

**THE MINUTES OF THE SPECIAL MEETING OF  
THE HOLTVILLE PLANNING COMMISSION  
February 6, 2012**

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The special meeting of the Holtville Planning Commission was held on Monday, February 6, 2012 at 6:00 p.m. in the Civic Center. Commissioners present were Jim Predmore and Federico Garcia. Ginger Ward was absent. Ex Officio Member Richard Layton and Council Member Colleen Ludwig were also present. Staff Member Alex Meyerhoff was present. Glyn Snyder was absent. Attorney Martin Gonzalez represented Steve Walker in his absence. Also present from the Holt Group were City Planner Justina Arce, Adriana Calderon and Blanca Magana.

Holtville residents attending the meeting were Ross Daniels, Victor Rombaut, Harry Dillon and Rogelio Tafoya.

**PLANNING COMMISSION OPEN SESSION MEETING CALLED TO ORDER:**

Commissioner Predmore called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Federico Garcia.

**VERIFICATION OF POSTING OF AGENDA:**

Ms. Arce verified that the agenda was duly posted at City Hall on February 2, 2012.

**PUBLIC COMMENTS:**

None

**REPORTS OF CITY OFFICERS:**

**Planning Staff Report**

Ms. Arce communicated that Mr. Meyerhoff had stepped out. She announced that the City received a letter of resignation from Mr. Javier Ramos which leaves two vacant seats on Planning Commission. The vacancies will be advertised in the Holtville Tribune. One interested party has already picked up an application. Ms. Arce announced that the planning staff report would no longer be presented on a monthly basis, but she would be providing a verbal overview of the planning activities in the City. Mr. Federico Garcia asked if there would be reports that would be submitted to the City Manager that may be available for the Commissioners to review. Mr. Meyerhoff communicated that the City is over budget on planning services and will reduce reporting until the end of the fiscal year. Ms. Arce reported that Baja Tires has purchased a lot across from 7/11 and they are working with Duggins Construction with some improvement plans. The plan is to demolish the existing building and build a new facility. She also communicated that Trinity Baptist Church is still raising funds for their project and no additional requests have been made to the City.

**City Attorney Report**

Mr. Gonzalez requested a date for Ethics Training. Mr. Meyerhoff said the training will be conducted by Mr. Walker on February 21, 2012 at the special meeting scheduled for Planning Commission and City Council.

**REPORTS OF PLANNING COMMISSIONERS:**

None

**Second Public Presentation: City of Holtville Outfall Main Pipeline And Residential Wastewater Collection System Project Under BECC Funding – Justina Arce, City Planner**

The first public presentation was held on November 21, 2011 which covered the proposed Outfall Main Pipeline and Residential Wastewater Collection System Project. Potential route alternatives and an overview of steps that need to be taken were discussed. Ms. Arce also discussed financing that may be available to the City. The second public presentation provided a brief background, project updates and the change in conditions. The presentation also provided thorough environmental information on the project in the mitigation measures that are being proposed. Additionally, an update on financial information was provided.

**Comments were received from three residents as follows:**

**Comment 1** - Mr. Victor Rombaut communicated that he had requested that the City provide him with an updated map of the proposed sanitary sewer outfall pipeline route. Maps were personally provided to Mr. Rombaut on February 9, 2012.

**Comment 2** – Mr. Ross Daniels communicated that easements being requested by the City could interfere with his fence and landscape improvements. Ms. Arce said that the proposed easement location has been reviewed and it was determined that the easement would not affect the fence or property line. A letter regarding the same was issued to Mr. Daniels on February 21, 2012.

**Comment 3** - Mr. Rogelio Tafoya expressed a personal concern over his individual investment in a private 6” sewer line along the alley way that could now be replaced by the 8” sewer lateral proposed by the City along the same alley way. He inquired of any potential reimbursement for his personal investment. Ms. Arce communicated that she would conduct some research and get back to Mr. Tafoya. On February 13, 2012 a letter was issued to Mr. Tafoya regarding his request.

**ADJOURNMENT:** Commissioner Predmore adjourned the meeting at 7:30 p.m.

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Glyn Snyder  
Secretary

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Jim Predmore  
Commissioner