

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

Monday, May 22, 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 LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

RECONVENE OPEN SESSION

PLEDGE of ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

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

1. CONSENT AGENDA:

The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW Business agenda.

- a. Approval of the Minutes from the Regular Meeting of Monday, May 8, 2023.
- b. Current Demands #45417 through #45464.

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

- a. **Discussion/Related Action** Regarding a Request by the Holtville Chamber of Commerce to Obtain the Single Vendor Permit for Sale of “Safe and Sane Fireworks” for 2023 Independence Day Celebrations

*Nick Wells, City Manager***4. INFORMATION ONLY:**

- a. **Discussion Only** Regarding the 2023-24 Budget
- b. **Discussion Only** Regarding 2023 Memorial Day Celebration


*Nick Wells, City Manager**Nick Wells, City Manager***5. STAFF REPORTS**

- a. **City Manager Report** - *Nick Wells*
- b. Finance Supervisor - *Adriana Anguis*
- c. Fire Chief - *Alex Silva*
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- 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, May 8, 2023

MEETING DATE:	<u>5/22/23</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, May 8, 2023, at 5:30 pm in the Civic Center. Mayor Ginger Ward was present, as were Council Members Murray Anderson, Mike Goodsell, John Munger, and Mike Pacheco. Also present were City Treasurer George Morris, City Attorney Steve Walker, City Manager Nick Wells, Finance Supervisor Adriana Anguis, and Police Chief Joe Conkey.

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)

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

No Reportable Action Taken

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Ward called the Open Session meeting to order at 6:01 PM.

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

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

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Manager Nick Wells verified that the agenda was duly posted on Friday, May 5, 2023.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

GENERAL PUBLIC COMMENTS:

Antonio Ortega from the IID came to provide an update on the Ninth Street canal undergrounding project. He reminded Council that the City had provided a letter of support for an IID request for an \$871,000 in earmark funding for the project through Congressman Ruiz and the office of Senator Feinstein. The project will replace the nearly 1,200 feet of open irrigation channel from Olive Avenue to Melon Road to improve public safety. The IID received word two weeks ago that this project was selected to move forward through the appropriations process. Mr. Ortega is hopeful that funding will be approved by the fall, although the budget process can frequently extend to December. Mr. Ortega stressed, though, that the project being selected is really good news is good news and concluded by thanking Mr. Wells for his assistance. Councilman Pacheco, who also works for the IID, stated that the improvements to Ninth Street are a team effort and thanked Mr. Ortega for his work with Congressional representatives to secure funding for the project.

PROCLAMATION:

Mayor Ward read a Proclamation declaring May "Poppy Month" in recognition of the flower's symbolism for Veterans. Members of the American Legion Women's Auxiliary were on hand to receive the document and distributed poppies to all in attendance. They will be distributing more poppies and soliciting donations at various Holtville locations this week.

INTRODUCTION:

Mr. Wells introduced Rubio Medina, the Architect Consultant for Public Safety Building Project. Mr. Medina was the preferred bidder for the project and was recently engaged by the City Council. He had met that afternoon with Mr. Wells and Chief Silva. Another meeting for the following morning was planned with additional staff members to discuss the goals and expectations of the project. Mr. Medina expressed that it is an honor to be selected for this project and he is looking forward to working with staff to bring the project to fruition.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, April 24, 2023.**
- b. Current Demands #45417 through #45464**

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

AYES: Anderson, Goodsell, Munger, Pacheco, Ward

NOES: None

ABSENT: None

ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Ms. Anguis reported that the Finance Department is currently working on running all fund balances to start the new budget, ensuring all financial transactions are posted correctly. She reported that she attended the ICTC TAC meeting, which included an update on the Ninth Street East project.

Chief Conkey gave his department report of activity for April, which was consistent in comparison to previous months. Mr. Goodsell noted the number of incidents involving fentanyl in the report. In response, Chief Conkey remarked that this substance was late arriving to Holtville but it is definitely here now. There were several questions posed by the Council regarding incidents listed in the report.

Mr. Morris & Mr. Pacheco had nothing to report.

Mr. Anderson reported he has been on jury duty for nearly a month and he ran into our former Chief Roy Patterson while at the court house.

Mr. Goodsell reported that he attended the SCAG Regional Conference in Palm Desert with Mr. Wells last week. He found the small break out sessions to be valuable for the discussions on issues currently being faced throughout the state. He highlighted a session that he attended "Job Growth in an Inclusive Economy." He commended Mr. Wells for working on the agenda for this meeting in his spare time at the conference. This Wednesday he has an Airport Land Use Commission meeting and an ICTC meeting on the 24th.

Mr. Munger reported that he was unable to attend the SCAG conference due to work commitments. He commented on the topic of "Job Growth in an Inclusive Economy," explaining that the health care sector is experiencing problems across the board, but of particular significance is that hospitals are unable to hire and retain nurses. On Thursday he has an IV Housing Authority meeting.

Mr. Walker reported there will be multiple opportunities for ethics training online, as well as an in person opportunity in June.

Mr. Wells reported that staff met with the City's payroll service regarding implementing a web based time clock system in the near future. This will include a geofencing service that restricts where staff is able to clock in. He also met with Air Pollution Control regarding complaints of the controlled burn that HFD started in April. He provided brief updates to the Council on several projects.

Mayor Ward attended and spoke at the National Day of Prayer service held in the gazebo. Prayers were offered for the City and the Council.

2. UNFINISHED BUSINESS: None

3. NEW BUSINESS:

- a. Discussion/Related Action** Regarding a Request by Holtville High School to Issue a Permit for a Professional Fireworks Display at the Senior Graduation to be Held on Thursday, June 8, 2023, at the HHS Football Field

Nick Wells, City Manager

Some good natured conversation regarding Mr. Anderson's "dislike" of the fireworks displays took place, as his residence is across the street from HHS and the noise stresses his dog. Mayor Ward pointed out how much the students love the fireworks, so Mr. Anderson "begrudgingly" assented to the action.

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

- b. Discussion/Related Action to Adopt RESOLUTION #23-15** Authorizing an Application for the Sunset Rose Senior Apartments Project to the HCD California Housing Accelerator Program

Nick Wells, City Manager

Mr. Wells explained that this is the fourth draft of this resolution due to ongoing issues over the wording of the document. Mr. Wells needed to be removed as one of the signers on the loan documents leaving Mayor Ward as the sole signer due to Wells' role as the Acting City Clerk

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

4. INFORMATION ONLY:

a. Discussion Only Regarding Traffic and Accident Information for Select Areas in Holtville

Sgt Joe Conkey, Police Chief

Chief Conkey reported that he had retrieved accident data for the past 13 years for Holt Avenue from Fifth Street to Ninth Street. He concluded that the data shows demonstrates no need for a stop sign at the intersection of Holt Avenue and Eighth Street, as had been requested by one resident. He also provided data for Sixth street pursuant to complaints he received about of speeding out of town on that street.

b. Discussion Only Regarding Assembly Bill 918 and other proposals intending to create an Imperial Valley Healthcare District

Nick Wells, City Manager

Mr. Wells explained that the presented Assembly Bill intends to create a single Healthcare District for the Imperial Valley by merging El Centro Regional Medical Center (ECRMC), Heffernan Memorial Healthcare District (HMHD), and Pioneers Memorial Healthcare District (PMHD). Staff has been contacted by PMHD to discuss the issue and council members from the City of El Centro requesting a meeting with the Mayor and Mayor Pro Tem to discuss their position and perhaps lobby support. Although it is a developing issue, Mr. Wells felt it was critical to introduce the topic to the Council since the City is being asked to take a position. Aside from a few minor comments, there was no further discussion.

5. STAFF REPORTS:

- a. City Manager Report - Nick Wells**
- b. Finance Supervisor - Adriana Anguis**
- c. Police Chief - Joe Conkey**
- d. Water/Wastewater Supervisor - Frank Cornejo**
- e. Public Works Foreman – Alex Chavez**

6. Items for Future Meetings: *Information on Memorial Day Ceremony
2023-24 Budget updates*

7. ADJOURNMENT: *There being no further business to come before the Council,
Mayor Ward adjourned the meeting at 7:02 PM.*

Ginger Ward, Mayor

Nicholas D. Wells, Acting City Clerk

MEETING DATE: 05/22/23

ITEM NUMBER 1 b

Report Criteria:
Detail report type printed

Approvals

CITY MANAGER
FINANCE MANAGER
CITY ATTORNEY



Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Item #	Date	Category
45465								
8x8, INC.	3837619	TELEPHONE	05/01/2023	53.66	53.66	45465	05/11/2023	ADMIN
	3837619	TELEPHONE	05/01/2023	53.66	53.66	45465	05/11/2023	
	3837619	TELEPHONE	05/01/2023	53.65	53.65	45465	05/11/2023	
	3837619	TELEPHONE	05/01/2023	53.65	53.65	45465	05/11/2023	
	3837619	TELEPHONE	05/01/2023	53.65	53.65	45465	05/11/2023	
45466								
ACE HARDWARE	D69915	BATTERIES	04/26/2023	17.23	17.23	45466	05/11/2023	PUBLIC WORKS FIRE DEPT
	D69994	FIRE DEPT SUPPLIES	04/27/2023	32.95	32.95	45466	05/11/2023	
	D70053	CLEANING SUPPLIES	04/27/2023	87.47	87.47	45466	05/11/2023	
	D70039	BOTTLED WATER	04/27/2023	34.43	34.43	45466	05/11/2023	
	D70529	ROPE	04/29/2023	20.46	20.46	45466	05/11/2023	
	D70687	CLEANING SUPPLIES	04/30/2023	89.99	89.99	45466	05/11/2023	
	D69834	CLEANING SUPPLIES	04/26/2023	8.18	8.18	45466	05/11/2023	
	D68844	BOTTLED WATER	04/21/2023	5.38	5.38	45466	05/11/2023	
	D68196	SCREWS AND WASHES	04/18/2023	7.46	7.46	45466	05/11/2023	
	D69042	CHAIN LOOPS	04/22/2023	83.58	83.58	45466	05/11/2023	
	D69520	SIGNS	04/25/2023	62.81	62.81	45466	05/11/2023	
	D69630	CABLE TIES	04/25/2023	11.30	11.30	45466	05/11/2023	
	D65546	LED LIGHTS	04/05/2023	32.29	32.29	45466	05/11/2023	
	D68221	CLEANING SUPPLIES	04/18/2023	55.32	55.32	45466	05/11/2023	
	D68151	FIRE DEPT SUPPLIES	04/18/2023	9.37	9.37	45466	05/11/2023	
	D68202	BOLTS AND NUTS	04/18/2023	.34	.34	45466	05/11/2023	
	D68084	FIRE DEPT SUPPLIES	04/18/2023	62.99	62.99	45466	05/11/2023	
	F50559	CHEMICALS	04/05/2023	88.44	88.44	45466	05/11/2023	
	D64003	PET WASTE STATION	04/12/2023	635.70	635.70	45466	05/11/2023	
	D67078	NUTES AND WASHERS	04/13/2023	1.70	1.70	45466	05/11/2023	
	D67078	NUTS AND WASHERS	04/13/2023	1.70	1.70	45466	05/11/2023	
	D67334	FLEX TAPE	04/14/2023	34.46	34.46	45466	05/11/2023	
	D59351	STAKES	03/06/2023	7.94	7.94	45466	05/11/2023	
	D64241	CUP WHEEL	03/31/2023	37.71	37.71	45466	05/11/2023	
	D64241	CUP WHEEL	03/31/2023	37.70	37.70	45466	05/11/2023	
	D68734	PARK SUPPLIES	04/21/2023	117.39	117.39	45466	05/11/2023	
	D69616	BOLTS	04/25/2023	9.47	9.47	45466	05/11/2023	
	D69391	INSECT KILLER	04/24/2023	3.77	3.77	45466	05/11/2023	
	D69835	TUBY POLY	04/26/2023	2.50	2.50	45466	05/11/2023	
	D64587	CLEANING SUPPLIES	03/31/2023	101.69	101.69	45466	05/11/2023	
	D66304	SHOP SUPPLIES	04/10/2023	28.20	28.20	45466	05/11/2023	
	D66304	SHOP SUPPLIES	04/10/2023	28.20	28.20	45466	05/11/2023	
	D66304	SHOP SUPPLIES	04/10/2023	28.19	28.19	45466	05/11/2023	
	D70235	JIG SAW	04/28/2023	117.99	117.99	45466	05/11/2023	
	D70235	JIG SAW	04/28/2023	117.98	117.98	45466	05/11/2023	
	D69621	HOSE FLEXOGEN	04/25/2023	20.57	20.57	45466	05/11/2023	
	D69621	HOSE FLEXOGEN	04/25/2023	20.56	20.56	45466	05/11/2023	
	D68649	ANT KILLER	04/20/2023	18.31	18.31	45466	05/11/2023	
	D66834	VALVES	04/12/2023	43.60	43.60	45466	05/11/2023	
	F53857	VALVES	04/13/2023	59.48	59.48	45466	05/11/2023	
	D68295	NAILS	04/19/2023	59.23	59.23	45466	05/11/2023	
	D59886	FILTERS	03/08/2023	3.76	3.76	45466	05/11/2023	
	D61284	FILTERS	03/15/2023	36.59	36.59	45466	05/11/2023	
	D51943	ADAPTERS	01/30/2023	12.00	12.00	45466	05/11/2023	
	D51944	SUPPLY HOSE	01/30/2023	6.45	6.45	45466	05/11/2023	
	D51944	SUPPLY HOSE	01/30/2023	6.44	6.44	45466	05/11/2023	
	D54617	TABLES	02/11/2023	199.32	199.32	45466	05/11/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
	D55490	SCREWS	02/15/2023	46.08	46.08	45466	05/11/2023	
	D55871	CLEANING SUPPLIES	02/17/2023	23.24	23.24	45466	05/11/2023	
	D56850	DRILLS	02/22/2023	52.25	52.25	45466	05/11/2023	
	D56850	DRILLS	02/22/2023	52.24	52.24	45466	05/11/2023	
	D67059	BLACK OXIDE	04/13/2023	8.07	8.07	45466	05/11/2023	
	D67059	BLACK OXIDE	04/13/2023	8.08	8.08	45466	05/11/2023	
	D67300	GLOVES	04/14/2023	17.23	17.23	45466	05/11/2023	
	D67302	LIGHTER	04/14/2023	5.15	5.15	45466	05/11/2023	
	D68058	LUMBER STUDIO PINE	04/18/2023	20.01	20.01	45466	05/11/2023	
	D68305	WTP SUPPLIES	04/19/2023	41.11	41.11	45466	05/11/2023	
	D68353	BATTERIES	04/19/2023	7.00	7.00	45466	05/11/2023	
	D68353	BATTERIES	04/19/2023	7.00	7.00	45466	05/11/2023	
	D68594	LEDS	04/20/2023	10.76	10.76	45466	05/11/2023	
	D68779	CLAMPS	04/21/2023	44.33	44.33	45466	05/11/2023	
	D68816	SCREWS	04/21/2023	2.79	2.79	45466	05/11/2023	
	D46775	FIRE DEPT SUPPLIES	01/04/2023	28.64	28.64	45466	05/11/2023	
45467								
ADRIANA ANGUIS	MILEAGE AP	MILEAGE FOR APRIL 202	05/01/2023	40.94	40.94	45467	05/11/2023	ADMIN
45468								
AIRWAVE COMMUNICATI	446518	RADIO REPAIRS	04/17/2023	431.76	431.76	45468	05/11/2023	FIRE DEPT
45469								
APPLIED INDUSTRIAL TE	7026560507	GRAFFITI PAINT	03/21/2023	870.22	870.22	45469	05/11/2023	PUBLIC WORKS
	7026718483	GLOVES	04/11/2023	286.92	286.92	45469	05/11/2023	
45470								
ARAMARK SERVICES, IN	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	257.71	257.71	45470	05/11/2023	PUBLIC WORKS
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	478.92	478.92	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	487.00	487.00	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	119.81	119.81	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	112.32	112.32	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	112.32	112.32	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	202.18	202.18	45470	05/11/2023	
	#2000 MAY 2	UNIFORM CHARGES	05/01/2023	202.18	202.18	45470	05/11/2023	
45471								
AUTO ZONE COMMERC	5648681764	VEHICLE SUPPLIES	04/30/2023	47.02	47.02	45471	05/11/2023	FIRE DEPT
	5648676529	EXHAUST FLUID	04/22/2023	36.61	36.61	45471	05/11/2023	
45472								
BABCOCK & SONS, INC.	CD31172-22	E.COLI LAB ANALYSIS	04/18/2023	31.85	31.85	45472	05/11/2023	PUBLIC WORKS
	CD31171-22	BIOCHEMICAL OXYGEN	04/18/2023	174.58	174.58	45472	05/11/2023	
	CD31217-22	AMMONIA LAB ANALYSIS	04/18/2023	18.87	18.87	45472	05/11/2023	
	CD31006-22	TOTAL ORGANIC CARBO	04/17/2023	254.79	254.79	45472	05/11/2023	
	CI21034-227	ALUMINUM LAB ANALYSI	09/16/2022	17.64	17.64	45472	05/11/2023	
	CJ21388-227	ASBESTOS LAB ANALYSI	10/19/2022	871.50	871.50	45472	05/11/2023	
	CB31381-22	TOTAL ORGANIC CARBO	02/20/2023	169.86	169.86	45472	05/11/2023	
	LB30037-227	E.COLI LAB ANALYSIS	02/13/2023	31.85	31.85	45472	05/11/2023	
	LA30024	E.COLI LAB ANALYSIS	01/09/2023	29.77	29.77	45472	05/11/2023	
	CD30617-22	BIOCHEMICAL OXYGEN	04/11/2023	174.58	174.58	45472	05/11/2023	
	CD31638-22	ASBESTOS LAB ANALYSI	04/25/2023	932.51	932.51	45472	05/11/2023	
	CD31797-22	BIOCHEMICAL OXYGEN	04/26/2023	174.58	174.58	45472	05/11/2023	
	CD31743-22	E.COLI LAB ANALYSIS	04/26/2023	31.85	31.85	45472	05/11/2023	
	CD31739-22	COPPER LAB ANALYSIS	04/26/2023	18.87	18.87	45472	05/11/2023	
	CD31798-22	AMMONIA LAB ANALYSIS	04/26/2023	18.87	18.87	45472	05/11/2023	
	CE30026-22	TOTAL HARDNESS PACK	05/01/2023	37.75	37.75	45472	05/11/2023	
	CE30105-22	ALUMINUM LAB ANALYSI	05/01/2023	28.31	28.31	45472	05/11/2023	
45473								
BAJA DESERT TIRE	S21-11167	PUBLIC WORKS VEHICL	04/04/2023	50.00	50.00	45473	05/11/2023	PUBLIC WORKS
	S21-11167	PUBLIC WORKS VEHICL	04/04/2023	50.00	50.00	45473	05/11/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45474								
BORDER TACTICAL	A196476	STICHD PATCH	03/31/2023	26.00	26.00	45474	05/11/2023	FIRE DEPT
45475								
CASELLE, INC.	124831	CONTRACT SUPPORT	05/01/2023	1,693.00	1,693.00	45475	05/11/2023	ADMIN
45476								
CODE PUBLISHING CO.	GC00120095	ANNUAL WEB FEES 2023	01/31/2023	830.00	830.00	45476	05/11/2023	ADMIN
45477								
CONTROL SYSTEMS EN	2023-0411	10HP MOTOR REPAIR	04/15/2023	3,527.18	3,527.18	45477	05/11/2023	PUBLIC WORKS
	2023-0421	WTP REPAIRS	04/22/2023	2,390.51	2,390.51	45477	05/11/2023	
45478								
COUNTY MOTOR PARTS	293172	TRUCK REPAIRS	07/27/2022	182.14	182.14	45478	05/11/2023	PUBLIC WORKS
	293051	TRUCK REPAIR	07/22/2022	114.15	114.15	45478	05/11/2023	
	293051	TRUCK REPAIR	07/22/2022	114.14	114.14	45478	05/11/2023	
	293011	SHOP SUPPLIES	07/21/2022	10.23	10.23	45478	05/11/2023	
	293011	SHOP SUPPLIES	07/21/2022	10.23	10.23	45478	05/11/2023	
	292987	TRUCK REPAIR	07/20/2022	35.50	35.50	45478	05/11/2023	
	292987	TRUCK REPAIR	07/20/2022	35.49	35.49	45478	05/11/2023	
	292853	TRUCK REPAIR	07/15/2022	39.80	39.80	45478	05/11/2023	
	292853	TRUCK REPAIR	07/15/2022	39.79	39.79	45478	05/11/2023	
	299614	TRUCK SUPPLIES	02/16/2023	15.08	15.08	45478	05/11/2023	
	299614	TRUCK SUPPLIES	02/16/2023	15.07	15.07	45478	05/11/2023	
	299583	RETAINER	02/15/2023	5.42	5.42	45478	05/11/2023	
	299583	RETAINER	02/15/2023	5.43	5.43	45478	05/11/2023	
	299455	BATTERY	02/09/2023	194.03	194.03	45478	05/11/2023	
	298871	OIL	01/24/2023	11.45	11.45	45478	05/11/2023	
	298714	BATTERY	01/19/2023	157.32	157.32	45478	05/11/2023	
	298714	BATTERY	01/19/2023	157.31	157.31	45478	05/11/2023	
	299941	WIPER BLADE	02/27/2023	11.08	11.08	45478	05/11/2023	
	299941	WIPER BLADE	02/27/2023	11.09	11.09	45478	05/11/2023	
	301413	AUGER BIT	04/14/2023	24.66	24.66	45478	05/11/2023	
	301413	AUGER BIT	04/14/2023	24.65	24.65	45478	05/11/2023	
	301376	TRUCK REPAIR	04/13/2023	78.32	78.32	45478	05/11/2023	
	301376	TRUCK REPAIR	04/13/2023	78.31	78.31	45478	05/11/2023	
	301321	TRUCK REPAIR	04/12/2023	240.44	240.44	45478	05/11/2023	
	301321	TRUCK REPAIR	04/12/2023	240.44	240.44	45478	05/11/2023	
	301543	PIPE TAP	04/19/2023	87.34	87.34	45478	05/11/2023	
	301657	HEXBITS	04/24/2023	38.04	38.04	45478	05/11/2023	
	301657	HEXBITS	04/24/2023	38.03	38.03	45478	05/11/2023	
	301689	WRENCHES	04/25/2023	90.11	90.11	45478	05/11/2023	
	301689	WRENCHES	04/25/2023	90.11	90.11	45478	05/11/2023	
	301515	FILTERS	04/18/2023	933.46	933.46	45478	05/11/2023	
45479								
CR&R INCORPORATED	APRIL 2023	TRASH RECEIVABLES AP	05/01/2023	23,549.87	23,549.87	45479	05/11/2023	ADMIN
	APRIL 2023	TRASH RECEIVABLES AP	05/01/2023	2,825.98-	2,825.98-	45479	05/11/2023	
	APRIL 2023	TRASH RECEIVABLES AP	05/01/2023	1,412.99-	1,412.99-	45479	05/11/2023	
	APRIL 2023	TRASH RECEIVABLES AP	05/01/2023	1,177.49-	1,177.49-	45479	05/11/2023	
45480								
DEPT OF TRANSPORTATI	SL230714	SIGNALS AND LIGHTING	05/14/2023	153.03	153.03	45480	05/11/2023	PUBLIC WORKS
45481								
EMPIRE SOUTHWEST	EMWK34464	TELEHANDLER REPAIRS	03/02/2023	203.33	203.33	45481	05/11/2023	PUBLIC WORKS
	EMWK34464	TELEHANDLER REPAIRS	03/02/2023	203.33	203.33	45481	05/11/2023	
	EMWK34464	EQUIPMENT REPAIR	03/02/2023	1,615.85	1,615.85	45481	05/11/2023	
	EMWK34464	EQUIPMENT REPAIR	03/02/2023	1,615.85	1,615.85	45481	05/11/2023	
45482								
EXQUISITE POOL CUSTO	4853	MURIATIC ACID	05/01/2023	452.05	452.05	45482	05/11/2023	PUBLIC WORKS
45483								
FERGUSON ENTERPRIS	2179682	BUSHES	01/14/2023	7.25	7.25	45483	05/11/2023	PUBLIC WORKS


Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
	2508356	CLST REP KIT	04/27/2023	144.09	144.09	45483	05/11/2023	
	2522153	ADAPTER	05/03/2023	32.94	32.94	45483	05/11/2023	
45484								
FERNANDO RUIZ, INC.	164200	SAFETY SERVICES	04/25/2023	138.34	138.34	45484	05/11/2023	ADMIN
	164200	SAFETY SERVICES	04/25/2023	138.34	138.34	45484	05/11/2023	
	164200	SAFETY SERVICES	04/25/2023	138.33	138.33	45484	05/11/2023	
	164200	SAFETY SERVICES	04/25/2023	138.33	138.33	45484	05/11/2023	
	164200	SAFETY SERVICES	04/25/2023	138.33	138.33	45484	05/11/2023	
	164200	SAFETY SERVICES	04/25/2023	138.33	138.33	45484	05/11/2023	
45485								
GRANITE DATA SOLUTIO	IN85573-1	TERM LICENSE ACROBA	04/25/2023	78.00	78.00	45485	05/11/2023	PUBLIC WORKS
45486								
HARRIS COMPUTER SYS	XT00172669	DEMANDS	04/19/2023	506.83	506.83	45486	05/11/2023	ADMIN
45487								
I.C. PUBLIC HEALTH DEP	23206	EMPLOYEE SERVICES	04/18/2023	149.00	149.00	45487	05/11/2023	ADMIN
45488								
I.C. SHERIFF'S DEPT	04302023-1	SHERIFF SERVICES APRI	05/01/2023	8,476.00	8,476.00	45488	05/11/2023	ADMIN
	04302023-1	SHERIFF SERVICES APRI	05/01/2023	73,534.36	73,534.36	45488	05/11/2023	
45489								
IMPERIAL IRRIGATION DI	#0303 MARC	WATER	04/05/2023	3,038.00	3,038.00	45489	05/11/2023	ADMIN
45490								
IMPERIAL PRINTERS	23-1497	ABSENCE FORMS	04/28/2023	361.60	361.60	45490	05/11/2023	ADMIN
45491								
IVEDC	2023 IVEDC	IVEDC SILVER MEMBERS	12/01/2022	2,500.00	2,500.00	45491	05/11/2023	ADMIN
45492								
JADE SECURITY SYSTE	0199509	MONITOR SECURITY SY	04/10/2023	59.99	59.99	45492	05/11/2023	PUBLIC WORKS
	0199509	MONITOR SECURITY SY	04/10/2023	59.98	59.98	45492	05/11/2023	
45493								
K-C WELDING & RENTAL,	177377	WATER TRUCK REPAIRS	04/17/2023	590.59	590.59	45493	05/11/2023	PUBLIC WORKS
45494								
LA BRUCHERIE IRRIGATI	260687C	IRRIGATION SUPPLIES	04/12/2023	54.19	54.19	45494	05/11/2023	PUBLIC WORKS
	261081C	FITTINGS	04/19/2023	138.43	138.43	45494	05/11/2023	
	260569C	IRRIGATION SUPPLIES	04/11/2023	393.06	393.06	45494	05/11/2023	
	261637C	NOZZLES	04/27/2023	135.58	135.58	45494	05/11/2023	
	260226C	SPEARS	04/04/2023	34.13	34.13	45494	05/11/2023	
45495								
LESLIE'S POOL SUPPLIE	WPR902591	ALKALINE UP	03/30/2023	79.32	79.32	45495	05/11/2023	PUBLIC WORKS
	WPR903916	ALKALINE UP	04/18/2023	79.32	79.32	45495	05/11/2023	
	00652-02-04	ZAPPIT	04/25/2023	431.26	431.26	45495	05/11/2023	
	00652-02-04	POOL SUPPLIES	04/18/2023	277.51	277.51	45495	05/11/2023	
45496								
MISSIONSQUARE	6516748	INSURANCE PREMIUM	05/05/2023	2,209.98	2,209.98	45496	05/11/2023	ADMIN
	6516748	INSURANCE PREMIUM	05/05/2023	1,404.56	1,404.56	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	643.76	643.76	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	267.01	267.01	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	342.15	342.15	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	147.60	147.60	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	154.84	154.84	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	154.72	154.72	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	57.28	57.28	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	490.54	490.54	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	338.84	338.84	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	811.00	811.00	45496	05/11/2023	
	6516748	INSURANCE PREMIUM	05/05/2023	508.57	508.57	45496	05/11/2023	
45497								
ONESOURCE DISTRIBUT	S7148740.00	BALLAST	01/31/2023	27.75	27.75	45497	05/11/2023	PUBLIC WORKS
	S7148740.00	BALLAST	01/31/2023	27.74	27.74	45497	05/11/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45498								
PEOPLEREADY,INC.	28037328	TEMP WORKER WWTP	04/11/2023	671.52	671.52	45498	05/11/2023	PUBLIC WORKS
	28049183	TEMP WORKER WWTP	04/18/2023	839.40	839.40	45498	05/11/2023	
	28063853	TEMP WORKER PARKS	04/25/2023	770.55	770.55	45498	05/11/2023	
	28070995	TEMP WORKER PARKS	05/02/2023	770.55	770.55	45498	05/11/2023	
	28063852	TEMP WORKER WWTP	04/25/2023	839.40	839.40	45498	05/11/2023	
	28070994	TEMP WORKER WWTP	05/02/2023	671.52	671.52	45498	05/11/2023	
45499								
PINNACLE ENTERTAINM	FARMERS M	NO AUDIO - FARMERS M	04/11/2023	700.00	700.00	45499	05/11/2023	FARMERS MARKET
45500								
PRECISION ELECTRIC C	0106497-IN	MOTOR REPAIR PARTS	04/21/2023	7,071.00	7,071.00	45500	05/11/2023	PUBLIC WORKS
45501								
PURCHASE POWER (PIT	APRIL 2023	POSTAGE	05/01/2023	10.46	10.46	45501	05/11/2023	ADMIN
	APRIL 2023	POSTAGE	05/01/2023	48.61	48.61	45501	05/11/2023	
	APRIL 2023	POSTAGE	05/01/2023	48.61	48.61	45501	05/11/2023	
	APRIL 2023	POSTAGE	05/01/2023	945.71	945.71	45501	05/11/2023	
	APRIL 2023	POSTAGE	05/01/2023	11.08	11.08	45501	05/11/2023	
	APRIL 2023	POSTAGE	05/01/2023	1.22	1.22	45501	05/11/2023	
	APRIL 2023	POSTAGE	05/01/2023	5.54	5.54	45501	05/11/2023	
45502								
PYRAMID CONSTRUCTIO	21736	SAND	01/16/2023	1,053.05	1,053.05	45502	05/11/2023	PUBLIC WORKS
45503								
QUILL CORPORATION	31467397	PRINTER	03/21/2023	592.61	592.61	45503	05/11/2023	ADMIN
	32047054	OFFICE SUPPLIES	04/19/2023	10.23	10.23	45503	05/11/2023	PUBLIC WORKS
	31890052	OFFICE SUPPLIES	04/11/2023	25.56	25.56	45503	05/11/2023	
	31890052	OFFICE SUPPLIES	04/11/2023	25.56	25.56	45503	05/11/2023	
	31890052	OFFICE SUPPLIES	04/11/2023	25.55	25.55	45503	05/11/2023	
45504								
REXEL USA, INC.	S136454612.	SERVICE CHARGE	04/25/2023	7.71	7.71	45504	05/11/2023	PUBLIC WORKS
45505								
ROBERT S. NELSON AUT	14589	TRUCK REPAIRS	04/25/2023	1,395.89	1,395.89	45505	05/11/2023	PUBLIC WORKS
	14589	TRUCK REPAIRS	04/25/2023	1,395.88	1,395.88	45505	05/11/2023	
45506								
SERVICE MASTER	34828	JANITORIAL SERVICE	05/05/2023	1,989.00	1,989.00	45506	05/11/2023	ADMIN
45507								
SPARKLETTS	9439337 040	DRINKING WATER	04/01/2023	113.14	113.14	45507	05/11/2023	PUBLIC WORKS
45508								
SUNBELT RENTALS	136591626-0	REPAIRS	03/28/2023	839.33	839.33	45508	05/11/2023	PUBLIC WORKS
	133256417-0	MANLIFT RENTAL	12/07/2022	3,447.10	3,447.10	45508	05/11/2023	
45509								
TARGETSOLUTIONS LEA	INV70910	MAINTENANCE FEES	05/31/2023	205.65	205.65	45509	05/11/2023	FIRE DEPT
45510								
UNDERGROUND SERVIC	420230328	TICKET CHARGES	05/01/2023	31.00	31.00	45510	05/11/2023	PUBLIC WORKS
45511								
USA BLUEBOOK	307541	FLOATERS	03/22/2023	1,721.31	1,721.31	45511	05/11/2023	PUBLIC WORKS
	307356	FLOATERS	03/22/2023	271.48	271.48	45511	05/11/2023	
	307251	CHEMICALS	03/22/2023	1,289.83	1,289.83	45511	05/11/2023	
	317268	REPAIRS	03/31/2023	775.92	775.92	45511	05/11/2023	
	324546	THERMOMETER	04/07/2023	588.38	588.38	45511	05/11/2023	
	325837	THERMOMETER	04/10/2023	1,176.76	1,176.76	45511	05/11/2023	
45512								
VALLEY TESTING	35503	PRE EMPLOYMENT DRU	04/30/2023	63.00	63.00	45512	05/11/2023	ADMIN
45513								
VISUAL EDGE IT	24AR787206	PRINTER	04/20/2023	10.58	10.58	45513	05/11/2023	ADMIN
	24AR787206	PRINTER	04/20/2023	10.58	10.58	45513	05/11/2023	
	24AR787206	PRINTER	04/20/2023	11.91	11.91	45513	05/11/2023	
	24AR787206	PRINTER	04/20/2023	11.91	11.91	45513	05/11/2023	

Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	
45514	24AR787206	PRINTER	04/20/2023	11.91	11.91	45513	05/11/2023	
WAXIE SANITARY SUPPL	81623189	CLEANING SUPPLIES	04/06/2023	127.98	127.98	45514	05/11/2023	PUBLIC WORKS
45515	1229175	REPAIRS	04/04/2023	504.57	504.57	45515	05/11/2023	PUBLIC WORKS
WYMORE, INC.								
45516	4183002	PRINTER LEASE	04/19/2023	177.12	177.12	45516	05/11/2023	ADMIN
XEROX FINANCIAL SERV	4183002	PRINTER LEASE	04/19/2023	177.11	177.11	45516	05/11/2023	
	4183002	PRINTER LEASE	04/19/2023	177.11	177.11	45516	05/11/2023	
	4183002	PRINTER LEASE	04/19/2023	177.11	177.11	45516	05/11/2023	
	4183002	PRINTER LEASE	04/19/2023	177.11	177.11	45516	05/11/2023	
Grand Totals:				<u>175,528.86</u>	<u>175,528.86</u>			

Report Criteria:
Detail report type printed

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>05/22/23</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: May 18, 2023

FROM: Nick Wells, City Manager

23-14

SUBJECT: *Sale of Fireworks*

ISSUE:

Shall the City Council approve the request by the Holtville Chamber of Commerce to obtain the Single Vendor Permit allowed by City Ordinance for the Sale of “Safe and Sane Fireworks” in Association with 2023 Independence Day Celebrations?

DISCUSSION:

Ordinance No. 483 (2014), allows a maximum of one (1) temporary fireworks stand permit to be issued by the City each calendar year. To be eligible to be awarded the permit, the organization must be a local non-profit, tax exempt entity qualified under Section 501(c)(3) of the Internal Revenue Code.

The primary purpose for limiting the number of stands to one is to avoid diluting the profits between such organizations. The ordinance allows the sale of fireworks to commence on June 28th and conclude on July 5th at 9:00 p.m., for a total of seven days. From 2013-2022 (except in 2016 when no permit was issued), Holtville Chamber of Commerce has been the vendor issued the permit. The Chamber has once again requested that they be the sole local fireworks vendor.

FISCAL IMPACT:

\$500 permit revenue for the City, which offsets additional staffing required during the 4th of July and the adjacent weekend.

CITY MANAGER RECOMMENDATION:

Given that no other group has come forward to request the permit and the limited window of time to complete the state permitting requirements, it is recommended that the Chamber be issued the City permit.


ALTERNATIVE:

Approve the application or choose not to issue a permit

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: May 19, 2023
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>05/22/23</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Water Treatment Plant Rehab –With all work substantially complete, staff is working to coordinate an onsite inspection by the State Division of Financial Assistance to officially sign off the project as complete. A full report on the Project Change Orders was received recently. After some analysis, this will be reported to Council at the next (May 22) meeting.

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

PUBLIC WORKS

TRANSPORTATION PROJECTS

East Ninth Street Sidewalk Improvements – preliminary design has been progressing on this project. Per Council direction, a Request for Proposals for Design Engineering and Bidding Services was issued in March. The only respondent was The Holt Group, which was engaged in April.

An additional need arose for a Metes and Bounds legal description of the City limits to precisely identify the project area as being within the City’s jurisdiction. A Request for Proposals to perform this service was issued in March, with the only response coming from The Holt Group, which was engaged in April.

Pear Canal Undergrounding/Ninth Street Improvements (Olive to Melon) – this project has been discussed for some time. Initial action to proceed was taken in early 2021. A deposit was forwarded to IID to

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

The current construction challenge for IID is that this project will make it difficult to continue to service several nearby County-area residences served by surface water. It was determined that incentivizing these properties to convert to City water would be in the best interest of the project. We are still working to persuade the outside properties to convert to City service. At the outset of the outreach, 4 of the 8 or 9 property owners have applied for City service. Staff worked with IID on companion communication for another round of letters to the remaining residents to encourage them to switch. Staff met with IID representatives in February to finalize a strategy for converting existing users of surface water to City water, which is the only stumbling block to finalizing design. IID has identified that only three properties remain that need conversion. It was decided that preliminary contact via telephone would be best. Staff is coordinating for a group call next week.

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

PARKS

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

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

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

The BoR representative, Jeremy Brooks, has been extremely helpful in moving the project along. In September, he was able to secure funding to bridge the gap to pay for construction. A letter officially requesting the additional funding with a revised budget was forwarded to BoR in October. That funding was officially awarded in early February. Staff has had discussion with IID regarding the reinitialization of the project and their assistance in the construction phase. Staff is working to schedule an “all hands” meeting soon. Action to officially award the construction contract was taken in March, so we await a kickoff meeting to start work. ***A pre-con meeting was held in early May and the contractor has been onsite performing various activities. There is an issue with a couple of biological habitat hot spots that will likely need to be preserved through the end of nesting season in September, but the contractor does not believe those areas are crucial to moving forward.***

An RFP for Resident Engineering/Construction Management has been released. Staff expects a recommendation to come before Council in early June.

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 stabilize. An extension was secured in early October from the funding agency to allow this extra time. Kleinfelder, Inc., was selected for Design services in April. ***A meeting with the design team was held in early May wherein various facets of the project were discussed. The team will be visiting further and meeting with staff as the process continues.***

At the SCAG event in May, 2022, the City Manager had multiple discussions about a Trail extension from the Trestle to the Country Club area, then to the UC Research station and eventually to Hwy 111 for easier access to IVC with active transportation funding 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. Similar discussions were had at this month's SCAG event.

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

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

Gene Layton Pool – After the Pool refurbishment project, of 2022, the final paperwork was submitted in the past few weeks to receive the State Parks funding that was the basis of the project. Utilizing additional funding received from the IID, staff has started on a project to get internet service to the area for a much-needed security system. Staff met with a State Parks representative last week to get the completion package signed off. We expect full grant fund reimbursement before summer. Preparations are being made to get the Pool ready for this summer's use, including starting to seek daily sponsors for Public Swim. ***The Pool is already being used by swim teams now and will open for Public swim on June 9.***

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

ADMINISTRATION

Public Safety Lot/New Construction – ***Rubio Medina of Irvine, California was engaged in April to perform Architecture services to design Phase I (Fire Apparatus Bay) and Phase II (PS Administration & Fire Dormitories). Staff met with Mr. Medina multiple times in early May and iterative documents are already being discussed and revised. Updates will be flowing to Council soon.***

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. A “Final” batch of changes was forwarded last week. We are awaiting scheduling a training session to take over administration and to “go live” soon! ***Multiple staff members attended an online training this week to take over the site. It is assumed that the new website will be up in a matter of weeks!***

EVENTS – ***Staff has begun coordinating the annual Memorial Day ceremony with interested groups. The event begins at 8:15 am on Monday, May 29, 2023, at 8:15 am. Soon thereafter, June 9 will feature both the opening of the Pool for Public Swim and the annual Ice Cream Social.***

BUILDING DEPT - The City has issued **35** building permits thus far in 2023. A list of permits pulled by month is available on the City’s website at <http://holtville.ca.gov/section.php?id=73>.

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

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

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

AMG Sunset Rose Senior Apartments (± 33) – In July, 2022, the City was granted HOME funding for this AMG & Associates apartment project, proposed in the area of Third and Grape. This will create some long-term oversight by the City, but it does continue to add housing. A subdivision map was approved for the property. A consultant to administer this grant was engaged in May, 2022, and an application for additional subsidized financing was approved by the City in late November.

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. AMG addressed all substantive issues and permits were issued in late February. We continue to work with them on a few ancillary issues, but discussions are productive and positive. Final map and the necessary proposed lot split were approved in late February as well. The Building Inspector and the City Engineer have cleared the project to begin construction, but there are still some loan closing issues being finalized with multiple daily emails. Loan closing was expected to occur May 16, 2023, ***but was pushed back early this week to complete all of the voluminous documentation.***

MEETINGS & EVENTS RECENTLY ATTENDED:

- 05/08/23 Department Head Meeting City Hall
- 05/08/23 Sunset Rose Loan Closing Call Phone Conference
- 05/08/23 Meeting w/ Architect re: Public Safety Building City Hall/HFD
- 05/08/23 Holtville City Council Meeting City Hall
- 05/09/23 Meeting w/ Architect re: Public Safety Building City Hall
- 05/09/23 Wetlands Project Pre-Construction Meeting City Hall
- 05/10/23 Meeting w/ Trestle Project Design Engineer Project Site
- 05/10/23 ICTC Management/CCMA Meetings County of Imperial Admin Offices
- 05/12/23 Wetlands Project Site Meeting Project Site
- 05/12/23 Meeting w/ City Engineer re: various projects Project Sites
- 05/15/23 Department Head Meeting City Hall
- 05/16/23 2023 Blue Angels Litho Presentation City Hall
- 05/16/23 Sunset Rose Loan Closing Call Phone Conference
- 05/17/23 IV Foreign Trade Zone Meeting IC Workforce Development Office (EC)
- 05/18/23 City Website Training Zoom Conference
- 05/18/23 Holtville Farmers Market & Street Fair Holt Park

UPCOMING EVENTS:

- 05/19/23 Turning Point Banquet Old Eucalyptus Schoolhouse (EC)
- 05/22/23 Department Head Meeting City Hall
- 05/22/23 Sunset Rose Loan Closing Call Phone Conference
- 05/24/23 Meeting w/ Public Safety Building Architect IC Workforce Development Office (EC)
- 05/25/23 League of Cities Division Dinner (Tentative) Site TBA
- 05/29/23 Memorial Day Observed (City Hall Closed)
- 05/29/23 Memorial Day Ceremony Holt Park - Flagpole/Memorial Wall
- 05/30/23 Department Head Meeting City Hall
- 06/08/23 2023 Graduation Ceremony Holtville High School
- 06/09/23 2023 Gene Layton Pool Opening Samaha Park
- 06/09/23 Ice Cream Social Holt Park
- 06/09/23 CA FFA Foundation Board Meeting Zoom Conference
- 06/12/23 Holtville City Council Meeting City Hall
- 06/14/23 ICTC Management/CCMA Meetings ICTC Offices
- 06/19/23 Holtville Planning Commission Meeting City Hall
- 06/26/23 Holtville City Council Meeting City Hall
- 07/04/23 Independence Day Observed (City Hall Closed)
- 07/19/23 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

MEETING DATE:	<u>05/22/23</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

May 19, 2023

From: Adriana Anguis, Finance Supervisor

Subject: Bimonthly Report

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

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


- Running all fund balances to start new budget.
- The department is currently making sure all financial transactions are posted correctly and is all up to date.
- Implementing the new clock in system, gave training to all city employees. We are looking into starting next pay period.
- CSFMO of Imperial County first training will be Tuesday May 23rd in Heber.

Respectfully Submitted,

Adriana Anguis

Adriana Anguis
Finance Supervisor
City of Holtville

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>05/22/23</u>
ITEM NUMBER	<u>5c</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: May 11, 2023
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for April 2023

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

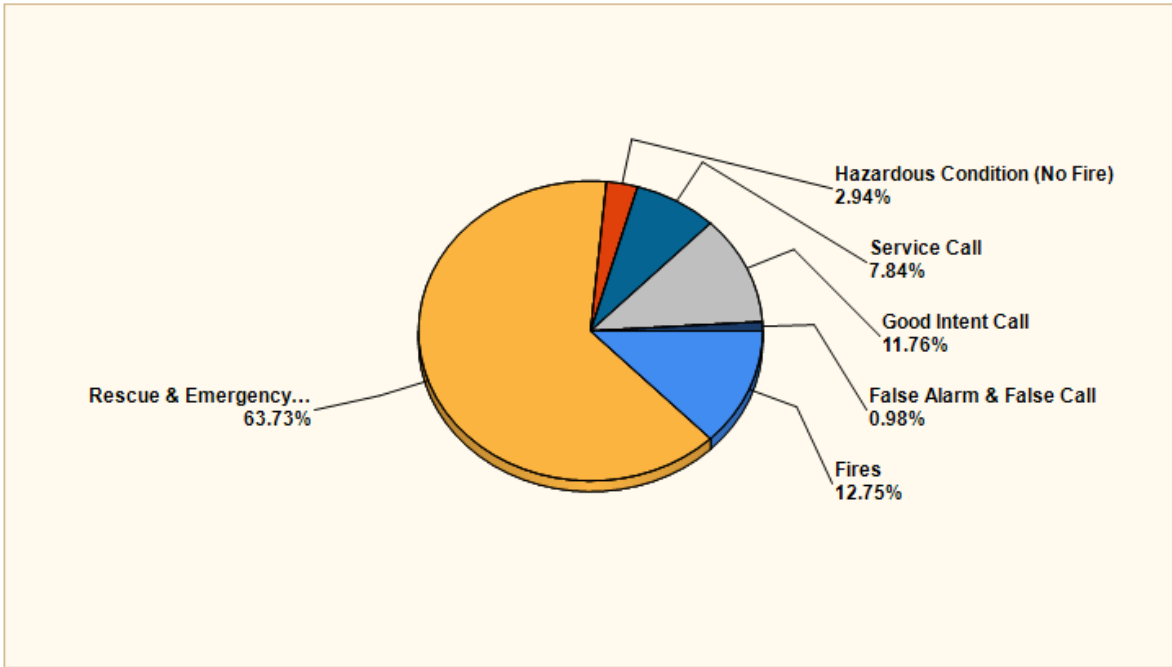
The month of April 2023 showed an increase in call volume for our department. Significantly our medical aid calls increased. I am happy to inform you we currently have 4 of our newest members finishing off the EMT class at IVC. We also have 3 members from our department attending the local fire academy. We have a lot of young personnel, but they are eager to implement their skills. This greatly improves our service to our community. Full time personnel attended the S-290 (Intermediate Wildland Fire Behavior) wildland class in Brawley. I am extremely proud of the accomplishments our staff are achieving. We attended the annual San Diego Wildland exercise. This year's exercise was located at the site of the 2003 Cedar Fire. HFD received great praises from the proctors of the drill.

During the month of April, we attended Career days at both Holtville High and Pine Schools. We recently had "ride your bike to school" (Pine School 5.3 miles and Finley School ½ mile) Thank you to ICSO, Public Works and City Manager Nick Wells. The following is the monthly report for your fire department.

Emergency calls 102
Training hours 325

Cordially submitted.

Alex Silva
Fire Chief



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	13	12.75%
Rescue & Emergency Medical Service	65	63.73%
Hazardous Condition (No Fire)	3	2.94%
Service Call	8	7.84%
Good Intent Call	12	11.76%
False Alarm & False Call	1	0.98%
TOTAL	102	100%

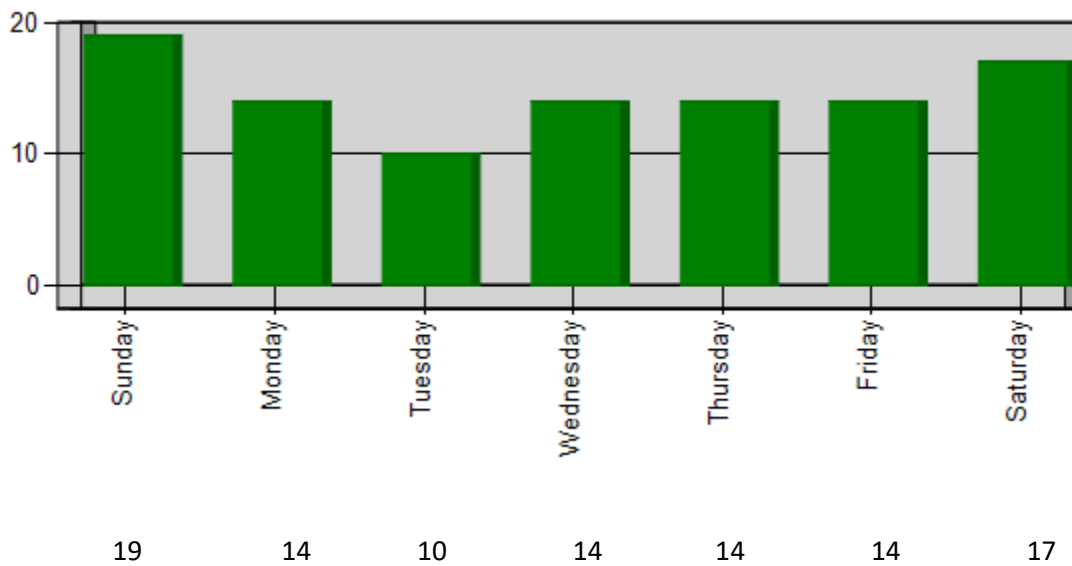
ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	1	0.98%
10 - Fire control or extinguishment, other	5	4.9%
11 - Extinguishment by fire service personnel	5	4.9%
12 - Salvage & overhaul	3	2.94%
13 - Establish fire lines (wildfire)	1	0.98%
14 - Contain fire (wildland)	1	0.98%
22 - Rescue, remove from harm	1	0.98%
31 - Provide first aid & check for injuries	2	1.96%
32 - Provide basic life support (BLS)	64	62.75%

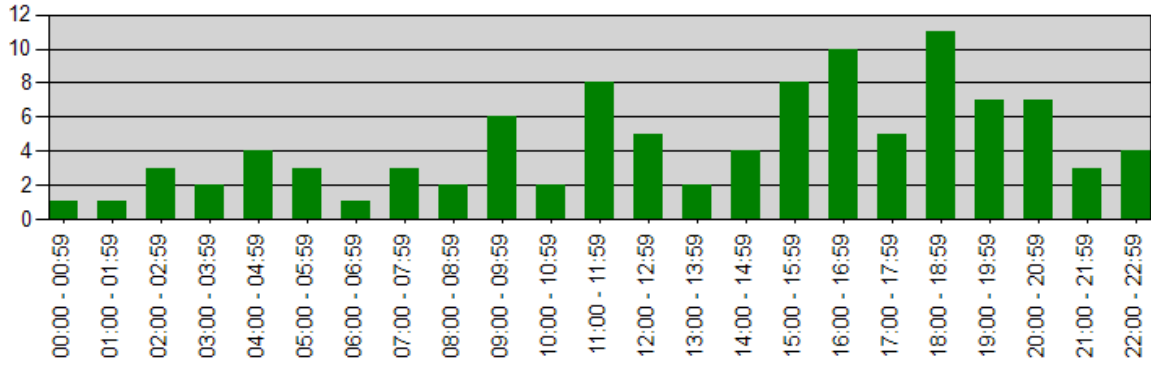
41 - Identify, analyze hazardous materials	1	0.98%
71 - Assist physically disabled	4	3.92%
73 - Provide manpower	2	1.96%
82 - Notify other agencies.	1	0.98%
84 - Refer to proper authority	1	0.98%
86 - Investigate	4	3.92%
87 - Investigate fire out on arrival	2	1.96%
93 - Cancelled en route	10	9.8%

TOTAL: 108

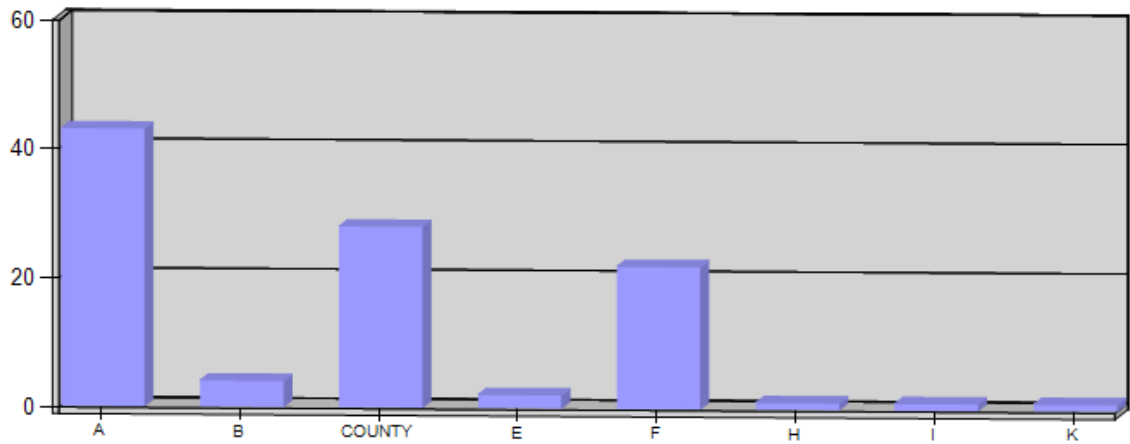
TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
1	\$6,500.00	\$0.00	\$6,500.00	\$6,500.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2023-342	04/28/2023	171 - Cultivated grain or crop fire	\$6,500.00	\$0.00	\$6,500.00	100.00%





1 1 3 2 4 3 1 3 2 6 2 8 5 2 4 8 10 5 11 7 7 3 4



43 4 28 2 22 1 1 1

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<i>05/22/23</i>
ITEM NUMBER	<i>5 d</i>
Approvals	CITY MANAGER <i>[Signature]</i>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: May 17th, 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 05/02/23 to 05/17/2023.

Water Plant:

- Staff completed discharge valves and piping replacement, as well as installation of newly reconditioned South Recirculation Pump (*see photo below*) at Gene Layton Memorial Pool in preparation for annual Public Health Inspection.
- Water Plant staff and Controls Systems Engineering (*Eric Blom*) completed installation of new dual pressure transducer manifold with secondary backup transducer at distribution pump station. (*second photo below*)
- Water plant staff completed submittal of 2022 Electronic Annual Report (EAR) to Division of Drinking Water, along with all supporting documentation.

Wastewater Plant:

- Wastewater plant staff completed biannual servicing of Trojan UV 3000 system, including replacement of UV bulbs, sleeves, and wiper ring assemblies.
- Wastewater plant staff completed 2nd Year Effluent Toxicity Screening Phase (bioassay) of Most Sensitive test species (Water Flea), and submitted results to Regional Board for review.

Respectfully Submitted,



Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville




Staff completed discharge valves and piping replacement, as well as installation of newly reconditioned South Recirculation Pump (*shown above in gold color*) at Gene Layton Memorial Pool in preparation for annual Public Health Inspection.



Water Plant staff and Controls Systems Engineering (*Eric Blom*) completed installation of new dual pressure transducer manifold with secondary backup transducer at distribution pump station.

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:	<u>05/22/23</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED May 19, 2023
FROM: Public Works Foreman
SUBJECT: Bimonthly Report.

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.
- Replaced 5 one-inch meters.
- Replaced ¾ inch meters.
- Installed 4-inch valve in the intersection of 8th St. and Circle Dr.
- Caught 1 dog, 2 turkeys and 5 ducks.
- Replaced two 2-inch valves at Mack park.
- Setup road closure for the Holtville car show.
- Setup road closure for the farmer’s market.

Respectfully Submitted,

Alejandro Chavez
Public Works Foreman
City of Holtville