preferred by local businesses because it allows those without access to a motorized vehicle (2.1 percent of Holtville residents according to 2009-2013 ACS) to travel to their businesses more easily.

[7] http://www.dot.ca.gov/hq/oppd/design/State-Highway-RelinquishmentwAttach.pdf.

Although there are many case studies available on transitioning from 4 to 3 lanes for under 15,000 ADT, a traffic study will be required by Caltrans for a 5th Street road reconfiguration.

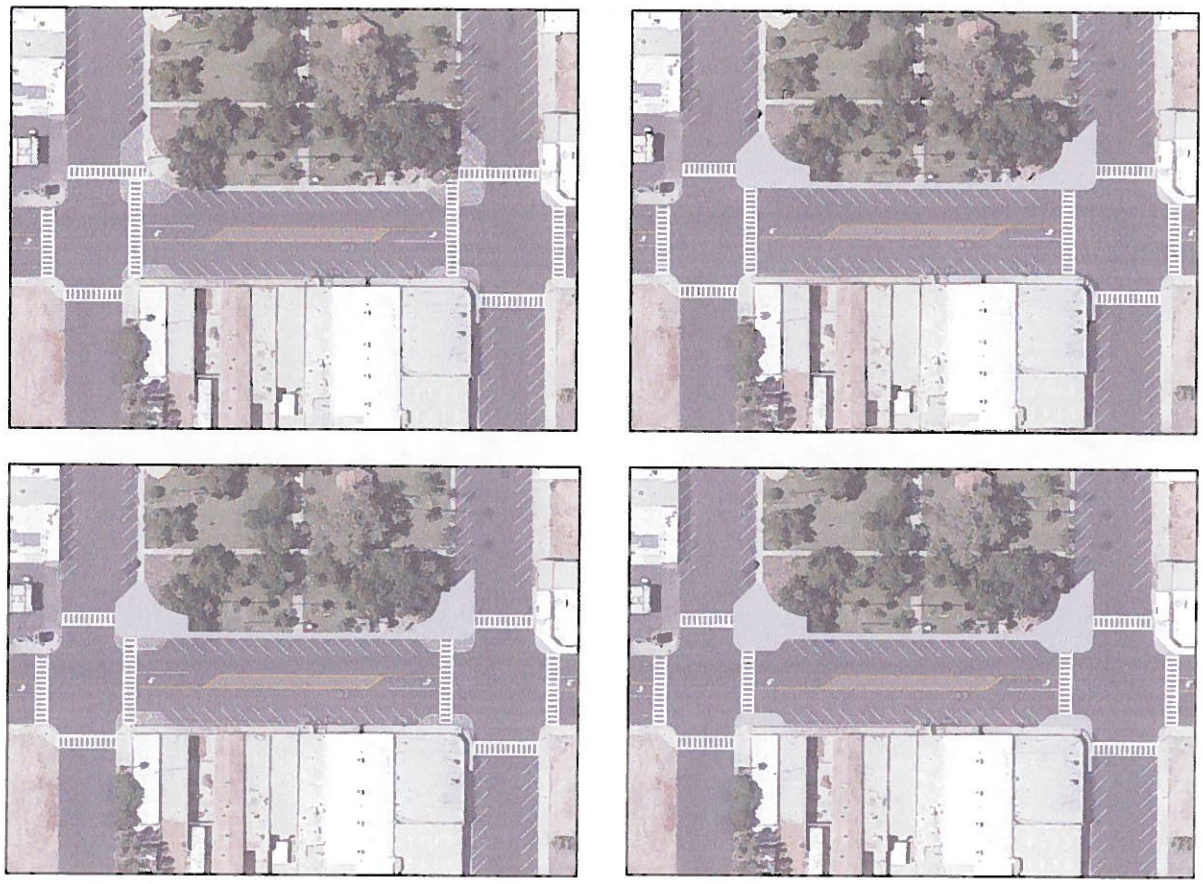


Figure 6-10: Fifth Street after road rightsizing. Clockwise from top left: painted bulbouts; concrete bulbouts soley within City right-of-way; concrete bulbouts solely within City right-of-way with painted bulbouts beyond; and concrete bulbouts

Caltrans Compatibility: **Figure 6-9** is used in the Complete Streets 101 presentation.

Case Study: State Route 227 in San Luis Obispo (District 5) was put on a "road diet" by reducing the four-lane arterial to two, adding center medians, pedestrian refuge areas, center left-hand turn lanes, and dedicated bus pullouts. With the extra roadway space, the existing bike lanes were widened to better accommodate cyclists.

Holtville Roadway Functionality

This Plan recommends maximizing roadway functionality around all of Holtville.

Need: The current roadway configuration and land directly adjacent to roadways are unfriendly to pedestrians.

Purpose: To make roadway crossings feel safer and to be more pedestrian- and bicycle-friendly.

The following list is not exhaustive and can be done in phases. It complements previous recommendations in this Plan.

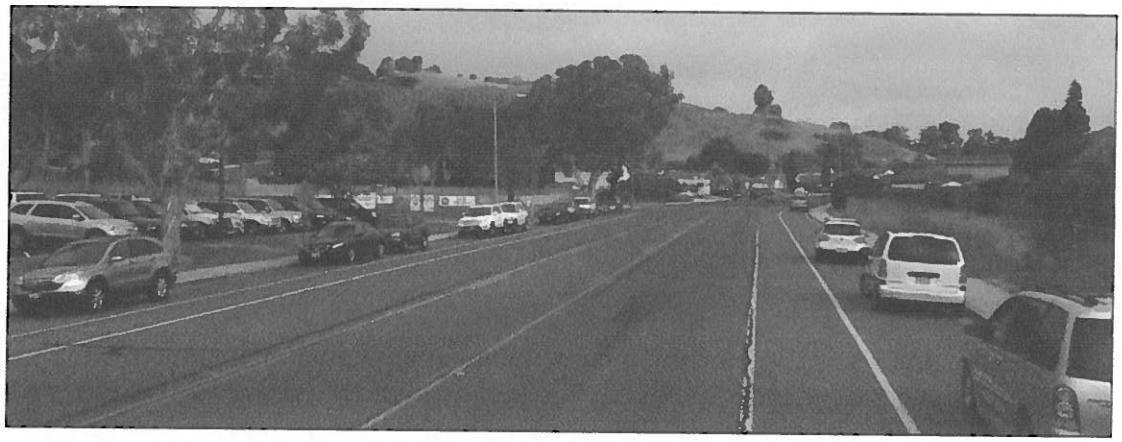
- Convert parallel parking to angled parking
- Add crosswalks and bulbouts to major intersections
- Add benches along areas with high numbers of pedestrians
- Add waste receptacles along areas with high numbers of pedestrians
- Add street trees
- Add bike lanes where feasible
- Add/upgrade street lighting
- Add public art to beautify the street
- Install bicycle parking outside businesses, parks, and churches

Caltrans Compatibility: The *Main Street, California* Guide gives examples of several of these treatments and explains their uses.

Case Study: From the *Main Street, California* Guide, "Street trees on State Route 75... in Coronado beautify the street and provide shade for waiting transit riders," (District 11). Also, decorative lighting and street furnishing can be found on US 395 in Independence (District 9). Lastly, "Aesthetic treatments, such as the pedestrian paving pattern in Redding (District 2), do not require participation in the Caltrans Transportation Art Program."

Phasing and Demonstration Projects

As previously mentioned, project phasing is an effective way to break larger, more costly projects into smaller ones that are more attractive for grant opportunities. Additionally, cities often choose to implement demonstration projects to test concepts and refine design in a cost-effective manner. Demonstration projects are low-cost, temporary design treatments to test out concepts such as bike lanes, curb extensions, roundabouts, or public spaces. The City may consider demonstration projects, which may be paired with community events, as funding is available to encourage community feedback.



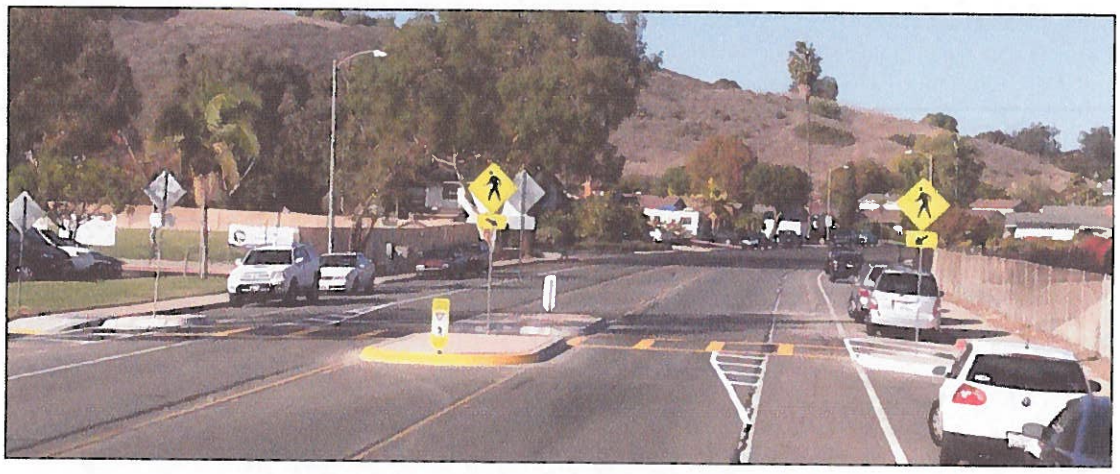
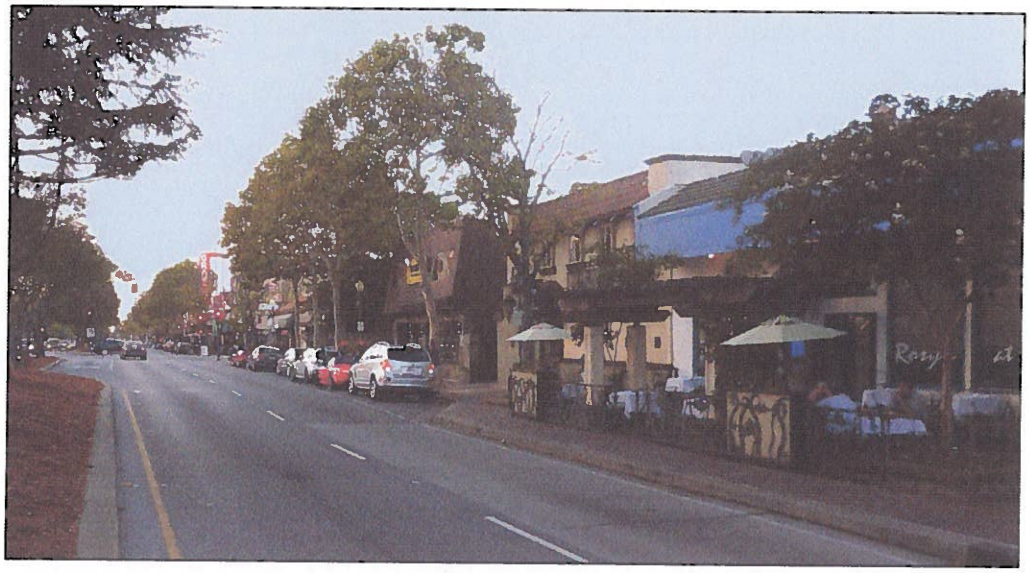


Figure 6-11: Pin-down concrete medians are a lower-cost and quicker solution

Demonstration projects range from weekend installations to multi-month installations. The following images are from a 2014 demonstration project in Morgan Hill on a former Caltrans highway, which included both a weekend temporary demonstration testing out various designs and a longer demonstration project that included striping the roadway. Community feedback was critical throughout this process to assess the effectiveness of the changes.



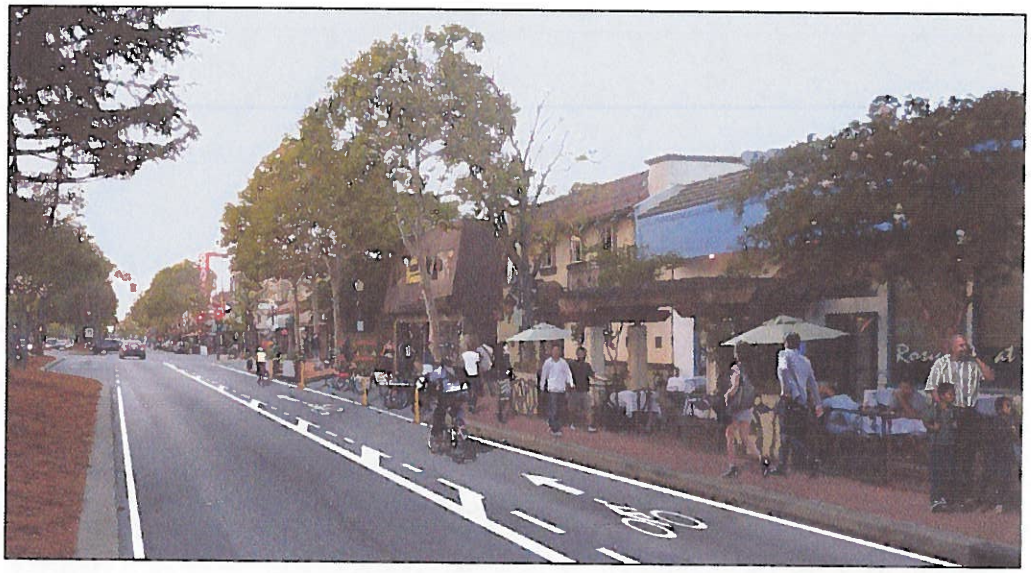


Figure 6-12: Before and after concepts for a demonstration project in Morgan Hill, California

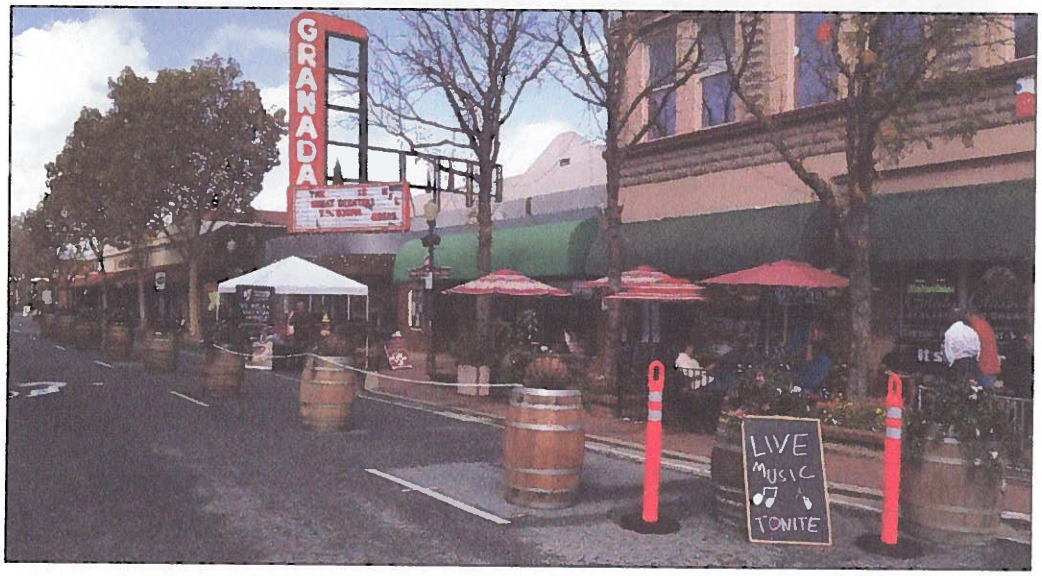


Figure 6-13: Weekend demonstration projects in Morgan Hill, California

Caltrans Compatibility: Caltrans has several examples of phased projects and does not disallow them in any policies or guides. An Encroachment Permit would be required for demonstration projects.

Case Study: The I-80/I-680/SR-12 Interchange in Solano County (District 4) is a multi-phase process, called "packages." Construction of Package I near the I-80/Green Valley Road exit started in summer 2014 and be completed as early as summer 2016. Package II through Package VII will be constructed and completed subject to funds available. Mar Vista held a demonstration event on State Route 187 (District 7) including a "pop-up" separated bikeway and temporary parklet in November 2015.

Diagonal Parking

Need: Reduce vehicle speed along Holtville roadways.

Purpose: To reduce the roadway size which subconsciously slows drivers down.

On wide roadways such as Fifth Street in Holtville, parallel parking can be converted to diagonal parking to reduce the vehicle travel lanes which subconsciously slows drivers down. The recent (2014) edition of the California MUTCD says diagonal parking stalls are not permitted on State highways.[8] However, as the Caltrans *Main Street, California* Guide points out, there are several state highways which have recently had diagonal parking installed. U.S. Highways which travel through California cities and act as the main street have also been retrofitted to have diagonal parking installed such as US 395 in Bridgeport, which worked with Caltrans District 9 to have a short nine week period from the first public meeting to installation. Caltrans District 11 staff says that diagonal parking may be allowed on Fifth Street if a buffer is included in the design (see **Appendix A**). This can be implemented through paint and additional space, as shown in **Figure 6-14**.

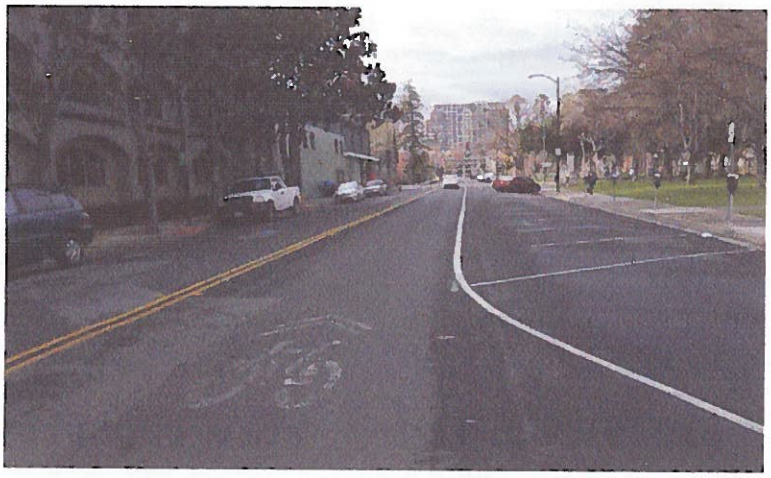


Figure 6-14: Diagonal parking with buffer space and shared-lane marking in San Jose, CA (not a state highway)

Back-in Angled Parking

Back-in angled parking is gaining traction across the country. Several cities are converting existing parking configurations to this alternative shown in **Figure 6-15**. According to the Pedestrian and Bicycle Information Center, "Back-in angled parking provides motorists with better vision of bicyclists, pedestrians, cars and trucks as they exit a parking space and enter moving traffic. Back-in angle parking also eliminates the risk that is present in parallel parking situations, of a motorist may open the car door into the path of a bicyclist. Back-in angled parking also removes the difficulty that drivers, particularly older drivers, have when backing into moving traffic."[9]

Figure 6-15: Back-in angled parking in Massachusettes

[8] Section 3B.19 paragraph 17.
[9] http://www.pedbikeinfo.org/data/faq_details.cfm?id=3974.

Caltrans Compatibility: *Main Street, California* Guide.

Case Study: State Route 16 in Esparto (District 3) provides back-in angled parking.

Pedestrian Improvements

Need: Pedestrian crossings in Holtville are long and can feel unsafe.

Purpose: To reduce crossing distance for pedestrians and to make pedestrians more visible to drivers.

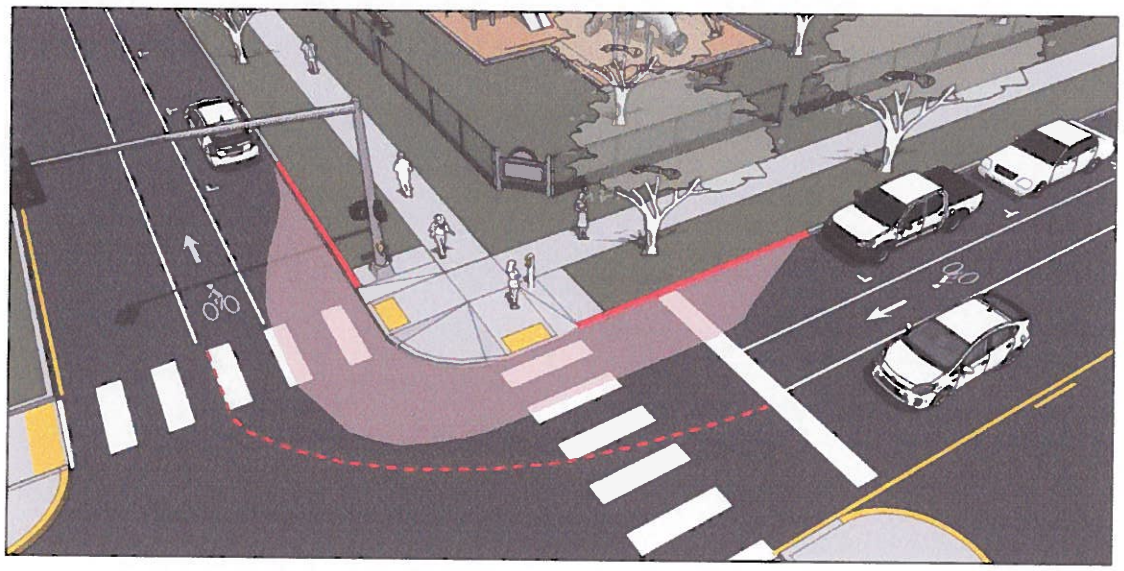
Curb Extensions

Curb extensions, also called bulbouts or bumpouts, are areas where sidewalks extend into the roadway (usually in the space where a parked vehicle would reside) near intersections. Curb extensions reduce the crossing distance for pedestrians and increase visibility by moving pedestrians further out. Curb extensions have the added benefits of traffic calming, reducing the speed of turning vehicles (a problem mentioned at public engagement activities), and room for landscaping, benches, or other amenities. New curb ramps should be designed to be ADA and Caltrans compliant.

Figure 6-16: Curb extensions in Colorado

Figure 6-17: Interim curb extensions in Jackson Hole, Wyoming

Curb extensions can often better accommodate the turning radius of vehicles by shifting lanes out and better utilizing the roadway space.



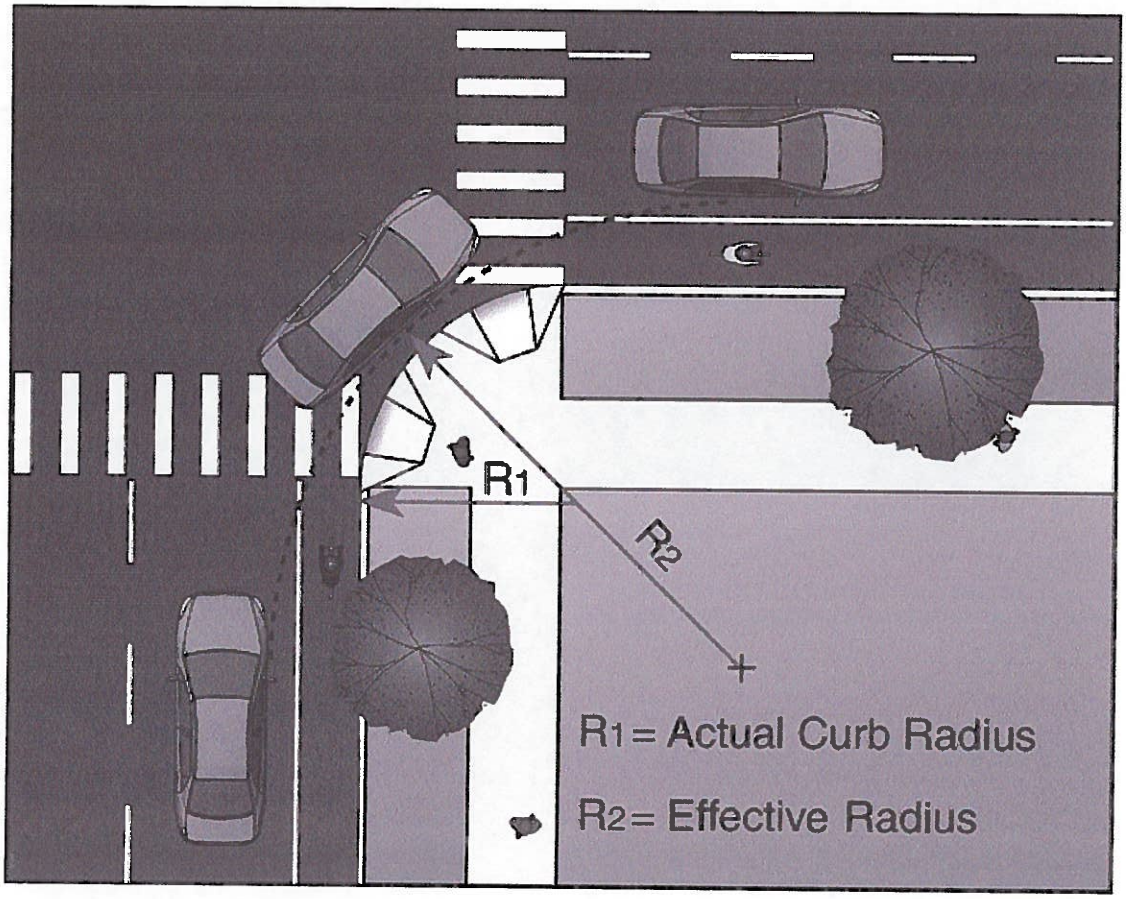


Figure 6-18: Curb extensions and turning radius

Many cities have expressed concerns with bulbouts on truck routes. Curbs designed with tight radii cause truck drivers to encroach into other lanes while turning, which is dangerous for all roadway users; see **Figure 6-19**. Curbs designed with tight radii and a corner apron (as shown in **Figure 6-20**) helps to mediate that issue.

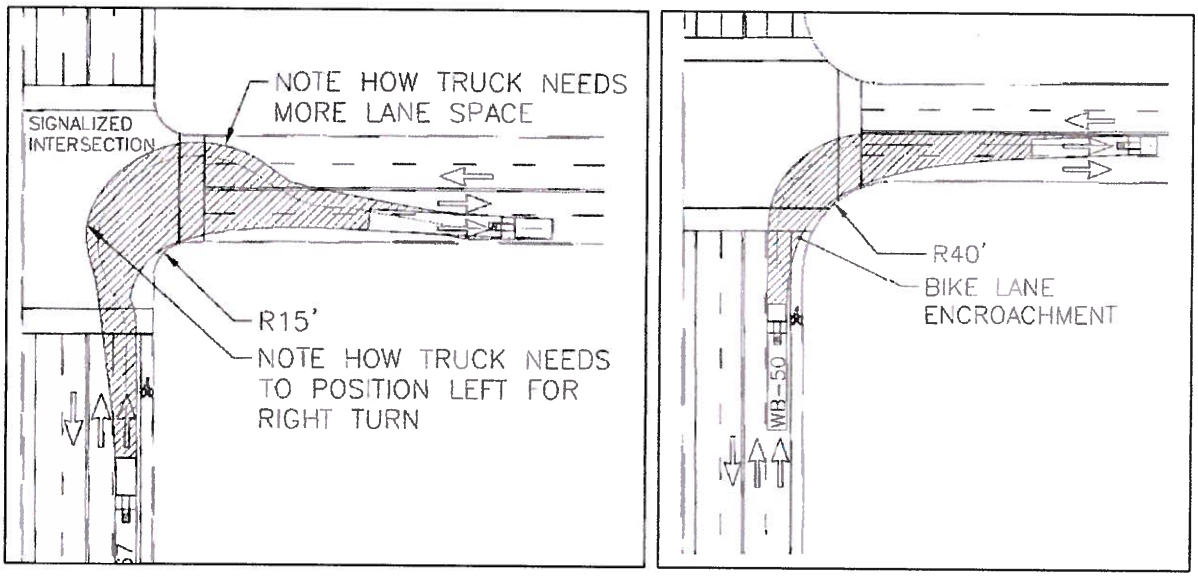


Figure 6-19: It is possible to design and accommodate large trucks through and intersection with a 15' corner radius, but it requires lane encroachment

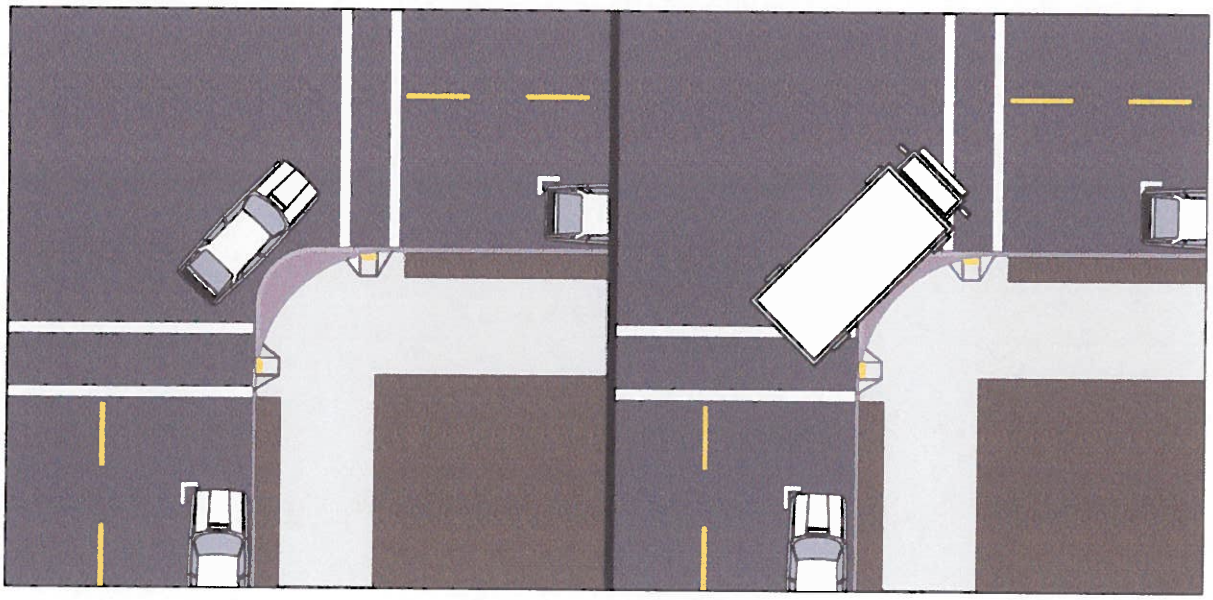


Figure 6-20: A corner apron helps enforce tight turns for standard motorized vehicles while allowing trucks to safely navigate

Caltrans Compliance: *Main Street, California* Guide.

Case Study: State Route 299 in Willow Creek (District 1) accommodates curb extensions.

Crosswalks

Crosswalks come in a variety of designs and can be applied along different roadway types. In general, crosswalks should be kept as compact and direct as possible, facilitating eye contact by moving pedestrians directly into the driver's field of vision. Crosswalks should be striped as wide as or wider than the sidewalk or walkway it connects to. This will better ensure that when two groups of people meet in the crosswalk, they can comfortably pass one another. High visibility ladder, zebra, and continental crosswalk markings are preferable to standard parallel or dashed pavement markings. These are more visible to approaching vehicles and have been shown to improve yielding behavior.

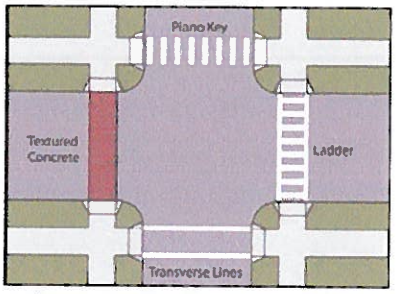


Figure 6-21: Types of crosswalks

Pedestrian crossing facilities range from simple signage and roadway striping to beacons and signals. **Figure 6-22** shows facilities and typical applications for each.

PEDESTRIAN CROSSING CONTEXTUAL GUIDANCE At unsignalized locations	Local Streets 15-25 mph		Collector Streets 25-30 mph			Arterial Streets 30-45 mph							
FACILITY TYPE	2 lane	3 lane	2 lane	2 lane with median refuge	3 lane	2 lane	2 lane with median refuge	3 lane	4 lane	4 lane with median refuge	5 lane	6 lane	6 lane with median refuge
1 Crosswalk Only (high visibility)	✓	✓	EJ	EJ	X	EJ	EJ	X	X	X	X	X	X
2 Crosswalk with warning signage and yield lines	EJ	✓	✓	✓	✓	EJ	EJ	EJ	X	X	X	X	X
3 Active Warning Beacon (RRFB)	X	EJ	✓	✓	✓	✓	✓	✓	X	✓	X	X	X
4 Hybrid Beacon	X	X	EJ	EJ	EJ	EJ	✓	✓	✓	✓	✓	✓	✓
5 Full Traffic Signal	X	X	EJ	EJ	EJ	EJ	EJ	EJ	✓	✓	✓	✓	✓
6 Grade separation	X	X	EJ	EJ	EJ	X	EJ	EJ	✓	✓	✓	✓	✓

LEGEND	
Most Desirable	✓
Engineering Judgement	EJ
Not Recommended	X

Figure 6-22: Pedestrian crossing contextual guidance

Figure 6-23: Continental crosswalk in Oregon

Caltrans Compliance: California MUTCD Chapter 3B – Pavement and Curb Markings.

Case Study: State Highways 70/89 in Quincy (District 2) have transverse crosswalks installed. US 395 in Lone Pine has crosswalks across nearly every intersection.

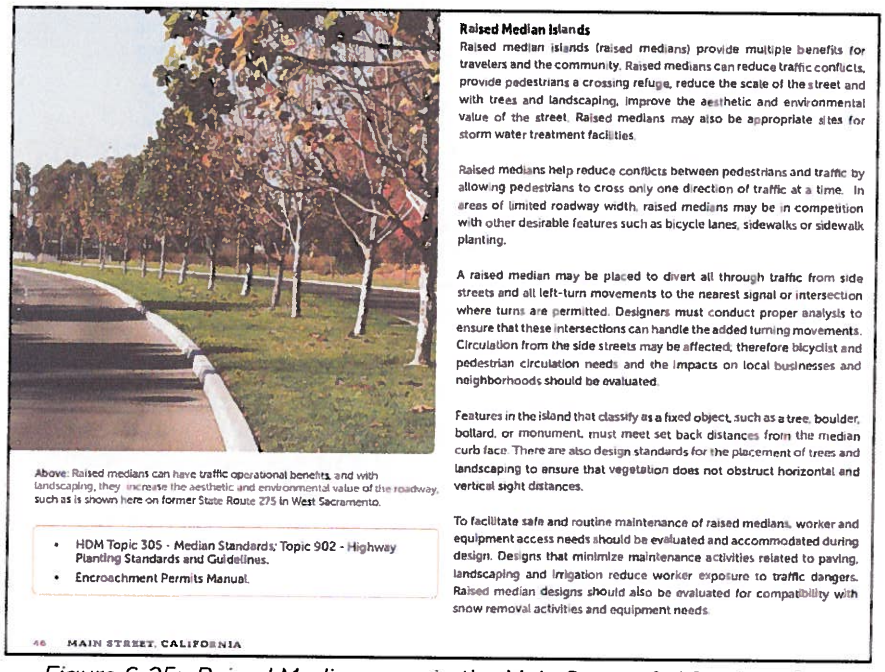
Midblock Crossings and Raised Medians

Midblock crossings are crosswalks between intersections and help pedestrians cross the street in areas with heavy midblock activity and long blocks. Midblock crossings should be located where there is a significant pedestrian desire line, that is a direct line of sight that pedestrians would likely (and often already do) use. Regardless of the paving pattern or material used, the crosswalk should be striped for increased visibility, especially at night.

On wider streets and streets with higher vehicular speeds, medians may be desired to provide designated waiting areas and allow pedestrians to cross one side of the street at a time. This can improve vehicular traffic flow and create a more comfortable experience for pedestrians. This can be done through raised medians and pedestrian refuge islands. As an option, the median may be staggered (preferably to the right) to further encourage pedestrians to make eye contact with motorists and to encourage the two stage movement.

Figure 6-24: Staggered mid-block crossings help to increase visibility between roadway

Although raised medians are not allowed on state highways per Caltrans District 11 staff, the *Main Street, California* Guide, page shown in **Figure 6-24**, lists several benefits to this treatment such as traffic operational benefits and how, with landscaping, they increase the aesthetic and environmental value of the roadway. It also provides several examples of where raised medians have been installed on state routes.



Above: Raised medians can have traffic operational benefits, and with landscaping, they increase the aesthetic and environmental value of the roadway, such as is shown here on former State Route 275 in West Sacramento.

- HDM Topic 305 - Median Standards; Topic 902 - Highway Planting Standards and Guidelines.
- Encroachment Permits Manual.

Raised Median Islands

Raised median islands (raised medians) provide multiple benefits for travelers and the community. Raised medians can reduce traffic conflicts, provide pedestrians a crossing refuge, reduce the scale of the street and with trees and landscaping, improve the aesthetic and environmental value of the street. Raised medians may also be appropriate sites for storm water treatment facilities.

Raised medians help reduce conflicts between pedestrians and traffic by allowing pedestrians to cross only one direction of traffic at a time. In areas of limited roadway width, raised medians may be in competition with other desirable features such as bicycle lanes, sidewalks or sidewalk planting.

A raised median may be placed to divert all through traffic from side streets and all left-turn movements to the nearest signal or intersection where turns are permitted. Designers must conduct proper analysis to ensure that these intersections can handle the added turning movements. Circulation from the side streets may be affected; therefore bicyclist and pedestrian circulation needs and the impacts on local businesses and neighborhoods should be evaluated.

Features in the island that classify as a fixed object, such as a tree, boulder, bollard, or monument, must meet set back distances from the median curb face. There are also design standards for the placement of trees and landscaping to ensure that vegetation does not obstruct horizontal and vertical sight distances.

To facilitate safe and routine maintenance of raised medians, worker and equipment access needs should be evaluated and accommodated during design. Designs that minimize maintenance activities related to paving, landscaping and irrigation reduce worker exposure to traffic dangers. Raised median designs should also be evaluated for compatibility with snow removal activities and equipment needs.

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Figure 6-25: Raised Median page in the Main Street, California Guide

Actuated pedestrian signals (half signals), hybrid beacons, or rapid flash beacons may be considered at greenway crossings, midblock locations, or unsignalized crossings where infrequent crossings make a traffic signal or stop sign unnecessary. Fixed time signals or passive detection are preferable to push-button detection.

Caltrans Compliance: *Main Street, California* Guide.

Case Study: State Route 16 in Capay (District 3) have high visibility, mid-block crosswalks installed. State Route 275 in West Sacramento (District 3) have landscaped raised medians installed.

Rectangular Rapid Flashing Beacons

Rectangular Rapid Flashing Beacons (RRFBs) are a type of actuated warning beacon using an irregular flash pattern similar to emergency flashers on police vehicles and can be installed on either two-lane or multi-lane roadways. RRFBs utilize a warning yellow LED stutter flash light bar within the standard crossing sign assembly. These have proven increased motorist yield rates versus other flashing beacon warning systems. These are especially useful at multilane crosswalks. RRFBs may be installed at significantly lower costs compared to traffic signals. These are best used at midblock and other locations where full signals are not warranted.

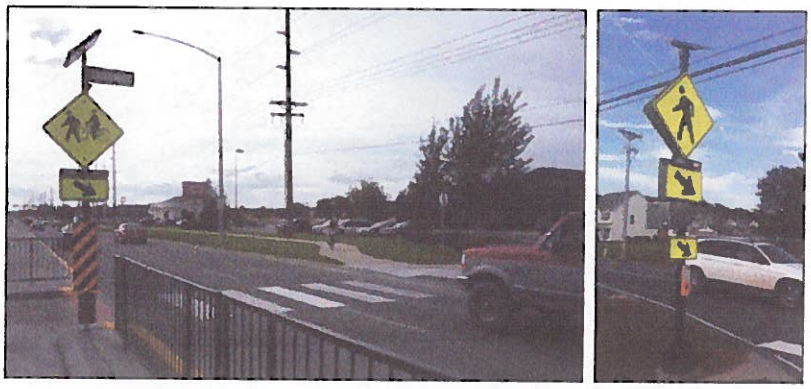


Figure 6-26: RRFB in median crossing (left) and at sidewalk edge (right)

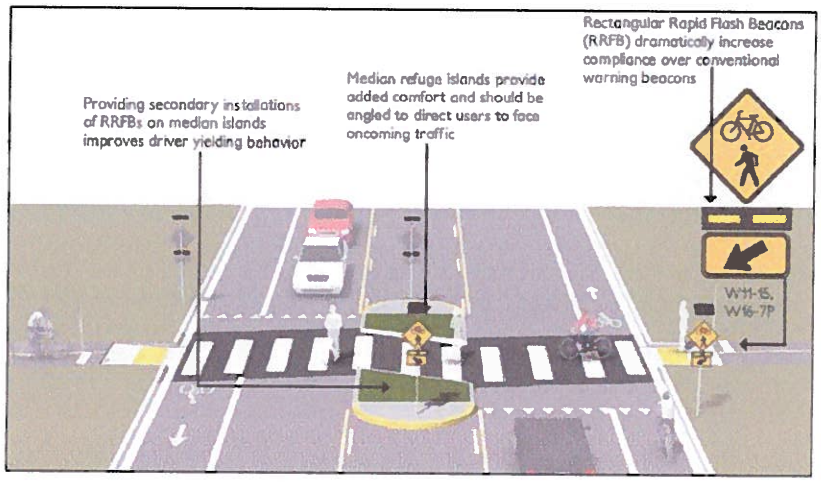


Figure 6-27: RRFB median crossing components

Caltrans Compliance: *Main Street, California* Guide.

Case Study: Historic Route 40 in Davis (District 3) and State Route 2 (District 7) in Santa Monica have RRFBs installed.

Advance Stop Bar

Advanced stop lines benefit pedestrians, as the pedestrians and drivers have a clearer view and more time to assess each other's intentions when the signal phase changes.[10] FHWA does allow for the line to be pushed back from the crosswalk and states, "At signalized pedestrian crossing locations, the vehicle stop line can be moved 15 to 30 feet further back from the pedestrian crossing than the standard four feet distance to improve visibility of through cyclists and crossing pedestrians for motorists (and particularly truck drivers) who are turning right."

Figure 6-28: Advance stop bar at stop-controlled intersection

Caltrans Compliance: California MUTCD Chapter 3B – Pavement and Curb Markings.

Case Study: State Route 35 in San Francisco (District 4) installed advance stop bars.

Advance Yield Markings

Advance yield markings are placed before uncontrolled, mid-block crosswalks to increase yield rates and allow pedestrians to complete a safe crossing.[11] They can be particularly helpful on multilane roads to reduce the potential for a multiple threat crash, which involves a motorist in one lane yielding to allow a pedestrian to cross and the driver in the adjacent lane proceeding into the crosswalk, thus causing a collision. Appropriate locations for advance yield markings are at uncontrolled and midblock crossings, as shown in the following figures.

[10] https://www.fhwa.dot.gov/publications/research/safety/04091/09.cfm.

[11] At controlled intersections, advance yield markings should be placed between four and 30 feet back from the intersection. At uncontrolled intersections, they should be placed 20 to 50 feet in advance of the crosswalk.

Figure 6-29: Advance yield markings in Santa Monica (left) and Bishop along SR 395 (right)

Caltrans Compliance: California MUTCD Chapter 3B – Pavement and Curb Markings.

Case Study: State Route 395 in Bishop (District 9) has advance yield markings installed.

Bicycle Improvements

Need: Holtville has very few bicycle facilities.

Purpose: To better and more safely accommodate those ride a bicycle.

Bicycle facilities range from simple signage and roadway striping to physically separated paths. The following figure provides a range of facilities and typical applications for each.

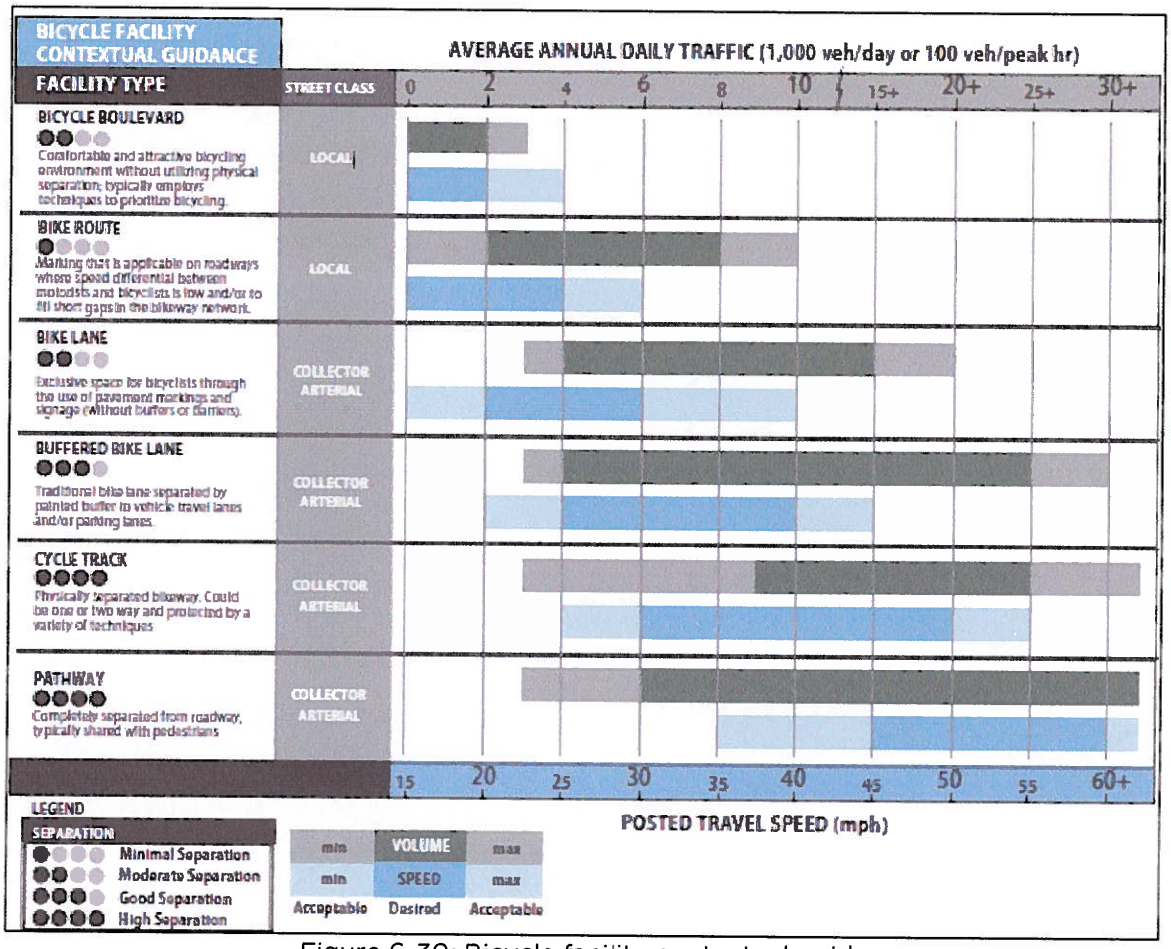


Figure 6-30: Bicycle facility contextual guidance

Bike Corral

Bike corrals typically replace one parking space at the request of a local business or property owner and accommodate 12 to 24 bikes. Corrals can be installed at corners to increase visibility at an intersection since bicycle parking has no effect on the visibility of pedestrians to moving vehicle traffic. Bike corrals can also be installed in existing red curb areas to reduce impacts on motor vehicle parking.

Figure 6-31: Bike corrals offer more parking than a motorized vehicle parking space

Caltrans Compliance: Deputy Directive-64-R2. An Encroachment Permit would be required for this treatment if installed on Fifth Street.

Case Study: While on-street bicycle parking has not been installed on a state roadway, the California Bicycle Advisory Committee has discussed this issue and ruled in favor of allowing it.

Bike Lanes (Caltrans Class II)

Bike lanes are commonly used on streets with moderate vehicular volumes and provide dedicated space for bicyclists. Bike lanes are typically a minimum of five to six feet wide and may include buffers to provide further separation from moving vehicles in travel lanes and/or parked vehicles. The following figures show various bike lane treatments and associated passing distances provided with each. Buffered bike lanes have the added benefit of encouraging bicycle use to users of a wide variety of abilities and ages.

Figure 6-32: Buffered bike lane for a range of ages and abilities

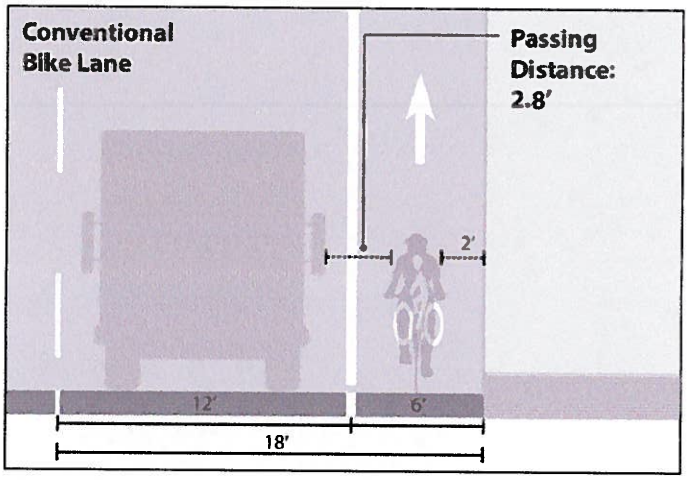


Figure 6-33: Conventional bike lane

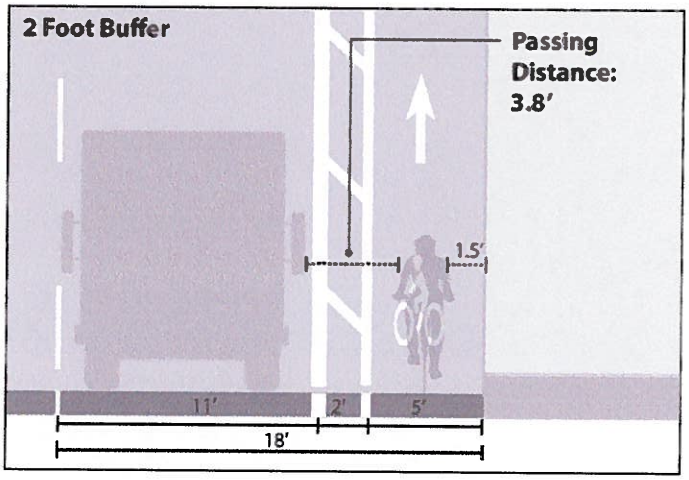


Figure 6-34: Bike Lane with two-foot buffer

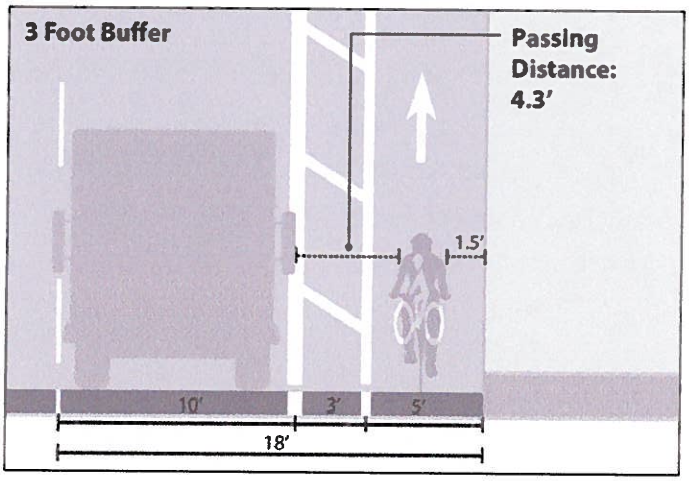


Figure 6-35: Bike lane with three-foot buffer

Caltrans Compliance: California MUTCD Chapter 9C – Markings.

Case Study: State Route 35 in San Francisco (District 4) has buffered bicycle lanes installed.

Separated Bikeways (Caltrans Class IV)

A Separated Bikeway (Caltrans Class IV), also known as a cycle track or protected bike lane is an exclusive bike facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. A cycle track is physically separated from motor traffic and distinct from the sidewalk. Cycle tracks have different forms but all share common elements—it provides space that is intended to be exclusively or primarily used for bicycles and are separated by a vertical barrier from motor vehicle travel lanes, parking lanes, and sidewalks. In situations where on-street parking is allowed cycle tracks are located to the curb-side of the parking (in contrast to bike lanes).

Separated bikeways may be one-way or two-way and may be at street level, at sidewalk level, or at an intermediate level. If at sidewalk level, a curb or median separates it from motor traffic, while different pavement color/texture separates the cycle track from the sidewalk. If at street level, it can be separated from motor traffic by raised medians, on-street parking, or bollards. By separating cyclists from motor traffic, cycle tracks can offer a higher level of security than bike lanes and are attractive to a wider spectrum of the public.

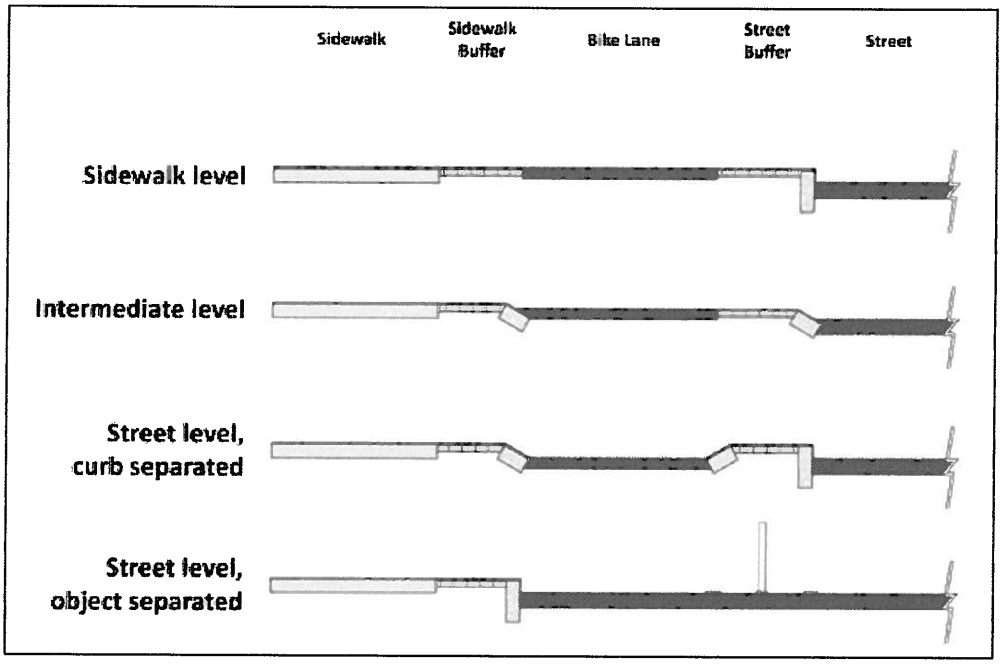


Figure 6-36: Separation shall be at least one of these to discourage the intrusion of motorists into the bikeway and bicyclists from crossing into vehicular traffic lanes. Source: California Bicycle Coalition

Figure 6-37: Separated bicycle lane in Santa Cruz, California

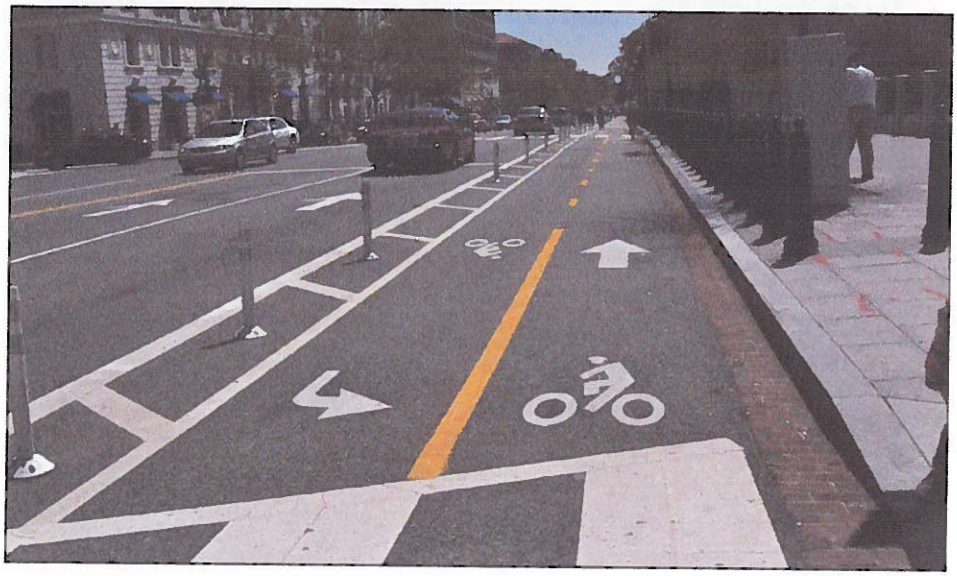


Figure 6-38: Source: http://77.x-mortgage.com/two-way-cycle-track.php

Figure 6-39: Source: https://bikeeastbay.org/cycletrack

Figure 6-40: Separated bikeway combined with bike corrals

Caltrans Compliance: Caltrans Class IV Separated Bikeway Design Information Bulletin

Case Study: Although there have been no installations of Class IV bikeways on a state route, the Class IV Separated Bikeway Design Information Bulletin gives several examples from District 7 and District 5.

Speed Management

Need: Vehicles speed along Holtville roadways.

Purpose: To use engineering treatments to slow drivers down as they travel through Holtville.

Many of the proposed recommendations and elements in this toolkit are aimed at reducing motor vehicle speeds while also providing additional benefits as previously described. Effective speed management comes from a balance of signage and striping (e.g., crosswalks or speed limit signs), physical improvements (e.g., medians or curb extensions), and enforcement (e.g., sheriff department and crossing guards near schools).

Safety is a major concern for both existing and potential bicyclists and pedestrians. Among all travelers, perceived lack of safety is one of the most frequently cited reasons for not bicycling or walking. Identifying collision sites can draw attention to locations which may be in need of improved safety treatments, particularly if multiple collisions occur at the same location.

With collisions between motor vehicles and pedestrians or bicyclists, the greater the speed of the motor vehicle, the greater the chances become for death or serious injury. The slower drivers move, the greater their awareness is to their surroundings. Additionally, slower to moderate speeds more efficiently move vehicles. The following figures present these concepts.

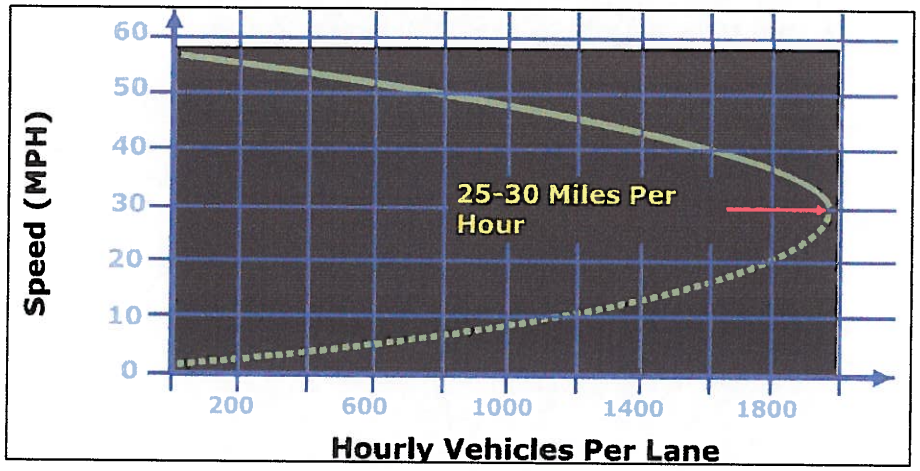
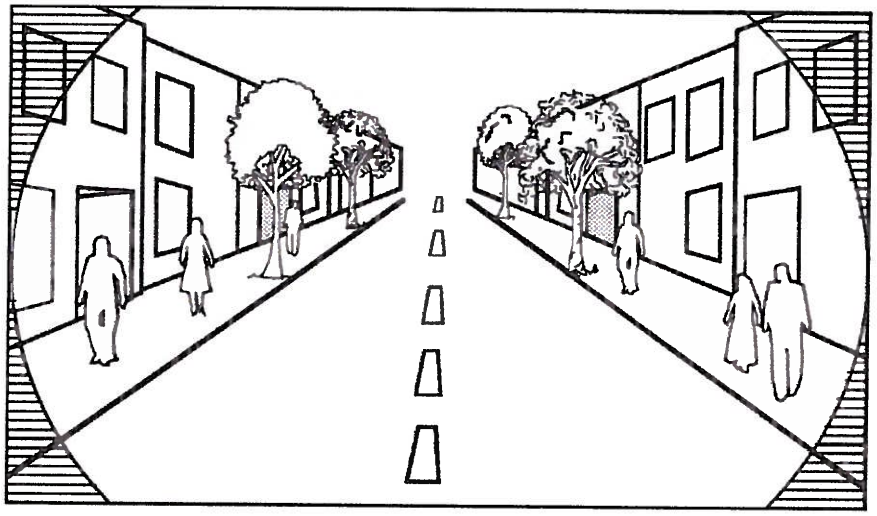


Figure 6-41: Speed to hourly vehicles per lane



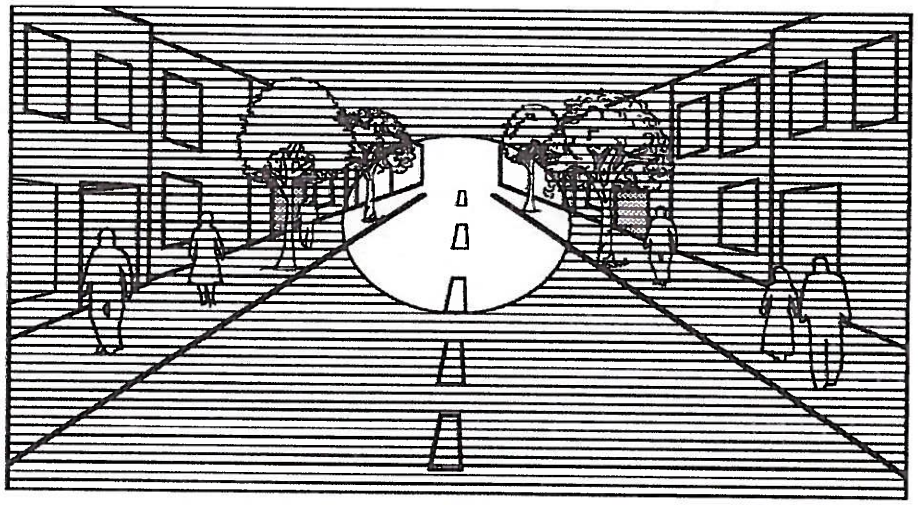


Figure 6-42: Driver's focus at 15 MPH (top) and 30 MPH (bottom). The slower speeds help drivers better see people and storefronts

Speed Feedback Signs

In addition to the previously mentioned tools and recommendations, speed feedback signs have demonstrated improved compliance with posted speed limits. Speed feedback signs may be temporary or permanent and provide motorists with a readout of their current speeds. Often, the text flashes when the current speed exceeds the posted speed limit. These signs may be located near (often before) midblock crosswalks or areas where speeds transition, such as at the east entry into Holtville where speeds go from 55 MPH to 35 MPH. Speed feedback signs may also be used when entering a special area such as a downtown, school zone, or area with high population of seniors or disabled persons.

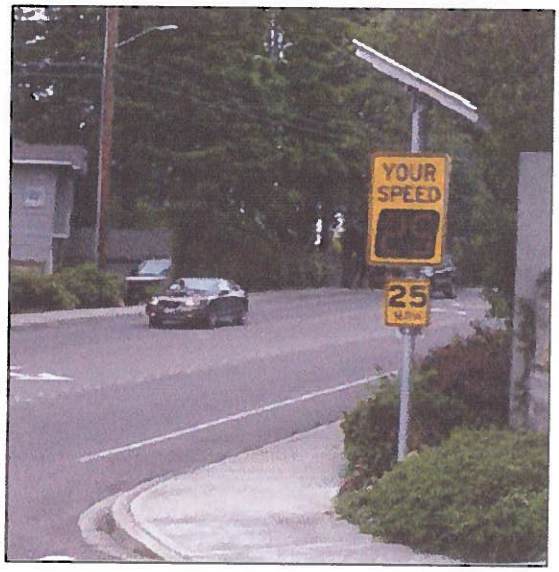


Figure 6-43: Speed feedback signs indicate a motoist's current speed (Source: US Department of Transportation)

Caltrans Compliance: California MUTCD Chapter 2B – Regulatory Signs, Barricades, and Gates.

Case Study: State Route 4 in Niles Canyon (District 4) has speed feedback signs installed.

Caltrans Gateway Monument Program

Fifth Street is owned and maintained by Caltrans. Any changes such as adding a crosswalk and monument would require Caltrans approval. The Gateway Monument Program became an official Caltrans program in 2008. In this program, Caltrans works with local entities such as cities, counties, or townships to promote enrichment of the cultural and visual environment for transportation system users and local communities by facilitating and coordinating the integration of Gateway Monuments within the operational highway right-of-way through the encroachment permit process.[12] Gateway Monuments are freestanding signs that are not integral or otherwise required for the highway facility that communicate the name of a city, county or township and can include imagery that reflects a community's identity.[13]

Caltrans Compliance: *Main Street, California* Guide and Caltrans Gateway Monument Program.

Case Studies: Caltrans Gateway Examples

A Gateway Monument is defined by Caltrans as any freestanding structure or sign, non-integral or non-required highway feature that will communicate the name of a Local Entity. A Gateway Monument may include the officially adopted seal or slogan of the Local Entity.[14]

Willits, CA

SR-20/Highway 101/Redwood Highway – Mendocino County

The gateway arch spans mid-block over a four-lane roadway with 25 MPH posted speed limit. No crosswalk is present and the neon sign lights up at night with different messages shown depending on the direction traveled. As seen in **Figure 6-44**, the standalone archway supports obstruct the majority of the sidewalk on the eastern side of the roadway.

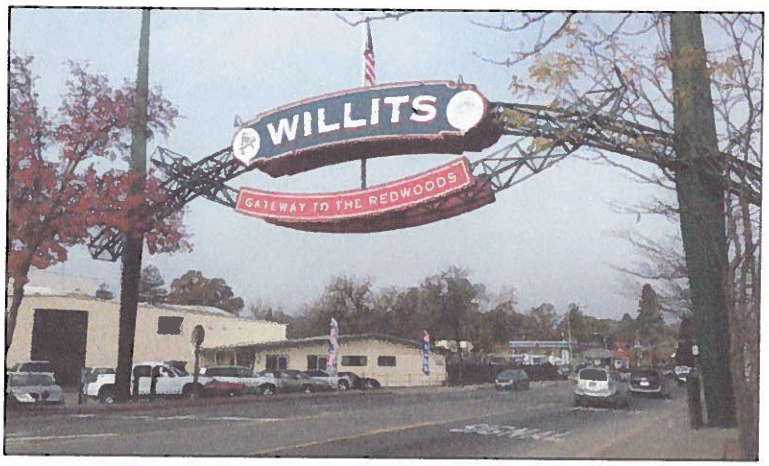


Figure 6-44: Willits archway on SR 20

Mammoth Lakes, CA

SR-203 – Mono County

Mammoth Lakes installed two gateway signs on either side of the town entrance on Highway 203/Main Street. The road is 35 MPH and five lanes wide (two lanes in each direction with a two-way left turn lane). Prior to entering Mammoth Lakes, Highway 203 has a 45 MPH speed limit, which transitions into 35 MPH just prior to the gateway signs.

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[12] http://www.dot.ca.gov/hq/LandArch/gateway/gm_guidelines_final_11-2011.pdf.
[13] http://www.dot.ca.gov/hq/LandArch/index_intro_to_la.htm
[14] http://www.dot.ca.gov/hq/LandArch/gateway/gm_guidelines_final_11-2011.pdf

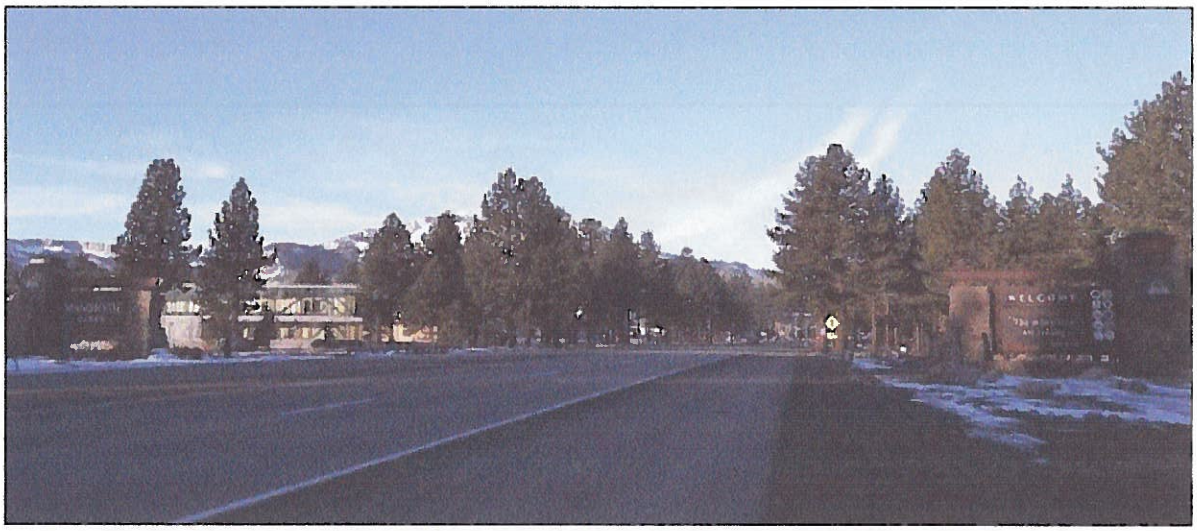

Figure 6-45: Mammoth Lakes signs along SR 203

Crescent City, CA

US 101 – Del Norte County

Crescent City, CA installed a Hawk Beacon, a high intensity activated crosswalk in early 2015 within the city rather than a monument sign. The crosswalk location was chosen due to the high number of pedestrian crossings along that stretch of US 101/Redwood Highway, a five-lane roadway with a 45 MPH posted speed limit.

Figure 6-46: HAWK beacon on Highway 101 in Crescent City

Sebastopol, CA

SR-116/Gravenstien Highway – Sonoma County

SR-116 splits into two-lane, one-way streets through downtown Sebastopol. The posted speed limit is 25 MPH. At several unsignalized T-intersection, bulbouts and flashing signs were added to reduce the crossing distance for pedestrians and to increase driver/pedestrian visibility. **Figure 6-47** shows one of these intersections.

Figure 6-47: High visbility crosswalk on SR 116 in Sebastopol

San Francisco, CA

SR-35/Sloat Boulevard – San Francisco County

State Route 35 through San Francisco was converted from a six-lane roadway to a four-lane roadway with buffered bike lanes in 2012. As a part of the road diet design, mid-block crosswalks were added along with Hawk Beacon crosswalks at unsignalized intersections. The posted speed limit is 40 MPH. **Figure 6-48** shows one of continental or "ladder-style" crosswalks installed along this roadway. **Figure 6-49** shows a HAWK beacon along a segment of the roadway with buffered bike lanes.

Figure 6-48: Continental crosswalk on SR 35 in San Francisco

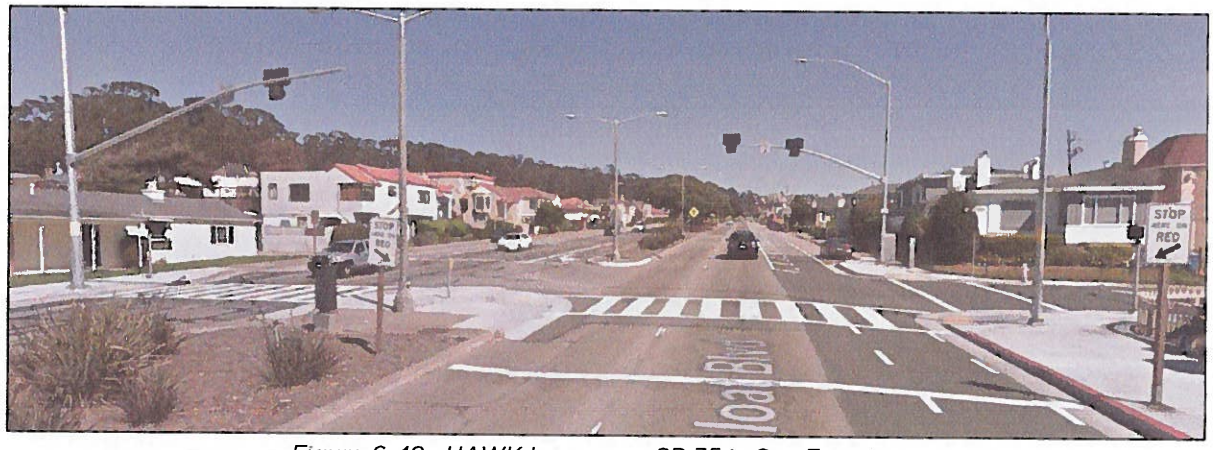

Figure 6-49: HAWK beacon on SR 35 in San Francisco

Tucson, AZ

Sixth Avenue – Pima County

Although not a Caltrans route, Tucson has installed a wide variety of high visibility of pedestrian and bicycle crossings around the city. Sixth Avenue is a four-lane roadway with a 30 MPH posted speed limit. At two unsignalized intersections along Sixth Avenue, Tucson installed a Pelican crossing, a two-stage crossing for pedestrians where a pedestrian uses the crossing by pressing a button to activate the first signal. When the light turns red, a "WALK" signal prompts them to proceed to the median. The pedestrian then walks a short distance along the median to activate the second signal. A second "WALK" indication appears when the traffic signal turns red. The PELICAN uses a standard Red-Yellow-Green signal for motorists and remains green unless activated by a pedestrian. Bicyclists should yield to pedestrians, dismounting if necessary.[15] **Figure 6-50** shows the covered crossing, but at other locations, artwork is displayed along the median.

Figure 6-50: Two-stage Pelican crossing in Tuscon, AZ

[15] http://www.tucsonaz.gov/tdot/pedestrian-traffic-signal-operation.

Appendix A – Caltrans Comment Letter

On December 4, 2015, Caltrans District 11 staff submitted a response letter to the Draft Holtville Complete Streets Plan and an additional letter on January 28, 2016. The January letter addressed comments made in the previous letter. This appendix shows the letters and provides responses to each comment. Each paragraph is numbered and responses are listed in order below. The numbers from the December 4th letter are shown in the January 28th letter for consistency.

STATE OF CALIFORNIA—CALIFORNIA STATE TRANSPORTATION AGENCY EDMUND G. BROWN Jr., Governor

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FAX (619) 688-4299
TTY 711
www.dot.ca.gov

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Help save water!

December 4, 2015

11-IMP-115
PM L9.54
Complete Streets Study 2015

Mr. Bryan Jones
Alta Planning & Design
233 A Street, Suite 703
San Diego, CA 92101

Dear Mr. Jones:

The California Department of Transportation (Caltrans) has reviewed Holtville's Complete Streets Study dated October 2015 for State Route 115 (SR-115). Caltrans has the following comments:

1 The proposed lane configurations along SR-115 will need a Traffic Study in the future to further analyze. Once the lane configurations on Fifth Street are changed, Caltrans would allow the transition to 25 MPH to just east of the Orchard View apartments.

2 The mid-block crossing, while allowable per MUTCD code, will not be allowed at this location as there is an existing cross-walk that is only 400 feet away from the proposed mid-block crossing. Although it is observed behavior that students are currently crossing at this location and using the informal trail to get to school, Caltrans recommends that a barrier be placed at the trail head and that the students should follow Grape Street and the existing cross-walk. There is a potential safety issue with moving the cross-walk as drivers would not be prepared to stop at this new location.

3 Median curb will not be allowed.

4 Diagonal parking stalls along 5th Street will not be permitted per 2014 CA MUTCD Section 3B.19 paragraph 17.

5 Any gateway monument supports shall be outside clear recovery zone or protected by guardrail per Caltrans Traffic Manual Chapter 7.

6 The monument spanning over SR-115 will not be allowed due to the Caltrans Gateway Monument policy of the "monument shall be freestanding."

Mr. Bryan Jones
December 4, 2015
Page 2

7 For relinquishment of the route, the requirements of Section 23 of the Streets and Highways Codes Manual, which establishes the parameters of relinquishment through legislative action must be followed.

8 A map with the locations of the schools in Holtville would be helpful for the reader.

9 On page 34, the figures are referred to incorrectly. Where it is stated 4-19, it should indicate 4-17 & 4-18. Please clarify.

10 Figure 4-45, it would be helpful to the reader if a legend were provided and the colors explained.

11 Page 57, please provide estimates for each project in Table 5-1. Some projects from long-term estimated are included while some priority projects are not.

12 Table 5-10; many of these funding opportunities are no longer available; and have been consolidated into the ATP program.

If you have any questions, please contact Beth Landrum of the Development Review branch at (619) 688-6017 or beth.landrum@dot.ca.gov.

Sincerely,

JACOB ARMSTRONG, Branch Chief
Development Review Branch

"Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability"

STATE OF CALIFORNIA—CALIFORNIA STATE TRANSPORTATION AGENCY EDMUND G. BROWN Jr., Governor

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*Serious Drought.
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Help save water!*

January 28, 2016

11-IMP-115
PM L9.54
Complete Streets Study 2015

Mr. Bryan Jones
Alta Planning & Design
233 A Street, Suite 703
San Diego, CA 92101

Dear Mr. Jones:

Thank you for the opportunity to further discuss Caltrans' District 11 comments on the Holtville Complete Streets Study. We appreciate the time you have taken to help clarify some points as well as provide additional input into certain aspects of the Study. This letter serves to address further specific items identified in Caltrans letter dated December 4, 2015 related to recommendations on the technical aspects of the Study. Upon further review, the following design concepts in the Holtville Complete Streets Study have been discussed and reviewed in detail with Caltrans staff to better assist the City in facilitating the implementation of the concepts of the Study and City's vision for SR-115 and the community.

4 The diagonal parking along SR-115 can be pursued by the City of Holtville. In order to meet Caltrans guidelines, a buffer between the parking spots and the active traffic lanes is recommended. This does not have to be a physical barrier, the buffer could be as simple as a bicycle lane or stripes dividing the parking from the travel lane. As-builts and right of way plans will need to be researched to determine the portions of SR-115 where there is sufficient space to allow this feature to be implemented.

3 The proposed "mid-block" crossing identified in the Study near the Grape Street Apartments and SR-115 is not recommended. Although observations may have shown that this crossing location will directly access the unimproved pathway leading to the schools; Caltrans position remains that this is not the safest location to install the additional crosswalk. As there is no step-down in speed when entering the City of Holtville from the east, the travelling public is not apprised of the possibility of pedestrians on the State facility. Further, the intersection of Grape and SR-115, while currently 60' in width, can have improvements made – such as curb bulb-outs – which would decrease the width of the facility to more easily allow pedestrians to cross the highway.

We appreciate the recommendations that have developed from this study. Caltrans looks forward to working with the City of Holtville in implementing those projects which meet our standards, guidelines and goals, and improves the quality of life for the citizens of Holtville.

"Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability"

Mr. Bryan Jones
January 28, 2016
Page 2

If you have any further questions, please contact me at (619) 688-6960 or by email at jacob.armstrong@dot.ca.gov.

Sincerely,

Mark McCumsey for

JACOB ARMSTRONG, Branch Chief
Development Review Branch

Vision of the Caltrans of the Future

Caltrans, like many public transportation agencies throughout the nation, is working to change the culture from solely designing streets to move vehicles to streets that are inclusive of all roadway users. The transportation profession calls these streets "complete streets." Many of the complete streets principals are different from historical practices.

Deputy Directive-64-R2, the *Main Street, CA* Guide, the endorsement of NATCO guides, Design Flexibility memo, and Caltrans's new mission statement all combine to show how Caltrans is changing the way it regulates roadways and treats roadway users. These elements have been extremely helpful; however, the standards that we use to design roadways still encourage wider, higher-speed roadways. The design engineer must, in many cases, seek design exceptions or use engineering judgement to discount or disregard strongly worded guidance. In other words, the concept of design flexibility can still seem challenging and fraught with liability to many engineers when attempting to create a complete street. Caltrans standards say roadways should design for the largest possible vehicle (however infrequent) and for drivers to travel at their preferred speed rather than the community's. Understandably, this system makes it difficult to achieve safe and comfortable complete streets.

This Plan and the response letters from Caltrans represent a snapshot in time of where Caltrans currently stands on many of the recommendations found in the Plan. All of the recommendations in this plan can and have been implemented as suggested with great success in many communities within the State of California and throughout the nation. These recommendations represent the needs of the community and design engineers can utilize engineering judgement and/or many of the manuals already endorsed or developed by Caltrans. Sometimes the process requires redefining the problem so that new solutions can be identified and implemented. All that would be required is for Caltrans District 11 staff to document that they are implementing complete streets according to DD 64-R2 to enhance the safety, mobility, and connectivity of people walking and biking. This Complete Streets Plan can be used by staff to provide justification. It is anticipated that, over time, the stance on these issues will change to favor the safety of people walking and biking over that of motorized vehicles. The responses to these letters below reflect that expectation.

Response to Comments

1. Noted. While we disagree that a traffic study should be required since the traffic volumes are so low compared to industry standards, a traffic study has been added to the respective section.
2. **Figure 4-3** addresses this comment. No change to the recommendation.
3. While this treatment is not allowed under MUTCD, as the *Main Street, California* Guide points out, there are state highways with median islands/curbs installed. **Figure 4-3** addresses this comment. No change to the recommendation.
4. While this treatment is not allowed under MUTCD, as the *Main Street,* California Guide points out, there are state highways with diagonal parking installed. However, the *Main Street, California* Guide highlights one of the benefits of diagonal parking is a traffic calming. If a buffer is required so that motorists parking do not impede traffic, the full benefit of the diagonal parking will not be experienced to enhance safety via complete streets. **Chapter 6: Complete Streets Toolkit** has been updated to include the buffer recommendation. No change to the recommendation.
5. Noted. If/when Holtville applies for a gateway monument, this will be taken into account. No change to recommendation.
6. Noted. If/when Holtville applies for a gateway monument, this will be taken into account. No change to recommendation.
7. Noted. If/when Holtville applies for relinquishment, this will be taken into account.
8. Noted. This has been added to the recommendations section.
9. Noted. The figure numbers have been updated.
10. Noted. A legend has been added to the map.
11. Noted. Cost estimate tables have been updated.
12. Noted. The funding table has been updated to reflect new funding sources.