

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

November 14, 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 54957.6)

Agency Negotiator: City Manager/City Attorney
Management/Supervisory Employees

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation
Evaluation Criteria

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 54956.9(a))

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:

(Government Code Section 54956.9(b))

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.9)

Property: Segment of Ralph Samaha Field 045-211-001
Agency Negotiators: City Manager and City Attorney
Under Negotiation: Price and Terms of Lease with Clear Talk Wireless

CITY COUNCIL: Meeting Called To Order

PLEDGE OF ALLEGIANCE:

INVOCATION: Pastor Richard Moore, Trinity Baptist Church

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 Regular Meeting of October 24, 2016.
2. Current Demands #36714 thru #36780.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

NEW BUSINESS:

3. **Discussion/Related Action** to Approve Extension of the Construction Contract with Pacific Hydrotech for the Wastewater Treatment Plant Improvement Project – Nick Wells, City Manager

UNFINISHED BUSINESS:

4. **Discussion/Related Action** Regarding Proposed Clear Talk Cell Tower to be Placed at Ralph Samaha Field – Nick Wells, City Manager

INFORMATION ONLY:

5. **City Manager Report – Nick Wells**
 - a. Police Chief – Robert Benavidez
 - b. Water/Wastewater Supervisor – Frank Cornejo
 - c. Public Works Foreman – Alex Chavez
 - d. Finance – Hector Orozco
6. **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 November 10, 2016.

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

October 24, 2016

MEETING DATE:	_____
APPROVED FOR AGENDA	_____
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

The Regular Meeting of the Holtville City Council was held on Monday October 24, 2016 at 5:30 p.m. in the Civic Center. Council Members present were Richard Layton, Mike Goodsell, Jim Predmore, David Bradshaw and Ginger Ward. Staff members present were Nick Wells, Denise Garcia, Bobby Benavidez, and Hector Orozco. City Treasurer George Morris, Attorney Mitch Driskill, and City Planner Justina Arce were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Predmore called the Closed Session meeting to order at 5:31 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Predmore called the meeting to order at 6:03p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by David Bradshaw.

INVOCATION:

The invocation was led by Mike Goodsell.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk verified that the agenda was duly posted on Friday, October 21, 2016.

EXECUTIVE SESSION ANNOUNCEMENTS:

No action was taken

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

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. Willowbend Mobile Home Park

Charles Simpson vs. City of Holtville

No Reportable Action Taken.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:

(Government Code Section 54956.9(b))

No Reportable Action Taken.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.9)

Property: Segment of Ralph Samaha Field 045-211-001

Agency Negotiators: City Manager and City Attorney

Under Negotiation: Price and Terms of Lease with Clear Talk Wireless

No Reportable Action Taken.

PUBLIC COMMENTS:

None

CONSENT AGENDA:

1. Approval of the Minutes from the Regular City Council Meeting of September 26, 2016.

2. Approval of Demands #35589 thru #36713.

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

AYES: Goodsell, Ward, Predmore, Layton, Bradshaw

NOES: None

ABSENT: None

ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

Ms. Ward reported that she attended an Area Agency on Aging Meeting on October 3rd as well as the League of California Cities Conference in Long Beach.

Mr. Predmore reported that he attended ICTC on September 28th, SCAG meeting in Los Angeles on September 29th, the League of California Cities Conference in Long Beach, a SCAG Housing Summit on October 11th, as well as the Imperial County Bi-National Alliance Workshop on October 13th. He informed Council that he sat at the Chairman's Roundtable for SCAG at the Mobility 21 Conference in Anaheim on October 21st.

Mr. Goodsell reported that he would be attending an upcoming IVEDC event.

Mr. Bradshaw reported that he would be attending the League of Cities Dinner scheduled for Thursday.

Nick reported that the League Dinner was scheduled for this Thursday and also gave a Farmer's Market Update informing Council that he anticipates the City taking back the planning of future Markets.

NEW BUSINESS:

3. Discussion/Related Action to Adopt RESOLUTION #16-38 Authorizing the Request of Surplus State COPS Funds Held by the County of Imperial for the 2015/16 Fiscal Year – Hector Orozco, Finance Supervisor

A motion was made by Mr. Bradshaw and seconded by Ms. Ward to adopt Resolution #16-38 authorizing the request of surplus State COPS Funds held by the County of Imperial for the 2015/16 Fiscal Year. The motion carried in the form of a roll call vote.

AYES: Goodsell, Ward, Predmore, Layton, Bradshaw

NOES: None

ABSENT: None

ABSTAIN: None

4. Discussion/Related Action to Adopt RESOLUTION #16-39 Approving the Revision of Procurement Finance Policy, #100-02 and Repealing Resolution 16-37 and Replacing All Previously Adopted Procurement Policies – Hector Orozco, Finance Supervisor

A motion was made by Mr. Bradshaw and seconded by Mr. Goodsell to adopt Resolution #16-39 approving the revision of Procurement Finance Policy, #100-02 and Repealing Resolution 16-37 and replacing all previously adopted procurement policies. The motion carried in the form of a roll call vote.

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

5. Discussion/Related Action to Adopt RESOLUTION #16-40 Providing Funding to the Imperial Valley Small Business Development Center (IVSBDC) as Requested by the Imperial Regional Alliance and IVEDC – Nick Wells, City Manager

A motion was made by Mr. Bradshaw and seconded by Mr. Goodsell to adopt Resolution #16-10 providing funding in the amount of \$750 to the Imperial Valley Small Business Development Center (IVSBDC) as requested by the Imperial Regional Alliance and IVEDC. The motion carried in the form of a roll call vote.

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

INFORMATION ONLY:

6. Discussion Regarding Recreational Trail Link Between Earl Walker Park and Holtville Wetlands Cultural Study Phase II – Justina Arce, City Planner

A motion was made by Mr. Bradshaw and seconded by Ms. Ward to direct staff to move forward with the Cultural Study Phase II for the Wetlands and the Recreational Trail. The motion carried in the form of a roll call vote.

7. City Manager Report – Nick Wells

- a. Water/Wastewater Supervisor – Frank Cornejo
- b. Public Works Foreman – Alex Chavez
- c. Finance – Hector Orozco
- d. Planning Quarterly Staff Report – Justina Arce
- e. Quarterly Grant Report – Justina Arce

The City Manager provided an overview of his staff report. The City Planner reviewed ongoing projects and informed Council of changes and updates.

8. Items for Future Meetings

It was requested that a Special Meeting be held on Monday, November 7th.

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 7:25 p.m.

James Predmore, Mayor

Denise Garcia, City Clerk

CITY OF HOLTVILLE
Monthly Check Register

MEETING DATE:	11/14/16
ITEM NUMBER	2
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

Date : 11/7/2016 4:20:47 PM
 User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 36714 Check Date : 10/27/2016						
Vendor : 2149 ACME STAFFING						
10	75202	10/21/2016	18921	TEMP. EMPLOYEES	ADMIN	1,292.56
12	75202	10/21/2016	18921	TEMP. EMPLOYEES	PW	1,260.60
Invoice Amount : 2,553.16		Discount Amount : 0.00		Check Amount : 2,553.16		
Check Number : 36715 Check Date : 10/27/2016						
Vendor : 8041 AFLAC						
10	75277	10/26/2016	534193	INSURANCE PREMIUM	ADMIN	122.81
Invoice Amount : 122.81		Discount Amount : 0.00		Check Amount : 122.81		
Check Number : 36716 Check Date : 10/27/2016						
Vendor : 1796 ARAMARK SERVICES, INC.						
10	75262	10/26/2016	SEPT. 2016	UNIFORMS PW		737.72
11	75262	10/26/2016	SEPT. 2016	UNIFORMS PW	PW	543.96
12	75262	10/26/2016	SEPT. 2016	UNIFORMS PW		869.57
Invoice Amount : 2,151.25		Discount Amount : 0.00		Check Amount : 2,151.25		
Check Number : 36717 Check Date : 10/27/2016						
Vendor : 2378 AT&T						
10	75203	10/21/2016	OCT. 2016	TELEPHONE CHARGES	ADMIN	483.05
11	75203	10/21/2016	OCT. 2016	TELEPHONE CHARGES		57.11
12	75203	10/21/2016	OCT. 2016	TELEPHONE CHARGES		150.24
Invoice Amount : 690.40		Discount Amount : 0.00		Check Amount : 690.40		
Check Number : 36718 Check Date : 10/27/2016						
Vendor : 7800 AUTO ZONE COMMERCIAL						
10	75252	10/26/2016	5684242122	FUNNEL; NO SMOKE ORIGINAL; MOT	FD	18.46
Invoice Amount : 18.46		Discount Amount : 0.00		Check Amount : 18.46		
Check Number : 36719 Check Date : 10/27/2016						
Vendor : 4617 BAJA DESERT TIRE						
11	75191	10/21/2016	36719	TIRE FOR METER GOLF CART		50.62
11	75192	10/21/2016	36598	TIRE REPAIR	PWJ	6.00
12	75192	10/21/2016	36598	TIRE REPAIR		6.00
Invoice Amount : 62.62		Discount Amount : 0.00		Check Amount : 62.62		
Check Number : 36720 Check Date : 10/27/2016						
Vendor : 2320 COUNTY MOTOR PARTS						
12	75260	10/26/2016	212856	SLIDE TERMINIAL; SWITCH	PW	10.66
Invoice Amount : 10.66		Discount Amount : 0.00		Check Amount : 10.66		
Check Number : 36721 Check Date : 10/27/2016						
Vendor : 1009 DEPT OF TRANSPORTATION-ST OF CA						
10	75275	10/26/2016	SL170104	SIGNALS AND LIGHTING JULY THRU	PW	86.49
Invoice Amount : 86.49		Discount Amount : 0.00		Check Amount : 86.49		
Check Number : 36722 Check Date : 10/27/2016						
Vendor : 4609 DION INTERNATIONAL						
10	75241	10/26/2016	1004	REPAIRS TO FIRE ENGINE	FD	2,159.31
Invoice Amount : 2,159.31		Discount Amount : 0.00		Check Amount : 2,159.31		
Check Number : 36723 Check Date : 10/27/2016						
Vendor : 1540 DRAGON'S EXTERMINATOR						
10	75195	10/21/2016	145667	PEST CONTROL SERVICES FOR CITY	PW	200.00
Invoice Amount : 200.00		Discount Amount : 0.00		Check Amount : 200.00		
Check Number : 36724 Check Date : 10/27/2016						
Vendor : 4572 EMPIRE SOUTHWEST						
12	75255	10/26/2016	397081	PERFORM FULL SYSTEM INSPECTION	PW	215.00
12	75256	10/26/2016	397080	PERFORM FULL SYSTEM INSPECTION		163.00

CITY OF HOLTVILLE

Monthly Check Register

Date : 11/7/2016 4:20:47 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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12	75257	10/26/2016	397079	INSPECT TRANSFER SWITCH	WWTP	120.00
11	75261	10/26/2016	397082	PERFORM FULL SYSTEM INSPECTION		218.00
11	75276	10/26/2016	397083	PERFORM FULL SYSTEM INSPECTION		279.00
12	75276	10/26/2016	397083	PERFORM FULL SYSTEM INSPECTION		279.00
Invoice Amount : 1,274.00		Discount Amount : 0.00		Check Amount :		1,274.00
Check Number : 36725		Check Date : 10/27/2016				
Vendor : 2306 GALLS						
10	75243	10/26/2016	6198645	UNIFORM SHIRTS	FD	132.01
Invoice Amount : 132.01		Discount Amount : 0.00		Check Amount :		132.01
Check Number : 36726		Check Date : 10/27/2016				
Vendor : 8353 HECTOR OROZCO						
10	75254	10/26/2016	OCT. 2016	CELL PHONE REIMB.	ADMIN	60.00
Invoice Amount : 60.00		Discount Amount : 0.00		Check Amount :		60.00
Check Number : 36727		Check Date : 10/27/2016				
Vendor : 4642 I.C. PUBLIC HEALTH DEPT. LAB.						
11	75258	10/26/2016	18012	WATER ANALYSIS	PW	120.00
Invoice Amount : 120.00		Discount Amount : 0.00		Check Amount :		120.00
Check Number : 36728		Check Date : 10/27/2016				
Vendor : 1027 IMPERIAL STORES						
10	75196	10/21/2016	581247	RYE GRASS		262.25
10	75197	10/21/2016	581282	CUT OFF		22.74
10	75198	10/21/2016	581101	SPRAY BOTTLE		5.39
10	75199	10/21/2016	581099	GLASS/ TILE BIT		14.99
10	75244	10/26/2016	581187	CLEANING SUPPLIES		17.57
10	75245	10/26/2016	581256	GARDEN CULTIVATOR		19.16
10	75246	10/26/2016	581387	REPAIR PARTS		3.68
10	75247	10/26/2016	581482	BLACK SHOE POLISH		12.93
10	75248	10/26/2016	580884	NUMBERS AND LETTERING STENSILS		2.86
10	75249	10/26/2016	580880	CAM STRAP		7.50
10	75250	10/26/2016	580881	AUTO WAX		7.56
10	75251	10/26/2016	580847	CABLE TIES		21.17
10	75253	10/26/2016	580994	VEHICLE CLEANING SUPPLIES		20.04
10	75264	10/26/2016	581618	BLACK WIRE		0.42
10	75265	10/26/2016	581600	PVC COUPLINGS		14.36
10	75266	10/26/2016	581562	DOG FOOD		86.38
10	75267	10/26/2016	581543	COUPLINGS; PVC PIPE FOR PARK SP		12.93
10	75268	10/26/2016	581352	REPAIR PARTS FOR SPRINKLERS IN		72.50
10	75269	10/26/2016	581278	REPAIR PARTS FOR SPRINKLERS		69.78
10	75270	10/26/2016	581305	HOSE BIB; FLEXOGEN HOSE		51.71
10	75271	10/26/2016	580895	NO KEY BIBB		16.86
10	75273	10/26/2016	580805	WALBRO PRIMER BULB		29.60
Invoice Amount : 772.38		Discount Amount : 0.00		Check Amount :		772.38
Check Number : 36729		Check Date : 10/27/2016				
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB						
12	75259	10/26/2016	8368	LAB ANALYSIS	PW	1,954.00
Invoice Amount : 1,954.00		Discount Amount : 0.00		Check Amount :		1,954.00
Check Number : 36730		Check Date : 10/27/2016				
Vendor : 1382 K-C WELDING & RENTAL, INC.						
10	75272	10/26/2016	68705	PRIMER BULB; AIR FILTER; TRIMMER	PW	104.66
Invoice Amount : 104.66		Discount Amount : 0.00		Check Amount :		104.66

CITY OF HOLTVILLE

Monthly Check Register

Date : 11/7/2016 4:20:47 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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10	75263	10/26/2016	128005	REPAIR PARTS FOR SPRINKLERS IN	PW	149.82
Invoice Amount : 149.82		Discount Amount : 0.00		Check Amount :		149.82
Check Number : 36732 Check Date : 10/27/2016						
Vendor : 8011 NICHOLAS WELLS						
10	75205	10/21/2016	OCT. 2016	MILEAGE	ADMIN	213.57
Invoice Amount : 213.57		Discount Amount : 0.00		Check Amount :		213.57
Check Number : 36733 Check Date : 10/27/2016						
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						
11	75200	10/21/2016	11734	VEHICLE REPAIRS	PW	152.10
12	75200	10/21/2016	11734	VEHICLE REPAIRS	PW	152.10
Invoice Amount : 304.20		Discount Amount : 0.00		Check Amount :		304.20
Check Number : 36734 Check Date : 10/27/2016						
Vendor : 8138 SERVICE MASTER						
10	75193	10/21/2016	31744	JANITORIAL SERVICES	PW	1,374.00
Invoice Amount : 1,374.00		Discount Amount : 0.00		Check Amount :		1,374.00
Check Number : 36735 Check Date : 10/27/2016						
Vendor : 8314 UTILITY SERVICE CO., INC.						
11	75201	10/21/2016	405921	REPAIRS ON 1,500,000 GROUND ST	PW	8,159.09
Invoice Amount : 8,159.09		Discount Amount : 0.00		Check Amount :		8,159.09
Check Number : 36736 Check Date : 10/27/2016						
Vendor : 2012 VERIZON WIRELESS						
10	75204	10/21/2016	OCT. 2016	CELL PHONE	ADMIN	207.49
11	75204	10/21/2016	OCT. 2016	CELL PHONE		175.35
12	75204	10/21/2016	OCT. 2016	CELL PHONE	FD	143.22
10	75242	10/26/2016	9773624839	DATA LINE FOR ENGINE		38.01
Invoice Amount : 564.07		Discount Amount : 0.00		Check Amount :		564.07
Check Number : 36737 Check Date : 10/27/2016						
Vendor : 1783 VIC'S A/C						
10	75274	10/26/2016	58464	REPAIRS TO A/C AT LIBRARY	PW	925.92
Invoice Amount : 925.92		Discount Amount : 0.00		Check Amount :		925.92
Check Number : 36738 Check Date : 10/27/2016						
Vendor : 1222 WAXIE SANITARY SUPPLY						
10	75194	10/21/2016	76273242	TOILET PAPER; BROWN TOWELS	FD	316.87
Invoice Amount : 316.87		Discount Amount : 0.00		Check Amount :		316.87
Check Number : 36739 Check Date : 11/1/2016						
Vendor : 7821 PACIFIC HYDROTECH CORP.						
12	75355	11/1/2016	PYMT. # 13	CONSTRUCTION PMT # 13	WWTP	275,807.00
Invoice Amount : 275,807.00		Discount Amount : 0.00		Check Amount :		275,807.00
Check Number : 36740 Check Date : 11/4/2016						
Vendor : 2077 ISAIAS CARRANCO						
11	75410			VACATION PAYOUT PER MOU	ADMIN PW	797.81
Invoice Amount : 797.81		Discount Amount : 0.00		Check Amount :		797.81
Check Number : 36741 Check Date : 11/7/2016						
Vendor : 2149 ACME STAFFING						
10	75404	11/4/2016	18932	TEMP EMPLOYEES	ADMIN	1,260.60
12	75404	11/4/2016	18932	TEMP EMPLOYEES	PW	684.80
Invoice Amount : 1,945.40		Discount Amount : 0.00		Check Amount :		1,945.40
Check Number : 36742 Check Date : 11/7/2016						
Vendor : 8741 ADVANCED COMMUNICATIONS SYSTEMS, INC.						

CITY OF HOLTVILLE

Monthly Check Register

Date : 11/7/2016 4:20:47 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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10	75337	10/31/2016	17068	PORTABLE RADIO WITH COMMAND F		2,635.64
Invoice Amount : 2,635.64		Discount Amount : 0.00		Check Amount :		2,635.64
Check Number : 36743		Check Date : 11/7/2016				
Vendor : 8721 ALEJANDRO ESTRADA						
10	75350	11/1/2016	1013	RENEWAL ANTIVIRUS BUSINESS EDIT		802.87
11	75350	11/1/2016	1013	RENEWAL ANTIVIRUS BUSINESS EDIT	ADMIN	280.93
12	75350	11/1/2016	1013	RENEWAL ANTIVIRUS BUSINESS EDIT		361.20
10	75351	11/1/2016	1011	COMPUTER CONSULTING; WEBSITE;		1,080.00
11	75351	11/1/2016	1011	COMPUTER CONSULTING; WEBSITE;		630.00
12	75351	11/1/2016	1011	COMPUTER CONSULTING; WEBSITE;		630.00
Invoice Amount : 3,785.00		Discount Amount : 0.00		Check Amount :		3,785.00
Check Number : 36744		Check Date : 11/7/2016				
Vendor : 8746 ALMA CORREA						
11	75342	11/1/2016	582 TAMARACK	REFUND WATER DEPOSIT	ADMIN	91.52
Invoice Amount : 91.52		Discount Amount : 0.00		Check Amount :		91.52
Check Number : 36745		Check Date : 11/7/2016				
Vendor : 8016 AT&T MOBILITY						
10	75390	11/4/2016	NOV. 2016	CELL PHONE CHARGES	ADMIN	84.69
Invoice Amount : 84.69		Discount Amount : 0.00		Check Amount :		84.69
Check Number : 36746		Check Date : 11/7/2016				
Vendor : 1237 BABCOCK & SONS, INC.						
12	75330	10/31/2016	BJ62156-2279	LAB ANALYSIS	PW	1,340.00
Invoice Amount : 1,340.00		Discount Amount : 0.00		Check Amount :		1,340.00
Check Number : 36747		Check Date : 11/7/2016				
Vendor : 2030 BLUE SHIELD OF CALIFORNIA						
10	75345	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM		3,490.66
11	75345	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM	ADMIN	2,317.22
12	75345	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM		2,087.76
Invoice Amount : 7,895.64		Discount Amount : 0.00		Check Amount :		7,895.64
Check Number : 36748		Check Date : 11/7/2016				
Vendor : 2289 CALIF. SOCIETY OF MUNICIPAL FINANCE						
10	75391	11/4/2016	HECTOR OROZCO	MEMBERSHIP 2017	ADMIN	110.00
Invoice Amount : 110.00		Discount Amount : 0.00		Check Amount :		110.00
Check Number : 36749		Check Date : 11/7/2016				
Vendor : 2320 COUNTY MOTOR PARTS						
10	75329	10/31/2016	212827	12 VDC PUMP; AIR FILTERS	FD	1,450.18
Invoice Amount : 1,450.18		Discount Amount : 0.00		Check Amount :		1,450.18
Check Number : 36750		Check Date : 11/7/2016				
Vendor : 1349 COUNTY OF IMPERIAL						
22	75403	11/4/2016	17-14	2nd QUARTER DIST. OF COSTS FOR 2	ADMIN	712.36
Invoice Amount : 712.36		Discount Amount : 0.00		Check Amount :		712.36
Check Number : 36751		Check Date : 11/7/2016				
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	75388	11/4/2016	17HOLTFDN04	800 MHZ RADIOS	FD	760.83
11	75388	11/4/2016	17HOLTFDN04	800 MHZ RADIOS	PW	73.33
12	75388	11/4/2016	17HOLTFDN04	800 MHZ RADIOS		73.34
Invoice Amount : 907.50		Discount Amount : 0.00		Check Amount :		907.50
Check Number : 36752		Check Date : 11/7/2016				
Vendor : 7699 CWEA						
12	75393	11/4/2016	ALEJANDRO CHAVE CERTI. RENEWAL FEES		PW	88.00
Invoice Amount : 88.00		Discount Amount : 0.00		Check Amount :		88.00

CITY OF HOLTVILLE

Monthly Check Register

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Check Number : 36753 Check Date : 11/7/2016						
Vendor : 1845 DEPT OF JUSTICE						
10	75405	11/4/2016	197818	FINGERPRINT APPLICATION	FD	32.00
Invoice Amount : 32.00		Discount Amount : 0.00		Check Amount :		32.00
Check Number : 36754 Check Date : 11/7/2016						
Vendor : 1536 FERGUSON ENTERPRISES, INC. #1350						
11	75328	10/31/2016	3918448	TORCH SAWZALL BLD; PIPE WRAP	PW	66.02
11	75332	10/31/2016	3908951	REPAIR PARTS		42.82
Invoice Amount : 108.84		Discount Amount : 0.00		Check Amount :		108.84
Check Number : 36755 Check Date : 11/7/2016						
Vendor : 4585 GOVERNMENT FINANCE OFFICERS ASSOCIATION						
10	75392	11/4/2016	HECTOR OROZCO	MEMBERSHIP	ADMIN	170.00
Invoice Amount : 170.00		Discount Amount : 0.00		Check Amount :		170.00
Check Number : 36756 Check Date : 11/7/2016						
Vendor : 2399 HARTFORD						
10	75343	11/1/2016	OCT. 2016	LIFE INS. PREMIUM FOR OCT. 2016		251.64
11	75343	11/1/2016	OCT. 2016	LIFE INS. PREMIUM FOR OCT. 2016		38.95
12	75343	11/1/2016	OCT. 2016	LIFE INS. PREMIUM FOR OCT. 2016	ADMIN	37.09
10	75344	11/1/2016	NOV. 2016	LIFE INS. PREMIUM		251.64
11	75344	11/1/2016	NOV. 2016	LIFE INS. PREMIUM		38.95
12	75344	11/1/2016	NOV. 2016	LIFE INS. PREMIUM		37.09
Invoice Amount : 655.36		Discount Amount : 0.00		Check Amount :		655.36
Check Number : 36757 Check Date : 11/7/2016						
Vendor : 1015 HOLT GROUP, THE						
10	75300	10/31/2016	16-08-022	(454) CLEAR TALK CEQA REVIEW		3,690.44
10	75301	10/31/2016	16-08-020	(443) CLEAR TALK CUP		1,870.50
12	75302	10/31/2016	16-08-001	(000) MISC. ENGINEERING WWTP		125.00
22	75303	10/31/2016	06-08-000-1	(000) MISC. ENG. WALNUT AVE IM		250.00
10	75304	10/31/2016	16-08-002	(047) MISC. PLANNING SERVICES		993.75
10	75305	10/31/2016	16-08-003	(207) BLDG. PERMITS & HOME OCC		1,423.24
10	75306	10/31/2016	16-08-004	(208) ZONING CODE ENFORCEMENT		421.25
10	75307	10/31/2016	16-08-005	(233) HOLTVILLE WETLANDS		1,078.75
22	75308	10/31/2016	16-08-006	(315) ALAMO RIVER TRAIL		349.38
12	75309	10/31/2016	16-08-007	(323) 2010 WASTEWATER PLANT APP		208.75
12	75310	10/31/2016	16-08-008	(327) WWTP SCWG GRANT APPLICAT		713.21
22	75311	10/31/2016	16-08-009	(335) ICTC & MSC. TRANSPORATION		417.50
22	75312	10/31/2016	16-08-010	(377) CEDAR AVE. CMAQ		36.25
22	75313	10/31/2016	16-08-011	(383) RSTP WALNUT IMPROVEMENT		1,364.57
22	75314	10/31/2016	16-08-012	(391) ALAMO RIVER HCF GRANT ADM		656.25
12	75315	10/31/2016	16-08-013	(408) NAD BANK LOAN AGREEMENT		791.00
10	75316	10/31/2016	16-08-014	(422) TRAIL LINK TO WETLANDS		228.75
22	75317	10/31/2016	16-08-015	(423) 5TH STREET PHASE 2		28.75
10	75318	10/31/2016	16-08-016	(428) SGC GP/SAP GRANT ADMIN.		246.25
12	75319	10/31/2016	16-08-017	(435) WASTEWATER TREATMENT PL		435.00
10	75320	10/31/2016	16-08-018	(440) PLAN CHECK FOR FLOATING P		290.00
22	75321	10/31/2016	16-08-019	(442) 9TH STREET PHASE 3		1,211.77
22	75322	10/31/2016	16-08-021	(446) 6TH STREET (SOUTH) RSTP		929.41
12	75323	10/31/2016	16-08-023	(455) ENG. SERVICES FOR WWTP IM		890.00
Invoice Amount : 18,649.77		Discount Amount : 0.00		Check Amount :		18,649.77
Check Number : 36758 Check Date : 11/7/2016						
Vendor : 1638 HOME DEPOT/GEFC						

CITY OF HOLTVILLE

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Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	75352	11/1/2016	020090/5030484	CONCRETE; TIE DOWNS		121.95
Invoice Amount : 121.95		Discount Amount : 0.00		Check Amount :		121.95
Check Number : 36759		Check Date : 11/7/2016				
Vendor : 1910 HUMANA						
10	75349	11/1/2016	NOV. 2016	INSURANCE PREMIUM		411.19
11	75349	11/1/2016	NOV. 2016	INSURANCE PREMIUM	ADMIN	290.68
12	75349	11/1/2016	NOV. 2016	INSURANCE PREMIUM		291.02
Invoice Amount : 992.89		Discount Amount : 0.00		Check Amount :		992.89
Check Number : 36760		Check Date : 11/7/2016				
Vendor : 1199 IMPERIAL PRINTERS						
10	75406	11/4/2016	92492	BUSINESS CARDS	ADMIN	70.00
12	75406	11/4/2016	92492	BUSINESS CARDS	CITY CLERK	81.20
10	75407	11/4/2016	92379	NAME PLATES		33.59
Invoice Amount : 184.79		Discount Amount : 0.00		Check Amount :		184.79
Check Number : 36761		Check Date : 11/7/2016				
Vendor : 1027 IMPERIAL STORES						
11	75326	10/31/2016	581494	CRAZY GLUE		4.31
11	75327	10/31/2016	581483	SQ U BOLT		5.49
10	75359	11/1/2016	581487	ADHESIVE FASTENER; VELCRO STRIP		6.80
10	75360	11/1/2016	581580	WASHERS; PLASTIC ANCHORS		3.63
10	75361	11/1/2016	581601	BATTERIES; UTILITY LIGHTER; HOSE		13.71
10	75362	11/1/2016	581888	BUCKLE; WEBBING STRAP		9.83
10	75363	11/1/2016	581959	FLAT PHIL M/S; HEX NUT		3.99
10	75364	11/1/2016	581956	FLT PHD W/S; SPRAY WAX		14.83
10	75365	11/1/2016	581492	HAND HELD SPREADER; RYE GRASS;		59.39
10	75366	11/1/2016	581707	PAINT PAIL		3.77
10	75369	11/1/2016	581567	MANURE SPREADER		13.82
10	75387	11/4/2016	582068	CLEANING SUPPLIES		21.36
10	75389	11/4/2016	582161	CLEANING SUPPLIES		27.69
Invoice Amount : 188.62		Discount Amount : 0.00		Check Amount :		188.62
Check Number : 36762		Check Date : 11/7/2016				
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB						
12	75334	10/31/2016	8374	LAB ANALYSIS	PW	373.00
12	75335	10/31/2016	8389	LAB ANALYSIS		2,200.00
Invoice Amount : 2,573.00		Discount Amount : 0.00		Check Amount :		2,573.00
Check Number : 36763		Check Date : 11/7/2016				
Vendor : 1382 K-C WELDING & RENTAL, INC.						
11	75367	11/1/2016	69261	WIRE BRUSH	PW	17.27
Invoice Amount : 17.27		Discount Amount : 0.00		Check Amount :		17.27
Check Number : 36764		Check Date : 11/7/2016				
Vendor : 1262 L.N. CURTIS & SONS						
10	75338	10/31/2016	58220	FIREFIGHTERS SHUT OFF CLAMP	FD	384.48
Invoice Amount : 384.48		Discount Amount : 0.00		Check Amount :		384.48
Check Number : 36765		Check Date : 11/7/2016				
Vendor : 2105 LEE & RO, INC.						
12	75398	11/4/2016	44105/14	CONSTRUCTION MANAGEMENT SEPT.	WWTP	10,857.00
Invoice Amount : 10,857.00		Discount Amount : 0.00		Check Amount :		10,857.00
Check Number : 36766		Check Date : 11/7/2016				
Vendor : 8745 MARISSA GUTIERREZ						
11	75341	11/1/2016	702 E. 4TH ST.	REFUND WATER DEPOSIT	ADMIN	164.66
Invoice Amount : 164.66		Discount Amount : 0.00		Check Amount :		164.66

CITY OF HOLTVILLE

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Check Number : 36767 Check Date : 11/7/2016						
Vendor : 1978 ONESOURCE DISTRIBUTION						
10	75046	10/11/2016	S5292523001	FLOUR SP CASE	PW	46.16
Invoice Amount : 46.16		Discount Amount : 0.00		Check Amount :		46.16
Check Number : 36768 Check Date : 11/7/2016						
Vendor : 1037 PARKER'S PHARMACY						
10	75368	11/1/2016	04700777	UPS	FD	14.85
Invoice Amount : 14.85		Discount Amount : 0.00		Check Amount :		14.85
Check Number : 36769 Check Date : 11/7/2016						
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	75340	11/1/2016	NOV. 2016	POSTAGE	ADMIN	500.00
11	75340	11/1/2016	NOV. 2016	POSTAGE		551.50
12	75340	11/1/2016	NOV. 2016	POSTAGE		551.48
Invoice Amount : 1,602.98		Discount Amount : 0.00		Check Amount :		1,602.98
Check Number : 36770 Check Date : 11/7/2016						
Vendor : 1176 QUILL CORPORATION						
10	75353	11/1/2016	1224221	OFFICE SUPPLIES	ADMIN	5.54
10	75354	11/1/2016	1265797	OFFICE SUPPLIES		101.69
Invoice Amount : 107.23		Discount Amount : 0.00		Check Amount :		107.23
Check Number : 36771 Check Date : 11/7/2016						
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						
10	75371	11/2/2016	11750	REPAIRS TO SQUAD	FD	444.92
Invoice Amount : 444.92		Discount Amount : 0.00		Check Amount :		444.92
Check Number : 36772 Check Date : 11/7/2016						
Vendor : 1043 SELLERS PETROLEUM						
10	75385	11/4/2016	CL85756	FUEL (FD)	FD	466.58
Invoice Amount : 466.58		Discount Amount : 0.00		Check Amount :		466.58
Check Number : 36773 Check Date : 11/7/2016						
Vendor : 8339 SIMNSA HEALTH PLAN						
10	75346	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM	ADMIN	565.03
11	75346	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM		1,088.69
12	75346	11/1/2016	NOV. 2016	HEALTH INS. PREMIUM		473.42
10	75347	11/1/2016	NOV. '16	INSURANCE PREMIUM		56.60
11	75347	11/1/2016	NOV. '16	INSURANCE PREMIUM		84.80
12	75347	11/1/2016	NOV. '16	INSURANCE PREMIUM		67.60
Invoice Amount : 2,336.14		Discount Amount : 0.00		Check Amount :		2,336.14
Check Number : 36774 Check Date : 11/7/2016						
Vendor : 2318 SUNBELT RENTALS						
10	75325	10/31/2016	64203363-001	UTILITY TRAILER AND TRENCHER RE	PW	273.35
Invoice Amount : 273.35		Discount Amount : 0.00		Check Amount :		273.35
Check Number : 36775 Check Date : 11/7/2016						
Vendor : 1775 SWRCB						
12	75324	10/31/2016	LW-1007368	LARGE WATER SYSTEM FEES FOR JUL	PW	18,377.61
11	75331	10/31/2016	EW-1006604	WATER SYSTEM ENFORCEMENT FEES		4,910.50
Invoice Amount : 23,288.11		Discount Amount : 0.00		Check Amount :		23,288.11
Check Number : 36776 Check Date : 11/7/2016						
Vendor : 1260 USA BLUEBOOK						
11	75333	10/31/2016	082860	REPLACEMENT TUBING	PW	323.35
Invoice Amount : 323.35		Discount Amount : 0.00		Check Amount :		323.35
Check Number : 36777 Check Date : 11/7/2016						
Vendor : 2524 VALLEY TESTING						

CITY OF HOLTVILLE

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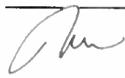
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10	75397	11/4/2016	27424	ANNUAL RENEWAL FEE		250.00
Invoice Amount : 250.00		Discount Amount : 0.00		Check Amount :		250.00
Check Number : 36778		Check Date : 11/7/2016				
Vendor : 2055 VISION SERVICE PLAN						
10	75348	11/1/2016	NOV. 2016	INSURANCE PREMIUM		139.78
11	75348	11/1/2016	NOV. 2016	INSURANCE PREMIUM	ADMIN	126.77
12	75348	11/1/2016	NOV. 2016	INSURANCE PREMIUM		83.57
Invoice Amount : 350.12		Discount Amount : 0.00		Check Amount :		350.12
Check Number : 36779		Check Date : 11/7/2016				
Vendor : 1222 WAXIE SANITARY SUPPLY						
10	75336	10/31/2016	76290982	TOILET PAPER; BROWN TOWELS; HAN	FD	631.47
Invoice Amount : 631.47		Discount Amount : 0.00		Check Amount :		631.47
Check Number : 36780		Check Date : 11/7/2016				
Vendor : 1058 XEROX CORPORATION						
10	75386	11/4/2016	86837735	COPIER LEASE AND USAGE NOV. 20	FD	120.99
Invoice Amount : 120.99		Discount Amount : 0.00		Check Amount :		120.99

Total Number of Vendors	:	60	:	0.00
Total Number of Checks Printed	:	67		
Total Number of Voided Checks	:	0		
Largest Check Amount	:	275,807.00		
Total for all Checks Printed	:	387,487.37		
Total for Voided Checks	:	0.00		
Net Amount of Checks Printed	:	387,487.37		

Summary

Fund	Amount
10 GENERAL FUND	36,835.80
11 WATER	21,706.80
12 SEWER	322,988.53
22 LOCAL TRANSPORTATION FUND - TDA	5,956.24

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	11/14/16
ITEM NUMBER	3
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: November 10, 2016

FROM: Nick Wells, City Manager 

SUBJECT: *Discussion/Related Action Regarding Extension of the Construction Contract with Pacific Hydrotech for the Wastewater Treatment Plant Improvements Project*

ISSUE:

Should the City Council authorize an extension for the construction contract with Pacific Hydrotech Corporation (PHC) for construction activities associated with the Wastewater Treatment Plant Improvements Project?

DISCUSSION:

Pacific Hydrotech Corporation (PHC) was engaged by the City in July, 2015, as the construction firm for the Holtville Wastewater Treatment Plant Improvement Project. The Notice to Proceed for the contract was issued on July 29, 2015, indicating that "...Work [would] be substantially completed within 310 working days..." making the end of the contract October 26, 2016.

In a letter dated September 26, 2016, PHC has requested a time extension for a total of 177 calendar days, which would extend the construction contract completion date to April 21, 2017. This request for time extension was based on the Contractor's August schedule update.

A subsequent letter from the Resident Engineer/Construction Manager, Dave Bachtel of HDR Engineering, supported the extension, but calculated a shorter period of 102 working days, with a completion date of March 24, 2016. Using overhead figures provided by PHC, Mr. Bachtel calculated that an extension of this length would result in additional compensation not to exceed \$170,000.

Staff has been in constant close contact with the entire onsite project oversight team, which includes PHC, HDR, City Engineer Jack Holt, the WWTP Supervisor Frank Cornejo. I had personally been attending monthly project meetings throughout the duration of the project, but have attended weekly meetings since the beginning of October. That said, the City has been aware of and expecting this extension for some time.

The onsite work by PHC was significantly impacted by external forces from the onset of construction. Prior mobilization, permitting issues with the County of Imperial not known prior to the start of construction consumed an inordinate amount of time. This delayed full mobilization to the job site and onset of activity. Perhaps the greatest factor has been slow handling of submittals by both the Design Resident Engineers for several items of equipment items including a plant potable water system, the inlet works, the rotary drum thickener and the plant water system. The primary source of delay has associated with the plant electrical and control systems, as detailed in their request letter. At various points the City stepped in to exert pressure on these entities - even, as you are well aware, augmenting the amount of the design engineering contract with Sewer Enterprise funds - to help speed up the process. Persistent delays, however, led to lag time in ordering crucial apparatus, which in turn slowed the overall pace of construction.

FISCAL IMPACT:

Passing this action will recommend expenditure of additional funds from the Contingency reserve of Environmental Protection Agency grant funding administered by the North American Development Bank.

CITY MANAGER RECOMMENDATION:

Approval of this time extension request is recommended based on the sequence of events briefly Obviously, extension of the contract will allow all parties to continue to be compensated for

ALTERNATIVES:

Not to pass the extension, which would halt construction of the project.

September 26, 2016

HDR
2280 Market St., Ste 100
Riverside, CA 92501

Attn: Dave Bachtel

Reference: PHC Job C1507 – Holtville Wastewater Treatment Plant Upgrades

Subject: Request for Time Extension

Gentlemen:

Pacific Hydrotech (PHC) hereby requests that the Contract Completion date be extended by 177 calendar days from October 26, 2016 until April 21, 2017. The basis for this request for time extension is PHC schedule update C1507 HWWTP – 2016-08-31 Update 04 (Jun-Aug 2016). This schedule was uploaded to EADOCS on September 2, 2016 as SCHEDULE #5 and contains the following IMPACTS in support of this request for time extension:

IMPACT 01 – Plant Water Pump Station (Activity ID prefix IMP01-xxx)

Early in the project (August-September, 2015) when making application for construction trailers, Imperial County indicated that there would need to be a temporary Point of Use (POU) water system for the construction trailers and also that a permanent POU water system would be required for the new plant Operations Building. During the submittal review process for the temporary POU water system (submittal 01510-1-1), engineers response was approved, make corrections noted with note #2 being to provide a permanent POU water system to the plant Operations Building. In response to request for permanent POU water system, PHC initiated RFI's 028 and 031 requesting clarification and direction for both the new permanent POU water system and resulting changes to the Plant Water System.

The time for review/response to this RFI, subsequent Delta 2 drawing updates and Imperial County approval of the Permit for construction of the Operations Building (OPS) are outlined in the noted schedule update (reference Activity ID's with prefix IMP01-xxx). County approval of the OPS Building construction permit was not received until July 29, 2016 and the change order required to implement the required POU and Plant Water systems was approved on July 8, 2016. Subsequent to those dates, there have been continued revisions to the Delta 2 drawings for this system that as of this date have not been formally received by PHC. Upon receipt of these final drawings, and subject to approved submittals resulting from these changes, required materials can be ordered and work can be completed.

Presently, this impact would potentially delay fully automated function of the new Plant Water Pump Station and will result in delayed completion of the new POU water system to the OPS Building until at least January, 2017.

IMPACT 02 – Annunciator Panels and Plant I/O (Activity ID prefix IMP02-xxx)

During review of submittal 17405-1-1 PLC Hardware, RFI 048 was initiated by Control Systems (CSEI) and PHC to clarify intent of Addendum #4 which removed the annunciator panel. After engineering review, Addendum #4 direction was reversed by withdrawing the original RFI 048 response and replacing it with RFI 048.1 response putting the annunciator panel back into the contract. This re-design led to a series of additional RFI's (059, 059.1, and 068) related to PLC 050 and also control panels for the Headworks (FCP-140), Parkson Extended Aeration (FCP-202) and to a lesser extend the Parkson Rotary Drum Thickener control panel. The various review and release to production dates for these control panels is outlined in the noted schedule update (reference Activity ID's with prefix IMP02-xxx).

As of this date, all panels have been released to production and the Parkson Extended Aeration control panel (FCP-202) is on site. However, PLC 050, the Headworks Panel (FCP-140) and the Rotary Drum Thickener control panels are still in production and have not arrived on site. These cumulative delays have resulted in delayed PHASE 4 (Startup of the Biolac

September 26, 2016
Request for Time Extension
Page 2

System) until January, 2017 according to this latest schedule update. This is the "critical path" delay in the latest schedule update and is driving the March 24, 2017 project completion date.

IMPACT 03 – Critical Submittals

Major equipment package submittals went through an extensive engineering review starting in September, 2015 and continuing for approximately eight (8) months until May, 2016. This delay in submittal approval pushed the critical headworks equipment delivery out until October, 2016. Per the noted schedule, approximately two (2) months were required to install and make this equipment ready for operation which means that the plant headworks will not be ready for operational testing until Mid-December, 2016 (reference Activity ID's with prefix IMP03-xxx).

SUMMARY

Throughout the process of working through these issues with the engineering and construction project management team, every effort was made to look for ways to improve on the project completion date including extended work hours and increased labor. However, due to the critical nature of the equipment needed to complete these facilities (all of which impacted as noted above), it was determined that these efforts might be counter-productive as design changes and details of construction have been modified by these various reviews and additional time and effort would have been needed to revise and rework certain areas had work proceed in advance of these various approvals.

We are presently working with the engineer, construction project manager and owner on the startup plan for the facility in hopes that certain "phases" of the project can be brought online sooner than presently scheduled to help improve on the project completion date. However, until a new plan can be approved and implemented, we request that March 24, 2017 be established as the new contract completion date per noted schedule.

Regarding cost impact due to extending the contract completion date, we request that this discussion be delayed until such time as it becomes evident that PHC has fulfilled our contract obligations to the fullest extent possible, excluding those items that were/are impacted as outlined above and beyond our control. Therefore, presently this is a no-cost time extension request, but PHC reserves the right to request compensation should our progress and impacts noted above prove them to be justified.

Also attached is the Lee & Ro CRITICAL PATH ANALYSYS from approved Schedule Update 04, confirming April 21, 2017 as the new substantial completion date.

Sincerely,
Pacific Hydrotech Corporation

Greg Chehey

Greg Chehey
Project Manager

Cc: Nick Wells
Jack Holt

Attachment: Noted Schedule Update #5
Lee & Ro Critical Path Analysis

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: November 14, 2016
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>11/14/16</u>
Item Number	<u>5</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Tank Rehab – Corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010. Staff obtained multiple bids for repairs and ongoing maintenance, as well as potential solutions to our TTHM issue. A general estimate was given to rehab the tank at \$225k-275k for the resurfacing and \$350k-400k for the aeration (TTHM solution) portion. The City recently applied for funding of these repairs with SRF. The Holt Group was engaged to produce specifications so that the project can be considered “designed” for grant purposes. Those specifications have almost been completed and the project will soon be ready to go to RFP. A conference call between staff and the Regional Board took place several weeks ago to discuss the need for additional time to get a project underway for these repairs.

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

Rate Study – As previously reported to City Council, the profitability of the Water Enterprise is becoming problematic. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, we must explore the possibility of a rate adjustment. Through Sean Sterchi of the State Water Resources Control Board - Division of Drinking Water, Rural Community Assistance Corporation worked with the City to produce some preliminary analysis in a no-cost Water Rate Study. Staff is working with them to amend and refine that information. ***Staff has made changes to the rate study and has finally had interaction with California Rural Water regarding incorporating those changes to the document. We expect a revised document within a week or so***

Floating Solar – A contract was signed with Infratech Industries for the installation of a floating solar array on the City Water Ponds for the purpose of producing power for the Water Treatment facility in 2014. After the several rounds of plan checks, the plans passed review, although the project was scaled-back to a first phase that merely includes the Raw Water Pond pumps. Addenda to the contract were negotiated with Infratech regarding reduced consumption and the Performance Period, which has lapsed. At this time, we are awaiting a revised Building Permit application to finalize commencement of the project. Infratech was at odds with the Civil Engineer on the plans, which required their signature, so they have engaged a new firm to redraw that portion of the plans. This has delayed the project once again.

SEWER ENTERPRISE

WWTP Project – The \$15 million project to rehab the City’s Wastewater Treatment Plant, financed by the State Clean Water Revolving Fund along with BECC and the EPA through NADBank, is under construction by Pacific Hydrotech. Last November, the City’s WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16. Outfitting the plant with processing equipment and electrical wiring continues. At present, we are working toward a November 28 startup of the Biolac process. This puts the biologic process startup in a bit of flux due to colder temperatures at that time. *To assist in this startup, contact has been made with the City of Brawley to obtain seed sludge from their Biolac plant to help jump start the production of the microorganisms.* Also, portions of the old plant process apparatus will be utilized along with the new Biolac structures to further treat the effluent from the new plant to help reach required effluent quality. A startup “grace period” is also acceptable to the Regional Board after the 12/31/16 deadline. *In the past week, staff has worked with HDR and the City Engineer to request that grace period, along with a contract extension with PHC. Much will be known in the next few weeks as we receive feedback on these requests.*

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. is functioning as the RE/CM and Pyramid Construction as the construction contractor. Startup was halted for some time as the construction contractor was at odds with Caltrans over materials submittals. Construction finally began a few weeks ago. The concrete subcontractor has been somewhat unreliable, however, their participation on the project is required, as they are a disadvantaged business (DBE) and they must be used to meet the required minimum DBE threshold for this project. *At present, it is expected that the project will be completed by the end of the month.*

Ninth Street Pear Canal Undergrounding from Palm to Olive Avenue Project – Over the past several years the Pear Canal dirt ditch along the north side of Ninth Street has all but been eliminated. The last project section from Cedar to Palm left only a small length of a couple hundred feet to Olive Avenue. Beyond that point, the canal is concrete lined. Funding from both the RSTP and CMAQ programs was secured for this project last year through Caltrans. *Development Design & Engineering is currently working on design plans and provided 80% progress plans last week, which are under review by the City Engineer. Those plans are also being submitted to IID for Right of Way clearance.*

Sixth Street Pavement Improvements Project – This project involves improving the segment of Sixth Street from Melon Avenue to Holt Avenue by resurfacing and rehabilitating the existing roadway. Construction would include crack sealing the existing surface and overlaying Asphalt Rubber Aggregate Membrane (ARAM), utilizing funding from the Regional Surface Transportation Program (RSTP) awarded last year through Caltrans. *Dynamic Consulting Engineers is currently working on design plans and provided 80% progress plans last week, which are under review by the City Engineer.*

PUBLIC WORKS

PARKS

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. We recently met with Jimmy Abatti, the recognized baseball field

“guru” in the Imperial Valley, about what needs to be done. Funding is being sought both through grants and donations. It is hoped that we can move this project forward soon. A new “point person” – Ben Williams – has been appointed by Little League, so that should help the process as well. *Last week, we made contact with Architerra Design Group, the firm that worked on the last plans for Mac Park, regarding making alterations to their existing plans to add a second field. They are in the process of developing a quote for that purpose.*

Holtville Wetlands Project – A fully executed grant agreement document has finally been received by the City. It is hoped that we can be moving forward and be engaging consultants within the next few months. Additionally, the City received notification that a \$20,000 grant was recently awarded by the County for signage and amenities.

ADMINISTRATION

BUILDING PERMITS - The City has issued **92** building permits during 2016.

Clear Talk Cell Tower – The City was approached last year by Clear Talk Wireless for the purpose of replacing one of the light poles in Samaha Park with a taller pole that would then contain the lights topped by cellular communications equipment. The project was formally approved by the Planning Commission last month. An appeal of the California Environmental Quality Act (CEQA) process by a faction of area residents that has voiced some opposition to the construction. *A hearing is set for the Council to formally hear that appeal at our next meeting on November 28, 2016. If that appeal is rejected, the Council still must take action on a proposed lease agreement. Tonight’s meeting will include discussion of the issue*

Holtville Estates – The final 2 phases of the project are nearing completion, with all construction expected to be complete by the middle of November. *When I last spoke to the builder, only one house was unsold, but I got a recent unconfirmed report that it was also recently sold.*

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. As the Service Area Plan has now been adopted, work will once again begin with the City and LAFCO to propose annexation and development. Although we are awaiting formal submission of project plans by the Melon, LLC group, staff recently met with Mr. Hawk and hopefully he/they are aware of the next steps that need to be taken. The group has now officially engaged Development Design & Engineering to assist in shepherding the project along. A meeting of all the parties involved (Mr. Hawk, DD&E, LAFCO and City staff) was held last month at the DD&E offices to discuss moving forward. Mr. Hawk reports that things are moving along very well now that DD&E is onboard. To that end, plans to the City and the County regarding annexation issues were submitted in October. *A meeting is set for this week to review necessary environmental impact studies for the project.*

OTHER

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

Hearing was held at a City Council meeting last month, wherein preliminary findings were presented by the Consultant. Suggested revisions were given by Council, with a revised report expected up the road.

Blossom Valley Inn – A Conditional Use Permit Application passed the Planning Commission in May to put the facility into full compliance. It was expected that the facility would be sold and under new management, however *the City was recently notified that the sale had not gone through and the current owners would continue to operate the facility.*

Farmers Markets – Discussions with the Chamber of Commerce Board earlier this year stressed the importance of getting on the planning of these events “yesterday.” At the time of that discussion, they were hoping to hold a September event, but failed to draw interest from vendors due to the heat. The October event was scheduled for 10/20, but was also cancelled. In order to help insure that the November event to be held in conjunction with the Veterans Day Parade, is a success, City staff stepped in to help augment efforts and helped procure multiple additional vendors. *Staff has had continued discussions about once again handling the event starting in the spring and notified the CofC Board. At that time they expressed an interest in continuing to work with the City on the event*

3rd Annual Veteran’s Day Parade – Held last week.

MEETINGS & EVENTS RECENTLY ATTENDED:

- 10/24/16 Management Staff Meeting *City Hall*
- 10/25/16 WWTP - Weekly Progress Meeting *WWTP Plant*
- 10/27/16 IVECA Board Meeting *EC ED Offices*
- 10/31/16 Management Staff Meeting *City Hall*
- 11/01/16 WWTP - Monthly Progress Meeting *WWTP Plant*
- 11/02/16 Holtville CofC Board Meeting *City Hall*
- 11/04/16 Veterans Day Parade Planning Meeting *City Hall*
- 11/05/16 Somerton Cornfest *City of Somerton, AZ*
- 11/08/16 WWTP - Weekly Progress Meeting *WWTP Plant*
- 11/10/16 Meeting with Pyramid re: Grape/115 Project *City Hall*
- 11/11/16 3rd Annual Veterans Day Parade *Fifth Street/Holt Park*

UPCOMING EVENTS:

- 11/14/16 Management Staff Meeting *City Hall*
- 11/16/16 RWQB Inspection *Holtville WWTP*
- 11/16/16 Heber PUD Anniversary Gala *Club Lohoo (Heber)*
- 11/17/16 Community Relations Council *Imperial Regional Detention Facility*
- 11/17/16 IVECA Annual Dinner *Imperial Palms Resort*
- 11/18/16 Holtville Green & Gold Banquet *Imperial Palms Resort*
- 12/02/16 NAF El Centro Holiday Parade *NAF El Centro*
- 11/19/16 Imperial Market Days *City of Imperial*
- 11/21/16 Holtville Planning Commission Meeting *City Hall*
- 11/24/16 Thanksgiving *(City Hall Closed)*
- 11/28/16 Holtville City Council Meeting *City Hall*
- 11/29/16 WWTP - Monthly Progress Meeting *WWTP Plant*
- 12/01/16 IVECA Board Meeting *EC ED Offices*
- 12/01/16 Christmas Tree Lighting *Holt Park*
- 12/01/16 Holtville CofC Board Meeting *Imperial Palms Resort*
- 12/14/16 ICTC Management Committee & CCMA Meetings *IID Water Control Conf Rm (Imperial)*
- 12/15/16 Christmas in the Park *Holt Park*
- March, 2017 City of Holtville Farmers Market *Holt Park*

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

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

City of Holtville

REPORT TO CITY COUNCIL

MEETING DATE:	11/14/16	
ITEM NUMBER	5 a	
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

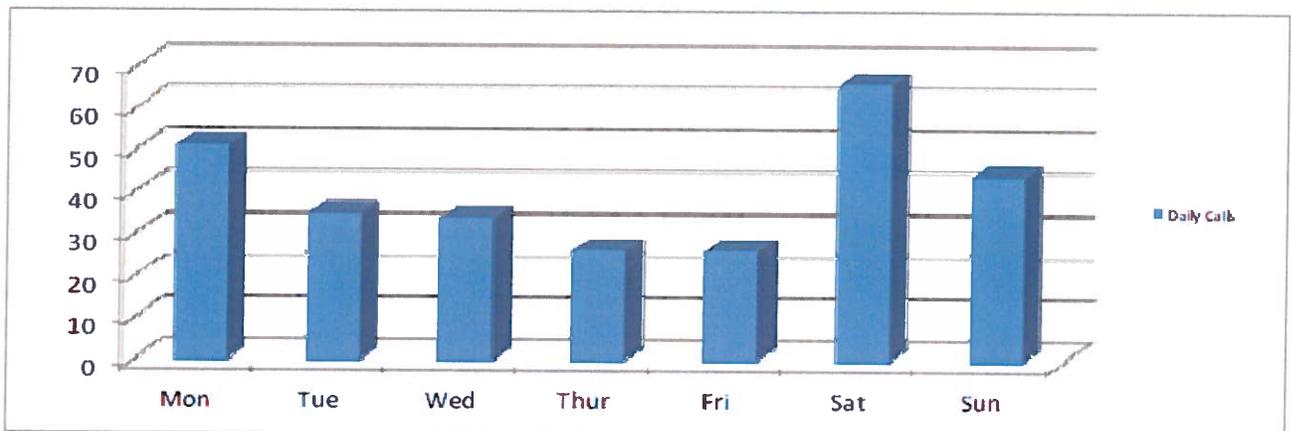
DATE ISSUED: November 8, 2016
FROM: Sergeant Robert Benavidez, Chief of Police
SUBJECT: Holtville Sheriff's Monthly Report - October, 2016

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

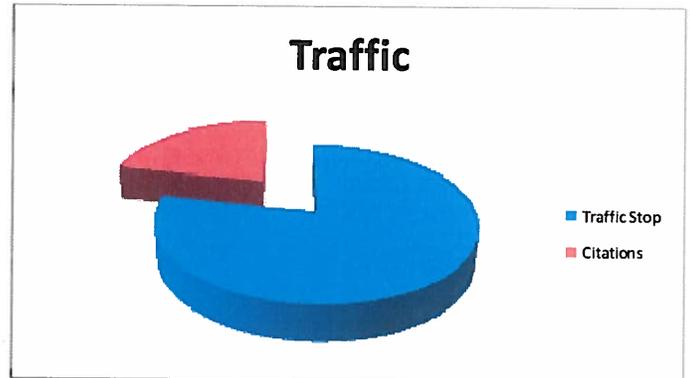
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of October, 2016.

Calls For Service:

- **258** 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 **Saturdays** with **66 calls**. The lowest volume of calls for service occurred on **Thursdays AND Fridays**. The highest volume of calls occurred from **8:00 PM to 9:00 PM**

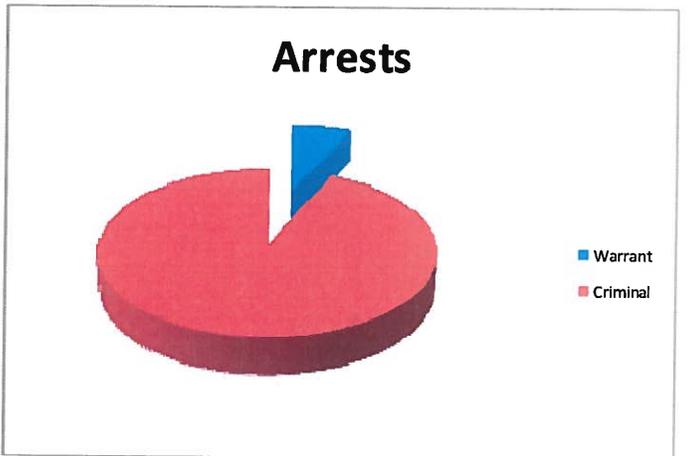


<i>Traffic</i>	<i>Total</i>
Traffic Stops	68
Citations Issued	20
Traffic Collisions	6
DUI's	3



<i>Crimes</i>	<i>Total</i>
Burglary	6
Battery	2
Vandalism	3
Disturbing the Peace	15
Narcotic Offenses	5

<i>Arrests</i>	<i>Total</i>
Warrants	1
Criminal	14
Total	15



<i>Miscellaneous</i>	<i>Total</i>
Animal Problem	3
Alarm Calls	13
Deputy Request	13
Suspicious Person/Circ.	11

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

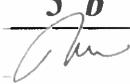
- On 10/2/16 Deputies took report of stolen vehicle at 8th and Walnut, vehicle was later recovered.
- On 10/3/16 Deputies assisted US Marshals with apprehension of two subjects with outstanding warrants from/in the Holtville Area.
- On 10/3-10/5 Deputies assisted with Finley School Walk to School event (Finley Elem)
- On 10/6/16 Report taken for violation of court order and intimidation of a witness. Suspect was contacted, arrested and booked.
- On 10/7/2016 Deputies held "Coffee with a cop" event at Holt park & Civic Center.
- On 10/8/16 on 600 Block alley of Maple Ave/ Walnut Ave. A pedestrian check resulted in the discovery narcotics, subject was arrested as result.
- On 10/9/16 a Domestic Violence was reported at the Police Station. Suspect was subsequently arrested as a result of the report
- On 10/10/16, Fifth St/ Cedar Ave. Two subjects arrested for narcotics violations.
- On 10/21/16 Deputies responded to 7th and Olive for report of a Burglary of power tools.
- On 10/22/16 Deputies responded to 8th and Fern in reference to a civil issues. Two subjects were arrested for narcotics violations.
- On 10/23/16 traffic stop on 6th and Fern Ave. Driver arrested for DUI
- On 10/27/2016 Deputies & Explorers assisted with security and operation of Finley School Halloween Carnival
- On 10/28/2016 Deputies attended Pine School for Drug Prevention Event
- On 10/28/2016 Deputies attended Finley School and assisted with Pumpkin Dash Run Event
- On 10/28/16 at 900 block of Walnut, hit and run involving multiple vehicles. Driver later located and arrested for hit and run, no injuries.
- On 10/29/16 Deputies responded to 8th st in reference to stolen vehicle, vehicle later recovered.
- On 10/30/16 3rd/ Maple Ave. subject arrested and booked DUI.

- On 10/31/2016 Deputies attended Halloween at Finley Elementary School and provided candy to students.

Respectfully submitted,

Sergeant Robert Benavidez

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	11/14/16
ITEM NUMBER	5 b
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: November 9, 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 10/19/16 to 11/09/16

Also included with this report is a summary of all Pretreatment Program related activities, as well as photos detailing the progress regarding construction of the wastewater treatment plant.

PRETREATMENT PROGRAM:

FOG INSPECTIONS: *(submitted by Lui Garza – Pretreatment Program coordinator)*

- **Mi Casita Mexican Restaurant-** FOG Survey was picked up and BMP log sheets were up next to kitchen sinks. Owner is in the process of purchasing a grease trap. I will check up for an update on 11/03/16.
- **Taco Shop-** Met with owner on 10/20/16 and provided her with general grease control equipment information. Phone meeting with owner on 10/27/16 where I provided her with an average water usage based on the business water bill. The owner was going to purchase a grease trap before the end of the month. I will check for an update on 11/03/16
- **Donut Avenue-** Picked up completed BMP log sheet on 10/20/16. Grease trap inspection failed. I informed the staff and manager that grease trap must be cleaned regularly. Visited the FMP again on 10/27/16 to inspect grease trap and it had been properly cleaned. I will be back on 11/10/16 to check up on grease trap again.
- **D'Lupitas-** Picked up BMP log sheets on 10/27/16. Spoke with owner for an update on the purchase of grease control equipment. Owner stated they were still looking for one and they had a trip planned for SD that weekend to purchase one, I will check back with them on 11/03/16.

- **Hot Rods and Beer-** Visited on 10/20/16 and BMP log sheets were up next to kitchen sinks. I spoke with owner John and gave him general grease control equipment information. He was cooperative and stated he was going to search for one. Next visit is scheduled for 11/03/16.
- **George's Pizza-** Inspected the facility took pictures of all the sinks and dropped off FOG packet on 10/06/16. I have not been able to make contact with them again due to late opening time. Will try again on 11/03/16.
- **Old Town Café-** Grease control equipment information was given to restaurant owner on 10/06/16. Visited again on 10/27/16 for an update on the grease trap. The owner stated she had already purchased it and was looking for a plumber that best fit her needs. I suggested for her to call the health dept. as to the location of the grease trap before any plumbing work was to begin. Will check back with the owner on 11/10/16.
- **Barbara Worth-** FOG inspection was completed on 10/06/16. Took pictures of all the kitchen sinks and grease trap. BMP log sheets were completed and picked up for filing. Inspection was a pass. Next scheduled visit is set for 11/17/16.
- **Holtville Unified School District-** FOG inspection was carried out on 10/13/16, I took pictures of all the kitchen sinks at Finley school, Holtville Middle School, and the High School. I gave grease control equipment information to the assistant manager. Met up with Lucy Chabolla (Food Services Director) and picked BMP log sheet on 10/20/16. Lucy said the school district was going to have renovations this year and that they were going to include the installation of grease control equipment in their kitchens. Next meeting for an update on the renovations is set for 11/17/16.

COMMUNITY OUTREACH: (10/31/2016)

- Residential FOG educational flyers were inserted along with the monthly water bills.
- Grease Control Equipment Information was prepared and given to all FPEs.

UPCOMING TASKS:

- Walk thru inspections with 6th street Cooling, Highline Cooling have been set up with the facility Manager for 11/03/16.
- Inspect the discharge area for the Humble Farmer Brewery
- Develop a 2 year pretreatment program plan

WATER TREATMENT PLANT:

- Staff completed leak repairs and thorough cleaning of sodium hypochlorite (chlorine) and aluminum sulfate (alum) tanks in main building chemical storage annex.
- Staff completed installation of evaporative cooler on east side of chemical storage annex.

- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

WASTEWATER TREATMENT PLANT:

- **WWTP and PW staff completed emergency repairs to broken 4" sludge discharge pipeline to aerobic digester.**
- **WWTP staff completed annual Effluent Toxicity and Priority Pollutant sampling and sent to Babcock Labs for analysis.**
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

NEW WWTP CONSTRUCTION:

(Please see attached photos)

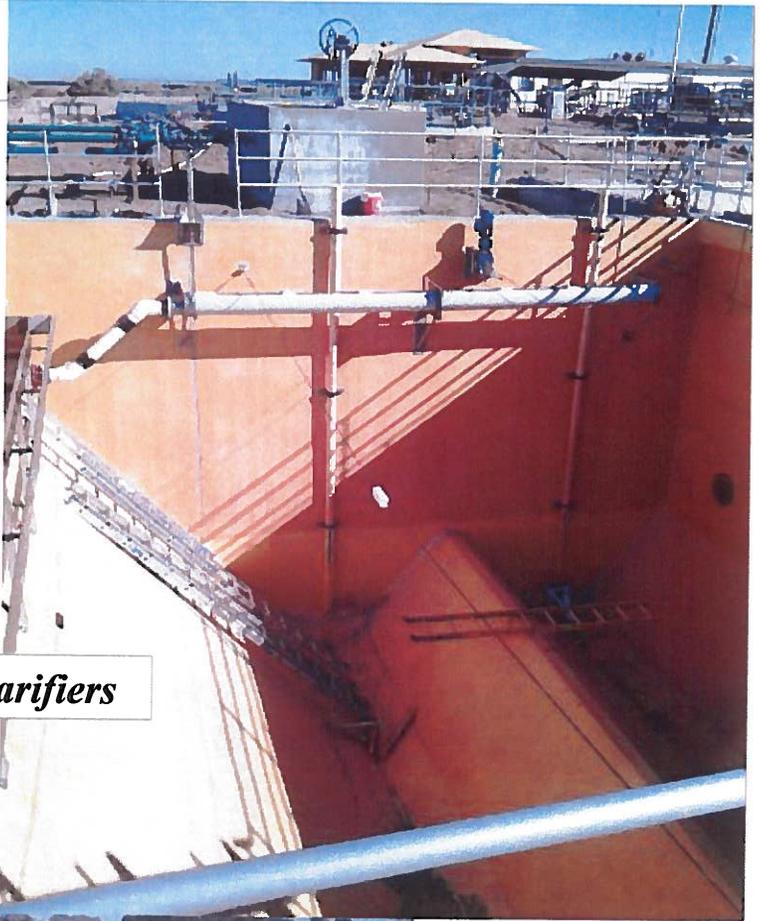
- **Pacific Hydro work crews completed installation of HVAC ducting, doors, windows, and electrical service for new lab-operations building.**
- **Pacific Hydro work crews began installation of new mechanical screen and grit separator units for plant headworks.**
- **Pacific Hydro work crews completed installation of secondary clarifier piping, overflow weirs, and skimmer connections.**
- **Pacific Hydro work crews completed installation of air blowers for new septage receiving station.**

Respectfully Submitted,

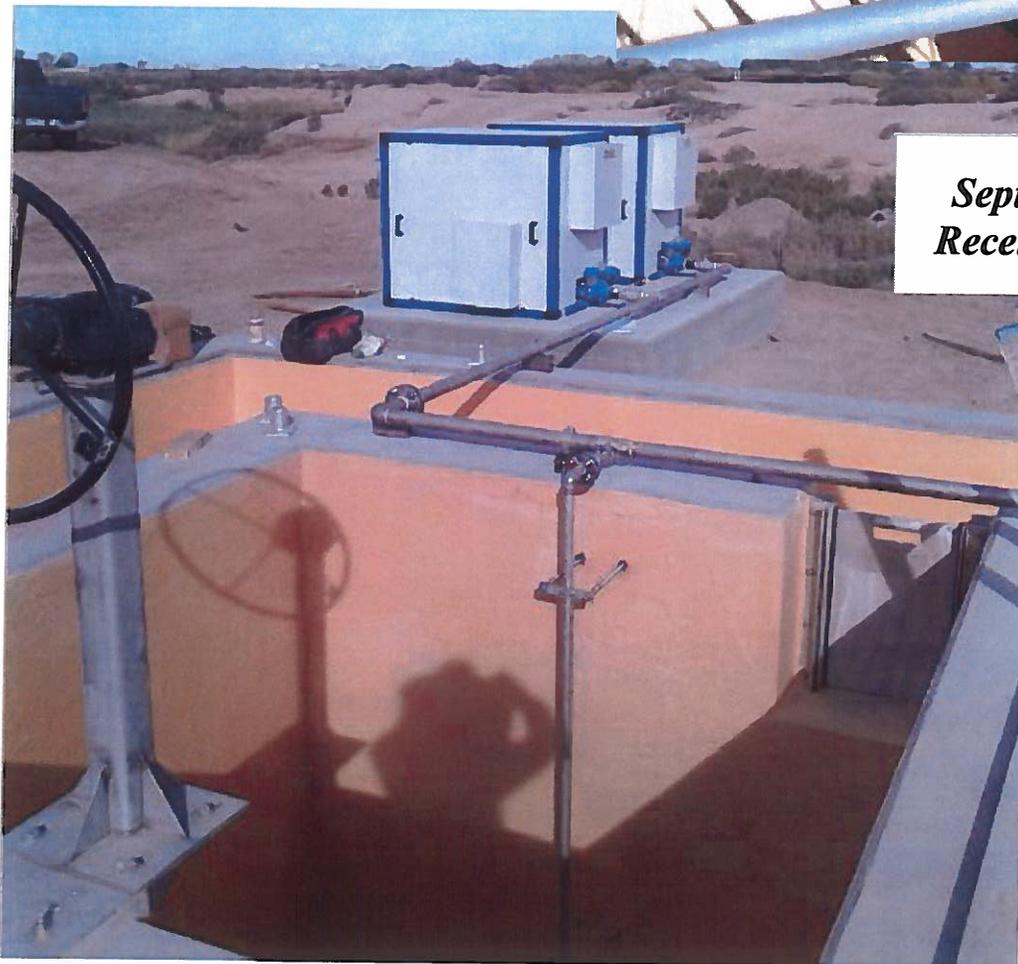


Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

WWTP Construction



Secondary Clarifiers

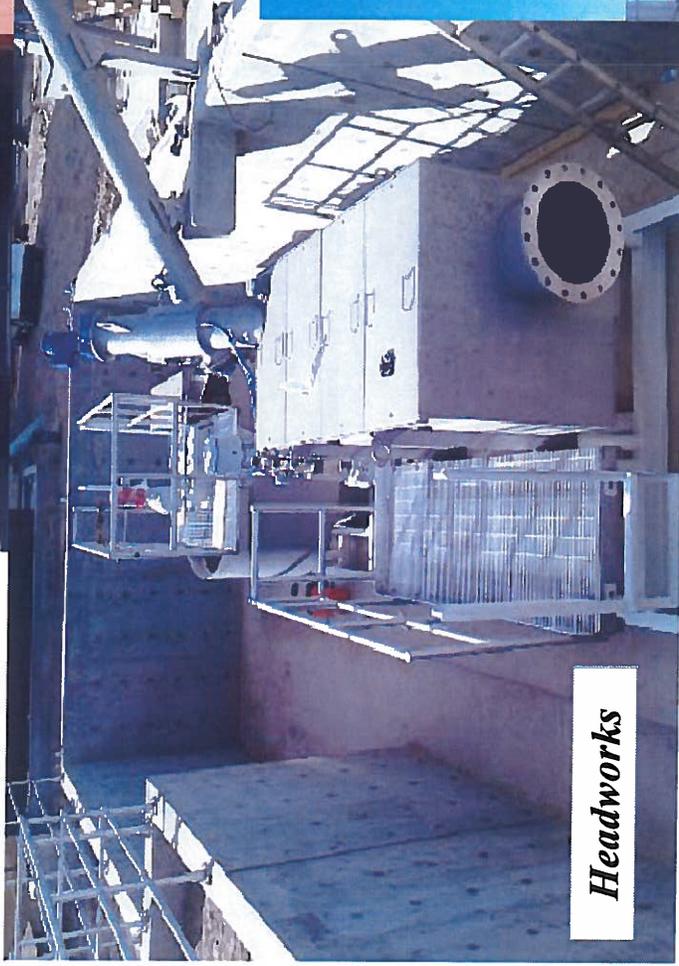


*Septage
Receiving*

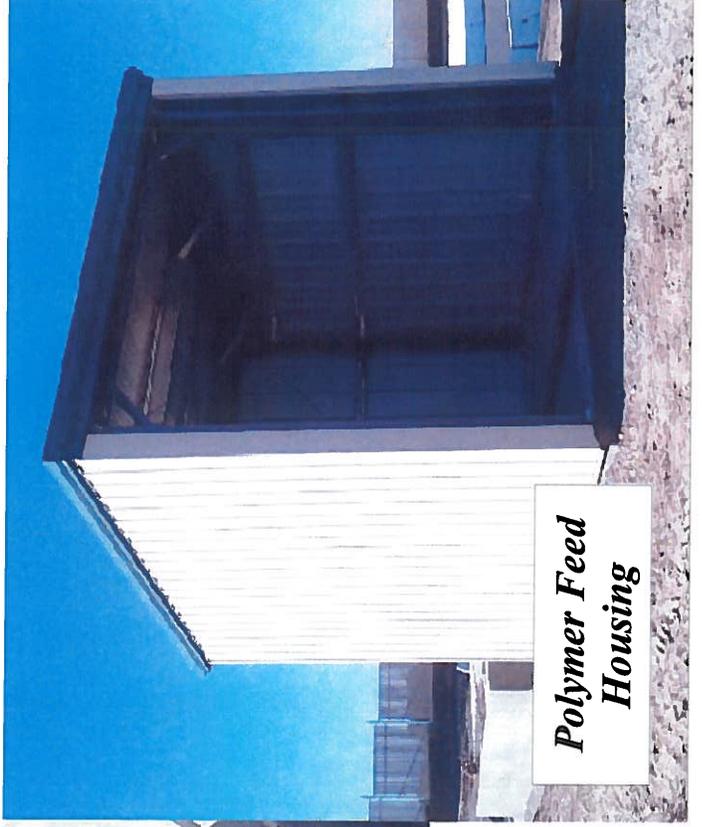
WWTP Construction



New Lab Building



Headworks



*Polymer Feed
Housing*

**City of Holtville
REPORT TO CITY COUNCIL**

MEETING DATE:	11/14/16
ITEM NUMBER	5 c
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: November 9, 2016
FROM: Alex Chavez, Public Works Foreman
SUBJECT: Bi Monthly Report - Public Works

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

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

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town .
- Patch potholes in different locations in town.
- Ran main sewer lines in different locations in town.
- Caught 6 dogs.
- Set up for Veterans Day Parade.
- Sucked out JR. High drain.
- Installed wiring from camber building to gazebo.
- Repaired two doors at City Hall.
- Cleaned up old dog pound for cleanup day on Saturday 11/12.

Respectfully Submitted,



Alejandro Chavez
Public Works Foreman

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: November 10, 2016
FROM: Hector Orozco, Finance Supervisor
SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

Income Statement Review of Major Funds- Excludes HOME, CDBG, Successor Agency and LTF

(Major Funds are those which total assets, revenues or expenditures are at least 10% of the relevant fund category and 5% of the corresponding total for all governmental and enterprise funds combined.)

General Fund

YTD ending 10/31/16, The General Fund is reporting excess revenue over expenses of \$64,352

Water Fund

YTD ending 10/31/16, The Water Fund is reporting excess revenue over expenses of \$145,183.

Sewer Fund

YTD ending 10/31/16, The Sewer Fund is reporting excess revenue over expenses of \$135,648.

Trash

YTD ending 10/31/16, The Trash Fund has a \$4,139 deficit.

Local Transportation Authority

YTD ending 10/31/16, The City has received \$196,195 in Measure D Tax Revenue.

Treasurer's Report- Not Included

Quarterly Top Sales Tax Producers –Not Included

Respectfully submitted,



Hector Orozco

CITY OF HOLTVILLE
Income Statement - General Fund
For 4 Month Ending October, 2016

Revenue	Budget	YTD	% of Budget
Secured/Unsecured/Other Property Taxes	114,700.00	13,064.26	11%
Utility Taxes	451,250.00	177,428.47	39%
Sales Taxes	300,000.00	116,169.65	39%
Public Safety AGM	50,000.00	16,097.76	32%
Transient Occupancy Tax	850.00	450.72	53%
Franchise Fees	90,000.00	28,890.42	32%
License/Permits	28,630.00	3,650.00	13%
Fines & Penalties	1,450.00	236.52	16%
Interest Earnings	1,000.00	4,875.74	488%
Rents & Concessions	7,250.00	2,957.00	41%
Revenue from other Agencies	878,948.00	275,507.70	31%
Current Services	69,568.00	39,568.32	57%
Other Revenue	40,000.00	15,603.25	39%
Transfer In	650,000.00	325,000.00	50%
Total Revenues	2,683,646.00	1,019,499.81	38%
Expenditures			
Salaries	659,712.00	245,857.62	37%
Benefits	212,044.00	61,315.76	29%
Personal Expense	126,200.00	92,045.16	73%
Bad Debt Expense		-	
Materials and Supplies	1,610,824.00	534,524.88	33%
Capital Outlays/Transfer Out	33,400.00	21,403.57	64%
Total Expenditures	2,642,180.00	955,146.99	36%
Net Revenues over Expenses	\$ 41,466.00	\$ 64,352.82	