

**THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE  
CITY COUNCIL AND REDEVELOPMENT AGENCY  
December 13, 2010**

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The regular meeting of the Holtville City Council and Redevelopment Agency was held on Monday, December 13, 2010 at 5:00 p.m. in the Civic Center. Council Members present were David Bradshaw, Richard Layton and Jerry Brittsan. Colleen Ludwig was absent. Staff members present were Laura Fischer, Rosa Ramirez, Gordon Johnson, Matt Hughes and Glyn Snyder. City Attorney Steve Walker, City Engineer Jack Holt, City Planner Justina Arce and City Treasurer Pete Mellinger were present.

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

Mayor Pro Tem Bradshaw called the meeting to order at 5:05 p.m.

**CITY COUNCIL AND REDEVELOPMENT AGENCY MEETING OPEN  
SESSION MEETING CALLED TO ORDER:**

Mayor Pro Tem Bradshaw called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE:**

Council Member Layton led the pledge of allegiance.

Mayor Pro Tem Bradshaw asked for a moment of silence for Michael Ludwig, Ann Marie Bernhouse, Carl Rubin, Shawn Aikens and Kelly Blair Berg.

**INVOCATION:**

Invocation was led by Pastor Doc Seuss of Cornerstone Community Church.

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

The City Clerk verified that the agenda was duly posted on December 9, 2010.

**EXECUTIVE SESSION ANNOUNCEMENTS:**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

*(Government Code Section 54957.6)*

Title: City Manager Evaluation

No reportable action taken.

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

*(Government Code Section 54956.9(b)(1))*

2 Matters

No reportable action taken.

**PUBLIC COMMENTS:**

None

**SERVICE APPRECIATION PRESENTATION TO:** County Board of Supervisor,  
Wally Leimgruber

A plaque was presented to Mr. Leimgruber for twelve years of service as Board of Supervisor for District 5.

Council Minutes 12/13/10

## **CONSENT AGENDA:**

- 1. Approval Of Minutes Of The City Council Regular Meeting Of November 22, 2010**
- 2. Approval Of Minutes Of The Redevelopment Agency Regular Meeting Of November 22, 2010**
- 3. City Council Current Demands #28191 To #28245**
- 4. Redevelopment Agency Current Demand #1613**

A motion was made by Council Member Layton and seconded by Council Member Brittsan to approve Consent Agenda items 1-4. All members present were in favor and the motion carried unanimously.

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

### **City Manager Report**

The City Manager reviewed the written report provided to Council. She attended Steve Walker's Christmas party.

## **UNFINISHED BUSINESS:**

### **CITY COUNCIL**

#### **Discussion/Related Action To Authorize City Manager To Award Bid For Sewer Rate Study And Sign All Project Related Documents – Laura Fischer, City Manager**

A motion was made by Council Member Brittsan and seconded by Council Member Layton to authorize City Manager to award bid for Sewer Rate Study to Raltelis Financial Consultants, Inc. and sign all project related documents. All members present were in favor and the motion carried unanimously.

## **NEW BUSINESS:**

### **CITY COUNCIL AND REDEVELOPMENT AGENCY**

#### **Discussion/Related Action To Adopt RESOLUTION 10-56 Reciting The Fact Of The General Election Held On November 2, 2010 Declaring The Result And Such Other Matters As Provided By Law – Laura Fischer, City Manager**

A motion was made by Council Member Layton and seconded by Council Member Brittsan to adopt Resolution 10-56 reciting the fact of the General Election held on November 2, 2010 declaring the result and such other matters as provided by law. The motion carried 3/0 in the form of a roll call vote.

#### **Discussion/Related Action To Select A Mayor And Mayor Pro-Tem Of City Council And Chairman And Vice Chairman Of The Redevelopment Agency To Serve During The Next Year - Laura Fischer, City Manager**

A motion was made by Council Member Brittsan and seconded by Council Member Layton to nominate David Bradshaw as Mayor of the City Council and Chairman of the Redevelopment Agency. All members present were in favor and the motion carried

unanimously. A motion was made by Council Member Layton and seconded by Mayor Bradshaw to nominate Jerry Brittsan as Mayor Pro Tem of the City Council and Vice Chairman of the Redevelopment Agency. All members present were in favor and the motion carried unanimously.

#### **SWEARING IN OF THE NEW COUNCIL MEMBERS**

The new Council Members, Mike Goodsell and Richard Layton were sworn in by the City Clerk.

#### **RECESS CALLED – RECEPTION HELD AT CIVIC CENTER**

##### **Discussion/Related Action To Adopt RESOLUTION 10-22 Approving ADA Complaint Procedures And Designation Of ADA Coordinator – Justina Arce, City Planner**

A motion was made by Council Member Layton and seconded by Council Member Brittsan to adopt Resolution 10-22 approving ADA Complaint Procedures and designation of ADA Coordinator, Matt Hughes. The motion carried 4/0 in the form of a roll call vote.

##### **Discussion/Related Action To Approve The Preparation Of The Holtville Wastewater Treatment Plant (WWTP) Project Engineering Report (PER), Environmental Assessment And Administrative Work - Jack Holt, City Engineer**

A motion was made by Council Member Brittsan and seconded by Council Member Layton to approve the preparation of the Holtville Wastewater Treatment Plant (WWTP) Project Engineering Report (PER), Environmental Assessment and Administrative Work. All members present were in favor and the motion carried unanimously.

##### **Discussion/Related Action To Adopt RESOLUTION 10-53 To Authorize City Manager To Submit Application For Funding Through The Clean Water State Revolving Fund Program - Justina Arce, City Planner**

A motion was made by Council Member Layton and seconded by Council Member Goodsell to adopt Resolution 10-53 approving and authorizing the submission of a financial assistance application to the State Water Resources Control Board and authorizing the City Manager to sign and file for and on behalf of the City of Holtville the necessary documents for financing agreement(s) from the State Water Resources Control Board. The motion carried 4/0 in the form of a roll call vote.

##### **Discussion/Related Action To Approve Proposition 1B Street Improvement Projects – Jack Holt, City Engineer**

A motion was made by Council Member Brittsan and seconded by Mayor Bradshaw to approve the scope of work for a street improvement project as presented by Jack Holt, City Engineer and authorize staff to develop and submit a Request for Proposal for construction of street improvement project and modify budget to include expenditures of \$306,000 from Proposition 1B and \$200,000 from Local Transportation Authority Funds. All members present were in favor and the motion carried unanimously.

##### **Discussion/Related Action To Approve Going Dark For The December 27<sup>th</sup> Meeting – Laura Fischer, City Manager**

A motion was made by Council Member Layton and seconded by Council Member Goodsell to approve going dark for the December 27<sup>th</sup> meeting. All members present were in favor and the motion carried unanimously.

#### **INFORMATION ONLY:**

**Staff Reports**

Written reports were provided by the following: Finance Manager, Public Works Supervisor, Water Works Supervisor, Police Department and City Planner. A Grant Report was also provided.

**ADJOURNMENT:**

There being no further business to come before council, Mayor Bradshaw adjourned the regular City Council and Redevelopment Agency Meeting at 7:20 p.m.

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David Bradshaw, Mayor

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Glyn Snyder, City Clerk