

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

**Monday, April 10, 2023**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Ginger Ward, Mayor             | <input type="checkbox"/> Michael Pacheco, Council Member    | <input type="checkbox"/> Steve Walker, City Attorney |
| <input type="checkbox"/> Murray Anderson, Mayor Pro Tem | <input type="checkbox"/> George Morris, City Treasurer      | <input type="checkbox"/> Jack Holt, City Engineer    |
| <input type="checkbox"/> Mike Goodsell, Council Member  | <input type="checkbox"/> Nick Wells, City Manager           | <input type="checkbox"/> George Galvan, City Planner |
| <input type="checkbox"/> John Munger, Council Member    | <input type="checkbox"/> Adriana Anguis, Finance Supervisor | <input type="checkbox"/> Joe Conkey, Police Chief    |

**THIS IS A PUBLIC MEETING**

*The Holtville City Council values your input if there is an issue on which you wish to be heard, for both items listed on the agenda and for items of general concern. The Mayor reserves the right to place a limit on each person's comments. Any public comments must include the individual's name and address for the record. Personal attacks on individuals and/or comments which are slanderous or which may invade an individual's personal privacy are not permitted.*

**CITY COUNCIL**

**MEETING CONVENED 5:30 PM**

**CLOSED SESSION PUBLIC COMMENTS:** This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting.

**ADJOURN TO CLOSED SESSION**

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

*(Government Code Section 54956.8)*

Property: APN 045-281-004 formerly held by the former Holtville RDA (*S of Browning Trailer*)

Agency Negotiators: City Manager and City Attorney

Under Negotiation: Potential Sale

**RECONVENE OPEN SESSION**

**PLEDGE of ALLEGIANCE:**

**INVOCATION:**

**CITY CLERK RE: Verification of Posting of the Agenda**

**EXECUTIVE SESSION ANNOUNCEMENTS:**

**GENERAL PUBLIC COMMENTS:** The public may address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council.

**1. 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.*

- a. Approval of the Minutes from the Regular Meeting of Monday, March 27, 2023.
- b. Current Demands #45329 through #45371.

## REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

### 2. UNFINISHED BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION #23-12** Approving Acceptance of the Gift of Property at Fourth Street and Chestnut Avenue (APN 045-633-022-000) from Campesinos Unidos  
*George Galvan, City Planner*

### 3. NEW BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION #23-13** Authorizing Award of a Contract for Trestle Repair Project Design  
*Nick Wells, City Manager*
- b. **Discussion Related Action** Responding to a Request by Holtville Little League for Financial Assistance with Expenditures Incurred for the Upkeep of Mack Park Baseball Facilities  
*Nick Wells, City Manager*

### 4. INFORMATION ONLY: *None*

### 5. STAFF REPORTS

- a. **City Manager Report - Nick Wells**  
b. Finance Supervisor - *Adriana Anguis*  
c. Police Chief - Joe Conkey  
d. Water/Wastewater Supervisor - *Frank Cornejo*  
e. ~~Public Works Foreman - Alex Chavez~~ (*Not Provided*)


### 6. Items for future meetings

### 7. ADJOURNMENT:

I, Nicholas D. Wells, Acting City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website ([www.Holtville.ca.gov](http://www.Holtville.ca.gov)) on Friday, April 7, 2023.

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

**Monday, March 27, 2023**

MEETING DATE:	<u>4/10/23</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, March 27, 2023, at 5:30 pm in the Civic Center. Mayor Ginger Ward was present, as were Council Members Murray Anderson, Mike Goodsell, John Munger and Mike Pacheco. Also present were Finance Supervisor Adriana Anguis, City Attorney Steve Walker, Fire Chief Alex Silva, and City Manager Nick Wells.

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

*The Closed Session meeting was called to order at 5:30 PM. by Mayor Ginger Ward.*

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

*Mayor Ward called the Open Session meeting to order at 6:03 PM.*

**PLEDGE OF ALLEGIANCE:** *Mr. Pacheco led the Pledge of Allegiance.*

**INVOCATION:** *The Invocation was given by Mr. Goodsell.*

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

*City Manager Nick Wells verified that the agenda was duly posted on Friday, March 24, 2023.*

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

*(Government Code Section 54956.8)*

*No Reportable Action Taken*

**EXECUTIVE SESSION ANNOUNCEMENTS:**

*Mr. Walker reported that there was no reportable action from the Closed Session.*

**GENERAL PUBLIC COMMENTS:**

*Deborah McGarrey, Public Affairs Manager for SoCalGas, came to provide an update on natural gas prices, which were historically high in recent months. She noted that SoCalGas does not set the price, rather they are determined by national and regional market prices, which have dropped considerably in recent weeks, decreasing by more than 80% from the January rates. Additionally, the California Public Utilities Commission recently accelerated the California Climate Credit, which residential customers will see on their February and March bills. SoCalGas has delayed collection activity on overdue residential accounts and will not disconnect overdue residential customers until further notice and have made bill payment assistance programs readily available. Ms. McGarrey will send more information on these funds to Mr. Wells.*

*Stacey Britschgi (854 Cedar Avenue) came to thank Alex Silva for bringing firefighters to help out at Schwingfest at the Swiss Club on Saturday, March 25. She hopes they had a good lunch.*

*Anette Cortez (307 E Eighth Street) began by saying that she recently moved to Holtville to be a part of what she had seen as such a wonderful community. She believes Holtville is a lovely town, "out of a Hallmark movie" and loves raising her five children here. She recently became very concerned about the safety of the intersection of Eighth Street and Holt Avenue, as she observed a group of*

children playing in that vicinity after church that were almost hit by a semi truck travelling at a high rate of speed. She is requesting a stop sign at that location.

**PROCLAMATION:** *Gloria Brambila of Westmorland, Steven Hilfiker of Holtville, and Jesse (also of Westmorland) spoke to help raise awareness about autism Ms. Brambila is a volunteer advocate for autism, promoting inclusion, acceptance, and seeing an individual for more than just their condition. Both Steven and Jesse are dealing with their own autism and came to tell of some of the successes they have had with help. compassion in schools. Mr. Goodsell added that Steven is a “star student.” Steven also had information on Autism Awareness Month events. He and Jesse thanked the Council for everything they’ve done for the community and for hearing their stories.*

*Mayor Ward then read the proclamation declaring April, 2023 as Autism Awareness Month and April 2, 2023 as World Autism Awareness day in Holtville, presenting the document to the group.*

## **1. CITY COUNCIL CONSENT AGENDA:**

- a. Approval of the Minutes from the Regular Meeting of Monday, March 13, 2023.**
- b. Current Demands #45278 through #45328**

*A motion was made by Mr. Goodsell and seconded by Mr. Pacheco to approve the Consent Agenda as presented. The motion passed in the form of a roll call vote.*

**AYES:** *Anderson, Goodsell, Munger, Pacheco, Ward*

**NOES:** *None*

**ABSENT:** *None*

**ABSTAIN:** *None*

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

*Ms. Anguis apologized for not having her report submitted by Friday, providing a copy at the meeting. She had received the final 2021-22 audit report statements that day. The 2023-24 Budget process will begin soon. She attended the ICTC meeting last Thursday, they had an overview of funding programs, which was very informative. She will be attending a FEMA training at the County's Heber Fire Station this week.*

*Chief Silva reported that the firefighters have been busy with multiple mutual aid calls in Calexico due to an arsonist. HFD is planning a controlled burn training South of Hope Skate Park on April 14th if conditions and approvals allow. Last week the HFD Fill-a-Boot raised over \$1,500 for The Burn institute. He attended multiple events with his dalmatian “Chief,” and they both had a great time. They will be attending more community events in the upcoming weeks. HFD will be wearing shirts and changing the water tower light colors for Autism Awareness Month.*

*Mr. Pacheco attended the Caltrans groundbreaking event for the new bus shelter in Holt Park last week and felt that Mayor Ward represented us well. He also attended the League of Cities Division Dinner last week, which noted was well attended.*

*Mr. Anderson had nothing to report.*

*Mr. Goodsell also attended the League Division Dinner which happened to fall on his wedding anniversary. He delivered the City Brag Time remarks in a lively manner after he was encouraged by Mr. Munger to “do something different.” He also attended an ICTC meeting last week.*

*Mr. Munger also attended the League Division Dinner and commended Mr. Goodsell for his smooth delivery. He had a nice time at the dinner.*

*Mr. Walker reported that the League of Cities Division Dinner was enjoyable.*

*Mr. Wells reported that he also attended the Caltrans groundbreaking event but wished that the grass would have looked better, as it is being grown out for Easter in the Park. He and Mayor Ward attended a Zoom meeting with Assemblyman Garcia regarding potential health care district legislation. He hopes to attend the MTC Community Relations Meeting at the Imperial Regional Detention Center and will be meeting with representatives of Mechanics Bank this week.*

*Mayor Ward also attended the Caltrans Groundbreaking for the bus shelter. She said the event was interesting and she met a lot of people. She was unable to attend the League Division Dinner on Thursday due to a doctor appointment.*

**2. UNFINISHED BUSINESS:**     *None*

**3. NEW BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION #23-10** Authorizing an Application for the Sunset Rose Senior Apartments Project to the HCD California Housing Accelerator Program

***Nick Wells, City Manager***

*Mr. Wells explained that this is the third time that a version of this resolution has been presented, however, some of the language needed to be altered from the previously-passed versions.*

*A motion was made by Mr. Pacheco and seconded by Ms. Ward to approve the resolution as presented. The motion passed in the form of a roll call vote.*

**AYES:** *Anderson, Goodsell, Munger, Pacheco, Ward*

**NOES:** *None*

**ABSENT:** *None*

**ABSTAIN:** *None*

- b. Discussion/Related Action to Adopt RESOLUTION #23-11** Approving a Task Order for Design Engineering Services with The Holt Group for the East Ninth Street Sidewalk Improvements Project (Webb to Oak)

***Nick Wells, City Manager***

*Mr. Wells explained that as the City Engineer, The Holt Group had been performing some necessary preliminary work on this project, however, multiple complications have led to that work being more extensive than expected. Given the amount of effort already expended, Mr. Wells recommended just awarding the Design function to THG, forgoing putting the project out to bid. He explained multiple advantages of that tact, primarily with expediency. Concerns were raised over the ongoing public perception issue of "giving work" to THG without going out to bid. Discussion over the pros and cons ensued, with the Council ultimately being in favor of more transparency, with a short turnaround Request for Proposals..*

*The measure was rejected, with direction given to staff to advertise the Request for Proposals in as the City's delegate and John Munger as the alternate to the 2023 SCAG Regional Conference time for action at the April 24, 2023 meeting.*

- c. Discussion/Related Action to Adopt RESOLUTION #23-12** Approving Acceptance of the Gift of Property at Fourth Street and Chestnut Avenue (APN 045-633-022-000) from Campesinos Unidos

*Nick Wells, City Manager*

*Mr. Wells reported on the original request from Campesinos Unidos and the information that had been gathered on the property, including an assurance from the County Assessor that an existing Property Tax lien had been satisfied. Multiple Council members had reservations, given the ongoing pressure to rush the decision*

*Hesitation to move forward without further reassurance led to the item being tabled and staff was directed to perform further due diligence to fully vet the property's status.*

- 4. INFORMATION ONLY:** *None*

**5. STAFF REPORTS:**

- a. City Manager Report - Nick Wells**
- b. Finance Supervisor - Adriana Anguis**
- c. Fire Chief - Alex Silva**
- d. Water/Wastewater Supervisor - Frank Cornejo**

- 6. Items for Future Meetings:** *Action on the Holtville Little League request*  
*Action on the Campesinos Unidos request*

- 7. ADJOURNMENT:** *There being no further business to come before the Council, Mayor Ward adjourned the meeting at 7:21 PM.*

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**Nicholas D. Wells**, Acting City Clerk

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**Ginger Ward**, Mayor

Report Criteria:  
Detail report type printed

MEETING DATE: 04/10/23

ITEM NUMBER 1 b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY



Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount			
<b>45329</b>								
SEAN MCLAUGHLIN	FINAL CHEC	FINAL CHECK	03/23/2023	1,328.33	1,328.33	45329	03/24/2023	FIRE DEPT
<b>45334</b>								
ACE HARDWARE	D61227	POLE AND NET	03/15/2023	683.14	683.14	45334	03/29/2023	PUBLIC WORKS FIRE DEPT
	D49440	PARK SUPPLIES	01/18/2023	71.07	71.07	45334	03/29/2023	
	D49892	DEGREASER	01/20/2023	17.22	17.22	45334	03/29/2023	
	D62307	KEYS FOR MACK PARK	03/20/2023	64.52	64.52	45334	03/29/2023	
	D60727	DISINFECTANT	03/13/2023	23.68	23.68	45334	03/29/2023	
	D61236	KEYS FOR MACK PARK	03/15/2023	20.29	20.29	45334	03/29/2023	
	D61132	KEYS FOR DOG POUND	03/15/2023	6.01	6.01	45334	03/29/2023	
	D61181	SPRAY PAINT	03/15/2023	35.85	35.85	45334	03/29/2023	
	D61137	MACK PARK SUPPLIES	03/15/2023	68.94	68.94	45334	03/29/2023	
	D60240	CABLE FOR WEEDER	03/10/2023	25.85	25.85	45334	03/29/2023	
	D62197	PADLOCKS	03/20/2023	32.30	32.30	45334	03/29/2023	
	D61226	SPRAY PAINT	03/15/2023	21.10	21.10	45334	03/29/2023	
	D61228	SPRAY PAINT	03/15/2023	2.59	2.59	45334	03/29/2023	
	D61194	SPRAY PAINT	03/15/2023	28.02	28.02	45334	03/29/2023	
	D61422	SUPPLIES FOR THE HUT	03/16/2023	20.02	20.02	45334	03/29/2023	
	D61566	PAINT SUPPLIES	03/17/2023	130.52	130.52	45334	03/29/2023	
	D61578	GRAFFITI REMOVER	03/17/2023	26.48	26.48	45334	03/29/2023	
	D61831	SUPER GLUE DESTROY	03/18/2023	60.33-	60.33-	45334	03/29/2023	
	D61415	CLEANING SUPPLIES AN	03/16/2023	15.27	15.27	45334	03/29/2023	
	D59538	CLEANING SUPPLIES	03/07/2023	46.50	46.50	45334	03/29/2023	
	D61818	FIRE DEPT SUPPLIES	03/18/2023	60.33	60.33	45334	03/29/2023	
	D60698	CLEANING SUPPLIES	03/13/2023	34.88	34.88	45334	03/29/2023	
	D60806	VELCRO STRIP	03/13/2023	4.30	4.30	45334	03/29/2023	
<b>45335</b>								
ACME SAFETY & SUPPLY	155328-00	SIGNS	03/03/2023	815.12	815.12	45335	03/29/2023	PUBLIC WORKS
<b>45336</b>								
AFLAC	143948	INSURANCE PREMIUM	03/15/2023	147.57	147.57	45336	03/29/2023	ADMIN
	143948	INSURANCE PREMIUM	03/15/2023	8.08	8.08	45336	03/29/2023	
<b>45337</b>								
AIRWAVE COMMUNICATI	446101	TRUCK REPAIRS	01/30/2023	396.16	396.16	45337	03/29/2023	FIRE DEPT
<b>45338</b>								
ALEJANDRO ESTRADA	1404	IT SERVICES FOR MARC	03/27/2023	140.00	140.00	45338	03/29/2023	ADMIN
	1404	IT SERVICES FOR MARC	03/27/2023	324.00	324.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	IT SERVICES FOR MARC	03/27/2023	90.00	90.00	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	350.00	350.00	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	513.34	513.34	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	513.34	513.34	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	560.00	560.00	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	140.00	140.00	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	268.33	268.33	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	198.33	198.33	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	198.33	198.33	45338	03/29/2023	
	1404	COMPUTER CONSULTIN	03/27/2023	198.33	198.33	45338	03/29/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
<b>45339</b>								
ALL STAR FIRE EQUIPME	246223	EQUIPMENT REPAIRS	03/08/2023	331.22	331.22	45339	03/29/2023	FIRE DEPT
<b>45340</b>								
ARAMARK SERVICES, IN	#2000 FEBR	ARAMARK SERVICES	02/28/2023	265.68	265.68	45340	03/29/2023	PUBLIC WORKS
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	478.92	478.92	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	487.00	487.00	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	121.53	121.53	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	113.93	113.93	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	113.93	113.93	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	205.08	205.08	45340	03/29/2023	
	#2000 FEBR	ARAMARK SERVICES	02/28/2023	205.09	205.09	45340	03/29/2023	
<b>45341</b>								
AT&T	19620716	TELEPHONE CHARGES	03/10/2023	22.00	22.00	45341	03/29/2023	ADMIN
	19620716	TELEPHONE CHARGES	03/10/2023	135.13	135.13	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	454.38	454.38	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	34.61	34.61	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	45.95	45.95	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	82.10	82.10	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	56.08	56.08	45341	03/29/2023	
	19620716	TELEPHONE CHARGES	03/10/2023	2.93	2.93	45341	03/29/2023	
<b>45342</b>								
AUTO ZONE COMMERC	5648647728	CAR WASH SUPPLIES	02/28/2023	30.19	30.19	45342	03/29/2023	FIRE DEPT
	5648660399	CAR WASH SUPPLIES RE	03/23/2023	12.58-	12.58-	45342	03/29/2023	
	5648647890	GLASS	02/28/2023	23.68	23.68	45342	03/29/2023	
<b>45343</b>								
BAJA DESERT TIRE	S21-10868	FLAT REPAIR	03/16/2023	22.50	22.50	45343	03/29/2023	PUBLIC WORKS
	S21-10868	FLAT REPAIR	03/16/2023	22.50	22.50	45343	03/29/2023	
<b>45344</b>								
BLUE SHIELD OF CALIFO	2307300093	INSURANCE PREMIUM	03/14/2023	1,498.24	1,498.24	45344	03/29/2023	ADMIN
	2307300093	INSURANCE PREMIUM	03/14/2023	880.72	880.72	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	937.06	937.06	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	362.16	362.16	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	573.14	573.14	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	217.65	217.65	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	1,485.02	1,485.02	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	568.27	568.27	45344	03/29/2023	
	2307300093	INSURANCE PREMIUM	03/14/2023	1,485.02	1,485.02	45344	03/29/2023	
<b>45345</b>								
COUNTY MOTOR PARTS	300043	WRENCHES FOR SHOP	03/01/2023	204.00	204.00	45345	03/29/2023	PUBLIC WORKS
	300043	WRENCHES FOR SHOP	03/01/2023	204.00	204.00	45345	03/29/2023	
	300248	TURN SIGNAL RELAY	03/08/2023	20.47	20.47	45345	03/29/2023	
	300248	TURN SIGNAL RELAY	03/08/2023	20.46	20.46	45345	03/29/2023	
	299452	BRAZING ROD	02/09/2023	17.74	17.74	45345	03/29/2023	
	300566	GRAFFITI REMOVER	03/17/2023	88.21	88.21	45345	03/29/2023	
<b>45346</b>								
CR&R INCORPORATED	FEBRUARY	TRASH RECEIVABLES FE	02/01/2023	24,307.60	24,307.60	45346	03/29/2023	ADMIN
	FEBRUARY	TRASH RECEIVABLES FE	02/01/2023	2,916.91-	2,916.91-	45346	03/29/2023	
	FEBRUARY	TRASH RECEIVABLES FE	02/01/2023	1,458.46-	1,458.46-	45346	03/29/2023	
	FEBRUARY	TRASH RECEIVABLES FE	02/01/2023	1,215.38-	1,215.38-	45346	03/29/2023	
<b>45347</b>								
EMERGENCY MEDICAL P	2535252	MEDICAL KITS	03/08/2023	392.60	392.60	45347	03/29/2023	FIRE DEPT
	2535253	BATTERIES	03/08/2023	482.71	482.71	45347	03/29/2023	
<b>45348</b>								
FERGUSON ENTERPRIS	2215714	SHOP SUPPLIES	02/28/2023	523.34	523.34	45348	03/29/2023	PUBLIC WORKS
	2215714	SHOP SUPPLIES	02/28/2023	523.34	523.34	45348	03/29/2023	
<b>45349</b>								
FIRE-ETC	175782	BOOTS	01/11/2023	456.00	456.00	45349	03/29/2023	FIRE DEPT



Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
<b>45350</b>								
HOLT GROUP, THE	23-01-025	(512) WEST 9TH STREET	01/31/2023	2,586.30	2,586.30	45350	03/29/2023	ADMIN
	23-01-024	(510) PLHA GRANT PROG	01/31/2023	1,855.00	1,855.00	45350	03/29/2023	
	23-01-023	(507) MINI STORAGE GR	01/31/2023	1,720.00	1,720.00	45350	03/29/2023	
	23-01-022	(506) SUNSET ROSE TEN	01/31/2023	8,050.00	8,050.00	45350	03/29/2023	
	23-01-021	(499) PINE CROSSING AP	01/31/2023	1,250.00	1,250.00	45350	03/29/2023	
	23-01-020	(335) MISCELLANEOUS T	01/31/2023	2,135.00	2,135.00	45350	03/29/2023	
	23-01-019	(207) REVIEW OF BUILDI	01/31/2023	4,255.73	4,255.73	45350	03/29/2023	
	23-01-018	(047) MISCELLANEOUS P	01/31/2023	3,090.00	3,090.00	45350	03/29/2023	
	23-01-016	(455) WTP OPERATIONS	01/31/2023	4,975.00	4,975.00	45350	03/29/2023	
	23-01-015	(450) WTP SRF ADMINIST	01/31/2023	1,460.00	1,460.00	45350	03/29/2023	
	23-01-017	(151) PUBLIC SAFETY BU	01/31/2023	2,720.00	2,720.00	45350	03/29/2023	
<b>45351</b>								
HUMANA	296346410	INSURANCE	03/19/2023	194.75	194.75	45351	03/29/2023	ADMIN
	296346410	INSURANCE	03/19/2023	101.51	101.51	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	123.58	123.58	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	71.17	71.17	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	34.26	34.26	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	26.65	26.65	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	172.23	172.23	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	76.13	76.13	45351	03/29/2023	
	296346410	INSURANCE	03/19/2023	164.62	164.62	45351	03/29/2023	
<b>45352</b>								
IMPERIAL COUNTY AUDI	2022 PT	PROPERTY TAX COLLEC	03/29/2023	3,996.38	3,996.38	45352	03/29/2023	ADMIN
<b>45353</b>								
IMPERIAL IRRIGATION DI	6TH/TAMAR	6TH/TAMARACK ELECTRI	03/15/2023	42.67	42.67	45353	03/29/2023	ADMIN
<b>45354</b>								
LEAF	14446545	PRINTER LEASE	03/07/2023	8.53	8.53	45354	03/29/2023	FIRE DEPT
<b>45355</b>								
MISSIONSQUARE	6906348	INSURANCE PREMIUM	03/17/2023	2,397.35	2,397.35	45355	03/29/2023	ADMIN
	6906348	INSURANCE PREMIUM	03/17/2023	1,212.49	1,212.49	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	643.76	643.76	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	267.01	267.01	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	342.15	342.15	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	147.60	147.60	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	154.84	154.84	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	154.72	154.72	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	57.28	57.28	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	490.54	490.54	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	562.28	562.28	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	811.00	811.00	45355	03/29/2023	
	6906348	INSURANCE PREMIUM	03/17/2023	508.57	508.57	45355	03/29/2023	
<b>45356</b>								
NICHOLAS WELLS	MILEAGE 2/	MILEAGE 2/15/2023 - 3/28	03/28/2023	200.10	200.10	45356	03/29/2023	ADMIN
<b>45357</b>								
NICKLAUS ENGINEERIN	31754	ORCHARD ROAD IMPRO	06/24/2021	27,311.25	27,311.25	45357	03/29/2023	ADMIN
	32879	ORCHARD ROAD IMPRO	01/21/2022	9,000.00	9,000.00	45357	03/29/2023	
<b>45358</b>								
PEOPLEREADY,INC.	28004979	TEMP WORKER PARKS	03/21/2023	770.55	770.55	45358	03/29/2023	PUBLIC WORKS
	27993540	TEMP WORKER PARKS	03/14/2023	770.55	770.55	45358	03/29/2023	
<b>45359</b>								
QUILL CORPORATION	29194176	BINDER	11/23/2022	30.68	30.68	45359	03/29/2023	ADMIN BUILDING
	29453165-2	FINANCE/BUILDING	12/07/2022	36.00	36.00	45359	03/29/2023	
	31172534	OFFICE SUPPLIES	03/04/2023	52.71	52.71	45359	03/29/2023	
	31172534	OFFICE SUPPLIES	03/04/2023	52.70	52.70	45359	03/29/2023	
	31172534	OFFICE SUPPLIES	03/04/2023	52.70	52.70	45359	03/29/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
<b>45360</b>								
SIMNSA HEALTH PLAN	117087	INSURANCE DENTAL PR	03/20/2023	18.93	18.93	45360	03/29/2023	ADMIN
	117087	INSURANCE DENTAL PR	03/20/2023	10.10	10.10	45360	03/29/2023	
	117087	INSURANCE DENTAL PR	03/20/2023	51.23	51.23	45360	03/29/2023	
	117087	INSURANCE DENTAL PR	03/20/2023	44.62	44.62	45360	03/29/2023	
	117087	INSURANCE DENTAL PR	03/20/2023	56.80	56.80	45360	03/29/2023	
	117087	INSURANCE DENTAL PR	03/20/2023	99.13	99.13	45360	03/29/2023	
	117087	INSURANCE DENTAL PR	03/20/2023	34.37	34.37	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	144.27	144.27	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	39.60	39.60	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	92.87	92.87	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	497.14	497.14	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	487.01	487.01	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	1,069.99	1,069.99	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	1,308.58	1,308.58	45360	03/29/2023	
	117087	INSURANCE MEDICAL P	03/20/2023	366.15	366.15	45360	03/29/2023	
<b>45361</b>								
SOUTHERN CA ASSOC.	SCAG FY23	2022-2023 MEMBERSHIP	03/22/2023	773.00	773.00	45361	03/29/2023	ADMIN
<b>45362</b>								
SPARKLETTS	9431538 030	WATER DELIVERY	03/01/2023	15.78	15.78	45362	03/29/2023	PUBLIC WORKS
<b>45363</b>								
TOM WATSON, INC.	18926	CITY HALL REPAIRS	03/06/2023	1,068.66	1,068.66	45363	03/29/2023	ADMIN
<b>45364</b>								
UNDERGROUND SERVIC	220230316	DIG ALERT FEES	03/01/2023	38.00	38.00	45364	03/29/2023	PUBLIC WORKS
<b>45365</b>								
VISION SERVICE PLAN	817510314	INSURANCE PREMIUM	03/19/2023	40.45	40.45	45365	03/29/2023	ADMIN
	817510314	INSURANCE PREMIUM	03/19/2023	16.68	16.68	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	12.26	12.26	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	33.19	33.19	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	7.02	7.02	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	29.64	29.64	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	5.00	5.00	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	52.56	52.56	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	75.48	75.48	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	22.52	22.52	45365	03/29/2023	
	817510314	INSURANCE PREMIUM	03/19/2023	50.06	50.06	45365	03/29/2023	
<b>45366</b>								
VISUAL EDGE IT	25AR158822	FIRE DEPT COPIER USA	03/02/2023	3.93	3.93	45366	03/29/2023	ADMIN FIRE DEPT
	25AR158789	PRINTER	03/02/2023	29.54	29.54	45366	03/29/2023	
	25AR158789	PRINTER	03/02/2023	29.54	29.54	45366	03/29/2023	
	25AR158789	PRINTER	03/02/2023	33.23	33.23	45366	03/29/2023	
	25AR158789	PRINTER	03/02/2023	33.23	33.23	45366	03/29/2023	
	25AR158789	PRINTER	03/02/2023	33.23	33.23	45366	03/29/2023	
<b>45367</b>								
YUMA OVERHEAD DOOR	69766	DOOR REPAIRS	03/07/2023	696.55	696.55	45367	03/29/2023	FIRE DEPT
<b>45368</b>								
ALEJANDRO SILVA	4/10/23-4/13/	WILDLAND CONFERENC	03/30/2023	125.00	125.00	45368	03/31/2023	FIRE DEPT
<b>45369</b>								
FIRE-ETC	172862	BOOTS	10/03/2022	490.21	490.21	45369	03/31/2023	FIRE DEPT
	172863	BOOTS	10/03/2022	657.28	657.28	45369	03/31/2023	
<b>45370</b>								
MANUEL ZAMORA, JR.	FINAL CHEC	FINAL CHECK	04/03/2023	3,473.03	3,473.03	45370	03/31/2023	PUBLIC WORKS
<b>45371</b>								
PEOPLEREADY,INC.	28004978	TEMP WORKER WWTP	03/21/2023	839.40	839.40	45371	03/31/2023	PUBLIC WORKS
	27995288	TEMP WORKER WWTP	03/14/2023	167.88	167.88	45371	03/31/2023	
	27995474	TEMP WORKER WWTP	03/14/2023	167.88	167.88	45371	03/31/2023	
	27993539	TEMP WORKER WWTP	03/14/2023	839.40	839.40	45371	03/31/2023	

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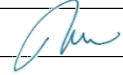
Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Grand Totals:				<u>140,413.42</u>	<u>140,413.42</u>		

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Report Criteria:  
Detail report type printed

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

MEETING DATE:	<u>04/10/23</u>
ITEM NUMBER	<u>2 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** March 27, 2023  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *Resolution No. 23-12 Accepting a Dedication of Property from Campesinos Unidos*

**ISSUE:**

Shall the City Council approve Resolution No. 23-12, accepting the dedication of the property at Fourth Street and Chestnut Avenue (APN 045-633-022-000) from Campesinos Unidos, Inc.?

**DISCUSSION:**

City staff was contacted by a representative of Campesinos Unidos several weeks ago regarding the potential for the City to accept a small strip of land left over after their construction of the Villa Dorada subdivision in the early 1990s. They were seeking a commitment from the City to accept the donation. A previous discussion with the City Council revealed that they were open to accepting the parcel if it was shown to be unencumbered. Staff passed along that information, but was then informed of an existing tax lien.

*Prior to the March 27, 2023, Council meeting,* the CU representative reported to staff that all charges due on the parcel had been paid to the Imperial County Tax Collectors' Office. They asked what documents would be necessary to complete the donation/dedication by that meeting. For that reason, it was placed on the Agenda to gather the necessary information and proceed.

Discussion with the City Planner and City Attorney revealed multiple steps to complete the process. *In lieu of a full title search, which could have been somewhat costly, the City Attorney suggested procuring a full property profile from a title company, which would bring to light any encumbrances or liens attached to the property beyond the recently cleared property tax lien. Using an escrow agent at Stewart Title that has done a good deal of work with the City recently. The City Manager and City Attorney reviewed the property profile ("Attachment A") and see no further incumbrancers on the property.*

**FISCAL IMPACT:**

None for this action. There will be incidental cost for upkeep to the City going forward, however. Although the lot has little utility in and of itself for future use, but this action will alleviate the ongoing tax burden to Campesinos Unidos.

**CITY MANAGER RECOMMENDED ACTION:**

It is recommended that the City Council adopt the resolution as presented.

**ALTERNATIVE:**

Not to adopt, giving staff alternate direction.

# **Attachment A**

*Property Profile:*

*APN 045-633-022-000*



## Property Information

**Primary Owner :** CAMPESINOS UNIDOS  
**Secondary Owner :** N/A  
**Site Address :**  
HOLTVILLE, CA 92250-  
**Mailing Address :** PO BOX 39  
BRAWLEY, CA 92227-0039  
**Assessor Parcel Number :** 045-633-022-000  
**CountyName :** Imperial  
**Tax Account ID :**  
**Phone :** N/A  
**Census Tract :** 0109.00  
**Housing Tract Number :** N/A  
**Lot Number :** N/A  
**Page Grid :** -  
**Legal Description :** Abbreviated Description: N 150FT OF VILLADORADA SUB NO 2 CITY OF HOLTVILLE

## Property Characteristics

<b>Bedrooms :</b> 0	<b>Year Built :</b> N/A	<b>Square Feet :</b> 0
<b>Bathrooms :</b> 0.0	<b>Garage :</b> N/A	<b>Lot size :</b> 2788 SF
<b>Partial Bath :</b> 0	<b>Fireplace :</b> N/A	<b>Number of Units :</b> 0
<b>Total Rooms :</b> 0	<b>Pool/Spa :</b> N	<b>Use Code :</b> Vacant Land(General)
<b>Zoning :</b> N/A		

## Sale/Loan Information

<b>Transfer Date :</b>	<b>Document # :</b>
<b>Transfer Value :</b> N/A	<b>Cost/Sq Feet :</b> N/A
<b>First Loan Amt :</b> N/A	<b>Lender :</b>

## Assessment/Tax Information

<b>Assessed Value :</b> \$3,006	<b>Tax Amount :</b> \$41.20
<b>Land Value :</b> \$3,006	<b>Tax Status :</b> Delinquent: 2022
<b>Improvement Value :</b> \$0	<b>Tax Rate Area :</b> 5-000
<b>Percent Improvement :</b> 0 %	<b>Homeowner Exemption :</b> N

**IMPERIAL COUNTY 2022 - 2023 PROPERTY TAX BILL**  
**Suzanne C. Bermudez, Treasurer-Tax Collector**  
**940 WEST MAIN STREET, SUITE #106, EL CENTRO, CA 92243**  
**SECURED TAX ROLL FOR FISCAL YEAR JULY 1, 2022 - JUNE 30, 2023**

PROPERTY INFORMATION		IMPORTANT MESSAGES
<b>ASMT NUMBER:</b> 045-633-022-000	<b>TAX RATE AREA:</b> 005000	Original bill date 09/21/2022
<b>ORIG ASMT:</b> 045-633-022-000	<b>ACRES:</b> 0.00	Delinquent taxes were redeemed 03/20/2023
<b>FEE NUMBER:</b> 045-633-022-000		Power to Sell 07/01/2000
<b>LOCATION:</b> N 150FT OF VILLADORADA SUB NO 2 CITY C		

P O BOX 39  
BRAWLEY CA 92227

**2022-2023**

COUNTY VALUES, EXEMPTIONS, AND TAXES				
PHONE #	DESCRIPTION	PRIOR	CURRENT	BILLED
TAX COLLECTOR (442) 265-1270	LAND	0	3006	3006
ASSESSOR (442) 265-1300		0	0	0
PERSONAL PROP (442) 265-8805		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
		0	0	0
<b>NET TAXABLE VALUE</b>				<b>3006</b>
<b>VALUES X TAX RATE PER \$100 1.000000</b>				<b>\$30.06</b>

**DUPLICATE COPY**

VOTER APPROVED TAXES / TAXING AGENCY DIRECT CHARGES & SPECIAL ASSESSMENTS / FEES						
PHONE #	CODE	DESCRIPTION	ASSESSED VALUE	X	TAX RATE / 100	TAX AMOUNT
	36700	HOLTVILLE UNIF BOND	3006		0.022500	\$0.66
	36710	HOLTVILLE USD BOND 2014	3006		0.010400	\$0.30
	36715	HOLTVILLE USD 2016 REF BD	3006		0.003700	\$0.10
	36716	HOLTVILLE USD 2018 SER A	3006		0.029600	\$0.88
	38300	IMP COM COLLEGE BD 2004	3006		0.049200	\$1.46

PHONE #	DESCRIPTION	DIR CHR	PHONE #	DESCRIPTION	DIR CHR	PHONE #	DESCRIPTION	DIR CHR
(442) 265-1888	MOSQUITO ABATE SER F	\$7.74						

AGENCY TAXES \$3.40  
 DIRECT CHARGES \$7.74  
 FEES \$0.00  
**AGENCY TAXES + DIRECT CHARGES + FEES + PENALTY + COST + DELINQUENT PENALTIES \$13.20**

<b>1st INSTALLMENT \$22.66</b>	<b>2nd INSTALLMENT \$20.60</b>	<b>TOTAL TAXES \$43.26</b>
<b>PAID ON 03/22/2023</b>	<b>PAID ON 03/22/2023</b>	

**IMPERIAL COUNTY SECURED PROPERTY TAXES - 2ND INSTALLMENT PAYMENT STUB**

**ASMT NUMBER:** 045-633-022-000 **TAX YEAR:** 2022  
**ORIG ASMT:** 045-633-022-000  
**FEE NUMBER:** 045-633-022-000  
**LOCATION:** N 150FT OF VILLADORADA SUB NO 2 CITY C

**MAKE CHECK PAYABLE TO:**  
**IPERIAL COUNTY TREASURER-TAX COLLECTO**  
**940 W MAIN STREET #106**  
**EL CENTRO, CA 92243 (442) 265-1270**

P O BOX 39  
BRAWLEY CA 92227

**2022-2023 2ND**

PAID ON 03/22/2023 \$20.60

**PAID**

0456330220009202220000000020602200000003266420222

CUT HERE

**IMPERIAL COUNTY SECURED PROPERTY TAXES - 1ST INSTALLMENT PAYMENT STUB**

**ASMT NUMBER:** 045-633-022-000 **TAX YEAR:** 2022  
**ORIG ASMT:** 045-633-022-000  
**FEE NUMBER:** 045-633-022-000  
**LOCATION:** N 150FT OF VILLADORADA SUB NO 2 CITY C

**MAKE CHECK PAYABLE TO:**  
**IPERIAL COUNTY TREASURER-TAX COLLECTO**  
**940 W MAIN STREET #106**  
**EL CENTRO, CA 92243 (442) 265-1270**

P O BOX 39  
BRAWLEY CA 92227

**2022-2023 1ST**

PAID ON 03/22/2023 \$22.66

**PAID**

04563302200092022200000000226651000000002266520222

9 0 0 1 2 3 7 7 BOOK 1652 PAGE 945

RECORDING REQUESTED BY  
TICOR TITLE INSURANCE COMPANY OF CALIFORNIA

AND WHEN RECORDED MAIL TO

Name: Campeinos Unidos, Inc.  
Street Address: 1005 "C" Street  
City & State: Brawley, Ca 92227

DOLORES PROVENCIO  
COUNTY RECORDER  
BOOK 1652 PAGE 945  
'90 JUL 9 AM 10:46  
OFFICIAL RECORDS  
IMPERIAL COUNTY, CA

MAIL TAX STATEMENTS TO

Name: Same as Above  
Street Address:  
City & State:

REC	\$ 23
RIF	\$ 1
MC	\$ 1
NIL	\$
TOTAL	\$ 25

\* REC + 20

SPACE ABOVE THIS LINE FOR RECORDER'S USE

CAT. NO. NN00582 TO 1923 CA (2-83) **Individual Grant Deed** AP# 45-330-74  
THIS FORM FURNISHED BY TICOR TITLE INSURERS

ALL	The undersigned grantor(s) declare(s): Documentary transfer tax is \$ 35.75 ( X ) computed on full value of property conveyed, or ( ) computed on full value less value of liens and encumbrances remaining at time of sale. ( ) Unincorporated area: (XXX) City of Holtville, and
PTN.	

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Laurene B. Johnson, Surviving Trustee, Betty Laurene Rodahl, as Successor Co-Trustee and Jane Adele Cary, Successor Co-Trustee, pursuant to the Archie S. Johnson and Laurene B. Johnson 1907 Trust, hereby GRANT(S) to Campeinos Unidos, Incorporated, A California Corporation the following described real property in the City of Holtville County of Imperial, State of California:

That portion of the East 180 feet of Block 123, Townsite of Holtville, in the City of Holtville, County of Imperial, State of California, shown and indicated as Parcel 1, of Parcel Map No. 80-1, on file in Book 5, Page 30 of Parcel Map in the office of the County Recorder of Imperial County.

Dated: JUNE 22, 1990

STATE OF CALIFORNIA  
COUNTY OF Imperial, ss. Laurene B. Johnson, Trustee  
Betty Laurene Rodahl, Co-Trustee  
Jane Adele Cary, Co-Trustee

On June 22, 1990 before me, the undersigned, a Notary Public in and for said State, personally appeared Laurene B. Johnson, Trustee, Betty Laurene Rodahl, Jane Adele Cary, Co-Trustees personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged that they executed the same.  
WITNESS my hand and official seal.

Signature: *Man... [Signature]*

OFFICIAL SEAL  
MARVIN LYNN WILSON  
Notary Public - California  
Principal Office in  
Imperial County  
My Commission Expires Sept. 18, 1992

(This area for official notarial seal)

Title Order No. Escrow or Loan No. 110227-0

MAIL TAX STATEMENTS AS DIRECTED ABOVE



1	<b>Parcel</b> 045-131-004-00C	<b>Site</b> , HOLTVILLE, CA 92250-
	<b>Owner</b> GUILLERMO GUILLERMO RAYA & ANDREA	<b>Mail</b> 829 FERN AVE , HOLTVILLE, CA 92250-1211
<b>Use</b>	Vacant Land (General)	<b>Ph</b>
<b>Loans</b>	\$160,000	<b>Xmpt</b> None
<b>Units</b>	0	<b>Zn</b>
<b>Rooms</b>	0	<b>Sale</b> \$200,000
	<b>Doc</b> 2021025269	<b>Date</b> 10/01/2021
	<b>Yr Blt</b>	<b>Assd</b> \$60,000
	<b>Tr</b>	<b>Impr</b> \$0
	<b>Blk</b> 5	<b>Lot Sz</b> 8,400SF/0.19AC
	<b>Bths</b> 0.00	<b>Lot</b> 6
	<b>Beds</b> 0	<b>PBaths</b>

2	<b>Parcel</b> 045-291-009-00C	<b>Site</b> 472 474 HOLT AVE , HOLTVILLE, CA 92250-1254
	<b>Owner</b> TOMAS MAGALLANES JR	<b>Mail</b> 2315 ORANGE AVE , HOLTVILLE, CA 92250-1234
<b>Use</b>	Vacant Land (General)	<b>Ph</b>
<b>Loans</b>	\$225,000	<b>Xmpt</b> None
<b>Units</b>	0	<b>Zn</b>
<b>Rooms</b>	0	<b>Sale</b> \$240,000
	<b>Doc</b> 2022025424	<b>Date</b> 12/28/2022
	<b>Yr Blt</b>	<b>Assd</b> \$4,329
	<b>Tr</b>	<b>Impr</b> \$0
	<b>Blk</b> 37	<b>Lot Sz</b> 3,526SF/0.08AC
	<b>Bths</b> 0.00	<b>Lot</b> 43
	<b>Beds</b> 0	<b>PBaths</b>

3	<b>Parcel</b> 045-291-010-00C	<b>Site</b> , HOLTVILLE, CA 92250-
	<b>Owner</b> TOMAS MAGALLANES JR	<b>Mail</b> 2315 ORANGE AVE , HOLTVILLE, CA 92250-1234
<b>Use</b>	Vacant Land (General)	<b>Ph</b>
<b>Loans</b>	\$225,000	<b>Xmpt</b> None
<b>Units</b>	0	<b>Zn</b>
<b>Rooms</b>	0	<b>Sale</b> \$240,000
	<b>Doc</b> 2022025424	<b>Date</b> 12/28/2022
	<b>Yr Blt</b>	<b>Assd</b> \$4,329
	<b>Tr</b>	<b>Impr</b> \$0
	<b>Blk</b> 37	<b>Lot Sz</b> 3,525SF/0.08AC
	<b>Bths</b> 0.00	<b>Lot</b> 44
	<b>Beds</b> 0	<b>PBaths</b>



**Criteria Selected:**

Searched by Radius: 1 Mile  
 Date Range: 10/11/2021 to 4/4/2023  
 Land Use: Same as Subject

**Area Sales Analysis**

	Low	Median	High
Bedrooms:	0	0	0
Baths:	0	0	0
Lot Size:	1	1	2
Living Area (SqFt):	0	0	0
Sale Price:	\$99,000	\$99,500	\$100,000
Year Built:	0	0	0
Age:	0	0	0

**Subject Property**

Sale Date: N/A    Year Built: N/A    Price: N/A    Pool: N  
 Lot Size: 2,788 SF    Square Feet: N/A    \$/SF: N/A    BR/Bth: 0/0.0

**Comparable Sales Data**

No.	Address	Date	Price	Loan	\$/SF	SqFt	BR/Bth	Year Built	Lot Size	Pool
1	1911 ORCHARD RD # C HOLTVILLE, CA 92250	03/21/2022	\$100,000	\$0	\$0	0	0		1.76 SF	N/A
	Owner: DENNIS, ALAN G APN: 055-041-024- Legal: Block:2 Subdivision:HOLTVILLE ORCHARD CO TRACT NO 2 Map Ref:MB 5 PG 49Abbreviated Land Use: Vacant Land(General)									
										Located approximately 1.52 miles from subject property.
2	2329 MAGNOLIA ST HOLTVILLE, CA 92250	02/18/2022	\$99,000	\$0	\$0	0	0		1.03 SF	N/A
	Owner: SAENZ, MELISSA ASHLEY APN: 050-211-023- Legal: Lot:3 Subdivision:HAZZARD AND STRANGS SUBDIVISION Map Ref:MB 6 PG 94Abbreviated Land Use: Vacant Land(General)									
										Located approximately 0.90 miles from subject property.

### BLOCKS 41,42,43,121,122 & 123 TOWNSITE OF HOLTVILLE

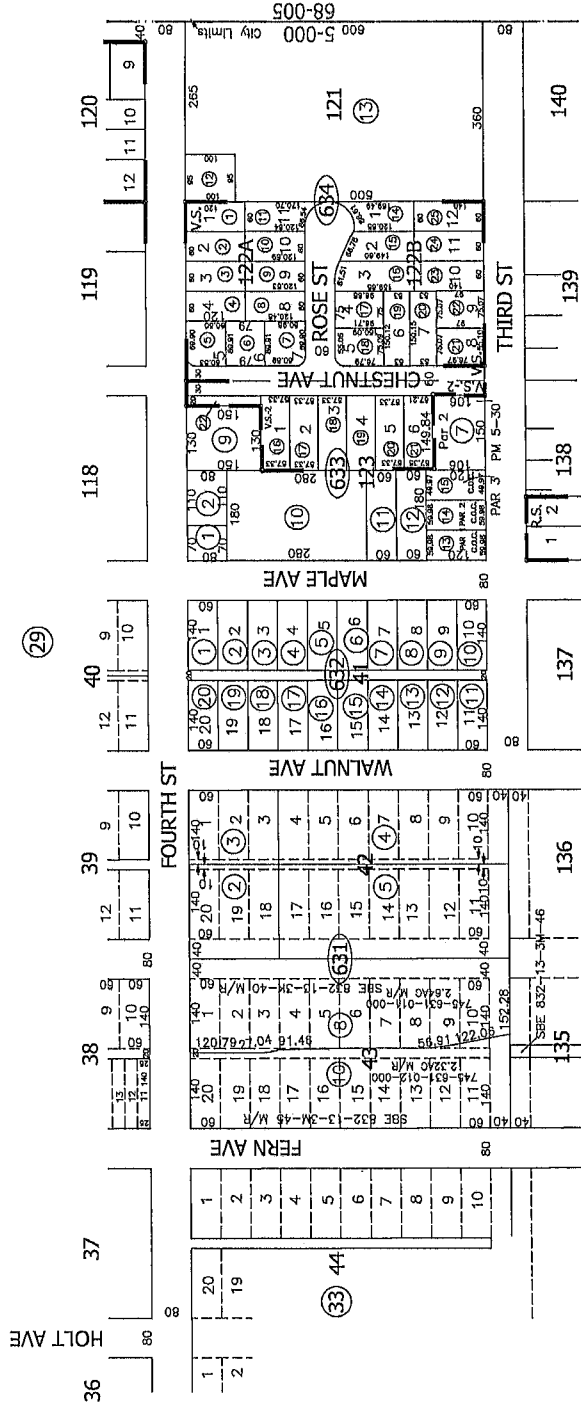
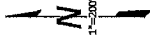
ON 7-6

& VILLADORADA SUB.

FM 15-31

Tax Area Code  
5-000

45-63



**DISCLAIMER:**  
 THIS IS NOT AN OFFICIAL MAP.  
 THIS MAP WAS CREATED FOR THE IMPERIAL COUNTY  
 ASSESSOR'S OFFICE FOR THE PURPOSES OF ADMINISTERING  
 THE PERFORMANCE OF THE DUTIES OF THE ASSESSOR.  
 ANY ERRORS OR OMISSIONS IN THIS MAP ARE NOT  
 THE RESPONSIBILITY OF THE COUNTY OF IMPERIAL  
 OR THE ASSESSOR. (REV. & TAX. CODE SEC.327)

6-23-14 MF  
 From 45-29  
 12-22-04 RM

CITY OF HOLTVILLE  
 Assessor's Map Bk 45-Pg.63  
 County of Imperial, Calif.



**CITY OF HOLTVILLE  
RESOLUTION NO. 23-12**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ACCEPTING THE  
THE DEDICATION OF THE PROPERTY AT FOURTH STREET AND  
CHESTNUT AVENUE (APN 045-633-022-000) FROM CAMPESINOS UNIDOS, INC.**

**WHEREAS**, the City of Holtville has been offered the dedication of real property (APN 045-633-022-000) from Campesinos Unidos; and

**WHEREAS**, the property so offered for dedication is more fully described as

*"North 150 ft. of VILLADORADA SUB NO 2 CITY OF HOLTVILLE and described as REMAINDER PARCEL of Block 123, Townsite of Holtville, City of Holtville, County of Imperial, State of California and further described in FM Book 15, Page 73 recorded in the official records of Imperial County on 2/4/1991."*

which description is incorporated herein as though set forth in full (hereinafter referred to as the "Dedicated Property"); and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY  
RESOLVE, DETERMINE AND ORDAIN AS FOLLOWS:**

1. That the City Council of the City of Holtville hereby accepts the Dedicated Property at such time as it is determined that all incumbrances or liens have been cleared from the title of said property.
2. That the City Clerk of the City of Holtville is hereby authorized to record this Resolution with the Office of the County Recorder in the County of Imperial, State of California, and the City Manager and City Clerk are hereby authorized to take any other steps required to effectuate this resolution.
3. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 10th day of April, 2023, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Attest:

\_\_\_\_\_  
Nicholas D. Wells, City Manager  
(Acting City Clerk)

\_\_\_\_\_  
Ginger Ward, Mayor

# City of Holtville

## REPORT TO COUNCIL

<b>MEETING DATE:</b>	<u>04/10/23</u>
<b>ITEM NUMBER</b>	<u>3 a</u>
<b>Approvals</b>	CITY MANAGER
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** April 7, 2023  
**FROM:** Nick Wells, City Manager 23-13  
**SUBJECT:** **Resolution No. 23-13** *Authorizing a Contract with Kleinfelder, Inc. for Design of the Mellinger Alamo River Trail Trestle Bridge Improvements Project*

**ISSUE:**

Shall the City Council approve Resolution No. 23-13, authorizing a contract for Design Engineering and Miscellaneous Services with Kleinfelder, Inc. for the Mellinger Alamo River Trail Trestle Bridge repair and improvement project?

**DISCUSSION:**

In 2020, the City of Holtville applied for and was awarded grant funding in the amount of \$1,262,000 to repair and improve the old railroad trestle bridge spanning the Alamo River located on the western edge of town. Grant funding is provided through the Recreational Trails and Gateway Grant Program which is administered by the California Natural Resources Agency.

The Recreational Trails and Gateway Grant provides grant funding for non-motorized infrastructure development and enhancements that promote new or alternate access to parks or other natural environments. Eligible projects for funding include any project that creates a non-motorized trail segment to connect to an existing trail or trail system to provide access to parks and waterways and outdoor recreational pursuits. Also eligible are improvements to the creation of bridges that continue to a trail over a waterway or other physical obstacles. Existing trailheads, which include construction of restrooms, parking lot, interpretative signage, entry gates, and landscaping.

The funding Holtville has been awarded will be used to repair the bridge as well as install pedestrian decking and railing across its top. Additionally, trail side amenities such as landscaping, benches, and signage along the pathway leading to the bridge will be installed. The bridge decking will utilize materials suitable for non-motorized traffic including pedestrians, bicycles, and equestrian users. *(Attachment A – Conceptual Site Plan)*

Restoration of the trestle bridge will give the public more recreational opportunities within the community. The specific purpose of the project is to begin creation of a linkage to connect the

existing Mellinger Alamo River Trail to Phase II of the trail project leading to the Holtville Wetlands.

No local match for the grant was required, however, to make the application more attractive for funding, the City listed available funds including the approximately \$720,000 from the fire damage settlement and \$9,200 in staff time. The table on the next page lists the project budget and proposed funding as presented in the grant application.

<b>COST ESTIMATE</b>		<b>Projected Cost</b>	<b>Grant Funds</b>	<b>Local Match</b>	<b>Notes</b>
<b>Project Task</b>					
Administration, Design & Permitting		\$249,000	\$240,000	\$9,000	<i>Assumed to be "in kind" administrative time</i>
Demolition & Bridge Improvements		\$1,325,000	\$605,000	\$720,000	<i>Funds from Black Dog Lawsuit settlement</i>
Trailside Amenities & Landscape		\$35,000	\$35,000		
Construction Management		\$201,000	\$201,000		
Contingency 10.0%		\$181,000	\$181,000		
		<b>\$1,991,000</b>	<b>\$1,262,000</b>	<b>\$729,000</b>	

The RFP for Design of the project was issued in March, with proposals due last week. Although the RFP was published, posted on the City's website and direct emails were sent to engineering firms known to do this type of work, only one firm submitted a proposal. Kleinfelder, Inc. has some history with the project, as they were affiliated with Simon Wong Engineering, the firm that performed the damage assessment after the fire that damaged the structure, then again during the court case to recoup damages.

**FISCAL IMPACT:**

The funds for Design Engineering will come from the above-mentioned grant funding. Kleinfelder's proposed fee of \$190,800 is well within the estimated cost amount on the project. The City Engineer also did further calculations and found it to be acceptable.

**CITY MANAGER RECOMMENDATION:**

It is recommended that the resolution be approved.

**ALTERNATIVE:**

- 1 - Authorize execution of a contract for Design Engineering and Miscellaneous Services with Kleinfelder for the proposed fee of \$190,800.
- 2 - Direct staff to re-advertise a Request for Proposals for these services.
- 3 - Give staff alternate direction.

**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 23-13**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING A CONTRACT  
WITH KLEINFELDER, INC FOR DESIGN ENGINEERING & MISCELLANEOUS  
SERVICES FOR THE MELLINGER ALAMO RIVER TRAIL TRESTLE BRIDGE  
IMPROVEMENTS PROJECT**

**WHEREAS**, the City of Holtville desires to complete repairs and improvements to the railroad trestle bridge over the Alamo River on the western edge of Holtville; and

**WHEREAS**, the City desires to complete this project to extend and enhance the existing Mellinger Alamo River Trail adjacent to that trestle bridge; and

**WHEREAS**, the City has received grant funding in the amount of \$1,262,000 through the Recreational Trails and Gateway Grant Program which is administered by the California Natural Resources Agency; and

**WHEREAS**, the City has additional funding through a judgement award for damages Transportation to provide local match funding of at least 11.47% for those improvement which are expected to contribute to the project; and

**WHEREAS**, the City has received a proposal from Kleinfelder, Inc. to perform Design Engineering and Miscellaneous services in relation to the aforementioned project totaling **\$190,800**; and

**WHEREAS**, the Kleinfelder bid was deemed reasonable and appropriate for this work on the Project; and

**NOW, THEREFORE, THE HOLTVILLE CITY COUNCIL DOES HEREBY RESOLVE,  
DETERMINE AND AUTHORIZE AS FOLLOWS:**

1. That the Holtville City Council does hereby authorize a contract with Kleinfelder, Inc. in an amount not to exceed     **\$190,800.00**     for Design Engineering and Bidding Services Mellinger Alamo River Trail Trestle Bridge repair and Improvements Project.
2. The Holtville City Council hereby authorizes and directs the City Manager to execute any and all documents necessary for this purpose.
3. The foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 10th day of April, 2023, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

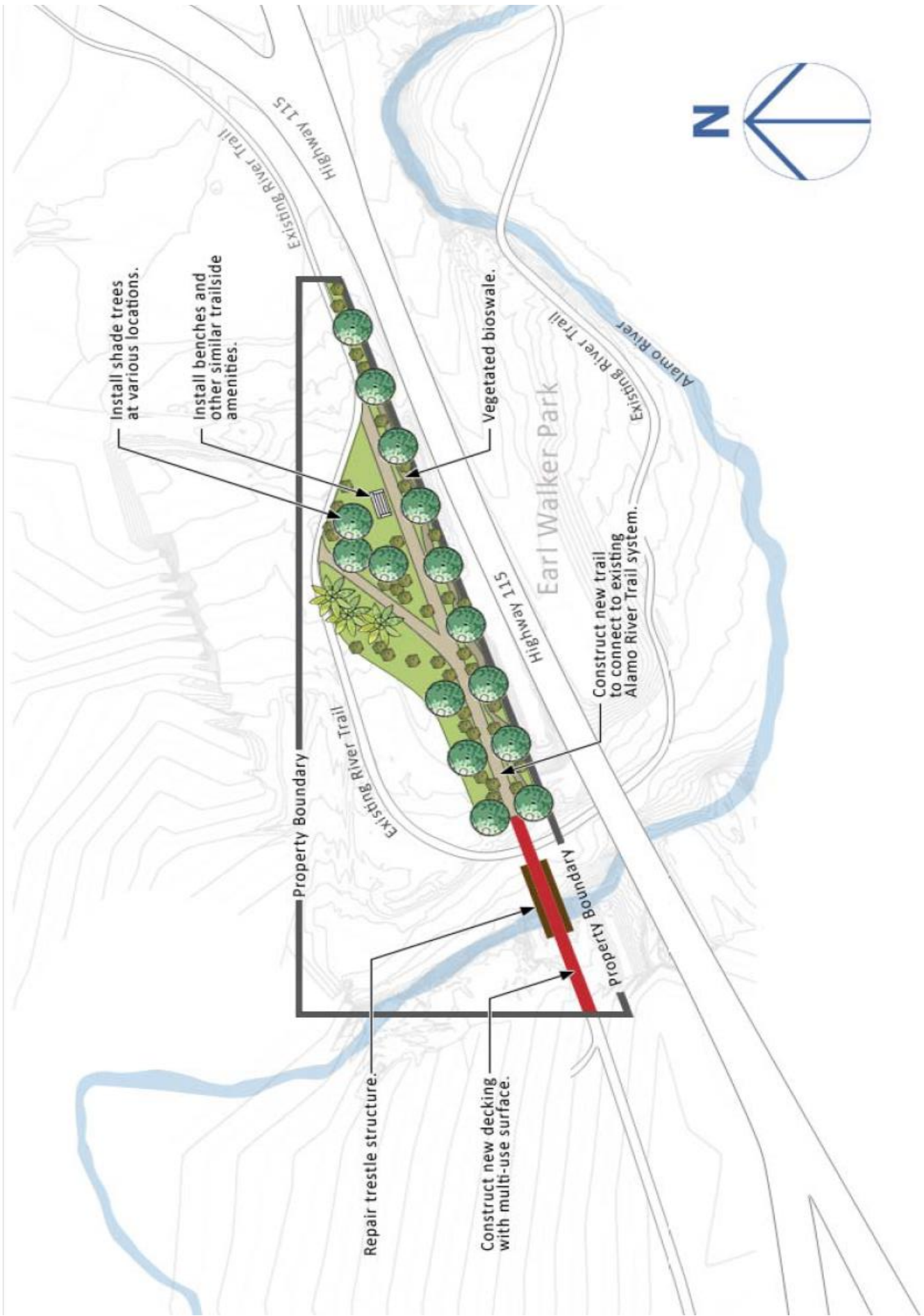
Attest: \_\_\_\_\_  
Nicholas D. Wells, City Manager  
(Acting City Clerk)

\_\_\_\_\_  
Ginger Ward, Mayor

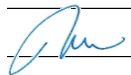
# **Attachment A**

## ***Conceptual Site Plan***





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

MEETING DATE:	04/10/23
ITEM NUMBER	3 b
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** April 6, 2023

**FROM:** Nick Wells, City Manager

**SUBJECT:** *Request by Holtville Little League for Financial Assistance with Mack Park Baseball Field Expenditures*

**ISSUE:**

Shall the City Council approve financial assistance to the Holtville Little League for expenditures incurred for the upkeep of Mack Park baseball fields?

**DISCUSSION:**

Staff and the City Council were approached by a representative of the Holtville Little League (HLL) to consider financial assistance for recent expenditures incurred for the upkeep and improvement of the facilities at Mack Park. Specifically, a repair to the ceiling of the clubhouse structure was performed, improved irrigation was installed and specialized dirt was brought in to create a better playing surface on the infield. Their letter of request states that they incurred \$5,609.83 for those items and are requesting a 50% contribution from the City, seeking a reimbursement amount of \$2,804.92 (*Letter Attached*).

As you are probably aware, the City of Holtville owns Mack Park and performs varying levels of ongoing upkeep. This is primarily cutting the grass and weed abatement on an ongoing basis, but periodically, Public Works staff has performed minor repairs to the irrigation system, fencing and work on surrounding landscape. Water service, sewer service for the bathrooms and trash service are all provided by the City. IID billing is paid by the City as well, however, in years past, offset charges included an amount for use of the lights.

For their part, HLL has made many improvements over the years and have handled the irrigation oversight in recent years. The roles of the City and HLL have changes periodically depending on the efforts and wishes of the HLL leadership at different intervals.

Although the City has always reserved the right to use the fields if necessary, HLL has traditionally had nearly exclusive use of the fields for many years.

For some period of time the City was charging a nominal amount for use of the fields and the increased electricity usage during their season. A nominal fee of \$20 per night was last charged and collected in 2015. For some undetermined reason, the fees have not been charged or collected since that time.

An analysis of recent electricity usage demonstrates that approximately \$200 per month is the standard offseason IID bill, while that doubles to \$400 during the season. With approximately 20 nights of use per month (Monday through Friday times 4 weeks), the additional electricity consumption can easily be extrapolated to approximately \$10 per night.

Pursuant to conversations the Council has regarding youth sports and the increasing costs associated with maintaining parks facilities, staff had broached the subject of reinstating a

nominal charge to HLL at the same meeting wherein they brought up the subject of City participation in those expenditures.

One item of discussion with staff has been to encourage HLL to invest in the facility, allowing a deduction for qualified expenditures from any fees charged by the City for its use.

**FISCAL IMPACT:**

Any revenue or expenditures incurred are attributed to the Parks Department, which falls under the General Fund.

**ALTERNATIVES:**

Staff proposes various alternatives in response to the request:

1. Fulfill the HLL request with a \$2,804.92 contribution from the Parks Department and the General Fund
2. Following guidelines in the Fee Schedule, charge HLL \$300 per month for Facility Use and \$20 per night for lights (approximately \$700 per month for 3 months, or a total of approximately \$2,800)
3. Following guidelines in the Fee Schedule, charge HLL \$300 per month for Facility Use and charge only \$10 per night for lights (approximately \$500 per month for 3 months, or a total of approximately \$2,000)
4. Net Option 1 with either Option 2 or Option 3.
5. Give staff alternate direction.

**CITY MANAGER RECOMMENDATION:**

Net Option 1 with Option 3, for a zero effect for the current year, with the understanding that fees will be assessed in the future, but consideration may be given for similar capital expenditures.



**HOLTVILLE LITTLE LEAGUE**  
P.O. BOX 686, HOLTVILLE, CA 92250



March 13, 2023

City of Holtville  
Attn: Nick Wells  
City Manager  
121 W. 5<sup>th</sup> St  
Holtville, CA 92250

Re: Request for financial help with Capital Projects.

Mr. Wells,

The 2023 Holtville Little League baseball season started in January 2023. Our goal has been/is to provide a fair, safe and well organized league for approximately 150-200 local youths to compete in. In trying to do so, we as a league, have had to make repairs/updates to Mack Park fields in order to have a safe place for the kids to play.

Over the course of the past few months, we have repaired the huge hole in the ceiling of the clubhouse, installed irrigation in the infield of "Old Mack Field" and brought in a load of clay to try to even out the fields. These three repairs totaled \$5,609.83. We are asking for the City of Holtville's help in paying for these repairs in the amount of \$2,804.92. All invoices have already been paid by Holtville little league.

As you know, the price of all goods has increased. We do have a few sources of revenue that fund our league. The primary source being player registration fees. We are proud to offer the lowest fees in the Imperial Valley, but they are still expensive for many families. The repairs made were a necessity, and we as a league did not feel it was the time to pass the expense to the families. In addition to the repairs, our largest expenses include: baseball equipment, uniforms, umpires, utilities, Little League fees, insurance, and field/property maintenance. So, again, we are kindly seeking help from the City of Holtville.

Thank you for your time and consideration,


**Holtville Little League Board of Directors**

**Julie Browning - President (760) 996-4416**

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** April 7, 2023  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>04/10/23</u>
Item Number	<u>5 a</u>
City Manager	<u></u>
Finance	_____
City Attorney	_____

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

#### WATER ENTERPRISE

**Water Treatment Plant Rehab** – The final element being handled at this point is the replacement of a finished water distribution pump and its integration in the electronics controls system. With all other work substantially complete, staff is working to coordinate an onsite inspection by the State Division of Financial Assistance in April to officially sign off the project as complete.

**Rate Study** – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. A formal Water Rate Study must be completed, which will be brought back for discussion soon.

#### TRASH ENTERPRISE

Staff continues to work handling changing regulation regarding organic waste recovery/diversion mandated by the state. A new ordinance with regulations was adopted in March, 2022.

CR&R proposed another substantial waste hauling price increase for this fiscal year. This after experiencing multiple issues about service quality during the Covid shutdown and subsequent recovery. After a City protest, CR&R offered to forestall and mitigate the increase (by approximately 75%), in return for a contract extension. With CalRecycle basically mandating reopening our existing hauler contract anyway, we can handle that extension, while adding protections against future disproportionate increases. The mitigated rate adjustment took effect in October, 2022, with action in September to agree in principle to an extension. Contract language is still being finalized, however CR&R has requested that it be executed soon, so expect action before the end of March.

Subsequent to that, additional issues with service cropped up. CR&R says that their corporate office has promised new trucks that have yet to be delivered, which has hampered their ability to service accounts. Talk has begun to put concerted pressure on the hauler to upgrade service or face consequences. These difficulties with timely pickups seem to have waned somewhat in recent weeks, which may be a result of the return of the local supervisor from a longtime illness. In any case, staff will continue to monitor.

#### PUBLIC WORKS

##### TRANSPORTATION PROJECTS

**East Ninth Street Sidewalk Improvements** – preliminary design has been progressing on this project. *A Request for Proposals for Design Engineering and Bidding Services was issued in March, with responses due April 18. Council action will follow at the next meeting.*

**Pear Canal Undergrounding/Ninth Street Improvements (Olive to Melon)** – this project has been discussed for some time. Initial action to proceed was taken in early 2021. A deposit was forwarded to IID to begin design and multiple site visits with staff, the IID and City Engineer took place to discuss issues that need to be addressed in design. Undergrounding work was scheduled to take place in December 2021, however, delays were discussed in those meetings from the IID side which eventually led to construction work being pushed back. The City has been awarded funding through ICTC for the resulting necessary sidewalk and roadway improvements, however that funding will not be available until at least October, 2023, so this is not an issue from our standpoint. A recent conversation with Mr. Hawk revealed that he is waiting for this project to take place to begin working in earnest to begin construction.

The current construction challenge for IID is that this project will make it difficult to continue to service several nearby County-area residences served by surface water. It was determined that incentivizing these properties to convert to City water would be in the best interest of the project. We are still working to persuade the outside properties to convert to City service. At the outset of the outreach, 4 of the 8 or 9 property owners have applied for City service. Staff has been in recent talks with IID about another round of letters to the remaining residents to encourage them to switch. The need for a companion communication from IID was reiterated at a meeting at their headquarters a few months ago. Staff met with IID representatives in February to finalize a strategy for converting existing users of surface water to City water, which is the only stumbling block to finalizing design. IID has identified that only three properties remain that need conversion. Staff will be coordinating with IID for face-to-face discussions with these customers in coming weeks. We will continue to follow up on this issue.

**Pine Avenue Sidewalks** – Subsequent to the awards of funding for streets projects utilizing Federal Highways dollars through ICTC in early 2022, another year of projects was quickly requested to be added. Holtville submitted a project to capture CMAQ dollars to add sidewalks to either side of Pine Avenue between Fourth and Fifth Streets. Action to approve was taken in October.

## **PARKS**

**Holtville Wetlands Project** – In late 2016, approximately \$3 million was granted to the City through the US Bureau of Reclamation (BoR). THG was selected for Grant Administration tasks and George Cairo Engineering (GCE) for design services. GCE was significantly behind schedule from the outset, but finally produced a Record of Survey that was first filed with the County in 2018. The plan check process proved to be extremely slow with holdups by both the County and GCE. THG and staff applied pressure throughout the process, with an eventual approval in 2021.

Monthly status conferences with BoR began in March 2021 after representatives expressed concern over project progress. Due to difficulties with GCE and Covid, we were given an 18-month extension on the grant agreement that was set to expire on July 30, 2021. The extension was approved by BoR in April, 2021.

Authorization was given to release a construction RFP in August, 2021 and was advertised in early 2022. Only one bid was submitted, which was significantly over (+/- \$1.4 million) the construction budget. A status conference was held with BoR to strategize and discuss options, as staff began working on potential solutions, such as augmented grant funds from other sources and “value engineering” to trim the cost of the project. The contractor has committed to holding their bid for a few more months.

The BoR representative, Jeremy Brooks, has been extremely helpful in moving the project along. In September, he was able to secure funding to bridge the gap to pay for construction. A letter officially requesting the additional funding with a revised budget was forwarded to BoR in October. That funding was officially awarded in early February, so we expect the project to start up soon. Staff has had discussion with IID regarding the reinitialization of the project and their assistance in the construction phase. Staff is working to schedule an “all hands” meeting soon. Action to officially award the construction contract was taken in March, *so we await a kickoff meeting to start work.*

**Railroad Trestle Repair** – A grant was secured from the California Natural Resources Agency to repair the railroad trestle burned in a river bottom fire several years ago. This is necessary to connect the Trail to east side of the river and eventually the future Wetlands area. After over a decade and a half of being somewhat unsightly and unusable, the trestle will soon be fixed cosmetically and usable for pedestrian and non-motorized traffic. Documentation was finally signed for this grant in late October, 2021, The City Engineer completed the technical specification for the Scope of Work in June 2022 for the RFP. A decision was made to forestall the bid process a bit to allow construction costs to come down from current highs. An extension was secured in early October from the funding agency to allow this extra time. An RFP for Design services was advertised in March for this project. Staff worked to find multiple applicable firms for direct outreach on this project, which were contacted. *One response was received and vetted. Acceptance of that firm is on the current Council agenda.*

At the SCAG event in May, 2022, the City Manager had multiple discussions about a Trail extension from the Trestle to the Country Club area, then to the UC Research station and eventually to Hwy 111 for easier access to IVC with active transportation options. The idea was well-received and staff will be meeting with other agencies about the concept in the future. Subsequently, the head of Public Works for the County was brought in and he was enthusiastically supportive. This will be explored in a future Active Transportation funding cycle.

**Mellinger Alamo River Trail** - A grant application through River Partners, a non-profit that deals in habitat restoration, for a project that would be a good complement to our Wetlands trail spur, was unsuccessful in 2022. RP has recently contacted staff to discuss another potential submission.

*Staff has begun to look at another grant opportunity through State Parks for the spur line to the Wetlands. As the Trestle Improvements and Wetlands projects are about to begin, the need for the Trail extension will soon be crucial.*

**Gene Layton Pool** – *After the Pool refurbishment project, of 2022, the final paperwork was submitted in the past few weeks to receive the State Parks funding that was the basis of the project. Utilizing additional funding received from the IID, staff has started on a project to get internet service to the area for a much-needed security system.*

**Mac Park** – *Working with Little League, Public Works staff is working to get the second field up to par and playable. It is expected to be fully ready for next year's play.*

## ADMINISTRATION

**Audits** – Staff continues work with auditors examining the 2021-22 Fiscal Year. Auditors were onsite in in early February to wrap up their process. Draft audits were forwarded to City staff in early March for review. The drafts were approved in March and we await the final documents. *The Single Audit was submitted on time and accepted, which is crucial for ongoing grant funding eligibility.*

**Public Safety Lot/New Construction** – subsequent to Council approval to procure Architecture services to design Phases I (Fire Apparatus Bay) and Phase II (PS Administration & Fire Dormitories) the City Manager met with the City Engineer and City Planner to discuss parameters for a Request for Proposals. The RFP for Architecture was advertised in early February, with responses due by the end of the month. Staff had multiple interactions with interested architectural firms leading up to the deadline.

Two responses were received and a committee met multiple times to select a preferred firm. Staff made several calls to check in with past clients. A recommendation has been made by the committee and action

to engage an architect, which was approved by City Council. ***Contract documents were forwarded to Rubio Medina, Architect staff is currently working to incorporate requested changes.***

**Website Redesign** – Conveyor Group was engaged in March to oversee a redesign of the City’s aged site. They recently presented their first mockup of the site and staff will be interfacing with them over the next few weeks to get the site implemented. A demo version has been provided. Work on editing that version will be a priority this week. Several changes were suggested and incorporated to the site. We are currently working on gathering pictures and other content to upload. Submissions are welcome! Some of this has been forwarded in recent weeks and we are working to keep the progress going.

**BUILDING PERMITS** - The City has issued **24** building permits thus far in 2023. A list of permits pulled by month is available on the City’s website at <http://holtville.ca.gov/section.php?id=73>.

**Melon, LLC Housing Project (± 50)** – A project has been in the works for some time at the northeast corner of Ninth and Melon, just outside the City limits. After years of confusion regarding the process, the project’s ownership group, led by John Hawk, engaged Development Design & Engineering in 2016 to assist in shepherding the project along. DD&E completed CEQA compliance and a Mitigated Negative Declaration was adopted by the Planning Commission and City Council in late 2020.

The project was presented at Planning Commission in October 2020 and drew a good deal of public opposition. PC action pushed the project forward with a designation of allowing R-1 or R-2 development, with Council accepting the PC recommendation in November, 2020. The more dense R-2 zoning designation would allow up to 8 units per acre or approximately 65 units. The annexation was approved by LAFCo in February, 2021. We await further submission from the project proponent.

Word has trickled back to staff that Mr. Hawk is once again actively entertaining the thought of selling off this project. The CM recently met with a developer that is highly interested in acquiring the project. A site visit and further discussion seemed promising.

**AMG Sunset Rose Senior Apartments (± 33)** – The City was asked to apply for HOME grant funding for a second apartment project by AMG & Associates, proposed in the area of Third and Grape. In July, the City received word that the HOME Program loan has been awarded for this project. This will create some long-term oversight by the City, but it does continue to add housing. A subdivision map has been submitted for the property, which is under review. A consultant to administer this grant was engaged in May. An application for additional subsidized financing was approved by the City in late November and documents are being finalized by HCD for the award. A meeting was held with the Grant Administrator last month to plan next steps.

A pre-submittal meeting was held in early November to discuss necessary aspects to the construction with the project proponent, including offsite improvements. Much of the discussion centered on handling stormwater. This will be ongoing. Plans were submitted in late November. The City Building Inspector and The Holt Group completed the plan check in January and sent the first batch of comments to the developer. Funding requires the developer to have building permits in hand by March 3. An extension to late March was granted, however. AMG addressed all substantive issues and permits were issued in late February. We continue to work with them on a few ancillary issues, but discussions are productive and positive. Final map and the necessary proposed lot split were approved in late February as well.

***Staff continues to conduct daily interaction with the project proponents via email for various necessary documents. The Building Inspector and the City Engineer have cleared the project to begin construction, so that part is in the hands of the builder at this point.***



**MEETINGS & EVENTS RECENTLY ATTENDED:**

- 03/27/23 Department Head Meeting *City Hall*
- 03/27/23 Meeting w/ ICSO re: New Lieutenant Introduction *City Hall*
- 03/27/23 Holtville City Council Meeting *City Hall*
- 03/28/23 Meeting w/ Mechanics Bank re: *Municipal Investing* *Holtville Branch*
- 03/30/23 County Recorder re: Sunset Rose, Pool Project Docs *IC Recorders Office*
- 03/31/23 CLoC City Managers Executive Committee *Zoom Conference*
- 04/03/23 Department Head Meeting *City Hall*
- 04/03/23 Meet w/ Senator Padilla Staff re: *Lithium Legislation, Issues for Holtville* *City Hall*
- 04/03/23 Document Signing *Offices of Walker & Driskill*
- 04/06/23 IVEDC Executive Committee Meeting *IVEDC Offices (Imperial)*
- 04/06/23 Legal Conference re: *Various Issues* *Offices of Walker & Driskill*
- 04/07/23 Good Friday Observed (*City Hall Closed*)

**UPCOMING EVENTS:**

- 04/08/23 Easter in the Park *Holt Park*
- 04/09/23 Easter Sunday
- 04/10/23 Department Head Meeting *City Hall*
- 04/10/23 Holtville City Council Meeting *City Hall*
- 04/12/23 ICTC Management/CCMA Meetings *ICTC Offices*
- 04/13/23 Imperial-Mexicali Bi-National Alliance Meeting *CETYS (Mexicali)*
- 04/13 - 04/14/23 CLoC City Leaders Summit *Sacramento, CA*
- 04/14/23 NW Vacation Day (*Out of Office*) *Fresno, CA*
- 04/17/23 Holtville Planning Commission Meeting *City Hall*
- 04/20/23 Holtville Farmers Market & Street Fair *Holt Park*
- 04/24/23 Holtville City Council Meeting *City Hall*
- 05/03 - 05/05/23 SCAG General Assembly & Annual Conference *Palm Desert, CA*
- 05/17/23 IV Foreign Trade Zone Meeting *Web Conference*
- 05/18/23 Holtville Farmers Market & Street Fair *Holt Park*
- 05/19/23 Turning Point Banquet *Old Eucalyptus Schoolhouse (EC)*
- 05/29/23 Memorial Day Observed (*City Hall Closed*)
- 06/20/23 Ice Cream Social *Holt Park*


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

Respectfully submitted,



Nicholas D. Wells  
(760) 356-2831

City of Holtville  
Report to City Council

<b>MEETING DATE:</b>	<u>04/06/23</u>
<b>ITEM NUMBER</b>	<u>5 b</u>
<b>Approvals</b>	<b>CITY MANAGER</b> 
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

April 6, 2023

From: Adriana Anguis, Finance Supervisor

Subject: Bimonthly Report

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

The purpose of this report is to inform Council of City of Holtville Finance activities and updates since the last council meeting.

- Running all fund balances to start new budget.
- The department is currently making sure all financial transactions are posted correctly and is all up to date.
- Inspected the Holtville Gardens on March 31<sup>st</sup> currently reviewing all financials and completing the reports to the state.
- Bills for April have been mailed out.

Respectfully Submitted,

*Adriana Anguis*

Adriana Anguis  
Finance Supervisor  
City of Holtville



## City of Holtville Report to Council

MEETING DATE: 04/06/23

ITEM NUMBER 5 c

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

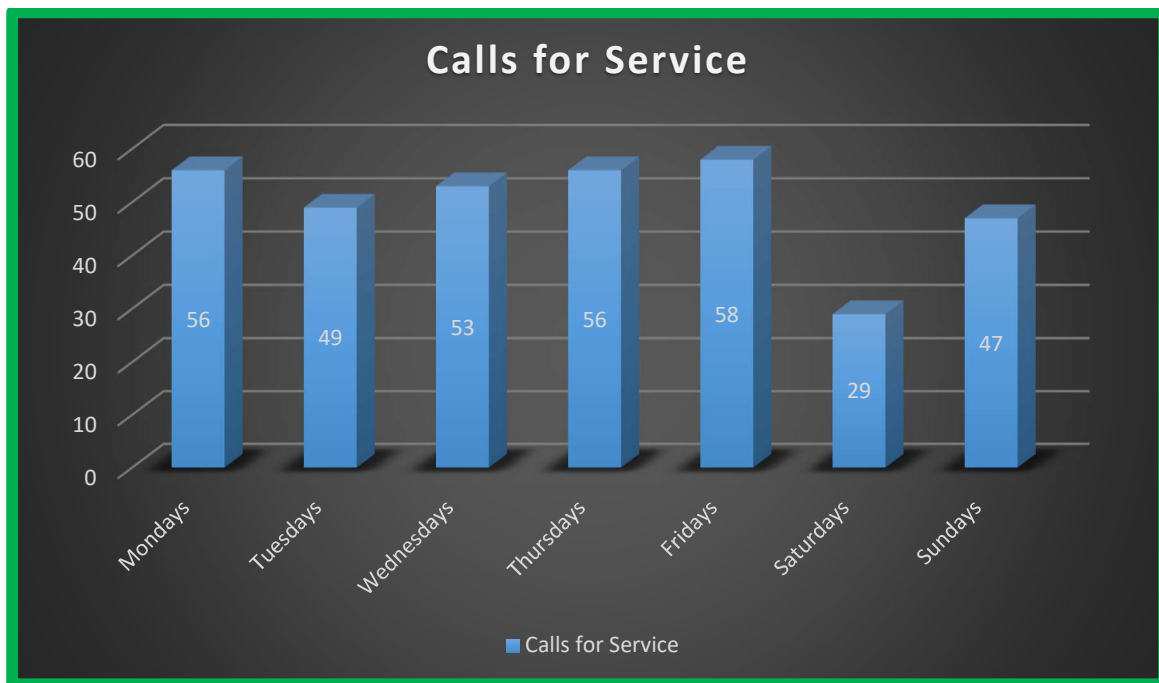
**Date Issued:** April 06, 2023  
**From:** Sergeant Joseph Conkey, Chief of Police  
**Subject:** Holtville Sheriff's Monthly Report – March 2023

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

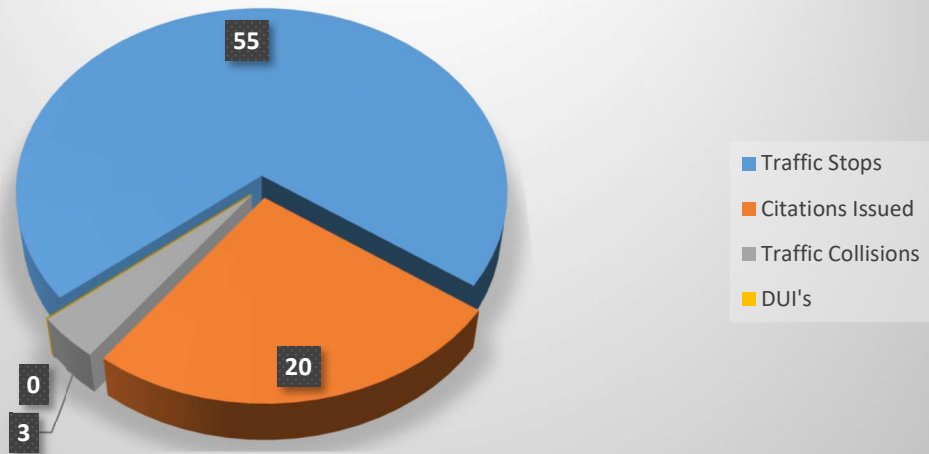
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **March 2023**.

### Calls for Service:

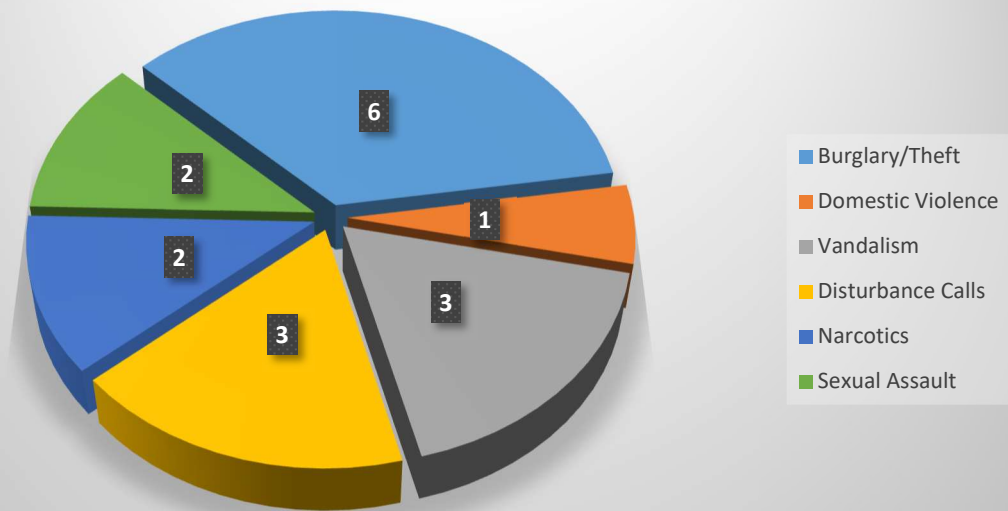
- **348** total incident reports, which were entered into Spillman Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.
- The highest volume of calls for service occurred on **Friday's** with **58 total calls for service**. The lowest volume of calls for service occurred on **Saturday's** with **29 total calls for service**. The highest volume of calls occurred from **07:00 am** to **08:00 am**.

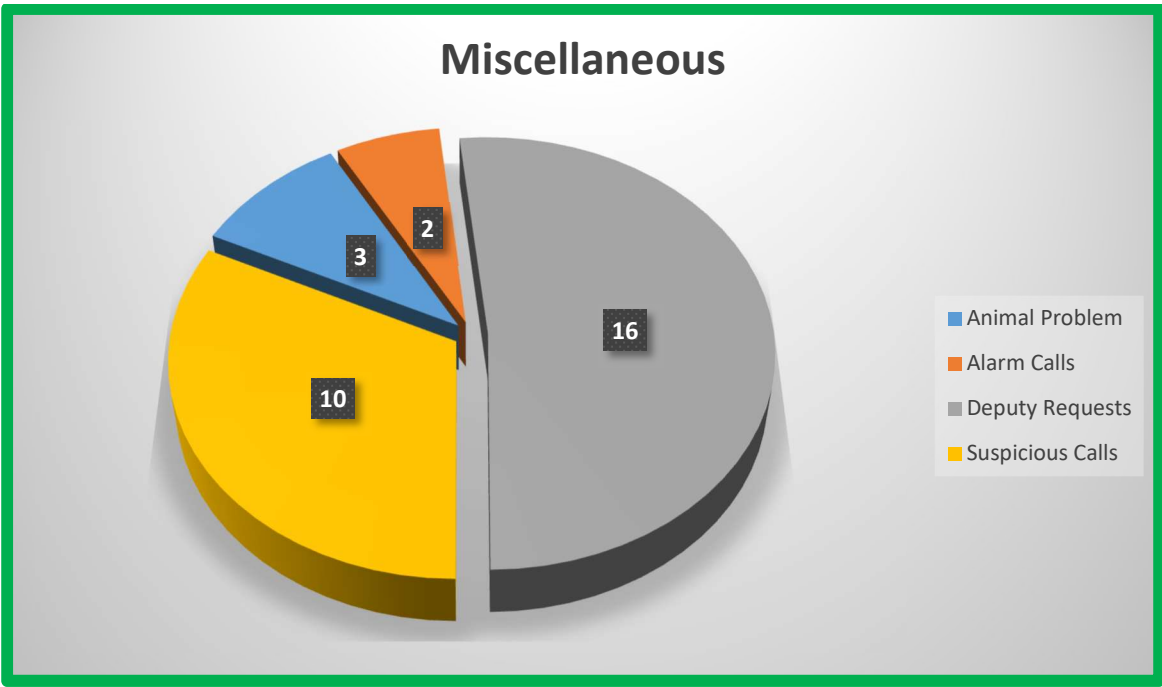
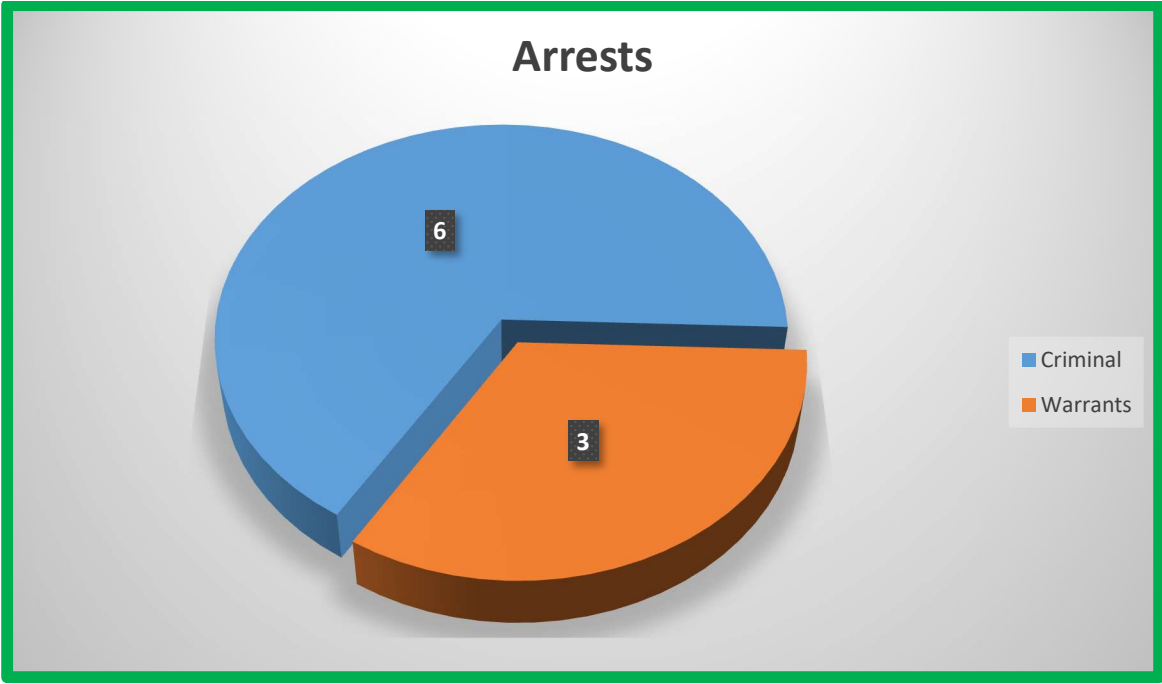


## Traffic



## Criminal Activity





**The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of October 2022.**

**2303H-004 – Traffic Accident Holt Avenue and 5<sup>th</sup> Street**

Reporting person called to report a past occurred traffic accident, negative injuries and occurred a week ago. Civil issue between parties over paying for damages. Report was taken.

**2303H-006 – 911 from 950 East 5<sup>th</sup> Street at the Orchard View Apartments**

Caller called to state there was suspicious activity in the area but never clarified and hung up. Deputy checked the area but nothing unusual was observed. Patrol checks were conducted in the area.

**2303H-016 – Counter Traffic at the Station**

Reporting person stated he noticed that his front license plate was either lost or stolen. Unknown suspects. Report was taken.

**2303H-017 – Medical in the area of 5<sup>TH</sup> Street and Walnut Avenue**

Reporting person reported he was riding his bicycle and was bitten by a K-9. Medical was called and subject was transported to ECRMC. K-9 was located and turned over to animal control officer.

**2303H-018 – Fraud in the 700 Block of Olive Avenue**

Reporting person called to report someone had taken \$1000.00 out of his bank with an ATM card. Reporting person stated he was out of the area on the day and he has his bank card. Report was taken.

**2303H-027 – Suspicious in the 800 Block of Orange Avenue**

Reporting person stated he arrived home and saw an unknown vehicle that he couldn't describe leaving his residence and saw his truck door open. It appeared the subjects were trying to steal the vehicle as the ignition had been tampered with. Unknown suspects. Area was checked but nobody was located in the area.

**2303H-039 – Drugs behind the Shell Station at 525 East 5<sup>th</sup> Street**

Deputies were called to the area in reference to an altercation between a male and female subject. During the contact deputies located the subjects were in possession of Methamphetamine, Fentanyl and drug paraphilia. Both subjects were cited for the violations and later released.

**2303H-073 – Trespassing in the 700 Block of Brentwood Avenue**

Reporting person called to report someone on their roof. Negative visual on the subject. Deputies arrived and checked the area, but did not locate anyone or anything suspicious. Patrol checks of the area were conducted.

**2303H-080 – Welfare check requested at 556 Walnut Avenue**

Reporting person called to request a welfare check on an employee who made suicidal statements. Deputies contacted the subject and spoke to him. Subject did not meet 5150 requirements.

**2303H-081 – Intoxication at 608 East 5<sup>th</sup> Street at the Union Market**

Reporting person called to report an intoxicated and uncooperative subject on the property. Deputy contacted the female and she was upset but not intoxicated. She was advised she was not welcome at the store and she would need to return at a later date.

**2303H-116 – Disturbance at 1225 E 7<sup>TH</sup> Street**

Reporting person called to report she heard yelling and banging in the next apartment. Deputies arrived and investigated. Turned out to be a domestic violence in progress. Male subject was arrested and booked into ICJ for Domestic battery.

**2303H-125 – Missing Juvenile at 1225 East 7<sup>th</sup> Street**

Reporting person called to report her son ran away. Report was taken and area was searched for the juvenile, but he was not locate. Juvenile was entered as a missing person, and was later located.

**2303H-126 – Shots fired in the 500 Block of East 8<sup>th</sup> Street**

Reporting person reported two shots fired in the area. Deputies searched the area, but did not located any casings. Deputies located two juveniles and contacted them. One was a missing person and was later turned over to parents. Negative weapons located or evidence of shots fired.

**2303H-129 – Vandalism in the 600 Block of Maple Avenue**

Reporting person called to report graffiti in the area. Report was taken.

**2303H-131 – Disturbance 500 Block of Orange**

Reporting person stated subject brandished a gun at him. Second half came to the station to report the incident. Further investigation revealed the two have a history of trying to get each other in trouble. No firearm was located. Subjects were advised to stay away from each other.

**2303H-132 – Fireworks in the 800 Block of Brentwood**

Juveniles playing with and lighting fireworks. Juveniles were counseled and their parents were spoken to. Juveniles stated they would stop.

**2303H-146 – Fire in the brush on Evan Hewes and 4<sup>th</sup> Street**

Deputies assisted fire in directing traffic and extinguishing a small brush fire along the roadway.

**2303H-159 – Rape reported in the 500 Block of Orange Avenue**

Reporting person called to report his niece was being raped in the residence. Deputies arrived and investigated the incident, which was determined to be falsely reported. Niece was fine and denied all allegations as well as family members who stated she was with them. Investigation revealed subjects have a history of making false allegations against each other to get them in trouble. Negative rape.

**2303H-166 – Runaway juvenile in the 600 Block of 8<sup>th</sup> Street**

Reporting person called to report her son as a runaway. Juvenile was located that the doughnut shot and turned over to parents.

**2323H-177 – Theft at 711 located at 211 West 5<sup>th</sup> Street**

Clerk called to advise a juvenile female just stole beer and locked herself in the restroom and then ran out of the store. Clerk called back and stated she was at the store with the suspect. Juvenile female stole 3 tall cans of beer and tried to conceal them in her backpack in the restroom and then ran out. Juvenile was arrested and later turned over to parents. Charges filed.

**2303H-182 – Stolen Vehicle in the alley of 500 Block of Pine Avenue**

Worker called and reported someone just stole their work van. Unknown suspect and negative description. Suspected subject had a key to the vehicle. Report was taken and vehicle was entered into Stolen Vehicle System.

**2303H-203 – Theft from 711 located at 211 West 5<sup>th</sup> Street**

Clerk called to report a juvenile stole condoms. Video surveillance was obtained and subject was identified as a male juvenile with a positive ID. Juvenile was located and condoms were located. Subject was arrested and turned over to parents. Charges filed.

**2303H- Theft from 711 located at 211 West 5<sup>th</sup> Street**

Clerk from the store provided video footage of two female juveniles stealing beer from the store. Subjects were not identified, but report was taken.

**2303H-224 – Theft from Dollar General at 402 East 5<sup>th</sup> Street**

Female was observed by employees stealing several items from the store and advised she left the store with a juvenile. Subject was located and stopped. Several stolen items were located and the female was cited and released. Items were returned to the store clerk.

**2323H-251 – Disturbance at 708 East 5<sup>th</sup> Street at Sonrisa Villa**

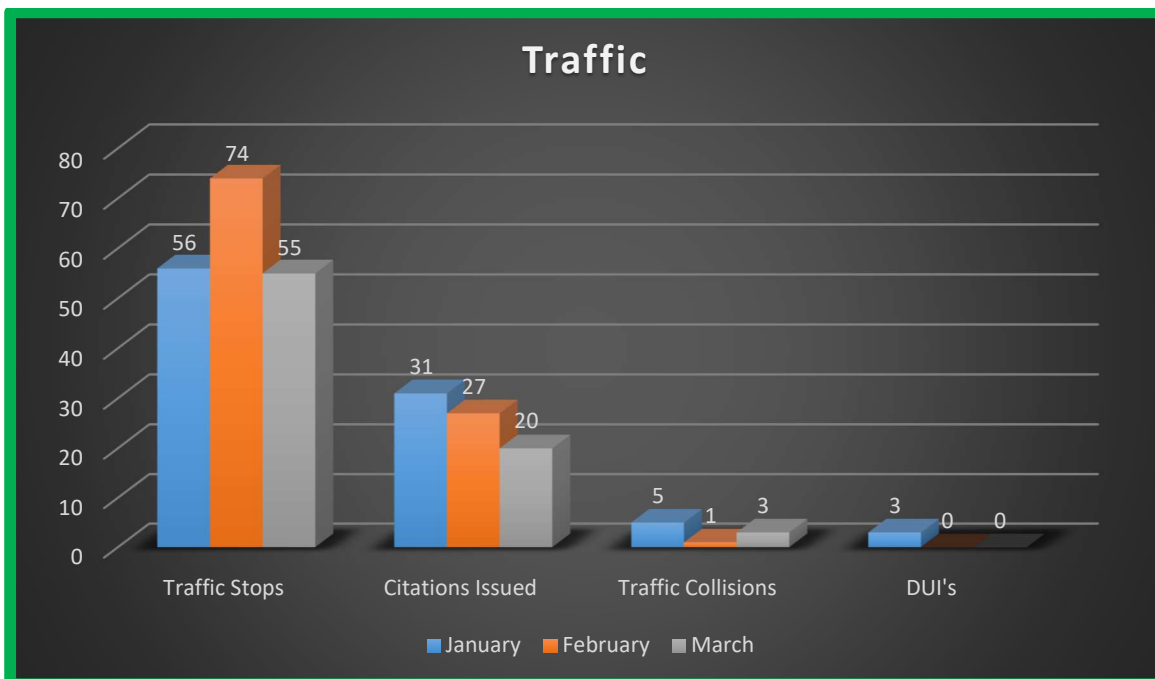
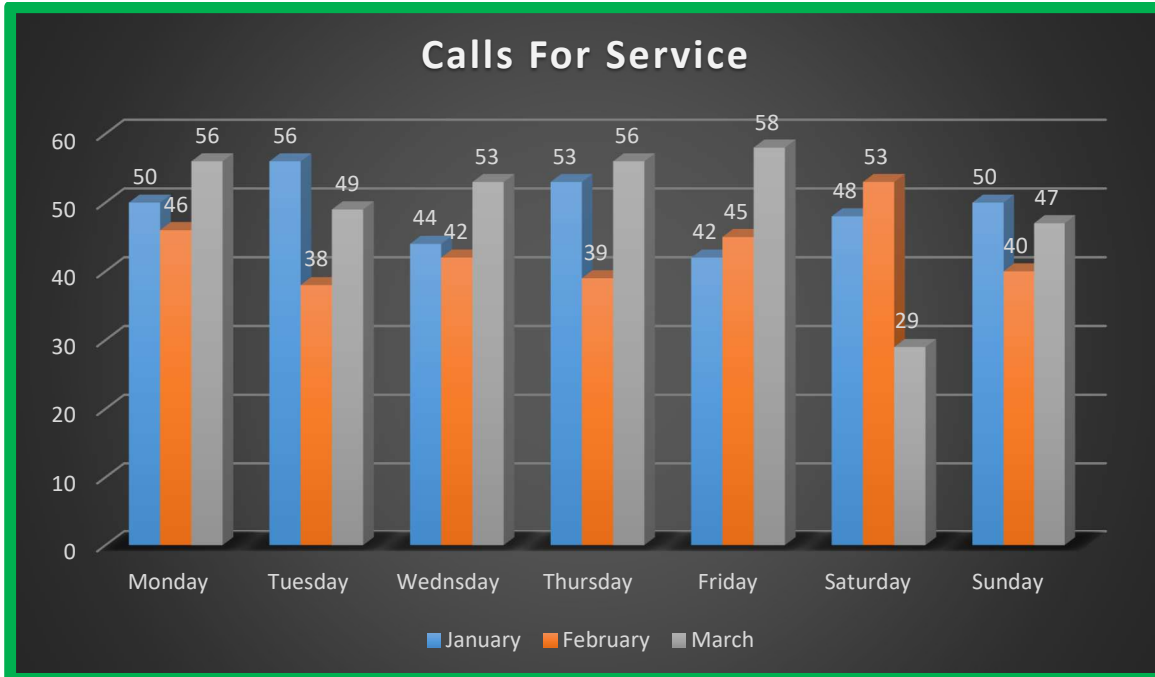
Reporting person reporting a physical fight between residents. Several residents were involved in a fight. All three individuals declined prosecution and staff was advised to keep subjects away from each other.

**2303H-282 – Suspicious in the area of 402 East 5<sup>th</sup> Street**

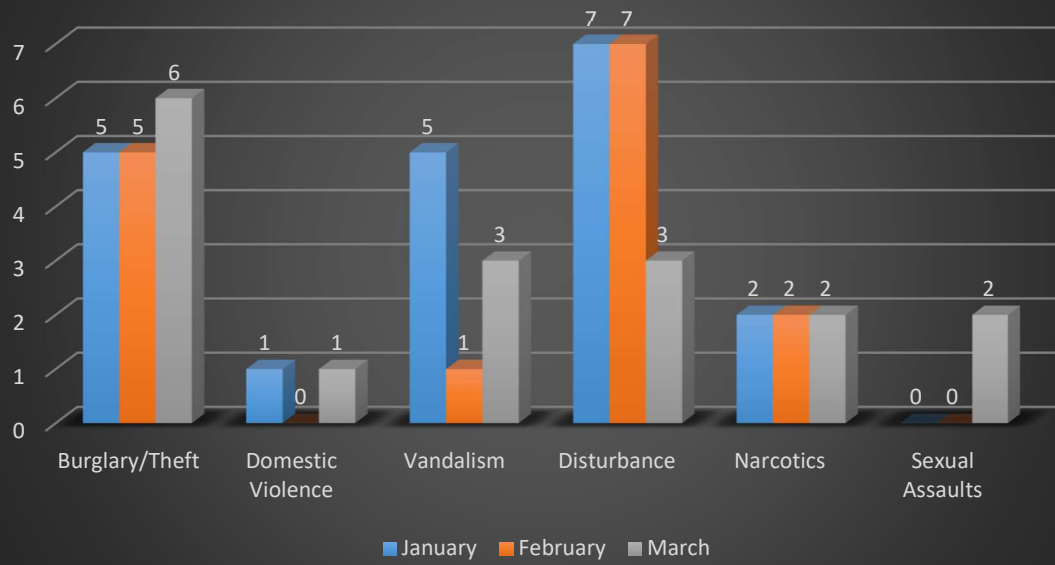
Reporting person called to report a female with two juveniles in the area who appeared dirty and homeless. Parties were contacted and subjects reside in the Grape apartments. Children were healthy but dirty. CPS referral was completed and CPS was notified of children's appearance, and that mother was requesting monetary assistance.



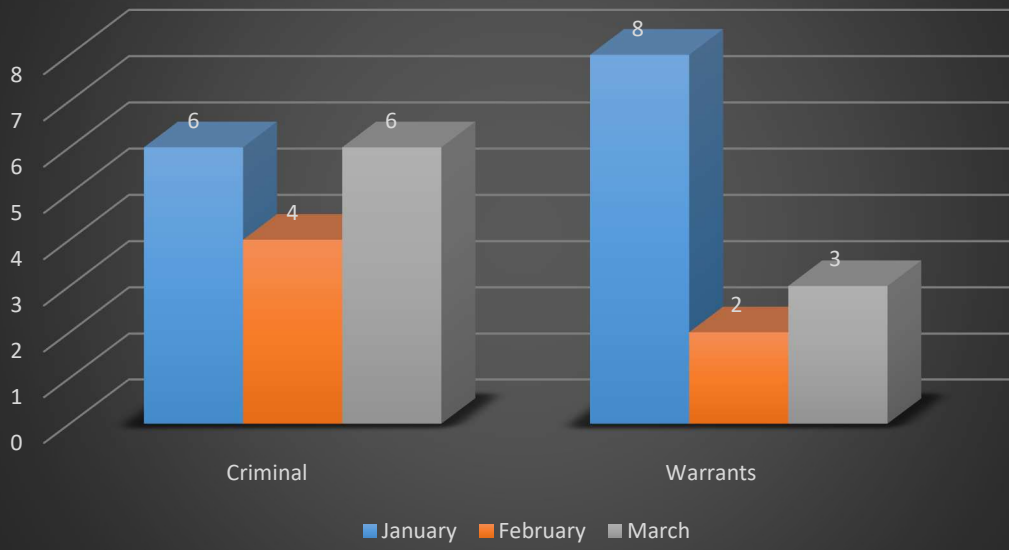
**Monthly Comparisons:**



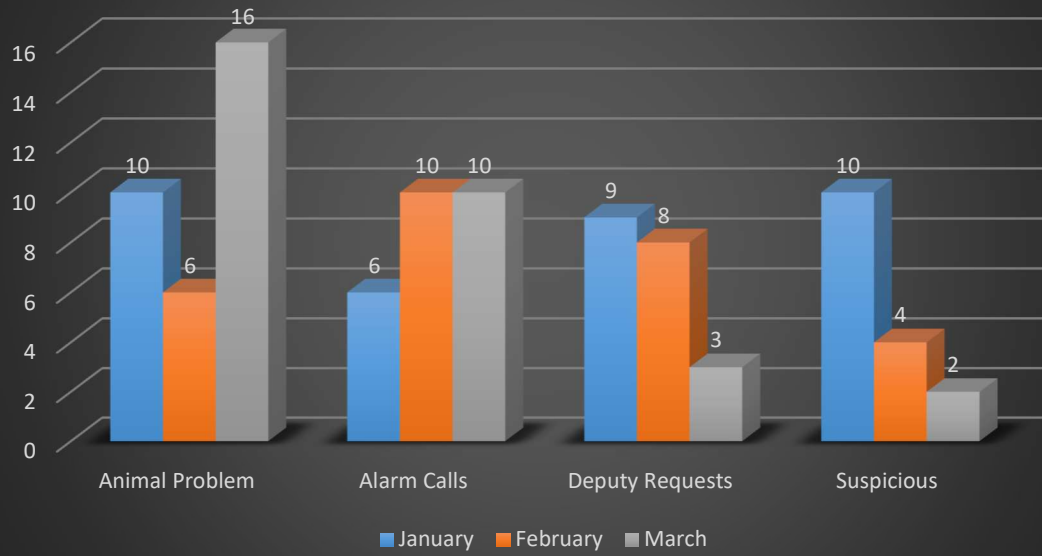
### Criminal Activity



### Arrests




## Miscellaneous



**Respectfully submitted,**

Sergeant Joseph Conkey

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

MEETING DATE:	04/10/23
ITEM NUMBER	5 d
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

**DATE ISSUED:** April 5<sup>th</sup>, 2023  
**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 and maintenance activities carried out at the Water & Wastewater treatment facilities during the period between 04/26/23 to 04/05/2023.

**Water Plant:**

- Water Plant staff completed installation of new **Ingersoll Rand duplex compressor head assembly** on air compressor station for water plant filtration system. *(see first photo)*
- Water Plant staff completed installation of new **10 HP 3-phase electric drive motor** on air compressor station for water plant headworks mixer. *(see second photo)*
- Water plant staff completed all required monthly samples, and submitted all regulatory reports as required during this period.

**Wastewater Plant:**

- Wastewater plant staff completed re-sampling of **effluent toxicity bioassay**, and sent to Nautilus Labs in Sand Diego for bi-annual Screening Phase.
- Wastewater plant staff completed all required monthly samples, and submitted all regulatory reports as required during this period.

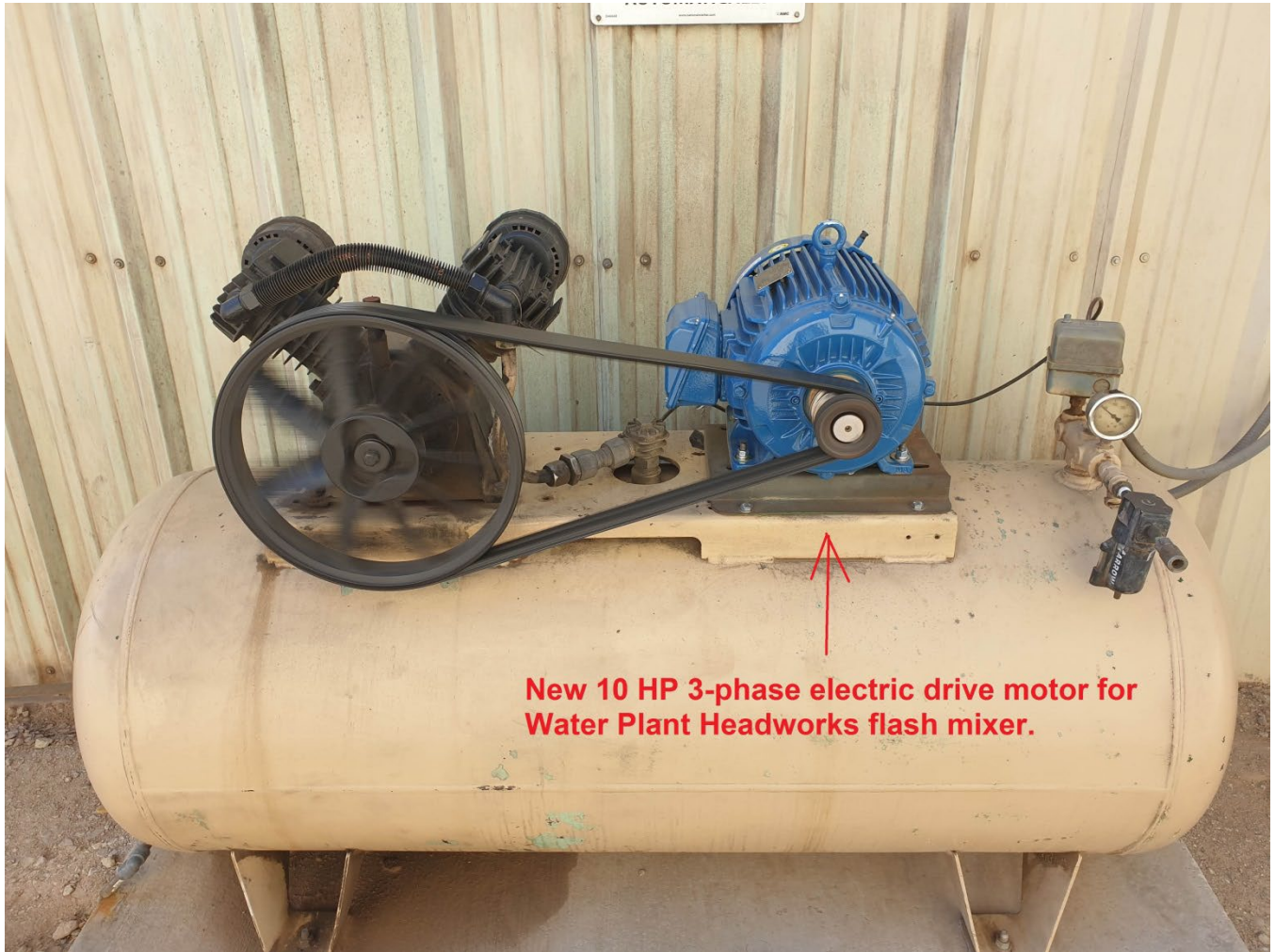
Respectfully Submitted,



Frank Cornejo.  
Water/Wastewater Operations Supervisor  
City of Holtville



**New Ingersoll Rand Duplex air compressor head assembly for water plant filtration system.**



**New 10 HP 3-phase electric drive motor for Water Plant Headworks flash mixer.**