

AGENDA

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

Monday, January 23, 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"/> Alex Silva, Fire 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

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:

(Government Code Section 54956.9(a))

Charles Simpson vs. City of Holtville

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.

NEW BUSINESS URGENCY ITEM:

- a. **Discussion/Related Action to Adopt RESOLUTION #23-04** Authorizing Remote Meetings in Accordance with the Provisions of the State Assembly Bill (AB) 361.

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, January 9, 2023.
- b. Current Demands #45087 through #45145.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUEs:**2. UNFINISHED BUSINESS:** *None***3. NEW BUSINESS:**

- b. **Discussion/Related Action to Adopt RESOLUTION #23-03** Approving an Application for Under the California Department of Housing and Community Development's Permanent Local Housing Allocation (PLHA) Program and a Five-Year Funding Allocation Plan

Nick Wells, City Manager

4. INFORMATION ONLY:

- a. **2023 Carrot Festival Schedule**

Nick Wells, City Manager

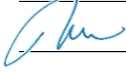
5. STAFF REPORTS

- a. **City Manager Report - Nick Wells**
- b. Finance Supervisor - *Adriana Anguis*
(*Midyear Budget review attached*)
- c. Fire Chief - Alex Silva
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*

6. Items for future meetings**7. ADJOURNMENT:**

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

Monday, January 9, 2023

MEETING DATE:	<u>1/23/23</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, January 9, 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. City Attorney Steve Walker, City Manager Nick Wells, Finance Supervisor Adriana Anguis, and Police Chief Joe Conkey were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

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

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

No Reportable Action Taken

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:

(Government Code Section 54956.9(b))

No Reportable Action Taken

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

No Reportable Action Taken

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Ward called the Open Session meeting to order at 6:04 PM.

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

INVOCATION: *The Invocation was given by Pastor Richard Moore of the Trinity Baptist Church.*

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Manager Nick Wells verified that the agenda was duly posted on Friday, January 6, 2023.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

RECOGNITION:

National Law Enforcement Appreciation Day

Mayor Ginger Ward

Mayor Ward was joined by Mr. Wells in noting National Law Enforcement Appreciation Day and recognizing the continuing efforts of the Imperial County Sheriff's Office in protecting Holtville.

GENERAL PUBLIC COMMENTS:

Alfredo Guzman, the Holtville High School Art Teacher , was joined by Araceli Mangione of Imperial Valley Murals to update the placement of a community-based mural and to request a donation from the City Council. Mr. Goodsell presented them with a check for \$500 from Coopers West Insurance and was joined by Mr. Anderson in encouraging other organizations such as the Holtville Women's Club, the Athletic Club and the Rotary Club to match that amount. By consensus, the Council gave general direction to staff to donate a similar amount from budgeted City Council funds for outside organizations.

Jaysel V Mendoza, from the office of State Senator Steve Padilla, came to introduce herself and offer their assistance if the City needs it.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, December 12, 2022.**
- b. Current Demands #45011 through #45086**

A motion was made by Mr. Anderson and seconded by Mr. Goodsell 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 reported that she has sent required data to the auditors, they are scheduled to return the week of February 6. Thanked staff for hard work on the Christmas party. Will be attending the California Society of Municipal Finance Officers' Conference at the end of the month.

Sgt. Conkey reviewed some recent crime statistics, then took a few questions regarding any gang activity and/or problems arising from either of the prisons in the region. He reported no current significant concerns with those factors.

Mr. Pacheco had nothing to report.

Mr. Anderson had nothing to report.

Mr. Goodsell reported that the HHS Girls Basketball team has he and Mr. Anderson heading back and forth to San Diego for tournaments these days, but the grind will benefit them in the coming months when League play begins.

Mr. Munger had nothing to report.

Ms. Ward had nothing to report.

2. UNFINISHED BUSINESS: None

3. NEW BUSINESS:

- a. Discussion/Related Action to Adopt RESOLUTION #23-01** Requesting Appropriation of Fiscal Year 2022-23 Funds Allocated from the State of California’s Citizen Option for Public Safety (“COPS”) Program to Provide for Front Line Police Services **Nick Wells, City Manager**

Mr. Wells refreshed Council on the cycle of COPS funding, noting this request would likely be followed by an additional request for excess funding after the fiscal year is over.

A motion was made by Mr. Goodsell and seconded by Mr. Pacheco to approve the action 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 #23-02** Adopting a Revised Salary Schedule for the 2022-23 Fiscal Year **Nick Wells, City Manager**

Mr. Wells explained that most of the changes were driven by the January 1, 2023, change to the California Minimum Wage law. Minor additional corrections were incorporated, including alignment of Fire pay with that delineated in their recently adopted MOU.

A motion was made by Mr. Pacheco and seconded by Mr. Goodsell to approve the action 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

- c. Discussion/Related Action to Update County/Regional Appointment List**

Nick Wells, City Manager

Mr. Wells assisted Mayor Ward in the discussion to reassign and/or reaffirm appointments to the various boards, commissions and committees on which the City Council and/or staff have a role. The changes were incorporated in the master list.

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

AYES: Anderson, Goodsell, Munger, Pacheco, Ward

NOES: None

ABSENT: None

ABSTAIN: None

4. INFORMATION ONLY:

5. STAFF REPORTS:

- a. City Manager Report** *Nick Wells reported that the Tree Lighting was a great event once again and he enjoyed his recent weekend trip to Wichita, Kansas.*
- b. Finance Supervisor** - *Adriana Anguis*
- c. Fire Chief** - *Alex Silva*
- d. Water/Wastewater Supervisor** - *Frank Cornejo*
- e. Public Works Foreman** – *Alex Chavez* *(No report provided)*

6. Items for Future Meetings:

Mr. Wells reminded Council that our next meeting will feature annual committee appointments, which will need some changes due to turnover.

- 7. ADJOURNMENT:** *There being no further business to come before the Council, Ms. Ward adjourned the meeting at 7:10 PM.*

Nicholas D. Wells, Acting City Clerk

Ginger Ward, Mayor

Report Criteria:
Detail report type printed

MEETING DATE: 01/23/23

ITEM NUMBER 1 b

Approvals

CITY MANAGER
FINANCE MANAGER
CITY ATTORNEY



Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount			
45087								
8x8, INC.	3676406	TELEPHONE	01/01/2023	52.70	52.70	45087	01/19/2023	ADMIN
	3676406	TELEPHONE	01/01/2023	52.69	52.69	45087	01/19/2023	
	3676406	TELEPHONE	01/01/2023	52.69	52.69	45087	01/19/2023	
	3676406	TELEPHONE	01/01/2023	52.69	52.69	45087	01/19/2023	
	3676406	TELEPHONE	01/01/2023	52.69	52.69	45087	01/19/2023	
45088								
ACE HARDWARE	D46371	CLEANING SUPPLIES	01/02/2023	22.37	22.37	45088	01/19/2023	PUBLIC WORKS
	D47044	TARP	01/06/2023	31.24	31.24	45088	01/19/2023	FIRE DEPT
	D47048	CITY HALL SUPPLIES	01/06/2023	213.76	213.76	45088	01/19/2023	
	D41424	REFUND	12/08/2022	69.98-	69.98-	45088	01/19/2023	
	D41400	LIGHTBULBS	12/08/2022	139.97	139.97	45088	01/19/2023	
	D46240	BOLTS AND SCREWS	01/02/2023	21.91	21.91	45088	01/19/2023	
	D45506	SHOP SUPPLIES	12/28/2022	22.62	22.62	45088	01/19/2023	
	D45506	SHOP SUPPLIES	12/28/2022	22.61	22.61	45088	01/19/2023	
	D46223	SUPPLIES	01/02/2023	44.93	44.93	45088	01/19/2023	
	D46603	SMALL TOOLS	01/04/2023	105.55	105.55	45088	01/19/2023	
	D46458	HDMI CABLE	01/03/2023	26.93	26.93	45088	01/19/2023	
	D39899	LIGHTS	12/01/2022	43.08	43.08	45088	01/19/2023	
	D46767	VELCRO	01/04/2023	4.95	4.95	45088	01/19/2023	
	D46548	STORAGE BOX	01/03/2023	30.16	30.16	45088	01/19/2023	
	D46751	FIRE DEPT SUPPLIES	01/04/2023	85.07	85.07	45088	01/19/2023	
	D23387	SHOVEL	09/09/2022	58.16	58.16	45088	01/19/2023	
	D28481	TRIMMER	10/07/2022	259.67	259.67	45088	01/19/2023	
	D28954	LED LIGHTS	10/10/2022	122.80	122.80	45088	01/19/2023	
	D28981	FIRE DEPT SUPPLIES	10/10/2022	21.29	21.29	45088	01/19/2023	
	D32215	CLEANING SUPPLIES	10/25/2022	17.42	17.42	45088	01/19/2023	
	D32367	SPRAY PAINT	10/26/2022	36.38	36.38	45088	01/19/2023	
	D23283	BOTTLE WATER	09/08/2022	19.78	19.78	45088	01/19/2023	
	D18651	BOTTLE ATER	08/11/2022	14.84	14.84	45088	01/19/2023	
	D23304	CLEANING SUPPLIES	09/08/2022	34.45	34.45	45088	01/19/2023	
	D46338	CLEANING SUPPLIES	01/02/2023	10.32	10.32	45088	01/19/2023	
	D45430	CLEANING SUPPLIES	12/28/2022	14.63	14.63	45088	01/19/2023	
	D46088	CLEANING SUPPLIES	12/31/2022	36.07	36.07	45088	01/19/2023	
	D45857	GLOVES	12/30/2022	21.54	21.54	45088	01/19/2023	
	D37690	RETURN	11/21/2022	62.44-	62.44-	45088	01/19/2023	
	D47882	SUPPLIES	01/10/2023	14.19	14.19	45088	01/19/2023	
	D31303	GLOVES	10/21/2022	19.37	19.37	45088	01/19/2023	
	D46744	PLYWOOD	01/04/2023	47.73	47.73	45088	01/19/2023	
	D46763	CAUTION TAPE	01/04/2023	14.00	14.00	45088	01/19/2023	
	D45404	HEX BUSH	12/28/2022	2.47	2.47	45088	01/19/2023	
	D38180	LIGHTS	11/23/2022	145.37	145.37	45088	01/19/2023	
	D37902	STAPLES	11/22/2022	73.67	73.67	45088	01/19/2023	
	D37707	LIGHTS	11/21/2022	32.31	32.31	45088	01/19/2023	
	D37707	LIGHTS	11/21/2022	32.30	32.30	45088	01/19/2023	
	D37707	LIGHTS	11/21/2022	32.30	32.30	45088	01/19/2023	
	D34288	TAPE	11/05/2022	6.46	6.46	45088	01/19/2023	
	D34288	TAPE	11/05/2022	6.46	6.46	45088	01/19/2023	
	D34288	TAPE	11/05/2022	6.46	6.46	45088	01/19/2023	
	D34203	BAGS	11/04/2022	40.92	40.92	45088	01/19/2023	
	D30807	SOAP	10/19/2022	72.46	72.46	45088	01/19/2023	
	D21905	PAINT MACHINE SUPPLI	09/02/2022	76.22	76.22	45088	01/19/2023	
	D23377	SUPPLIES	09/09/2022	1.07	1.07	45088	01/19/2023	
	D23377	SUPPLIES	09/09/2022	1.07	1.07	45088	01/19/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
	D23372	SUPPLIES	09/09/2022	52.42	52.42	45088	01/19/2023	
	D23372	SUPPLIES	09/09/2022	52.42	52.42	45088	01/19/2023	
	D46653	POOL KEYS	01/04/2023	33.95	33.95	45088	01/19/2023	
	D21945	KEYS	09/02/2022	4.93	4.93	45088	01/19/2023	
	D34980	KEYS	11/08/2022	63.88	63.88	45088	01/19/2023	
	D35350	CLEANING SUPPLIES	11/10/2022	10.36	10.36	45088	01/19/2023	
	D35350	CLEANING SUPPLIES	11/10/2022	10.36	10.36	45088	01/19/2023	
	D17433	POOL SUPPLIES	08/04/2022	26.48	26.48	45088	01/19/2023	
	D45660	CHAIN LOOPS	12/29/2022	192.62	192.62	45088	01/19/2023	
	D20943	SUPPLIES	08/25/2022	21.28	21.28	45088	01/19/2023	
	D21107	WRENCH SET	08/26/2022	42.01	42.01	45088	01/19/2023	
	D20491	SUPPLIES FOR PARKS	08/23/2022	80.76	80.76	45088	01/19/2023	
	D17190	CITY HALL SUPPLIES	08/03/2022	22.15	22.15	45088	01/19/2023	
	D47883	SATURN POT	01/10/2023	8.61	8.61	45088	01/19/2023	
	D48134	PADLOCK	01/11/2023	9.26	9.26	45088	01/19/2023	
	D48226	MEASURING TAPE	01/11/2023	10.76	10.76	45088	01/19/2023	
45089								
ADRIANA ANGUIS	CSMFO 202	CSMFO 2023 CONFEREN	01/19/2023	329.58	329.58	45089	01/19/2023	ADMIN
	MILEAGE D	MILEAGE REIMBURSEME	01/19/2023	20.50	20.50	45089	01/19/2023	
45090								
AFLAC	428016	INSURANCE PREMIUM	01/18/2023	147.57	147.57	45090	01/19/2023	ADMIN
	428016	INSURANCE PREMIUM	01/18/2023	8.08	8.08	45090	01/19/2023	
	293898	INSURANCE PREMIUM	01/03/2023	147.57	147.57	45090	01/19/2023	
	293898	INSURANCE PREMIUM	01/03/2023	8.08	8.08	45090	01/19/2023	
45091								
AKESO OCCUPATIONAL	2037	PRE EMPLOYMENT PHY	12/31/2022	960.00	960.00	45091	01/19/2023	FIRE DEPT
45092								
ALL STAR FIRE EQUIPME	244753	BOOTS	12/27/2022	1,443.85	1,443.85	45092	01/19/2023	FIRE DEPT
45093								
ARAMARK SERVICES, IN	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	257.71	257.71	45093	01/19/2023	PUBLIC WORKS
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	478.92	478.92	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	489.75	489.75	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	115.36	115.36	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	108.15	108.15	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	108.15	108.15	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	194.67	194.67	45093	01/19/2023	
	#2000 DEC 2	UNIFORM CHARGES	12/31/2022	194.68	194.68	45093	01/19/2023	
45094								
AT&T	19329165	TELEPHONE CHARGES	01/10/2023	29.16	29.16	45094	01/19/2023	ADMIN
	19329165	TELEPHONE CHARGES	01/10/2023	22.14	22.14	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	22.14	22.14	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	21.38	21.38	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	21.38	21.38	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	10.69	10.69	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	10.69	10.69	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	22.14	22.14	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	21.38	21.38	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	23.31	23.31	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	11.66	11.66	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	6.83	6.83	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	6.83	6.83	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	6.83	6.83	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	6.83	6.83	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	5.33	5.33	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	5.33	5.33	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	5.33	5.33	45094	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	5.34	5.34	45094	01/19/2023	
45095								
AT&T MOBILITY	19329165	TELEPHONE CHARGES	01/10/2023	22.00	22.00	45095	01/19/2023	ADMIN
	19329165	TELEPHONE CHARGES	01/10/2023	132.35	132.35	45095	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	454.29	454.29	45095	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	78.69	78.69	45095	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	82.50	82.50	45095	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	55.77	55.77	45095	01/19/2023	
	19329165	TELEPHONE CHARGES	01/10/2023	2.93	2.93	45095	01/19/2023	
45096								
BABCOCK & SONS, INC.	CA30195-22	ALUMINUM LAB ANALYSI	01/04/2023	17.64	17.64	45096	01/19/2023	PUBLIC WORKS
	LA30009-227	E.COLI LAB ANALYSIS	01/04/2023	29.77	29.77	45096	01/19/2023	
	CA30656-22	BIOCHEMICAL OXYGEN	01/10/2023	163.16	163.16	45096	01/19/2023	
	CA30655-22	ALUMINUM LAB ANALYSI	01/10/2023	17.64	17.64	45096	01/19/2023	
	CA30654-22	ALUMINUM LAB ANALYSI	01/10/2023	35.28	35.28	45096	01/19/2023	
	LA30041-227	E.COLI LAB ANALYSIS	01/11/2023	29.77	29.77	45096	01/19/2023	
45097								
CASELLE, INC.	122260	CONTRACT SUPPORT FE	01/01/2023	564.34	564.34	45097	01/19/2023	ADMIN
	122260	CONTRACT SUPPORT FE	01/01/2023	564.33	564.33	45097	01/19/2023	
	122260	CONTRACT SUPPORT FE	01/01/2023	564.33	564.33	45097	01/19/2023	
45098								
CODE EXXPERTS, LLC	2022-0053	WEBSERVICES 12/1/2022	12/31/2022	450.00	450.00	45098	01/19/2023	ADMIN
45099								
CORE & MAIN LP	R756474	TUBING	10/13/2022	109.91	109.91	45099	01/19/2023	PUBLIC WORKS
45100								
COUNTY MOTOR PARTS	296013	BATTERY	10/21/2022	91.33	91.33	45100	01/19/2023	PUBLIC WORKS
	296013	BATTERY	10/21/2022	91.33	91.33	45100	01/19/2023	
	296013	BATTERY	10/21/2022	91.34	91.34	45100	01/19/2023	
	298156	VEHICLE SUPPLIES	01/03/2023	17.77	17.77	45100	01/19/2023	
	297718	BELTS	12/19/2022	194.68	194.68	45100	01/19/2023	
	297962	JUMP STARTER	12/28/2022	109.91	109.91	45100	01/19/2023	
45101								
COUNTY OF SAN DIEGO,	23HOLTFDN	RADIOS 800MHZ NETWO	01/01/2023	684.00	684.00	45101	01/19/2023	PUBLIC WORKS
	23HOLTFDN	RADIOS 800MHZ NETWO	01/01/2023	14.25	14.25	45101	01/19/2023	FIRE DEPT
	23HOLTFDN	RADIOS 800MHZ NETWO	01/01/2023	14.25	14.25	45101	01/19/2023	
45102								
CR&R INCORPORATED	DECEMBER	TRASH RECEIVABLES DE	01/01/2023	24,876.93	24,876.93	45102	01/19/2023	ADMIN
	DECEMBER	TRASH RECEIVABLES DE	01/01/2023	2,985.23-	2,985.23-	45102	01/19/2023	
	DECEMBER	TRASH RECEIVABLES DE	01/01/2023	1,492.62-	1,492.62-	45102	01/19/2023	
	DECEMBER	TRASH RECEIVABLES DE	01/01/2023	1,243.85-	1,243.85-	45102	01/19/2023	
45103								
DELL COMPUTER CORP.	1064476967	COMPUTER	01/13/2023	1,148.24	1,148.24	45103	01/19/2023	PUBLIC WORKS
45104								
DEPT. OF TOXIC SUBSTA	IM0016401	HAZ WASTE WTP	01/04/2023	1,130.00	1,130.00	45104	01/19/2023	PUBLIC WORKS
	IM0015959	HAZ MATERIAL WWTP	01/04/2023	1,130.00	1,130.00	45104	01/19/2023	
	IM0016477	HAZ WASTE	01/04/2023	447.75	447.75	45104	01/19/2023	
	IM0016477	HAZ WASTE	01/04/2023	447.75	447.75	45104	01/19/2023	
	IM0016477	HAZ WASTE	01/04/2023	447.75	447.75	45104	01/19/2023	

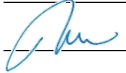
Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45105	IM0016477	HAZ WASTE	01/04/2023	447.75	447.75	45104	01/19/2023	
DRAGON'S EXTERMINAT	89222961	MONTHLY PEST	01/09/2023	220.00	220.00	45105	01/19/2023	PUBLIC WORKS
45106								
EMERGENCY MEDICAL P	2513809	OXYGEN MASK	12/27/2022	664.02	664.02	45106	01/19/2023	FIRE DEPT
	2513966	MEDICAL KITS	12/27/2022	1,629.75	1,629.75	45106	01/19/2023	
45107								
EUROFINS ENVIRONME	5500113136	TESTING	10/29/2022	1,907.85	1,907.85	45107	01/19/2023	PUBLIC WORKS
45108								
FERGUSON ENTERPRIS	2142728	SUPPLIES	01/03/2023	62.37	62.37	45108	01/19/2023	PUBLIC WORKS
45109								
FERNANDO RUIZ, INC.	162584	DECEMBER 2022 RETAIN	12/01/2023	138.34	138.34	45109	01/19/2023	ADMIN
	162584	DECEMBER 2022 RETAIN	12/01/2023	138.34	138.34	45109	01/19/2023	
	162584	DECEMBER 2022 RETAIN	12/01/2023	138.33	138.33	45109	01/19/2023	
	162584	DECEMBER 2022 RETAIN	12/01/2023	138.33	138.33	45109	01/19/2023	
	162584	DECEMBER 2022 RETAIN	12/01/2023	138.33	138.33	45109	01/19/2023	
	162584	DECEMBER 2022 RETAIN	12/01/2023	138.33	138.33	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.34	138.34	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.34	138.34	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.33	138.33	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.33	138.33	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.33	138.33	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.33	138.33	45109	01/19/2023	
	162889	JANUARY 2023 RETAIN	01/02/2023	138.33	138.33	45109	01/19/2023	
45110								
HALEY DOWSEY	TRAINING J	TRAINING REIMBURSEM	01/09/2023	449.00	449.00	45110	01/19/2023	ADMIN
45111								
HARTFORD	4817734038	INSURANCE PREMIUM	01/01/2023	22.44	22.44	45111	01/19/2023	ADMIN
	4817734038	INSURANCE PREMIUM	01/01/2023	15.04	15.04	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	15.02	15.02	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	12.72	12.72	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	15.04	15.04	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	11.43	11.43	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	13.11	13.11	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	1.88	1.88	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	45.91	45.91	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	30.03	30.03	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	131.47	131.47	45111	01/19/2023	
	4817734038	INSURANCE PREMIUM	01/01/2023	45.93	45.93	45111	01/19/2023	
45112								
HDL COREN & CONE	SIN022250	PROPERTY TAX OCT - D	10/24/2022	750.00	750.00	45112	01/19/2023	ADMIN
45113								
HOLTVILLE TRIBUNE	0101140	LEGAL ADVERTISING	01/12/2023	504.00	504.00	45113	01/19/2023	ADMIN
	0101135	LEGAL ADVERTISING	01/06/2023	441.00	441.00	45113	01/19/2023	
45114								
HUMANE SOCIETY OF IM	10/22 - 12/22	OCTOBER - DECEMBER	01/03/2023	900.00	900.00	45114	01/19/2023	ADMIN
45115								
I.C. SHERIFF'S DEPT	12312022-1	SHERIFF SERVICES DEC	01/03/2022	75,718.88	75,718.88	45115	01/19/2023	ADMIN
	12312022-1	SHERIFF SERVICES DEC	01/03/2022	8,476.00	8,476.00	45115	01/19/2023	
45116								
IMPERIAL IRRIGATION DI	ELECTRICIT	ELECTRICITY	01/01/2023	2,777.80	2,777.80	45116	01/19/2023	ADMIN
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	2,393.82	2,393.82	45116	01/19/2023	
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	10,528.23	10,528.23	45116	01/19/2023	
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	5,824.25	5,824.25	45116	01/19/2023	
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	93.90	93.90	45116	01/19/2023	
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	84.08	84.08	45116	01/19/2023	
	ELECTRICIT	TELEPHONE CHARGES	01/01/2023	84.08	84.08	45116	01/19/2023	
	ELECTRICIT	ELECTRICITY PARKS DE	01/01/2023	2,073.64	2,073.64	45116	01/19/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45117								
IMPERIAL IRRIGATION DI	#0303 DECE	RAW WATER CHARAGES	01/09/2023	3,972.00	3,972.00	45117	01/19/2023	ADMIN
45118								
IMPERIAL VALLEY PRES	AD97835	FIRE DEPT AD	09/08/2022	160.68	160.68	45118	01/19/2023	FIRE DEPT
45119								
IMPERIAL VALLEY PUBLI	JAN 2023 D	HOLTVILLE MURAL DONA	01/17/2023	500.00	500.00	45119	01/19/2023	ADMIN
45120								
ISREAL AVILA	BOOTS REI	BOOTS	01/10/2023	4.00	4.00	45120	01/19/2023	PUBLIC WORKS
	BOOTS REI	BOOTS	01/10/2023	4.01	4.01	45120	01/19/2023	
45121								
JADE SECURITY SYSTE	0195559	SERVICE REPAIRS	11/23/2022	52.00	52.00	45121	01/19/2023	PUBLIC WORKS
45122								
JORDAN IMPLEMENT CO	S24103	WWTP REPAIRS	11/23/2022	1,501.27	1,501.27	45122	01/19/2023	PUBLIC WORKS
45123								
LA BRUCHERIE IRRIGATI	255608C	STANDARD BOX	01/03/2023	136.78	136.78	45123	01/19/2023	PUBLIC WORKS
	255611C	IRRIGATION SUPPLIES	01/03/2023	311.23	311.23	45123	01/19/2023	
	255501C	WTP SUPPLIES	12/29/2022	26.09	26.09	45123	01/19/2023	
45124								
LOWES BUSINESS ACCO	#5228 JAN 2	SUPPLIES FOR SHOP	01/01/2023	14.37	14.37	45124	01/19/2023	PUBLIC WORKS
	#5228 JAN 2	SUPPLIES FOR SHOP	01/01/2023	14.36	14.36	45124	01/19/2023	
45125								
LUIS ESCOTO	DMV 2023	DMV FD	01/10/2023	41.87	41.87	45125	01/19/2023	FIRE DEPT
45126								
MISSIONSQUARE	6222712	RETIREMENT	01/06/2023	2,437.59	2,437.59	45126	01/19/2023	ADMIN
	6222712	RETIREMENT	01/06/2023	1,636.00	1,636.00	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	643.76	643.76	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	267.01	267.01	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	169.95	169.95	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	147.60	147.60	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	153.24	153.24	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	154.72	154.72	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	57.28	57.28	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	481.78	481.78	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	562.28	562.28	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	811.00	811.00	45126	01/19/2023	
	6222712	RETIREMENT	01/06/2023	499.81	499.81	45126	01/19/2023	
45127								
MISSIONSQUARE	6261580	RETIREMENT	01/11/2023	800.00	800.00	45127	01/19/2023	ADMIN
45128								
MOSS, LEVY & HARTZHE	13297	AUDIT WORK FISCAL YE	12/31/2022	1,500.00	1,500.00	45128	01/19/2023	ADMIN
45129								
NATIONAL FIRE FIGHTER	2098970	MEALS	12/27/2022	164.86	164.86	45129	01/19/2023	FIRE DEPT
45130								
NICHOLAS WELLS	MILEAGE 12	MILEAGE 12/20/2022 - 1/1	01/17/2023	75.67	75.67	45130	01/19/2023	ADMIN
45131								
PEOPLEREADY,INC.	27885462	TEMP WORKER PARKS	01/10/2023	769.45	769.45	45131	01/19/2023	ADMIN
	27875503	TEMP WORKER WWTP	01/03/2023	672.48	672.48	45131	01/19/2023	
	27876592	TEMP WORKER WWTP	01/03/2023	168.12	168.12	45131	01/19/2023	
	27885461	TEMP WORKER WWTP	01/10/2023	1,007.28	1,007.28	45131	01/19/2023	
	27889511	TEMP WORKER WWTP	01/10/2023	168.12	168.12	45131	01/19/2023	
	27875502	TEMP WORKER PARKS	01/03/2023	616.44	616.44	45131	01/19/2023	
45132								
PITNEY BOWES GLOBAL	3105887626	SENDPRO LEASE	12/26/2022	190.81	190.81	45132	01/19/2023	ADMIN
	3105887626	SENDPRO LEASE	12/26/2022	190.80	190.80	45132	01/19/2023	
	3105887626	SENDPRO LEASE	12/26/2022	190.80	190.80	45132	01/19/2023	
	3105885773	INSERTING MACHINE LE	12/24/2022	155.10	155.10	45132	01/19/2023	
	3105885773	INSERTING MACHINE LE	12/24/2022	155.10	155.10	45132	01/19/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45133	3105885773	INSERTING MACHINE LE	12/24/2022	155.09	155.09	45132	01/19/2023	
QUILL CORPORATION	1938329	BINDERS	11/15/2022	30.68-	30.68-	45133	01/19/2023	ADMIN
	29753530	OFFICE SUPPLIES	12/22/2022	135.75	135.75	45133	01/19/2023	FIRE DEPT
	29762881	SHEET PROTECTORS	12/23/2022	6.71	6.71	45133	01/19/2023	
	29762881	STAPLES AND BATTERY	12/23/2022	13.51	13.51	45133	01/19/2023	
45134								
RICK'S GROUP DIESEL, I	28807	TRUCK REPAIRS	01/03/2023	1,309.62	1,309.62	45134	01/19/2023	FIRE DEPT
45135								
SERVICE MASTER	34658	JANITORIAL SERVICE	01/05/2023	1,989.00	1,989.00	45135	01/19/2023	ADMIN
45136								
SHIFT CALENDARS	24786	SHIFT CALENDARS	01/10/2023	126.82	126.82	45136	01/19/2023	FIRE DEPT
45137								
SPARKLETTS	9439337 010	FD WATER	01/01/2023	44.28	44.28	45137	01/19/2023	FIRE DEPT
45138								
STAPLES CREDIT	3183987441	RAYLENE PLAN ROLLS O	12/01/2022	102.91	102.91	45138	01/19/2023	ADMIN
45139								
SUNBELT RENTALS	132369958-0	RENTAL	10/31/2022	338.02	338.02	45139	01/19/2023	PUBLIC WORKS
45140								
SWRCB ACCOUNTING O	WD-0217692	2022-2023 WWTP ANNUA	12/08/2022	8,196.00	8,196.00	45140	01/19/2023	PUBLIC WORKS
	WD-0217500	STATE WATER BOARD FA	12/08/2022	3,453.00	3,453.00	45140	01/19/2023	
45141								
TARGETSOLUTIONS LEA	INV64948	MAINTENANCE FEES	01/31/2023	201.44	201.44	45141	01/19/2023	FIRE DEPT
45142								
UNDERGROUND SERVIC	1220220319	DIG ALERT FEES	01/01/2023	43.25	43.25	45142	01/19/2023	PUBLIC WORKS
45143								
VIC'S A/C	93189	CHAMBER A/C REPAIRS	12/30/2022	2,189.81	2,189.81	45143	01/19/2023	ADMIN
	93141	CITY HALL REPAIRS	12/29/2022	157.97	157.97	45143	01/19/2023	
45144								
WYMORE, INC.	1227520	REPAIRS	12/29/2022	1,577.58	1,577.58	45144	01/19/2023	PUBLIC WORKS
45145								
XEROX FINANCIAL SERV	3654927	PRINTER LEASE	12/29/2022	213.88	213.88	45145	01/19/2023	ADMIN
	3654927	PRINTER LEASE	12/29/2022	213.88	213.88	45145	01/19/2023	
	3654927	PRINTER LEASE	12/29/2022	213.87	213.87	45145	01/19/2023	
	3654927	PRINTER LEASE	12/29/2022	213.87	213.87	45145	01/19/2023	
	3654927	PRINTER LEASE	12/29/2022	213.87	213.87	45145	01/19/2023	
Grand Totals:				<u>197,638.69</u>	<u>197,638.69</u>			

Report Criteria:
Detail report type printed

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>01/23/23</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 20, 2023
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 23-04** *Authorizing Remote Meetings in Accordance with the Provisions of State Assembly Bill 361*
ISSUE:

Shall the City Council approve Resolution No. 23-04, allowing for remote meeting participation in accordance with the provisions of State Assembly Bill 361?

DISCUSSION:

A need exists to have City Council members participate in meetings remotely. Although this option is always technically available, requirements of the Brown Act dictate a higher threshold for notification and posting of agendas. State Assembly Bill 361 eased some of those requirements during the height of the Covid-19 restrictions. Electing to use AB361 rules does require passage of an ordinance that is in effect for 30 days. Of note: this option is set to expire in March of this year.

FISCAL IMPACT:

There is none

CITY MANAGER RECOMMENDATION:

It is recommended that the resolution be adopted as presented.

ALTERNATIVE:

Not to adopt, giving alternate direction.

**CITY OF HOLTVILLE
RESOLUTION NO. 23-04**

WHEREAS, the City of Holtville is committed to preserving and nurturing public access and participation in meetings of the Holtville City Council and other public meetings subject to the Ralph M. Brown Act (“Brown Act”); and

WHEREAS, with the adoption of State Assembly Bill 361 (“AB 361”), section 54963(e) of the California Government Code was amended to make provisions for remote teleconferencing participation in meetings by members of a local legislative body, without compliance with the requirements of 54953(b)(3) of the California Government Code, subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to section 8625 of the California Government Code, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in section 8558 of the California Government Code; and

WHEREAS, on March 4, 2020, the Governor proclaimed pursuant to his authority under Section 8625 of the California Government Code, that a state of emergency exists with regard to the novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021, did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to section 8629 of the California Government Code to lift the state of emergency, either by proclamation or by concurrent resolution in the State Legislature; and

WHEREAS, the Local Health Officer for the County of Imperial has recommended that local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19; and

WHEREAS, the Holtville City Council believes that it is in the best interest of the public to allow for holding remote meetings during the existing state of emergency in accordance with the requirements of AB 361.

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

1. That a proclaimed state of emergency exists as a result of the COVID-19 pandemic.
2. That the Local Health Officer recommends that all local legislative bodies local legislative bodies that are subject to the Brown Act continue to meet remotely when possible, and that social distancing continues to provide a means by which to reduce the transmission of COVID-19
3. That City of Holtville staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including implementing social distancing measures at meetings, and conducting meetings in accordance with

Section 54953(e) of the California Government Code, and other applicable provisions of the Brown Act.

4. That this Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time that the Holtville City Council takes action to extend the time during which it may continue to meet remotely without compliance with section 54953(b)(3) of the California Government Code.
5. That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 23rd day of January, 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 City Council

MEETING DATE:	<u>01/23/23</u>
ITEM NUMBER	<u>3 b</u>
Approvals	CITY MANAGER <u><i>[Signature]</i></u>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

To: Nicholas D. Wells, City Manager
Holtville City Council

From: George Galvan, City Planner

Prepared By: Francisco Barba, Assistant Planner

Date: January 23, 2023

Project: **City of Holtville SB-2 Non-Competitive Permanent Local Housing Allocation Program Application**

Granting Agency:	California Department of Housing and Community Development
Funding Type:	Non-competitive allocation
Funding Amount:	\$495,671 (5-year estimated allocation)
Match Requirement:	No Match
Deadline:	January 30, 2023
Use of Funds:	To subsidize the off-site improvement costs of the Pine Crossing mixed-use apartment complex located at the frontage of 4 th Street between Pine Avenue and Holt Avenue (Refer to Attachment A for more information).
Pending Action:	Adopt Resolution 23-03, approving both the five-year funding allocation plan and the City of Holtville 2022 PLHA application

INTRODUCTION & BACKGROUND

On August 17, 2022, the California Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for the non-competitive allocation of the Permanent Local Housing Allocation (PLHA) Program. The total available funds for the PLHA program are approximately \$335 million for calendar year 2021 and an additional \$131 million in remaining funds for calendar years 2019 and

2020. Funding is provided pursuant to Senate Bill 2 (SB-2), which calls for activities to reduce homelessness as well as increase housing opportunities for very low-, low-, and moderate-income homes. The intent of the bill is to provide a permanent on-going source of funding to Local governments for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities. PLHA funds will be disbursed in a 5-year cycle.

On November 30, 2022, the City of Holtville applied for the acquisition of PLHA funds for fiscal years 2019 through 2023 (Refer to **Attachment B** and **Table 1** for additional information). The funds will be used to subsidize off-site improvements for the Pine Crossing mixed-use apartment complex. In order to comply with the PLHA application guidelines, a final adopted resolution must be authorized by the governing board of the City of Holtville and submitted to HCD by the January 30, 2023 deadline. Additionally, a five-year plan compliant with Section II (G)(8) of the 2022 NOFA must be prepared and made available to the public for review and comment prior to a public hearing. The five-year plan was posted to the City of Holtville website on January 6, 2023 and published on the local newspaper on January 12, 2023. Copies of the plan were also made available to the public at City Hall.

Table 1
PLHA Funding Allocation Amounts

2019	2020	2021	Total 2019-2021 Allocation	Estimated 5-YR PLHA Allocation
\$ 82,611	\$ 131,563	\$121,739	\$335,913	\$495,671

**Source: HCD 2022 PLHA Formula Component NOFA*

Pine Crossing

The Pine Crossing apartment complex is a 44-unit mixed-use apartment complex to be developed by AMG & Associates, LLC. (AMG). AMG is a land development company that specializes in the development of affordable and market rate housing with numerous projects throughout the State of California and County of Imperial. Some of AMG’s projects include the Orchard View Apartments, Fern Crossing Apartments, and the upcoming Sunset Rose Apartment complex all of which are located within the City of Holtville. The Pine Crossing apartment complex will consist of 44 residential units, a 1,430 Square foot commercial space, a 2,025 square foot community room, an outdoor swimming pool, playground, and picnic area. The 44 residential units will be available for farmworker households earning between 30%-60% of the Area Median Income (AMI) for the Imperial County.

PLHA 5-Year Plan

The City of Holtville is proposing to allocate 95% of the annual PLHA funds to subsidize the development of off-site improvements for the 44-unit Pine Crossing Apartment Complex. The remaining 5% of annual PLHA funds will be allocated to cover the City’s Administrative costs for the project (Refer to **Exhibit A** and **Table 2** below for additional information).

**Table 2
Five-Year PLHA Funding Plan**

Funding Allocation Year	2019	2020	2021	2022	2023
Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%
Area Median Income Level Served	60%	60%	60%	60%	60%
Unmet share of the RHNA at the AMI Level Note: complete for years 2019, 2020, 2021 only	25	25	25	n/a	n/a
Projected Number of Households Served	0	0	0	0	0
Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years

**Source: 2022 City of Holtville PLHA Application*

CITY COUNCIL PENDING ACTION

Upon opening the floor for public comments, and receiving testimonies for and against the 2022 PLHA application and five-year plan during the public hearing, and unless there is significant testimony to the contrary, staff recommends that the City Council consider action via **Attachment C – Resolution 23-03** as follows:

1. Adopt Resolution 23-03, approving both the five-year funding allocation plan and the City of Holtville 2022 PLHA application.

Attachments: Attachment A – Pine Crossing Project Location Map
Attachment B – City of Holtville 2022 PLHA Application
Attachment C – CC Resolution 23-03
Exhibit A – Five-Year Funding Allocation Plan

Attachment A – Pine Crossing Project Location Map



**PROJECT
LOCATION**

The Holt Group, Inc.
ENGINEERING • PLANNING • SURVEYING



1601 N. Imperial Ave. El Centro, California 92243

(760)337-3883

NOT TO SCALE

APN: 045-281-013
CITY OF HOLTVILLE

EXHIBIT A

Project No. 116.499

Date: January 2023

Attachment B – City of Holtville 2022 PLHA Application



City of Holtville

**2022 Permanent Local Housing Allocation Program
Application**

November 30, 2022

Local Government Formula Allocation for New Applicants

Rev. 2/16/22

Eligible Applicant Type: Nonentitlement.	
Local Government Recipient of PLHA Formula Allocation: Holtville	
2020 PLHA NOFA Formula Allocation Amount:	\$82,611
2021 PLHA NOFA Formula Allocation Amount:	\$131,563
2022 PLHA NOFA Formula Allocation Amount:	\$121,739
2020 NOFA Allowable Local Admin (5%):	\$4,131
2021 NOFA Allowable Local Admin (5%):	\$6,578
2022 NOFA Allowable Local Admin (5%):	\$6,087

Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.

The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.

If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.

For each year (2019-2023), allocations must equal 100% annually including the allowable administrative costs of up to 5%.

Eligible Applicants §300

§300(a) and (b) Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.

Applicant: City of Holtville	
Address: 121 West 5th Street	
City: Holtville	State: CA
Zip: 92250	County: Imperial
Auth Rep Name: Nicholas D. Wells	Title: City Manager
Auth Rep. Email: NWells@Holtville.ca.gov	Phone: (760) 356-2912
Address: 121 West 5th Street	City: Holtville
State: CA	Zip Code: 92250
Contact Name: George Galvan	Title: City Planner
Contact Email: jgalvan@theholtgroup.net	Contact Phone: (760) 337-3883
Address: 1601 North Imperial Avenue	City: El Centro
State: CA	Zip Code: 92243

§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds? No

§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)? A sample agreement can be found by double clicking on the icon to the right N/A


File Name: Application and Adopting the PLHA Plan (2019-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2019-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	<input type="checkbox"/>	Uploaded to HCD?	Yes
File Name: App1 TIN		<input type="checkbox"/>	Uploaded to HCD?	Yes
File Name: Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 17, column A)	<input type="checkbox"/>	Uploaded to HCD?	N/A

Eligible Activities, §301

§301(a) Eligible activities are limited to the following:	Included?
§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.	<input checked="" type="checkbox"/> YES
§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.	<input type="checkbox"/> YES
§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.	<input type="checkbox"/> YES
§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.	<input type="checkbox"/> YES
§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.	<input type="checkbox"/> YES
§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.	<input type="checkbox"/> YES
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.	<input type="checkbox"/> YES
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.	<input type="checkbox"/> YES
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.	<input type="checkbox"/> YES
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.	<input type="checkbox"/> YES

Threshold Requirements, §302

§302(a) The Applicant's Housing Element and Delegating Local Government's Housing Element (if applicable) was/were adopted by the Local Government's governing body by the application submittal date subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.	Yes
§302(b) Applicant or Delegating Local Government has submitted the current or prior year's Annual Progress Report to the Department of Housing and Community Development pursuant to Government Code Section 65400.	Yes
§302(c)(2) Applicant certified in the Resolution submitted with this application that submission of the application was authorized by the governing board of the Applicant.	Yes
§302(c)(3) Applicant certified in the Resolution submitted with this application that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.	Yes
§302(c)(4) Applicant certified in the Resolution submitted with this application that the application include a Plan in accordance with §302(c)(4)?	Yes
§302(c)(4)(D) Applicant certified in the Resolution submitted with this application that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content.	Yes
§302(c)(5) Applicant certified in the Resolution submitted with this application that the Plan submitted is for a term of five years (2019-2023). Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.	Yes
§302(c)(6) Applicant certified in the Resolution submitted with this application that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.	Yes
§302(c)(7) Applicant certified in the Resolution submitted with this application that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with the Local government-approved underwriting of the Project for a term of at least 55 years.	Yes
§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans or accrued interest will be reused for eligible activities specified in Section 301?	Yes

File Name:	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Narrative uploaded to HCD?	Yes
Administration				
Applicant agrees to adhere to §500 , Accounting Records.				Yes
Applicant agrees to adhere to §501 , Audits/Monitoring of Project Files.				Yes
Applicant agrees to adhere to §502 , Cancellation/Termination.				Yes
Applicant agrees to adhere to §503 , Reporting.				Yes
Certifications				
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and possess the legal authority to submit this application on behalf of the entity identified in the signature block.				
Nicholas D. Wells		City Manager		11/30/22
Authorized Representative Printed Name		Title	Signature	Date

§302(c)(4) Plan

Rev. 2/16/22

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Holtville (City) plans to allocate 5% of their PLHA annual allocation to City Administrative costs, and 95% of their allocation to develop 42 multifamily affordable housing rental units for farmworkers.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).
 The city will help finance this affordable rental community targeted to farmworker households earning 60% of Area Median Income (AMI).

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.
 This plan is consistent with the following programs identified in the city's Housing Element which outlines housing goals and policies:
 1) Housing Element Goal #2: Encourage and promote housing diversity through a variety of housing types, including new and innovative designs by removing governmental constraints where feasible and while maintaining quality standards, safety and a satisfying living environment for all income levels and segments of the community.
 2) Program #10 Farmworker Housing: Farmworkers are traditionally defined as persons whose primary incomes are earned through permanent or season agricultural labor. Due to their identified low income, most farmworkers would need housing subsidies or other forms of assistance to obtain adequately sized and affordable housing.
 3) Program #11 Special Needs Households: The City will work with developers to determine ways to address the unique needs of special needs households. The City will also provide funding for the local nonprofit organizations that provide resources to special needs households.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.
 The City will allocate 95% of their annual PLHA funds (for all five years) to the development of approximately 42 multifamily affordable housing units for farmworker households earning 60% AMI.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2020	2021	2022	2023										
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%										
§302(c)(4)(E)(ii) Area Median Income Level Served	60%	60%	60%	60%	60%										TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level Note: complete for years 2019, 2020, 2021 only	25	25	25	n/a	n/a										75
§302(c)(4)(E)(ii) Projected Number of Households Served	0	0	0	0	42										42
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 The City has an executed development agreement with AMG Housing. Upon PLHA award, the City and developer will work together to begin pre-development activities and continue the financing process.

State of California
Financial Information System for California (FI\$Cal)
GOVERNMENT AGENCY TAXPAYER ID FORM

2000 Evergreen Street, Suite 215
Sacramento, CA 95815
www.fiscal.ca.gov
1-855-347-2250



The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields marked with an asterisk (*) are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name*

Remit-To Address (Street or PO Box)*

City* State * Zip Code*+4

Government Type: City County Special District Federal Other (Specify)
Federal Employer Identification Number (FEIN)*

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>

Contact Person* Title

Phone number* E-mail address

Signature* Date

Program Income Reuse Plan

The City of Holtville (“City”) commits to maintaining policies and procedures that segregate Permanent Local Housing Allocation (PLHA) for future reuse in accordance with the following policies:

1. All repayments of PLHA loan principle and interest shall be received by City and deposited into separate reuse account maintained by the City’s Finance Department. The City provides a detailed tracking system to document PLHA loans. Including borrower name and address, loan/reference number, grant year and principal and interest.
2. The reuse account shall be an interest-bearing account into which all earned interest shall be deposited. Interest earned shall be considered reuse funds and will be used in the same manner and with the same restrictions as principal and interest payments.
3. All funds deposited into the reuse account shall be the property of the City.
4. All PLHA reuse funds shall be expended in accordance with PLHA regulations. This includes, but is not limited to, income levels, homebuyer education requirements, and coordinated entry requirements.
5. Reuse funds may be used for PLHA eligible in the following categories but must be in alignment with the State approved PLHA Plan.
 - a. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary operating subsidies.
 - b. The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120-percent of AMI, or 150-percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30-days.
 - c. Assisting persons who are experiencing or at risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
 - d. Accessibility modifications in lower-income owner-occupied housing.
 - e. Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.
 - f. Homeownership opportunities, including, but not limited to, down payment assistance.
 - g. Up to five percent (5%) for administration.
6. Reuse funds may be used within the boundaries of the City of Holtville.
7. The City shall allow HCD full access to the reuse account records for the purpose of determining compliance with PLHA regulations.

DRAFT - RESOLUTION NO. 2022-0XX

AUTHORIZING RESOLUTION OF THE CITY OF HOLTVILLE

**AUTHORIZING THE APPLICATION AND ADOPTING THE PLHA PLAN FOR THE
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

All of the council members of the City of Holtville hereby consents to, adopts, and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$335 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 8/17/2022 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS the City of Holtville is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations (\$495,671), as stated in Appendix C of the current NOFA, in accordance with all applicable rules and laws.

3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
- 4. Pursuant to Section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for the 2019-2023 Allocations is attached to this resolution, and Applicant hereby adopts this PLHA Plan and certifies compliance with all public notice, public comment, and public hearing requirements in accordance with the Guidelines.**
5. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
6. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A), (B) and (C).
7. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
8. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
9. The City Manager of the City of Holtville is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED by the City Council of the City of Holtville, this Xth day of January 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Signature of Approving Officer: _____

MICHAEL A. PACHECO, MAYOR OF THE CITY OF HOLTVILLE

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Nicholas D. Wells, City Manager of the City of Holtville, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of the Resolution duly adopted at a regular meeting of the City Council of the City of Holtville held on the Xth day of January 2023, which was duly convened and held on the date stated thereon and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST:

NICHOLAS D. WELLS, CITY MANAGER

CITY OF HOLTVILLE)
COUNTY OF IMPERIAL) §
STATE OF CALIFORNIA)

Attachment C – CC Resolution 23-03

Exhibit A – Five-Year Funding Allocation Plan

RESOLUTION NO. CC 23-03

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE
AUTHORIZING THE APPLICATION AND ADOPTING THE PLHA PLAN FOR THE
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

The City Council of the City of Holtville hereby consents to, adopts, and ratifies the following resolution:

- A. WHEREAS**, the Department of Housing and Community Development (“Department”) is authorized to provide up to \$335 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)); and
- B. WHEREAS**, the State of California (the “State”), Department issued a Notice of Funding Availability (“NOFA”) dated 8/17/2022 under the Permanent Local Housing Allocation (PLHA) Program; and
- C. WHEREAS**, the City of Holtville is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and
- D. WHEREAS**, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Holtville as follows:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations (\$495,671), as stated in Appendix C of the current NOFA, in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. **Pursuant to Section 302(c)(4) of the Guidelines, Applicant’s PLHA Plan for the 2019-2023 Allocations is attached to this resolution as Exhibit A, and Applicant hereby adopts this PLHA Plan and certifies compliance with all public notice, public comment, and public hearing requirements in accordance with the Guidelines.**

5. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
6. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A), (B) and (C).
7. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
8. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
9. The City Manager of the City of Holtville is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville at a regularly scheduled meeting held on this 23rd day of January 2023, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ginger Ward, Mayor

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

Exhibit A – Five-Year Allocation Plan

§302(c)(4) Plan

Rev. 2/16/22

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Holtville (City) plans to allocate 5% of their PLHA annual allocation to City Administrative costs, and 95% of their allocation to develop 42 multifamily affordable housing rental units for farmworkers.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).
 The city will help finance this affordable rental community targeted to farmworker households earning 60% of Area Median Income (AMI).

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.
 This plan is consistent with the following programs identified in the city's Housing Element which outlines housing goals and policies:
 1) Housing Element Goal #2: Encourage and promote housing diversity through a variety of housing types, including new and innovative designs by removing governmental constraints where feasible and while maintaining quality standards, safety and a satisfying living environment for all income levels and segments of the community.
 2) Program #10 Farmworker Housing: Farmworkers are traditionally defined as persons whose primary incomes are earned through permanent or season agricultural labor. Due to their identified low income, most farmworkers would need housing subsidies or other forms of assistance to obtain adequately sized and affordable housing.
 3) Program #11 Special Needs Households: The City will work with developers to determine ways to address the unique needs of special needs households. The City will also provide funding for the local nonprofit organizations that provide resources to special needs households.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.
 The City will allocate 95% of their annual PLHA funds (for all five years) to the development of approximately 42 multifamily affordable housing units for farmworker households earning 60% AMI.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2020	2021	2022	2023										
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%										
§302(c)(4)(E)(ii) Area Median Income Level Served	60%	60%	60%	60%	60%										TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level Note: complete for years 2019, 2020, 2021 only	25	25	25	n/a	n/a										75
§302(c)(4)(E)(ii) Projected Number of Households Served	0	0	0	0	42										42
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.
 The City has an executed development agreement with AMG Housing. Upon PLHA award, the City and developer will work together to begin pre-development activities and continue the financing process.

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	<u>01/23/23</u>
ITEM NUMBER	<u>4 a</u>
Approvals	CITY MANAGER
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 20, 2023
FROM: Nick Wells, City Manager
SUBJECT: *Schedule of Events for the Holtville Carrot Festival*

Friday, February 3rd, 2023:

Coronation/Citizen of the Year Banquet: *Holtville Swiss Club*
Featuring the 2022 Citizen of the Year presentation, President's Award and crowning of the 2023 Carrot Festival Queen, Princess & Junior Princess

<i>No-Host Cocktails</i>	6:00 PM - 6:30 PM
<i>Dinner</i>	6:30 PM
<i>Ceremonies</i>	7:00 PM

Thursday, February 9th, 2023:

Carrot Festival Midway Carnival	3:00 PM - 10:00 PM	<i>Pine Avenue & Sixth Street</i>
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Friday, February 10th, 2023:

Carrot Festival Midway Carnival	3:00 PM - 11:00 PM	<i>Pine Avenue & Sixth Street</i>
Carrot Festival Kickoff Concert	7:00 PM - 9:30 PM	<i>Corner of Holt & Fifth (in front of Mechanics Bank)</i>
<i>Free live music performance by local band Pure Majik</i>		

Saturday, February 11th, 2023:

Carrot Festival Mile & 5k Races	7:00 AM	<i>Mellinger Trail & City Streets</i>
Street & Crafts Fair	8:00 AM - 4:00 PM	<i>Holt Avenue</i>
Carrot Festival Parade	10:00 AM	<i>Fifth Avenue</i>
Student Art Show	11:00 AM - 4:00 PM	<i>Civic Center</i>
School Drumline Competition	12:00 Noon	<i>Holt Park Gazebo</i>
Carrot Festival Midway Carnival	12:00 Noon - 11:00 PM	<i>Pine Avenue & Sixth Street</i>


Sunday, February 12th, 2023:

Street & Crafts Fair	10:00 AM - Dusk	<i>Holt Avenue</i>
Carrot Festival Midway Carnival	11:00 AM - Close	<i>Pine Avenue & Sixth Street</i>

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: January 20, 2023
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

	Meeting Date	<u>01/23/23</u>
	Item Number	<u>5 a</u>
Approvals	City Manager	<u></u>
	Finance	_____
	City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Water Treatment Plant Rehab – Upgrades to our Water Treatment Plant became necessary to deal with past TTHM issues in our finished water supply and to replace the outdated system controls. Corrosion had also developed inside the 2.4-million gallon water storage tank that needed to be addressed.

Financing to remediate these issues was secured through the Clean Water State Revolving Fund (SRF) in July 2019, with a fully executed agreement received in late September. The Holt Group worked along with Delta Systems on the project design and bidding process, then has subsequently functioned as the RE/CM. Additional funding was required and eventually granted by SRF.

Multiple delays by the funding agency significantly slowed the start of the project, but Canyon Springs Enterprises (dba RSH Construction) was engaged as the construction contractor for the project in late 2020 and began work in June, 2021. All major components were completed by Summer of 2022. The electrical contractor, Eric Blom, is still currently fine-tuning the electronic control systems, but has completed much of the major switchover.

As in past projects, the City is attempting to utilize all available grant funding, adding some additional items to the contractor’s scope of work as the project has developed. Final invoices are forthcoming, but it appears there may be a total of up to \$85k in expenditures over the Contingency fund (the actual amount is expected to be lower when final numbers come in). However, nearly \$125,000 was added to the project in discretionary changes to fully capture the available funding. Change orders will be coming to Council eventually, but action was taken in early November to make sure that Council is fully aware of potential expenditure of local funds.

Apart from those improvements, Public Works will now be assisting WTP staff in undergrounding the runoff line for the washout pond.

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 with regard to 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.

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

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

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 present, 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 earlier this year. Staff will continue to follow up on this issue. *A conversation with Mr. Hawk this week revealed that he is waiting for this project to take place to begin working in earnest to begin construction.*

Pine Avenue Sidewalks – Subsequent to the recent awards of funding for streets projects utilizing Federal Highways dollars through ICTC, 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.

Orchard Road Improvements – although it is not a City project, improvements to Orchard Road from Interstate 8 to the City limits have significant disruption to traffic in, out and around the City. A November startup was delayed when Caltrans permits were not finalized, however, construction activities began in early December. *Work on the project was completed today and the road is fully open.*

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. The City Manager has since 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.

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 is expected this month on this project.

At the SCAG event in May, 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.

Gene Layton Pool – Staff is now discussing several of the ancillary items discussed prior to the Pool rehabilitation project after receiving funding from IID and the completion of the summer swim season.

ADMINISTRATION

Planning Commission – with multiple openings created by the relocation of Charlie Garcia and Mr. Munger’s election to Council, two new members were appointed to the Commission, Cindy Pacheco and Vanessa Ramirez at the December Council meeting. ***Lack of business has led to cancellation of meetings, so the new Commissioners await swearing in and seating on the Commission.***

Audits – Staff continues work with auditors examining the 2021-22 Fiscal Year. Auditors are expected onsite in early February to wrap up their process.

Events – Staff has been coordinating with the Chamber of Commerce on the Carrot Festival parade. A schedule of events is included in this packet. Monthly Farmers Markets will begin again in March.

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. **Another meeting was held with the City Engineer this week to finalize requirements. It is expected that the document will be ready for advertisement this week.**

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 issued **85** building permits in 2022 and **3** 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 this week 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 completed the plan check and sent the first batch of comments to the developer earlier this week. **The Holt Group sent their comments back this week.** Funding requires the developer to have building permits in hand by March 3, so it is assumed that they will be responding quickly to move the process forward.

MEETINGS & EVENTS RECENTLY ATTENDED:

- 01/09/23 Department Head Meeting *City Hall*
- 01/09/23 Carrot Festival Planning Meeting *City Hall*
- 01/09/23 Holtville City Council Meeting *City Hall*
- 01/10/23 Holtville Property Tax Discussion w/ HdL *Zoom Meeting*
- 01/11/23 ICTC Management/CCMA Meetings *City of Holtville*
- 01/12/23 Meeting w/ Assemblyman Eduardo Garcia *Zoom Meeting*
- 01/16/23 MLK Day Observed (*City Hall Closed*)
- 01/17/23 Department Head Meeting *City Hall*
- 01/17/23 Holtville Planning Commission Meeting *City Hall*
- 01/17/23 IV Foreign Trade Zone Meeting *Web Conference*
- 01/18/23 Swearing In Ceremony - Undersheriff Benavidez *ICSO OHVEST*
- 01/18/23 Meeting w/ City Engineers re: Various Projects *THG Offices (EC)*
- 01/18/23 CLoC City Managers Executive Committee Meeting *Web Conference*
- 01/19/23 Meeting w/ Base Commander *NAF El Centro*
- 01/20/23 Meeting w/ John Hawk re: Development Project *City Hall*
-

UPCOMING EVENTS:

- 01/23/23 Department Head Meeting *City Hall*
- 01/23/23 Carrot Festival Planning Meeting *City Hall*
- 01/23/23 Holtville City Council Meeting *City Hall*
- 01/25/23 FFA Speech Contest *Imperial Valley College*
- 01/26/23 IVEDC BoD Meeting *IVEDC Offices (Imperial)*
- 01/30/23 Department Head Meeting *City Hall*
- 02/01 - 02/03/23 CalCities New Mayors & Council Members Academy *Universal City, CA*
- 02/03/23 CofC Coronation Banquet *IV Swiss Club*
- 02/08 - 02/10/23 CalCities City Managers Conference *Carlsbad, CA*
- 02/11/23 Holtville Carrot Festival Parade *Fifth Street*
- 02/13/23 Holtville City Council Meeting *City Hall*
- 02/14/23 Holtville City Council Meeting *City Hall*
- 02/15/23 ICTC Management/CCMA Meetings *ICTC Offices*
- 02/17/23 CA FFA Foundation Board Meeting *Galt, CA / Zoom Meeting*
- 02/17/23 Medical Appointment (*NW Sick Day*) *San Diego, CA*
- 02/20/23 Presidents Day Observed (*City Hall Closed*)
- 02/21/23 Holtville Planning Commission Meeting *City Hall*
- 03/15/23 IV Foreign Trade Zone Meeting *Web Conference*

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

January 20, 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.


- Balancing all funds, working with the auditors on the trial balance before they come out to the audit.
- Scheduled the Audit for February 6, 2023.
- Shutoffs was a little higher than usual, 24.
- Will be attending the CSMFO conference in the Sacramento next week.

Respectfully Submitted,

Adriana Anguis

Adriana Anguis

Finance Supervisor
City of Holtville

MEETING DATE:	<u>01/23/23</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville
Report to City Council

January 20, 2023

From: Adriana Anguis, Finance Supervisor

Subject: Fiscal Year 22-23 Mid-Year Budget Review

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

GENERAL FUND				
	2022-23	2022-23		2021-22
Description	Budget	YTD THIS YEAR	% of Bgt	PRIOR YEAR
REVENUE				
Property Tax:	378,700	218,112	58%	247,504
Other Taxes	958,500	534,404	109.4%	546,351
Licenses/Permits	1,600	670	42%	655
Fines & Penalties	1,150	218	19%	92
Revenue from Use of Money	35,000	9,130	26%	5,211
Revenue from other Agencies	1,804,179	1,069,886	59%	1,228,430
Current Services	123,775	65,884	50.2%	49,079
Other Revenue	20,000	27,413	137%	304,381
TOTAL REVENUE	3,156,963	1,925,717	-65%	2,381,703
EXPENDITURES				
Salaries & Wages	683,888	496,271	73%	536,660
Fringe Benefits	221,904	98,045	44%	101,111
Personal Expenses	204,505	229,498	112%	192,075
Supplies & Services	1,687,987	943,548	56%	771,255
Data Processing	47,400	21,815	46%	17,482
Outlay	62,000	4,949	8%	15,850
Total Gen Admin Expenditures	61,552	53,052	86%	53,052
Total Expenditures:	3,164,026	1,847,178	62%	1,687,485
Net Revenue Over Expenditures:	(7063)	78,539	-1%	(694,218)

WATER ENTERPRISE

	2022-23	2022-23		2021-22
Description	Budget	YTD THIS YEAR	% of Act'l	PRIOR YEAR
REVENUE	-	-		-
Revenue from Use of Money				
Total Revenue from Use of Money	1,250	-	0.0%	-
Total Current Services	1,511,500	786,630	52.0%	791,298
Total Other Revenue	56,500	5,566	48.1%	27,202
Total Water Revenue:	1,569,250	792,196	52.2%	818,500
EXPENDITURES				
Salaries & Wages	290,287	267,863	178.7%	149,901
Fringe Benefits	111,588	79,162	144.8%	54,662
Personal Expenses	17,700	11,281	103.8%	10,872
Materials, Supplies & Services	368,725	318,251	596.8%	2,200,496
Data Processing	17,420	14,562	40.7%	7,090
Transfer Out	125,000	125,000	50.0%	62,500
Total Expenditures from Enterprise Activity	930,720	816,119	267.1%	2,485,521
Debt Service	510,660	500,495	99.4%	507,382
Capital Improvements	230,333	75,125	(32,076)	55,982
Total Expenditures:	1,545,593	1,391,739	182.4%	3,048,885
Net Revenue Over Expenditures	(23,657)	(599,543)	2176.8%	2,230,385

SEWER ENTERPRISE

	2022-23			2021-22
Description	Budget	Thru May	% of Act'l	PRIOR YEAR
REVENUE				
Revenue from Use of Money				
Total Revenue from Use of Money	11,500	11,500	100%	(642)
Total Current Services	1,516,500	749,952	49%	739,014
Total Other Revenue	100	100	100%	-
Total Sewer Revenue:	1,528,100	761,552	50%	738,372
EXPENDITURES				
Salaries & Wages	408,109	195,581	48%	205,085
Fringe Benefits	147,188	63,432	43%	63,222
Personal Expenses	17,450	9,971	57%	8,285
Materials, Supplies & Services	291,900	158,773	54%	139,955
Data Processing	26,350	12,198	46%	6,771
Transfer Out	125,000	125,000	100%	62,500
Debt Service	395,889	128,900	33%	127,785
Capital Improvements	122,745	-	0%	32,098
Total Expenditures:	1,534,632	693,855	45%	645,701
Net Revenue Over Expenditures	(6,532)	67,697	-1036%	(92,671)

For the fiscal year 2022-23 mid-year budget review ending in December 31, 2022, in the General Fund we have a surplus of \$1,182,277 compared to last year's deficit of \$694,218. The revenue has increased, our current revenue is \$2,381,703 compared to last years of \$2,969,236. We are waiting for tax payment such as vehicle in lieu, the ROPS, local taxes that are usually received in January that total an average of \$500,000 We are experiencing an increase in operational costs due to inflation, but with the new fee revisions done last year, we are seeing an increase in revenue on impact fees.

For the Water Fund we have a deficit of \$2,230,385 we are waiting for reimbursements from the State of California for current projects. As mentioned, we have seen an increase in operational cost and unexpected expenses due to the Public Works Yard break in.

In Sewer we have a surplus of \$92,671. Sewer is in good standing and predict to continue. The increase in the sewer disposal fees have been helpful to increase revenue. We have seen a significant increase in operational costs due to inflation.

Respectfully Submitted,

Adriana Anguis

Adriana Anguis
Finance Supervisor

INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	59
FIRE	22
TOTAL	81

TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
3651	0	0	26
QRV36	0	0	20
TOTAL	0	0	46

PRE-INCIDENT VALUE	LOSSES
\$28,300	\$28,300

CO CHECKS	
TOTAL	

MUTUAL AID	
Aid Type	Total
Aid Given	2

OVERLAPPING CALLS	
# OVERLAPPING	% OVERLAPPING
11	13.58

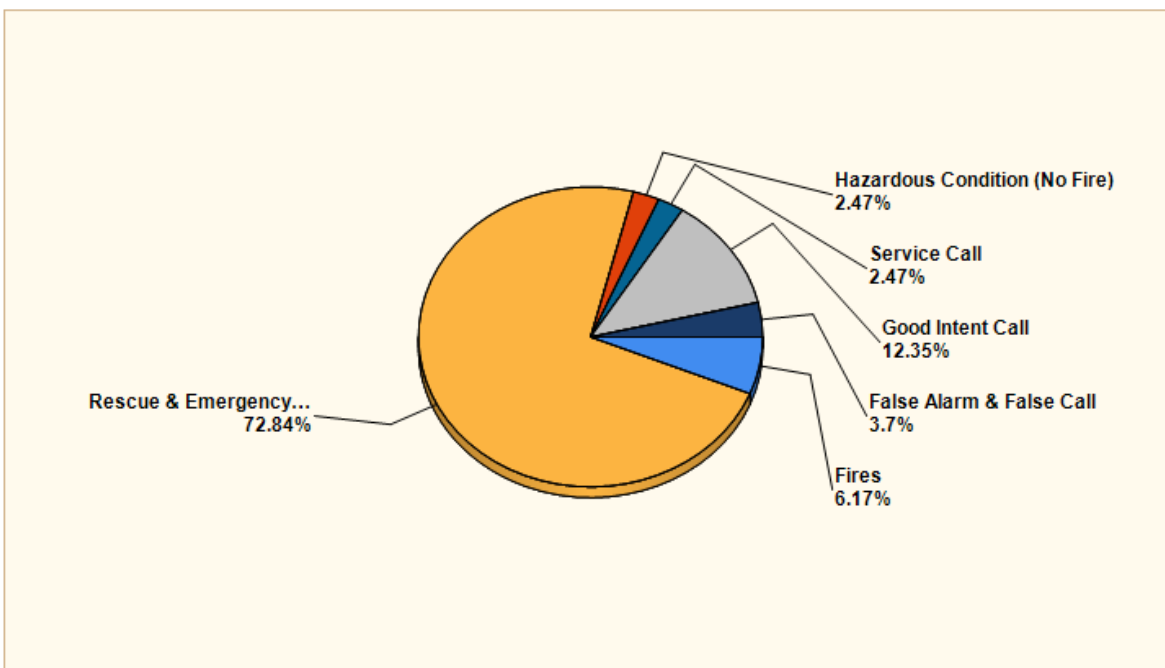
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)		
Station	EMS	FIRE
Station 1	0:05:09	0:10:40
AVERAGE FOR ALL CALLS		0:06:24

Station	FIRE

AGENCY	AVERAGE TIME ON SCENE (MM:SS)
Holtville Fire Department	24:34

ACTION TAKEN	# INCIDENTS	PERCENTAGE
11 - Extinguishment by fire service personnel	2	2.47%
12 - Salvage & overhaul	2	2.47%
30 - Emergency medical services, other	7	8.64%
31 - Provide first aid & check for injuries	2	2.47%
32 - Provide basic life support (BLS)	50	61.73%
41 - Identify, analyze hazardous materials	1	1.23%
45 - Remove hazard	2	2.47%
71 - Assist physically disabled	2	2.47%
73 - Provide manpower	1	1.23%
76 - Provide water	1	1.23%
85 - Enforce codes	1	1.23%
86 - Investigate	8	9.88%
93 - Cancelled en route	9	11.11%

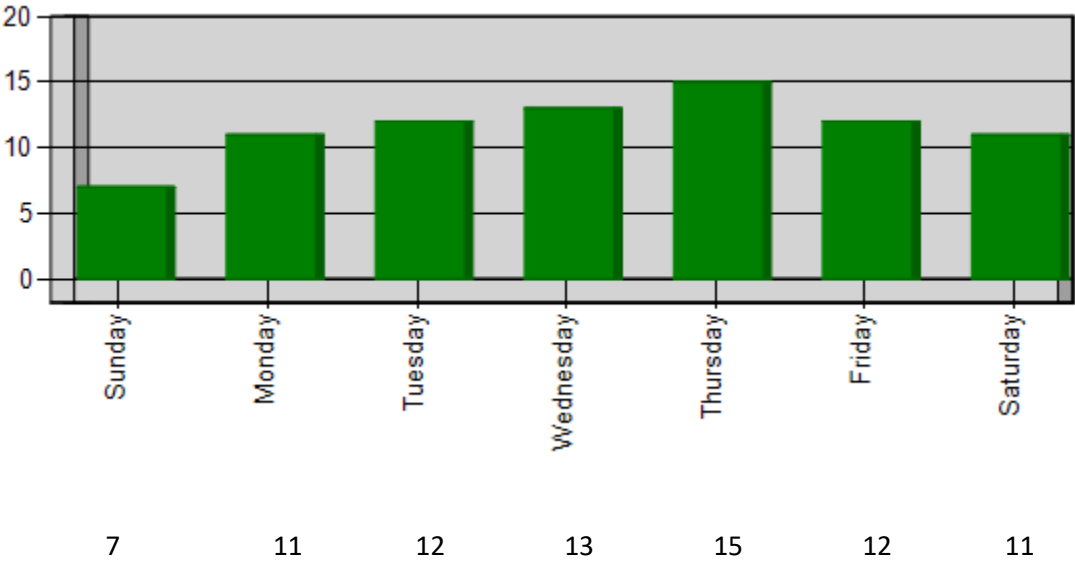
TOTAL: 88



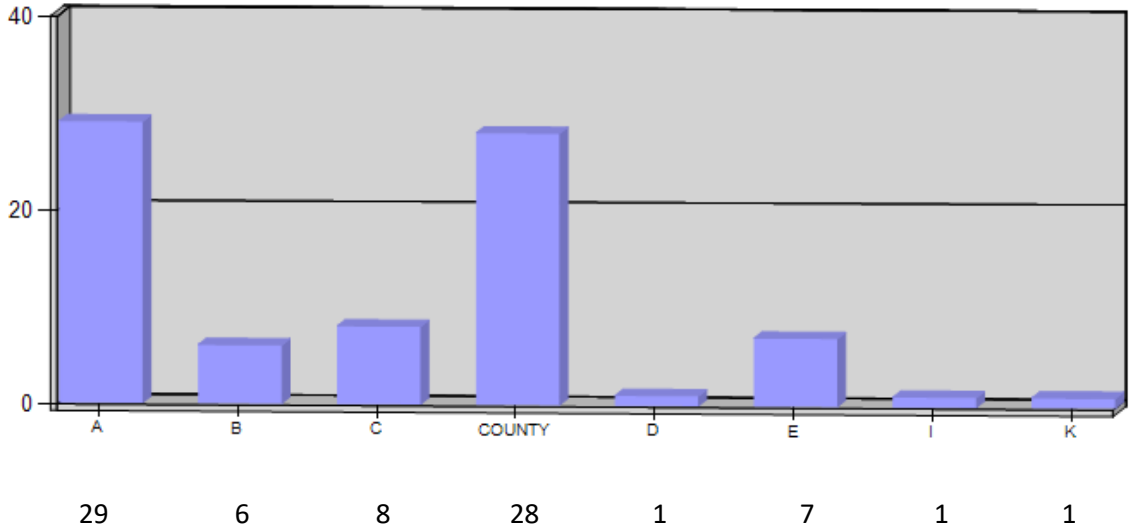
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	6.17%
Rescue & Emergency Medical Service	59	72.84%
Hazardous Condition (No Fire)	2	2.47%
Service Call	2	2.47%
Good Intent Call	10	12.35%
False Alarm & False Call	3	3.7%

TOTAL	81	100%
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Days of the week



Zones



City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<i>01/23/23</i>
ITEM NUMBER	<i>5 c</i>
Approvals	CITY MANAGER <i>[Signature]</i>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: January 3, 2023
FROM: Alex Silva, Fire Chief
SUBJECT: Yearly Report for 2022

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

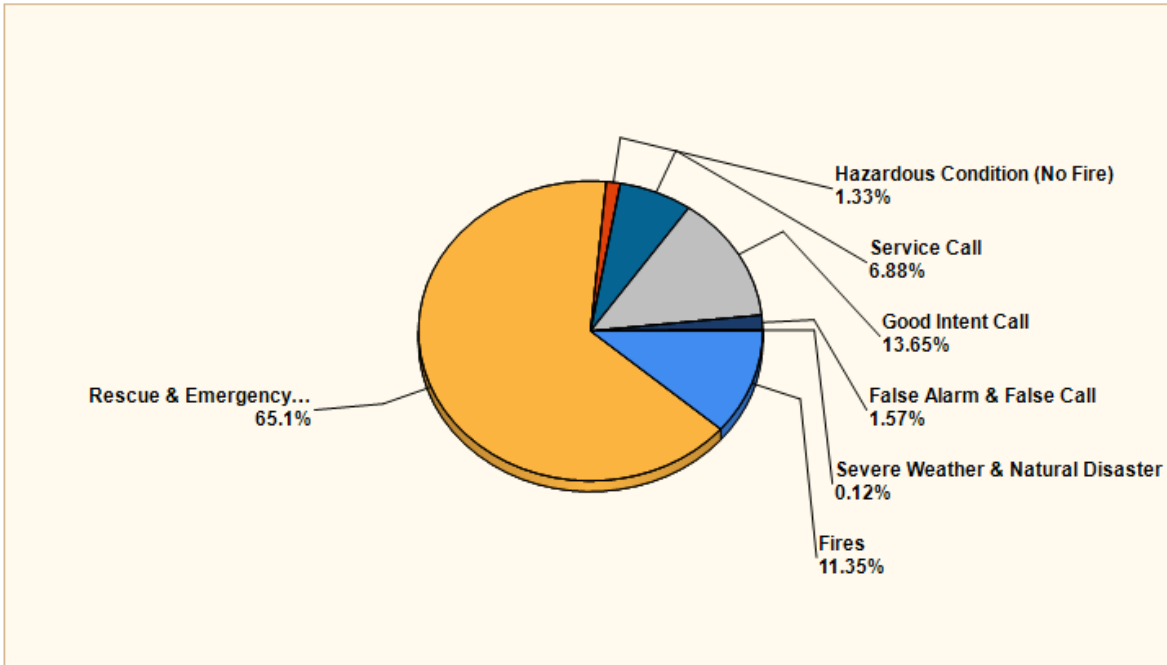
Year 2022 came and went quickly. Covid would subside then pick up again. This year we didn't treat a lot of Covid patients, most just waited it out at home. 2022 saw a lot of fire staff come and go. One thing that never changes is the desire for my staff to provide the best service to the City of Holtville, Imperial Valley, and the State of California. We responded to 3 strike teams this year for a total of 14 days. We took possession of Cal OES type VI unit 6619, we will be going out more with this unit as we have been paired up with 3 other units from the Imperial Valley and one from San Diego.

Staff continued to gather a lot of hours of training. We implemented a more rigid training program for our new firefighter reserves. Providing more hours prior to responding to incidents. We also assisted the local college fire academy in having more input into the curriculum. Overall making the new reserves better prepared for the job.

Now that we can do more, few of the programs I want to bring back is the Fire Explorer program. This will allow HFD to provide a guidance and positive outlook for young members of our community. I also want to bring back C.E.R.T. this program teaches the community of how to properly prepare themselves for large disaster. This will allow HFD to get trained staff so we can provide a quicker response. Swimming lessons, people want this program so young kids can get proper lessons on how to swim. Movies at the park, great way to get families together for a fun night. I have other things in mind I hope to implement this year, such as fire officer training, fire apparatus engineer, and explorer mentor.

All this could not take place with out your support and the support of the community. It has been my honor servicing you as your fire chief. Looking forward to a great 2023.

Alex Silva
Fire Chief



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	94	11.35%
Rescue & Emergency Medical Service	539	65.1%
Hazardous Condition (No Fire)	11	1.33%
Service Call	57	6.88%
Good Intent Call	113	13.65%
False Alarm & False Call	13	1.57%
Severe Weather & Natural Disaster	1	0.12%
TOTAL	828	100%

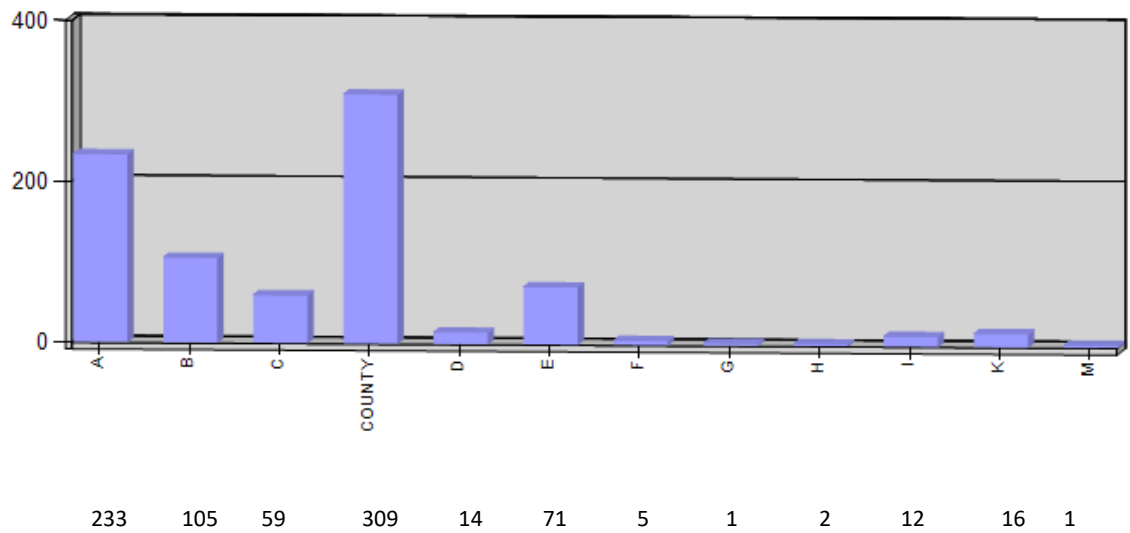
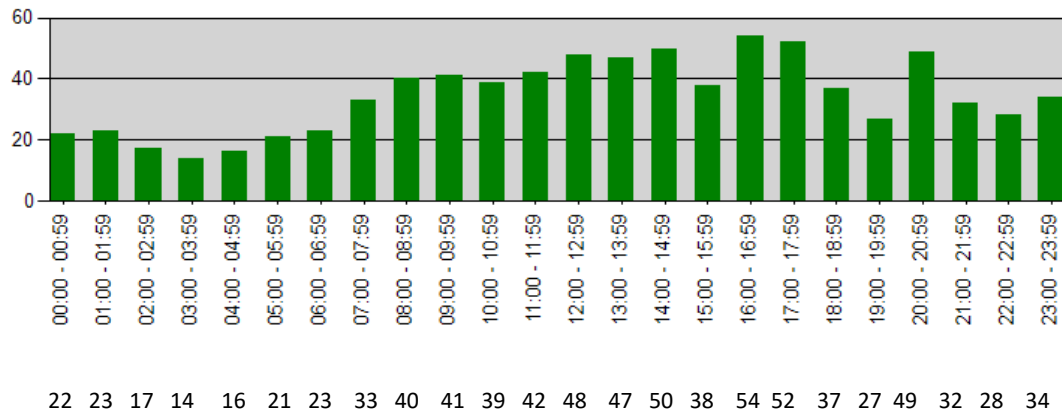
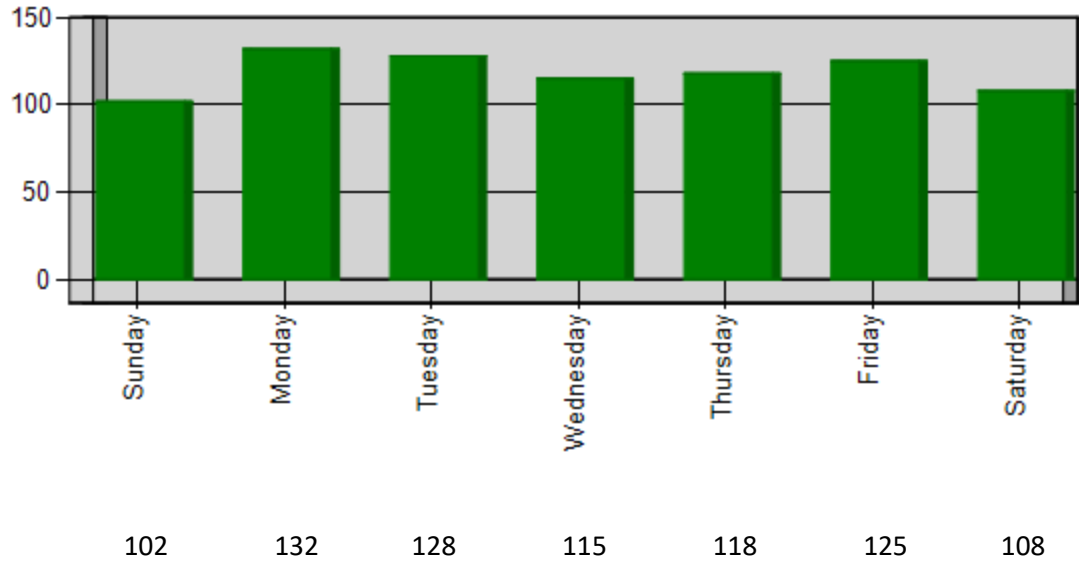
ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	1	0.12%
10 - Fire control or extinguishment, other	15	1.79%
11 - Extinguishment by fire service personnel	52	6.21%
12 - Salvage & overhaul	46	5.5%
13 - Establish fire lines (wildfire)	5	0.6%
14 - Contain fire (wildland)	7	0.84%
16 - Control fire (wildland)	3	0.36%
21 - Search	1	0.12%
22 - Rescue, remove from harm	2	0.24%
23 - Extricate, disentangle	3	0.36%
30 - Emergency medical services, other	39	4.66%

31 - Provide first aid & check for injuries	64	7.65%
32 - Provide basic life support (BLS)	489	58.42%
33 - Provide advanced life support (ALS)	1	0.12%
34 - Transport person	2	0.24%
41 - Identify, analyze hazardous materials	3	0.36%
43 - Hazardous materials spill control and confinement	2	0.24%
45 - Remove hazard	4	0.48%
52 - Forcible entry	1	0.12%
55 - Establish safe area	2	0.24%
63 - Restore fire alarm system	2	0.24%
65 - Secure property	1	0.12%
70 - Assistance, other	5	0.6%
71 - Assist physically disabled	16	1.91%
73 - Provide manpower	10	1.19%
75 - Provide equipment	1	0.12%
76 - Provide water	3	0.36%
78 - Control traffic	2	0.24%
80 - Information, investigation & enforcement, other	1	0.12%
82 - Notify other agencies.	4	0.48%
84 - Refer to proper authority	2	0.24%
85 - Enforce codes	2	0.24%
86 - Investigate	75	8.96%
87 - Investigate fire out on arrival	8	0.96%
92 - Standby	7	0.84%
93 - Cancelled en route	81	9.68%

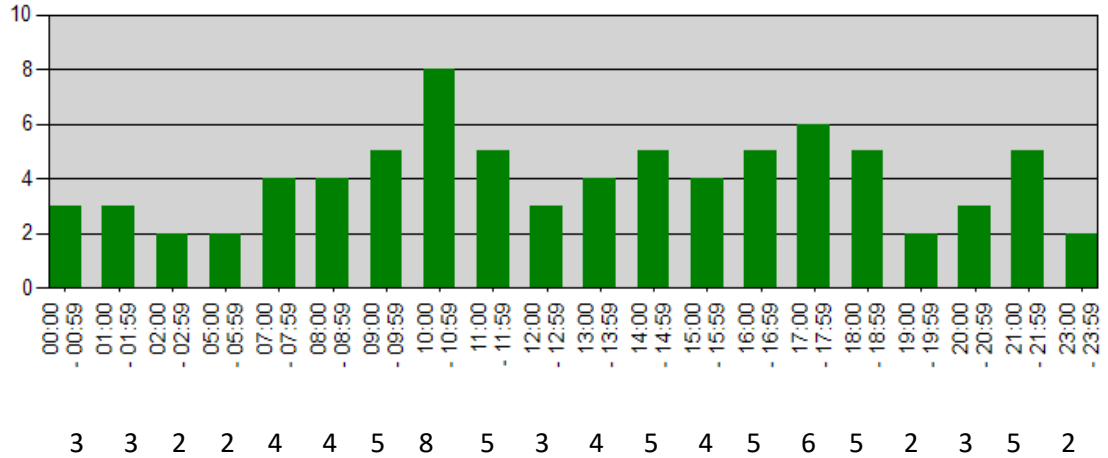
TOTAL: 962

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS			
32	\$716,299.00	\$1,310,050.00	\$2,026,349.00	\$63,323.00			
INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total	
2022-161	03/08/2022	132 - Road freight or transport vehicle fire	\$20,000.00	\$0.00	\$20,000.00	0.99%	
2022-163	03/12/2022	142 - Brush or brush-and-grass mixture fire	\$800.00	\$0.00	\$800.00	0.04%	
2022-178	03/19/2022	553 - Public service	\$20,000.00	\$0.00	\$20,000.00	0.99%	
2022-209	04/03/2022	143 - Grass fire	\$88,000.00	\$0.00	\$88,000.00	4.34%	
2022-247	04/16/2022	143 - Grass fire	\$60,000.00	\$0.00	\$60,000.00	2.96%	
2022-270	04/29/2022	322 - Motor vehicle accident with injuries	\$3,000.00	\$3,000.00	\$6,000.00	0.30%	
2022-281	05/05/2022	112 - Fires in structure other than in a building	\$39,840.00	\$0.00	\$39,840.00	1.97%	
2022-305	05/11/2022	142 - Brush or brush-and-grass mixture fire	\$550.00	\$0.00	\$550.00	0.03%	

2022-342	05/27/2022	111 - Building fire	\$0.00	\$1,200,000.00	\$1,200,000.00	59.22%
2022-354	06/07/2022	131 - Passenger vehicle fire	\$2,000.00	\$0.00	\$2,000.00	0.10%
2022-409	06/28/2022	322 - Motor vehicle accident with injuries	\$30,000.00	\$0.00	\$30,000.00	1.48%
2022-432	07/06/2022	322 - Motor vehicle accident with injuries	\$100,000.00	\$0.00	\$100,000.00	4.93%
2022-441	07/10/2022	322 - Motor vehicle accident with injuries	\$22,000.00	\$4,000.00	\$26,000.00	1.28%
2022-446	07/16/2022	322 - Motor vehicle accident with injuries	\$18,500.00	\$6,000.00	\$24,500.00	1.21%
2022-505	08/16/2022	322 - Motor vehicle accident with injuries	\$48,000.00	\$0.00	\$48,000.00	2.37%
2022-509	08/18/2022	131 - Passenger vehicle fire	\$15,000.00	\$0.00	\$15,000.00	0.74%
2022-530	09/07/2022	322 - Motor vehicle accident with injuries	\$14,000.00	\$14,000.00	\$28,000.00	1.38%
2022-534	09/10/2022	461 - Building or structure weakened or collapsed	\$10,000.00	\$10,000.00	\$20,000.00	0.99%
2022-560	09/23/2022	111 - Building fire	\$30,000.00	\$20,000.00	\$50,000.00	2.47%
2022-592	10/06/2022	131 - Passenger vehicle fire	\$40,559.00	\$5,500.00	\$46,059.00	2.27%
2022-617	10/17/2022	171 - Cultivated grain or crop fire	\$19,000.00	\$19,000.00	\$38,000.00	1.88%
2022-621	10/18/2022	322 - Motor vehicle accident with injuries	\$700.00	\$700.00	\$1,400.00	0.07%
2022-624	10/21/2022	411 - Gasoline or other flammable liquid spill	\$1,500.00	\$0.00	\$1,500.00	0.07%
2022-631	10/22/2022	140 - Natural vegetation fire, other	\$250.00	\$250.00	\$500.00	0.02%
2022-641	10/24/2022	151 - Outside rubbish, trash or waste fire	\$6,000.00	\$6,000.00	\$12,000.00	0.59%
2022-646	10/28/2022	321 - EMS call, excluding vehicle accident with injury	\$10,000.00	\$0.00	\$10,000.00	0.49%
2022-748	11/23/2022	321 - EMS call, excluding vehicle accident with injury	\$300.00	\$300.00	\$600.00	0.03%
2022-755	11/28/2022	322 - Motor vehicle accident with injuries	\$20,000.00	\$20,000.00	\$40,000.00	1.97%
2022-757	11/28/2022	162 - Outside equipment fire	\$1,000.00	\$1,000.00	\$2,000.00	0.10%
2022-816	12/15/2022	322 - Motor vehicle accident with injuries	\$28,000.00	\$0.00	\$28,000.00	1.38%
2022-830	12/23/2022	113 - Cooking fire, confined to container	\$300.00	\$300.00	\$600.00	0.03%
2022-9	01/03/2022	322 - Motor vehicle accident with injuries	\$67,000.00	\$0.00	\$67,000.00	3.31%



Hours of the day



Monetary loss

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
2	\$28,300.00	\$300.00	\$28,600.00	\$14,300.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2022-816	12/15/2022	322 - Motor vehicle accident with injuries	\$28,000.00	\$0.00	\$28,000.00	97.90%
2022-830	12/23/2022	113 - Cooking fire, confined to container	\$300.00	\$300.00	\$600.00	2.10%

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE: 01/23/23

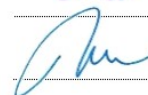
ITEM NUMBER 5 d

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY



DATE ISSUED: January 18th, 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 1/05/23 to 01/18/2023.

Water Plant:

- Control Systems Engineering (Eric Blom) completed transitioning/relocating the (2) 4-pin ABB chart recorders onto the new SCADA system, and also completed installation of the (8) alarm signal splitters for the emergency autodialer units, which are now in service.
- Staff completed submittal of the new monthly water conservation and drought report onto the State's new clearinghouse reporting website.
- Water plant staff will be completing the annual cleaning of the two upflow clarifiers and backwash recovery pond this week.

Wastewater Plant:

- Staff completed submittal of the annual wastewater recycled flow reports onto the State's GeoTracker website.
- Wastewater plant staff have reduced sludge wasting operations, and have increased Biolac aeration rates this month in preparation for effluent toxicity (bioassay) testing scheduled for this week


Respectfully Submitted,



Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville

**City of Holtville
REPORT TO COUNCIL**

DATE ISSUED January 20, 2023
FROM: Public Works Foreman
SUBJECT: Bimonthly Report.

MEETING DATE:	<i>01/23/23</i>
ITEM NUMBER	<i>5 e</i>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

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

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

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff’s Department to clean up graffiti at park and around town.
- Took down Christmas lights at City Hall and Public Works yard.
- Installed water service at 940 Cedar Ave.
- Repaired water break on Fig Ave. and 8th St.
- Caught 2 dogs.
- Stump grinded at Holt Park.
- Assisted Holtville Fire trimming trees South of skate park.

Respectfully Submitted,

Alejandro Chavez
Public Works Foreman
City of Holtville

AGENDA
**REGULAR MEETING of THE SUCCESSOR AGENCY
TO THE HOLTVILLE REDEVELOPMENT AGENCY
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA**

Monday, January 23, 2023

- | | | |
|--|--|---|
| <input type="checkbox"/> Ginger Ward, Chairperson | <input type="checkbox"/> John Munger, Board Member | <input type="checkbox"/> Steve Walker, Legal Counsel |
| <input type="checkbox"/> Murray Anderson, Vice Chair | <input type="checkbox"/> Michael Pacheco, Board Member | <input type="checkbox"/> Nick Wells, Executive Officer |
| <input type="checkbox"/> Mike Goodsell, Board Member | | <input type="checkbox"/> Adriana Anguis, Finance Supervisor |

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.

OPEN SESSION - 6:00 PM

GENERAL PUBLIC COMMENTS:

NEW BUSINESS:

Discussion/Related Action to Accept the Recognized Obligation Payment Schedule (ROPS) for
2023-24

Nick Wells, Executive Officer

Items for future meetings

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) on Friday, January 20, 2023.