

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

Monday, October 9, 2023

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

THIS IS A PUBLIC MEETING

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

CITY COUNCIL

MEETING CONVENED 5:30 PM

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

ADJOURN TO CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.8)

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

Agency Negotiators: City Manager and City Attorney

Under Negotiation: Potential Sale

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation

Evaluation Criteria

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, September 25, 2023.
- b. Current Demands #46020 through #46067.

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

- a. **Discussion/Related Action to Adopt RESOLUTION #23-29** Accepting a Grant of Easement from the Hoyt Family Trust Property Within the Boundaries of the Ninth Street East Improvements Project
Nick Wells, City Manager
- b. **Discussion/Related Action to Adopt RESOLUTION #23-30** Approving Execution of a Contract with Labor Compliance Consultants of Tennessee, LLC, for Services in Relation to the Sunset Rose Apartments Project
Nick Wells, City Manager
- c. **Discussion/Related Action** Regarding Contract for Employee Uniforms with Aramark
Adriana Anguis, Finance Supervisor


4. INFORMATION ONLY: *None***5. STAFF REPORTS**

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

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

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

Monday, September 25, 2023

MEETING DATE:	<u>10/9/23</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, September 25, 2023, at 5:30 PM in the Civic Center. Mayor Ginger Ward was present, as were Council Members Murray Anderson, Mike Goodsell, Mike Pacheco, and John Munger. Also present were 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)

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

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation

Evaluation Criteria

No Reportable Action Taken

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Ward called the Open Session meeting to order at 5:59 PM.

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

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

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

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EXECUTIVE SESSION ANNOUNCEMENTS:

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

PROCLAMATION:

*Gina Vargas & Juan Ulloa
WomanHaven*

Mayor Ward read a Proclamation declaring October "Domestic Violence Awareness Month." WomanHaven Executive Director, Gina Vargas and Board Member, Juan Ulloa were present to speak on behalf of the organization and distribute promotional event flyers and purple ribbon pins. Ms. Vargas thanked the Council and invited everyone to attend or participate in WomanHaven's upcoming events, including wearing purple on October 20th. She briefly shared the origin story of the organization, recounting how it was conceived in Holtville 45 years ago by two passionate local women: Alice Armstrong and Virginia Samaha. Mr. Ulloa also thanked the Council and recalled handling many domestic violence cases during his time as a Judge for the Imperial County Supreme

Court. Through his 26 years of experience, he knows the importance of resources for those with limited access. He expressed hope that increased social awareness through events and proclamations such as this one, WomanHaven can honor their roots in Holtville and excel throughout the valley.

GENERAL PUBLIC COMMENTS:

Daniela Flores, Executive Organizer of the IV Equity & Justice Coalition came to present information on the Community Economic Resilience Fund (CERF), a state-funded program of 600M that is in development to be available to the Imperial Valley. She invited the Council to the upcoming meetings where they can learn more about CERF, particularly a government-specific meeting. Ms. Flores was accompanied by her colleague, Fernanda Vega, who came to address the trending topic of Lithium Valley. She explained that she attended Holtville's recent Farmers market to scope the awareness of the community and gauge the reception on the topic. Ms. Vega found that many Holtvillites were not exposed to the subject. As a solution, a workshop will be held this Thursday, September 28th, at the auditorium of Emmet S. Finley Elementary school for information and discussion regarding the development of a Lithium Valley in Imperial County.

Mary Helen Dollente (1925 Orchard Road) came for an update regarding her recent comments on the restoration of the island at Orchard Road and Fourth Street. She shared that the Holtville Woman's Club is excited to start gardening, as it is planting season. Mr. Wells told her that the Holtville Rotary Club has yet to present their restoration plans to the Council, therefore there is no date set to begin work on the plot. He did advise Ms. Dollente to have the Holtville Women's Club submit a mock-up of their garden design to the Holtville Rotary Club. Additionally, Ms. Dollente expressed concern over the need for housing growth in Holtville, particularly single-family homes, which stemmed from a recent conversation she had with a young man at the post office. She did acknowledge that there is private land throughout the town that will not be utilized for such development by the proprietors. Mr. Wells commented that unfortunately, the City does not build homes, developers do.

Stacey Britschgi (845 Cedar Avenue) came to thank Fire Chief Silva and the Holtville Fire Department for being on standby with medical assistance at the recent AYF flag and tackle football home games. she reported that AYF is flourishing with 5 teams this year: 2 flag and 3 tackle. She informed the Council of the details for the upcoming home games. Ms. Britschgi also came to voice concern over two potentially dangerous situations. At Holt Avenue and 8th Street, there is a large mesquite tree that is overlapping the sidewalk and appears to be leaning. In the empty lot at 4th Street and Holt Avenue, there are abandoned railroad spikes that are concealed by overgrown grass.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, September 11, 2023.**
- b. Current Demands #45963 through #46019**

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, Ward, Pacheco, Munger
NOES: None
ABSENT: None
ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQES:

Ms. Anguis reported that staff has continued working on the general ledger and posting necessary data for the fiscal year to prepare for the upcoming audit. She reported there were 22 water utility shutoffs with one account still unrestored and she attended a CSFMO meeting. Through the Low Income Household Water Assistance Program (LIHWAP), Campesinos Unidos will be submitting payments for qualifying accounts. Mr. Munger asked follow-up questions regarding Aramark uniform services from the previous meeting. Ms. Anguis informed him that an average of \$2,500 is spent monthly on the services, with additional charges for emergency medical equipment when they are needed. Mr. Munger wondered if the estimated \$30,000 annually spent on uniform services could be better used. He proposed a stipend in lieu of the services. Staff and Council members explained why the uniform services are necessary, mainly arguing that Public Works staff regularly soil their uniforms with materials that would be difficult to remove without industrial equipment and techniques. Mr. Walker reminded Mr. Munger that the City recently closed MOU negotiations, therefore this matter is currently fixed under the contracts for the next two years. In the meantime, Mr. Munger requested that staff search for quotes from other service providers.

Chief Silva reported that since his last time attending a meeting in July, the most notable event was the weather systems from Hurricane Hiliary, during which the fire department worked with public works to fill sand bags. After Hurricane Hilary, he was called to Oregon to assist with fires. Chief Silva reported on various trainings and meetings that he has attended and trainings he is planning to be involved in. He has recently been active in events such as career day at Finely, field trips with the Burn Institue for fire victims, and 9/11 memorial services at Holtville schools. He informed the Council of the Walk to School Days that he will lead for Finley students next week. He and Mr. Munger are both working to obtain a LUCAS device, as previously discussed.

Mr. Pacheco had nothing to report.

Mr. Anderson reported that the LAFCo Advisory Panel has not met again, but the last he knew they were going to release a data sheet regarding AB 918. He attended the Farmers Market on Thursday and commended Haley Dowsey for the success of the event.

Mr. Goodsell reported that the Airport Land Use Commission (ALUC) meeting was cancelled at the last moment and he has an ICTC meeting on Wednesday. Mr. Goodsell asked Ms. Ward if she would be available to attend a groundbreaking event in his place; she will get back to him.

Mr. Munger attended an IV Housing Authority meeting and reported that he is pressing for solutions to initiate low income housing.

Mr. Walker reported that he attended the League of Cities conference in Sacramento, sharing that the issue of homelessness was a significant point of discussion. His interactions at the conference reminded him of how thankful he is to work for the City of Holtville.

Mr. Wells reported that he also attended the League of Cities conference in Sacramento, highlighting how it was a great opportunity for valuable networking. He attended several meetings with contractors for the Wetlands project and reported that the majority of the project is complete. The remaining phases have been delayed due to the processing of a state permit. A site tour with BoR Representatives has been rescheduled for early October; Mr. Wells believes they will be satisfied with the project being nearly complete.

Ms. Ward attended an AAA meeting.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. Discussion/Related Action to Adopt RESOLUTION #23-28 *Designating and Authorizing the City Manager to Execute All Caltrans Documents Related to Funding Designated for the Holton interurban Railway Bridge Rehabilitation Project*

Nick Wells, City Manager

Mr. Wells explained that Ms. Anguis did preliminary work during the height of the pandemic to secure \$35,000 in funding through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) program that was granted for use for the Railroad Trestle Repair project. Initial funding was received from the California Natural Resources Agency (CNRA). A resolution appointing an authorized agent to execute Caltrans documents is required for the completion of the grant program and disbursement of funds.

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, Ward, Pacheco, Munger

NOES: None

ABSENT: None

ABSTAIN: None

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

- a. City Manager Report - *Nick Wells***
- b. Finance Supervisor - *Adriana Anguis***
- c. Fire Chief - *Alex Silva***
- e. Water/Wastewater Consultant - *Frank Cornejo***
- f. Public Works Foreman - *Alex Chavez***

6. Items for Future Meetings: *WTP Closeout*
Streaming meetings
Uniform services quotes

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Ward adjourned the meeting at 7:04 PM.*

Ginger Ward, Mayor

Nicholas D. Wells, Acting City Clerk

MEETING DATE: 10/09/23

ITEM NUMBER

1 b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY



Report Criteria:

Report type: GL detail

Check.Type = {<->} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
46020						
10/05/2023	46020	8x8, INC.	4060905	10-12001-4425	53.97	53.97
10/05/2023	46020	8x8, INC.	4060905	10-12003-4425	53.97	53.97
10/05/2023	46020	8x8, INC.	4060905	10-14020-4425	53.97	53.97
10/05/2023	46020	8x8, INC.	4060905	11-31510-44250	53.98	53.98
10/05/2023	46020	8x8, INC.	4060905	12-31620-4425	53.98	53.98
Total 46020:						269.87

OFFICE TELEPHONES
OFFICE TELEPHONES
OFFICE TELEPHONES
OFFICE TELEPHONES
OFFICE TELEPHONES

ADMIN

46021						
10/05/2023	46021	ACE HARDWARE	D95160	10-22080-4420	35.46	35.46
10/05/2023	46021	ACE HARDWARE	D95534	10-22080-4420	6.45	6.45
10/05/2023	46021	ACE HARDWARE	D95649	10-22080-4421	11.60	11.60
10/05/2023	46021	ACE HARDWARE	D95654	10-22080-4420	17.23	17.23
10/05/2023	46021	ACE HARDWARE	D95790	10-31150-44200	26.93	26.93
10/05/2023	46021	ACE HARDWARE	D95795	10-31150-44200	56.01	56.01
10/05/2023	46021	ACE HARDWARE	D95851	10-31150-44200	31.85	31.85
10/05/2023	46021	ACE HARDWARE	D96400	10-21070-4420	180.98	180.98
10/05/2023	46021	ACE HARDWARE	D96534	10-22080-4420	12.92	12.92
10/05/2023	46021	ACE HARDWARE	D96562	10-21070-4420	118.47	118.47
10/05/2023	46021	ACE HARDWARE	D96584	10-31140-44200	8.61	8.61
10/05/2023	46021	ACE HARDWARE	D96673	10-22080-4420	68.87	68.87
10/05/2023	46021	ACE HARDWARE	D96677	10-31150-44200	144.34	144.34
10/05/2023	46021	ACE HARDWARE	D96705	10-31150-44310	32.31	32.31
10/05/2023	46021	ACE HARDWARE	D96797	10-22080-4420	8.60	8.60
10/05/2023	46021	ACE HARDWARE	D96808	10-22080-4420	9.26	9.26
10/05/2023	46021	ACE HARDWARE	D96986	10-31140-44200	17.22	17.22
10/05/2023	46021	ACE HARDWARE	D97093	11-31530-44200	21.51	21.51
10/05/2023	46021	ACE HARDWARE	D97094	10-31140-44200	17.22	17.22
10/05/2023	46021	ACE HARDWARE	D97107	10-31140-44200	17.22	17.22
10/05/2023	46021	ACE HARDWARE	D97604	10-31140-44200	18.51	18.51
10/05/2023	46021	ACE HARDWARE	D97619	10-31140-44200	17.22	17.22
10/05/2023	46021	ACE HARDWARE	D97639	10-31150-44200	5.13	5.13
10/05/2023	46021	ACE HARDWARE	D97674	10-31150-44200	21.54	21.54
10/05/2023	46021	ACE HARDWARE	D97830	10-12003-4420	7.53	7.53
10/05/2023	46021	ACE HARDWARE	D97888	11-31510-44280	3.43	3.43
10/05/2023	46021	ACE HARDWARE	D97888	12-31620-4428	3.43	3.43
10/05/2023	46021	ACE HARDWARE	D97984	11-31510-44200	8.18	8.18
10/05/2023	46021	ACE HARDWARE	D97996	11-31530-44200	5.15	5.15
10/05/2023	46021	ACE HARDWARE	D98094	10-31140-44310	11.84	11.84
10/05/2023	46021	ACE HARDWARE	D98104	10-31150-44200	30.14	30.14
Total 46021:						975.16

CLEANING SUPPLIES
NAILS
SCREDRIVER
TOWELS
ICE SCRAPER
LINE TRIMMER
SPARK PLUGS
CHAIN LOOPS
STORAGE BOX
ANIMAL SUPPLIES
SPRAY PAINT
CLEANING SUPPLIES
WEED KILLER
AUTOCUT
CLEANING SUPPLIES
PAINTER TAPE
SPRAY PAINT
BROOM, TAPE
SPRAY PAINT
SPRAY PAINT
SPRAY PAINT
SPRAY PAINT
COUPLING PARTS
FLEXOGEN
SCENT PLUG INS
IRRIGATION SUPPLIES
IRRIGATION SUPPLIES
WATER STATION SUPPLI
FLY SWATTER
SYNTHETIC OIL
CLEANING SUPPLIES

PUBLIC WORKS
FIRE DEPT

46022						
10/05/2023	46022	ADRIANA ANGUIS	MILEAGE SE	10-14020-4429	78.60	78.60
Total 46022:						78.60

MILEAGE SEPTEMBER 2

ADMIN

46023						
10/05/2023	46023	AFLAC	236964	10-00000-2023	17.17	17.17
10/05/2023	46023	AFLAC	236964	10-00000-2024	8.08	8.08

INSURANCE PREMIUM
INSURANCE PREMIUM

ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
10/05/2023	46023	AFLAC	423590	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
10/05/2023	46023	AFLAC	423590	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
Total 46023:						50.50		
46024								
10/05/2023	46024	AIRWAVE COMMU	447030	10-22080-4431	2,176.16	2,176.16	RADIO REPAIRS	FIRE DEPT
Total 46024:						2,176.16		
46025								
10/05/2023	46025	ALEJANDRO ESTR	1434	10-12001-4510	90.00	90.00	IT SERVICES FOR OCTO	ADMIN
10/05/2023	46025	ALEJANDRO ESTR	1434	10-12003-4510	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-14020-4510	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-22080-4510	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	11-31510-45100	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	12-31620-4510	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	11-31520-45100	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	12-31610-4510	90.00	90.00	IT SERVICES FOR OCTO	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-12003-4520	150.00	150.00	BUILDING PERMIT SYST	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-22080-4520	600.00	600.00	FIRE DEPT CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	11-31520-45200	750.00	750.00	WTP CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	12-31610-4520	1,050.00	1,050.00	WWTP CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-12001-4520	90.00	90.00	CITY HALL CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-12003-4520	90.00	90.00	CITY HALL CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	10-14020-4520	90.00	90.00	CITY HALL CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	11-31510-45200	90.00	90.00	CITY HALL CONSULTING	
10/05/2023	46025	ALEJANDRO ESTR	1434	12-31620-4520	90.00	90.00	CITY HALL CONSULTING	
Total 46025:						3,720.00		
46026								
10/05/2023	46026	AMERICA'S FINES	16M 880817	10-31158-44300	1,882.69	1,882.69	CITY HALL EXTINGUISHE	FIRE DEPT
10/05/2023	46026	AMERICA'S FINES	18M 880818	10-21040-4430	435.33	435.33	SHERIFF DEPT EXTINGUI	
10/05/2023	46026	AMERICA'S FINES	18M 880819	10-22080-4430	1,598.53	1,598.53	FIRE DEPT EXTINGUISH	
Total 46026:						3,916.55		
46027								
10/05/2023	46027	AUTO ZONE COM	5648759998	10-12003-4420	8.81	8.81	AIR FRESHNER	BUILDING
Total 46027:						8.81		
46028								
10/05/2023	46028	BAJA DESERT TIR	S21-14447	11-31510-44280	572.97	572.97	FLAT REPAIRS	PUBLIC WORKS
10/05/2023	46028	BAJA DESERT TIR	S21-14447	12-31620-4428	572.98	572.98	FLAT REPAIRS	
Total 46028:						1,145.95		
46029								
10/05/2023	46029	BAVCO	238510	11-31510-44200	1,176.75	1,176.75	BACKFLOW SUPPLIES	PUBLIC WORKS
Total 46029:						1,176.75		
46030								
10/05/2023	46030	BLUE SHIELD OF	2325600154	10-12001-4230	1,498.24	1,498.24	INSURANCE PREMIUM	ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
10/05/2023	46030	BLUE SHIELD OF	2325600154	10-14020-4230	880.72	880.72	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	10-22080-4230	2,601.94	2,601.94	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	10-31140-42300	710.30	710.30	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	10-12003-4230	573.14	573.14	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	11-31530-42300	217.65	217.65	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	11-31510-42300	1,833.16	1,833.16	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	12-31610-4230	568.27	568.27	INSURANCE PREMIUM	
10/05/2023	46030	BLUE SHIELD OF	2325600154	12-31620-4230	1,833.16	1,833.16	INSURANCE PREMIUM	
Total 46030:						10,716.58		
46031								
10/05/2023	46031	BOOT BARN, INC.	INV0029887	10-31150-43140	200.00	200.00	LUIS ROSALES BOOTS	PUBLIC WORKS
Total 46031:						200.00		
46032								
10/05/2023	46032	BRYAN FUENTES	FIRE CLASS	10-22080-43110	493.03	493.03	FIRE CLASS REIMBURSE	FIRE DEPT
Total 46032:						493.03		
46033								
10/05/2023	46033	CORE & MAIN LP	T524389	11-31510-44200	450.30	450.30	METER BOX COVERS	PUBLIC WORKS
10/05/2023	46033	CORE & MAIN LP	T524389	12-31620-4420	450.30	450.30	METER BOX COVERS	
Total 46033:						900.60		
46034								
10/05/2023	46034	COUNTY MOTOR P	304727	11-31510-44280	143.81	143.81	BATTERY	PUBLIC WORKS
10/05/2023	46034	COUNTY MOTOR P	304727	12-31620-4428	95.88	95.88	BATTERY	
10/05/2023	46034	COUNTY MOTOR P	305185	11-31510-44200	84.42	84.42	SHOP SUPPLIES	
10/05/2023	46034	COUNTY MOTOR P	305185	12-31620-4420	84.42	84.42	SHOP SUPPLIES	
10/05/2023	46034	COUNTY MOTOR P	305801	11-31510-44200	31.98	31.98	PUMP FUEL	
10/05/2023	46034	COUNTY MOTOR P	305801	12-31620-4420	31.98	31.98	PUMP FUEL	
10/05/2023	46034	COUNTY MOTOR P	305880	11-31510-44280	11.74	11.74	PLIERS	
10/05/2023	46034	COUNTY MOTOR P	305880	12-31620-4428	11.74	11.74	PLIERS	
10/05/2023	46034	COUNTY MOTOR P	305972	10-31150-44310	91.51	91.51	AIR FILTERS	
Total 46034:						587.48		
46035								
10/05/2023	46035	DRAGON'S EXTER	89230424	10-31158-44300	220.00	220.00	MONTHLY PEST CONTR	PUBLIC WORKS
Total 46035:						220.00		
46036								
10/05/2023	46036	ELIZABETH GUTIE	FINAL BILL	11-00000-39620	183.90	183.90	UTILITIES FINAL BILL	UTILITIES
Total 46036:						183.90		
46037								
10/05/2023	46037	EMPIRE SOUTHW	EMPS611068	11-31510-44280	581.12	581.12	GLASS	PUBLIC WORKS
10/05/2023	46037	EMPIRE SOUTHW	EMPS611068	12-31620-4428	581.12	581.12	GLASS	
10/05/2023	46037	EMPIRE SOUTHW	EMWK35538	11-31510-44280	874.18	874.18	FLUIDS AND HYDRAULIC	
10/05/2023	46037	EMPIRE SOUTHW	EMWK35538	12-31620-4428	874.19	874.19	FLUIDS AND HYDRAULIC	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
Total 46037:						2,910.61			
46038									
10/05/2023	46038	FERNANDO RUIZ, I	164657	10-31140-43150	138.33	138.33	SAFETY SERVICES	ADMIN	
10/05/2023	46038	FERNANDO RUIZ, I	164657	10-31150-43150	138.33	138.33	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	164657	11-31510-43150	138.33	138.33	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	164657	12-31620-4315	138.33	138.33	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	164657	11-31520-43150	138.34	138.34	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	164657	12-31610-4315	138.34	138.34	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	10-31140-43150	87.50	87.50	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	10-31150-43150	87.50	87.50	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	11-31510-43150	87.50	87.50	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	12-31620-4315	87.50	87.50	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	11-31520-43150	87.50	87.50	SAFETY SERVICES		
10/05/2023	46038	FERNANDO RUIZ, I	165250	12-31610-4315	87.50	87.50	SAFETY SERVICES		
Total 46038:						1,355.00			
46039									
10/05/2023	46039	FIREHOSEDIRECT	S160036	10-22080-4420	767.77	767.77	FIRE HYDRANT DIFFUSE	FIRE DEPT	
Total 46039:						767.77			
46040									
10/05/2023	46040	FORESTRY SUPPL	455218-00	10-22080-4420	583.16	583.16	FIRST AID KITS, HOTSP	FIRE DEPT	
Total 46040:						583.16			
46041									
10/05/2023	46041	FRANCISCO J GO	FINAL BILL	11-00000-39620	183.90	183.90	UTILITIES FINAL BILL	UTILITIES	
Total 46041:						183.90			
46042									
10/05/2023	46042	FRANKLIN LEE EN	10761	10-17030-4520	1,501.00	1,501.00	WEB DEVELOPMENT SE	ADMIN	
10/05/2023	46042	FRANKLIN LEE EN	10762	10-17030-4520	483.00	483.00	HOSTING AND WEB MAI		
Total 46042:						1,984.00			
46043									
10/05/2023	46043	GERA'S AWINGS, S	11765	11-31510-44280	70.04	70.04	REPAIR SEAT AND BACK	PUBLIC WORKS	
10/05/2023	46043	GERA'S AWINGS, S	11765	12-31620-4428	70.04	70.04	REPAIR SEAT AND BACK		
Total 46043:						140.08			
46044									
10/05/2023	46044	HIGHLINE COOLIN	OCT 2023 R	10-21040-4438	1,000.00	1,000.00	OCT 2023 OFFICE RENT	ADMIN	
10/05/2023	46044	HIGHLINE COOLIN	OCT 2023 R	10-22080-4438	1,000.00	1,000.00	OCT 2023 OFFICE RENT		
Total 46044:						2,000.00			
46045									
10/05/2023	46045	HINDERLITER deL	SIN031760	10-14020-4430	300.00	300.00	CONTRACT SERVICES-S	ADMIN	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46045:						300.00		
46046								
10/05/2023	46046	HOLTVILLE THREA	9-25-23	10-13050-4420	161.63	161.63	20 T-SHIRTS	FIRE DEPT
10/05/2023	46046	HOLTVILLE THREA	TRAIL 2023	10-13050-4420	565.69	565.69	TRAIL WALK SHIRTS	ADMIN
Total 46046:						727.32		
46047								
10/05/2023	46047	HOLTVILLE TRIBU	VET PARAD	10-13050-4422	742.50	742.50	2023 VETERAN'S PARAD	ADMIN
Total 46047:						742.50		
46048								
10/05/2023	46048	HUMANA	296346415	10-12001-4225	199.57	199.57	DENTAL PREMIUM	ADMIN
10/05/2023	46048	HUMANA	296346415	10-14020-4225	104.04	104.04	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	10-22080-4225	156.06	156.06	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	10-12003-4225	121.54	121.54	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	10-31140-42250	61.12	61.12	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	11-31530-42250	27.31	27.31	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	11-31510-42250	202.51	202.51	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	12-31610-4225	78.03	78.03	DENTAL PREMIUM	
10/05/2023	46048	HUMANA	296346415	12-31620-4225	194.74	194.74	DENTAL PREMIUM	
Total 46048:						1,144.92		
46049								
10/05/2023	46049	I.C. SHERIFF'S DE	08312023-1	10-21040-4430	83,038.12	83,038.12	AUGUST 2023 SHERIFF S	ADMIN
10/05/2023	46049	I.C. SHERIFF'S DE	08312023-1	10-21050-4430	8,476.00	8,476.00	AUGUST 2023 DISPATCH	
10/05/2023	46049	I.C. SHERIFF'S DE	09302023-1	10-21040-4430	77,252.44	77,252.44	SHERIFF SERVICES SEP	
10/05/2023	46049	I.C. SHERIFF'S DE	09302023-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES SE	
Total 46049:						177,242.56		
46050								
10/05/2023	46050	IV WATER SPECIA	92523	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND W	PUBLIC WORKS
10/05/2023	46050	IV WATER SPECIA	92523	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND W	
Total 46050:						4,650.00		
46051								
10/05/2023	46051	LA BRUCHERIE IR	270443C	10-31150-44200	398.35	398.35	IRRIGATION SUPPLIES F	PUBLIC WORKS
Total 46051:						398.35		
46052								
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-00000-2026	2,249.58	2,249.58	RETIREMENT	ADMIN
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-00000-2027	1,108.65	1,108.65	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-12001-4240	657.76	657.76	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-14020-4240	273.63	273.63	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-22080-4240	349.58	349.58	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-12003-4240	158.88	158.88	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	10-31140-42400	158.70	158.70	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	11-31530-42400	58.72	58.72	RETIREMENT	
10/05/2023	46052	MISSIONSQUARE	PP20 658496	11-31510-42400	502.74	502.74	RETIREMENT	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
10/05/2023	46052	MISSIONSQUARE	PP20 658496	11-31520-42400	372.24	372.24	RETIREMENT
10/05/2023	46052	MISSIONSQUARE	PP20 658496	12-31610-4240	669.28	669.28	RETIREMENT
10/05/2023	46052	MISSIONSQUARE	PP20 658496	12-31620-4240	521.18	521.18	RETIREMENT
Total 46052:						7,080.94	
46053							
10/05/2023	46053	NICHOLAS WELLS	SEPTEMBE	10-12001-4429	339.95	339.95	MILEAGE ADMIN
10/05/2023	46053	NICHOLAS WELLS	SEPTEMBE	10-12001-43110	188.13	188.13	TRAVEL
Total 46053:						528.08	
46054							
10/05/2023	46054	PEOPLEREADY,IN	28316578	10-31150-41300	616.44	616.44	TEMP WORKER PARKS PUBLIC WORKS
10/05/2023	46054	PEOPLEREADY,IN	28328248	10-31150-41300	770.55	770.55	TEMP WORKER PARKS
Total 46054:						1,386.99	
46055							
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	10-13010-4417	3.53	3.53	POSTAGE ADMIN
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	10-14020-4417	57.14	57.14	POSTAGE
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	10-22080-4417	56.56	56.56	POSTAGE
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	10-12003-4417	1.77	1.77	POSTAGE
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	10-12001-4417	14.14	14.14	POSTAGE
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	12-31610-4417	6.48	6.48	POSTAGE
10/05/2023	46055	PURCHASE POWE	#9843 SEPT	11-31520-44170	898.99	898.99	POSTAGE
Total 46055:						1,038.61	
46056							
10/05/2023	46056	PYRAMID CONSTR	22766	10-31140-44200	455.05	455.05	SAND PUBLIC WORKS
10/05/2023	46056	PYRAMID CONSTR	22949	10-31140-44200	920.28	920.28	SAND
Total 46056:						1,375.33	
46057							
10/05/2023	46057	QUILL CORPORATI	34318076	12-31610-4416	100.76	100.76	BLACK TONER ADMIN
10/05/2023	46057	QUILL CORPORATI	34318076	10-14020-4416	9.87	9.87	TAPE, POST-ITS PUBLIC WORKS
10/05/2023	46057	QUILL CORPORATI	34318076	11-31510-44160	9.87	9.87	TAPE, POST-ITS
10/05/2023	46057	QUILL CORPORATI	34318076	12-31620-4416	9.87	9.87	TAPE, POST-ITS
10/05/2023	46057	QUILL CORPORATI	34844873	11-31510-44160	.13	.13	HIGHLIGHTERS
10/05/2023	46057	QUILL CORPORATI	34844873	12-31620-4416	.14	.14	HIGHLIGHTERS
10/05/2023	46057	QUILL CORPORATI	34847258	11-31510-45200	269.37	269.37	PRINTER
10/05/2023	46057	QUILL CORPORATI	34847258	12-31620-4520	269.37	269.37	PRINTER
Total 46057:						669.38	
46058							
10/05/2023	46058	REDDY ICE	1060337855	10-22080-4420	118.79	118.79	ICE FIRE DEPT FIRE DEPT
Total 46058:						118.79	
46059							
10/05/2023	46059	ROBERT S. NELSO	14732	10-31150-44280	543.88	543.88	A/C REPAIRS PUBLIC WORKS

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46059:						543.88		
46060								
10/05/2023	46060	RUBIO MEDINA, A	2304-092023	10-70001-4430	17,985.00	17,985.00	PUBIC SAFETY BUILDING	ADMIN
Total 46060:						17,985.00		
46061								
10/05/2023	46061	SIMNSA HEALTH P	121929	10-22080-4230	144.27	144.27	MEDICAL PREMIUM OCT	ADMIN
10/05/2023	46061	SIMNSA HEALTH P	121929	10-21070-4230	39.60	39.60	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	10-31140-42300	31.68	31.68	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	10-31150-42300	497.14-	497.14-	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	11-31510-42300	425.82	425.82	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	11-31520-42300	259.31	259.31	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	12-31610-4230	989.07	989.07	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	12-31620-4230	304.97	304.97	MEDICAL PREMIUM OCT	
10/05/2023	46061	SIMNSA HEALTH P	121929	10-22080-4225	18.93	18.93	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	10-31140-42250	3.79	3.79	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	10-31150-42250	51.23-	51.23-	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	11-31510-42250	38.31	38.31	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	11-31520-42250	18.93	18.93	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	12-31610-4225	73.51	73.51	DENTAL PREMIUM OCT 2	
10/05/2023	46061	SIMNSA HEALTH P	121929	12-31620-4225	28.07	28.07	DENTAL PREMIUM OCT 2	
Total 46061:						1,827.89		
46062								
10/05/2023	46062	SWRCB-DWOC P	ISAIAS 2023	11-31520-43120	110.00	110.00	DUAL RENEWAL 2023 ISA	PUBLIC WORKS
Total 46062:						110.00		
46063								
10/05/2023	46063	VISION SERVICE P	818842652	10-12001-4225	40.45	40.45	VISION PREMIUM SEPT 2	ADMIN
10/05/2023	46063	VISION SERVICE P	818842652	10-14020-4225	16.68	16.68	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	10-12003-4225	12.26	12.26	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	10-22080-4225	45.70	45.70	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	10-31140-42250	8.68	8.68	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	10-31150-42250	29.64-	29.64-	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	11-31530-42250	5.00	5.00	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	11-31510-42250	48.43	48.43	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	11-31520-42250	65.47	65.47	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	12-31610-4225	12.51	12.51	VISION PREMIUM SEPT 2	
10/05/2023	46063	VISION SERVICE P	818842652	12-31620-4225	45.93	45.93	VISION PREMIUM SEPT 2	
Total 46063:						271.47		
46064								
10/05/2023	46064	VISUAL EDGE IT	24AR115862	10-12001-4416	52.20	52.20	OFFICE COPIES - B/W AN	ADMIN
10/05/2023	46064	VISUAL EDGE IT	24AR115862	10-13010-4416	52.20	52.20	OFFICE COPIES - B/W AN	
10/05/2023	46064	VISUAL EDGE IT	24AR115862	10-14020-4416	52.20	52.20	OFFICE COPIES - B/W AN	
10/05/2023	46064	VISUAL EDGE IT	24AR115862	11-31510-44160	52.20	52.20	OFFICE COPIES - B/W AN	
10/05/2023	46064	VISUAL EDGE IT	24AR115862	12-31620-4416	52.20	52.20	OFFICE COPIES - B/W AN	
Total 46064:						261.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
46065								
10/05/2023	46065	WAXIE SANITARY	81989184	10-22080-4420	115.08	115.08	TOILET PAPER	FIRE DEPT
Total 46065:						115.08		
46066								
10/05/2023	46066	WESTAIR GASES &	0011703147	10-22080-4420	431.59	431.59	OXYGEN MEDICAL USP	FIRE DEPT
Total 46066:						431.59		
46067								
10/05/2023	46067	XEROX FINANCIAL	4836019	10-12001-4525	84.24	84.24	PRINTER LEASE	ADMIN
10/05/2023	46067	XEROX FINANCIAL	4836019	10-13010-4525	84.24	84.24	PRINTER LEASE	
10/05/2023	46067	XEROX FINANCIAL	4836019	10-14020-4525	84.24	84.24	PRINTER LEASE	
10/05/2023	46067	XEROX FINANCIAL	4836019	11-31510-45250	84.25	84.25	PRINTER LEASE	
10/05/2023	46067	XEROX FINANCIAL	4836019	12-31620-4525	84.25	84.25	PRINTER LEASE	
Total 46067:						421.22		
Grand Totals:						256,115.36		

Dated: _____

Mayor: _____

City Council: _____


City Recorder: _____

Report Criteria:

Report type: GL detail

Check.Type = {<->} "Adjustment"

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	10/09/23
ITEM NUMBER	3 a
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: October 5, 2023
FROM: Nick Wells, City Manager
SUBJECT: *Resolution No. 23-29 Approving a Certificate of Acceptance for a Grant of Easement on Private Property Within the Boundaries of the Ninth Street East Improvements Project*

ISSUE:

Shall the City Council approve Resolution No. 23-29, approving the Certificate of Acceptance for a Grant of Easement on private property owned by the Hoyt Family Trust within the boundaries of the Ninth Street East Improvements Project?

DISCUSSION:

In 2022, the City of Holtville was awarded dedicated funding through the Congestion Mitigation Air Quality (CMAQ) Program for pedestrian improvements along Ninth Street between Ash and Oak Avenues. The Federal Highways Administration funded programs, administered by Caltrans, will extend the PCC sidewalk along the north side of Ninth Street to improve pedestrian access, while creating better access and egress to and from the nearby Holtville Middle School and Finley Elementary School.

The Holt Group was engaged to design the improvement plans, specifications, and contract documents for the project. Subsequently, a Metes and Bounds study was completed to ascertain the exact boundaries of the City limits and the properties abutting the project. During that process, it was discovered that a small portion of the improvements to be completed are located on private property with no existing easement for such public facilities. As with most grant funding, the CMAQ award requires ownership or site control by the grantee.

City staff contacted Andy Hoyt, the property owner, and explained the project, as well as the benefit to the valuation of the parcel with the added improvements. After a minimal discussion, a Grant of Easement to allow for the improvements was secured. The City must now accept the easement to record it with the County.

FISCAL IMPACT:

The Grant of Easement requires \$1 for compensation from the City.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the resolution be adopted as presented.

ALTERNATIVE:

Not to adopt giving alternate direction

Recording Requested by and
Please Return to:

Mr. Nick Wells
City Manager
City of Holtville
121 West Fifth Street
Holtville, CA 92250

GRANT OF EASEMENT

A.P.N.: 050-214-002

The Undersigned Grantor(s) Declare(s): DOCUMENTARY TRANSFER TAX **\$ No tax due R & T 11931**

- Computed on the consideration or full value of property conveyed, OR
 Computed on the consideration or full value less value of liens and/or encumbrances remaining at time of sale,
 City of Holtville

GRANT OF EASEMENT FOR PEDESTRIAN AND ROADWAY IMPROVEMENTS

That in consideration of One Dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, Andy W. Hoyt and Connie L. Hoyt, Trustees of the Hoyt Family Trust dated May 25, 2021, as ("GRANTOR") grants to the City of Holtville in the County of Imperial, State of California ("GRANTEE"), a perpetual, irrevocable easement for the right to construct, maintain, and operate pedestrian facilities including sidewalk, and roadway improvements including pavement, pcc curb and gutter, pcc driveways and appurtenances in, upon, over, and across that certain real property situated in said County of Imperial particularly described as follows:

SEE ATTACHED:

**EXHIBIT "A" FOR LEGAL DESCRIPTION
EXHIBIT "B" FOR PLAT
EXHIBIT "C" FOR RESOLUTION NO. 2023-___ACCEPTING EASEMENT
EXHIBIT "D" CITY OF HOLTVILLE CERTIFICATE OF ACCEPTANCE**

Together with the right to enter upon and to pass and repass over and along said easement and to deposit tools, implements and other materials or equipment thereon by said GRANTEE, its' officers, agents, and employees and by any contractor, his agents and employees engaged by said GRANTEE, whenever and wherever necessary for the purposes set forth above.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto. The persons signing below represent they are the only party with an interest in the property described herein.

BY:

Andy W. Hoyt

Trustee of the Hoyt Family Trust dated May 25, 2021

BY:

Connie L. Hoyt

Trustee of the Hoyt Family Trust dated May 25, 2021

DATE:

10/04/2023

(ATTACH APPROPRIATE NOTARY ACKNOWLEDGEMENT)

EXHIBIT "A"
LEGAL DESCRIPTION

AN EASEMENT OVER AND ACROSS THE SOUTHERLY 16.00 FEET OF THE EASTERLY 175.00 FEET OF BLOCK 22, HAZZARD AND STRANG'S SUBDIVISION, IN AN UNINCORPORATED AREA OF THE COUNTY OF IMPERIAL, STATE OF CALIFORNIA, ACCORDING TO MAP NO. 69 ON FILE IN THE OFFICE OF THE COUNTY RECORDER OF IMPERIAL COUNTY, TOGETHER WITH THAT PORTION OF THE WEST HALF OF SEQUOIA AVENUE LYING ADJACENT THERETO AND NOW VACATED.

SAID DESCRIBED EASEMENT CONTAINS 2,800 SQUARE FEET, MORE OR LESS. FOR GRAPHICAL PURPOSES SEE EXHIBIT "B" ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

Date: _____

James G. Holt, RCE #31773
The Holt Group, Inc
1601 N. Imperial Avenue
El Centro, CA 92243



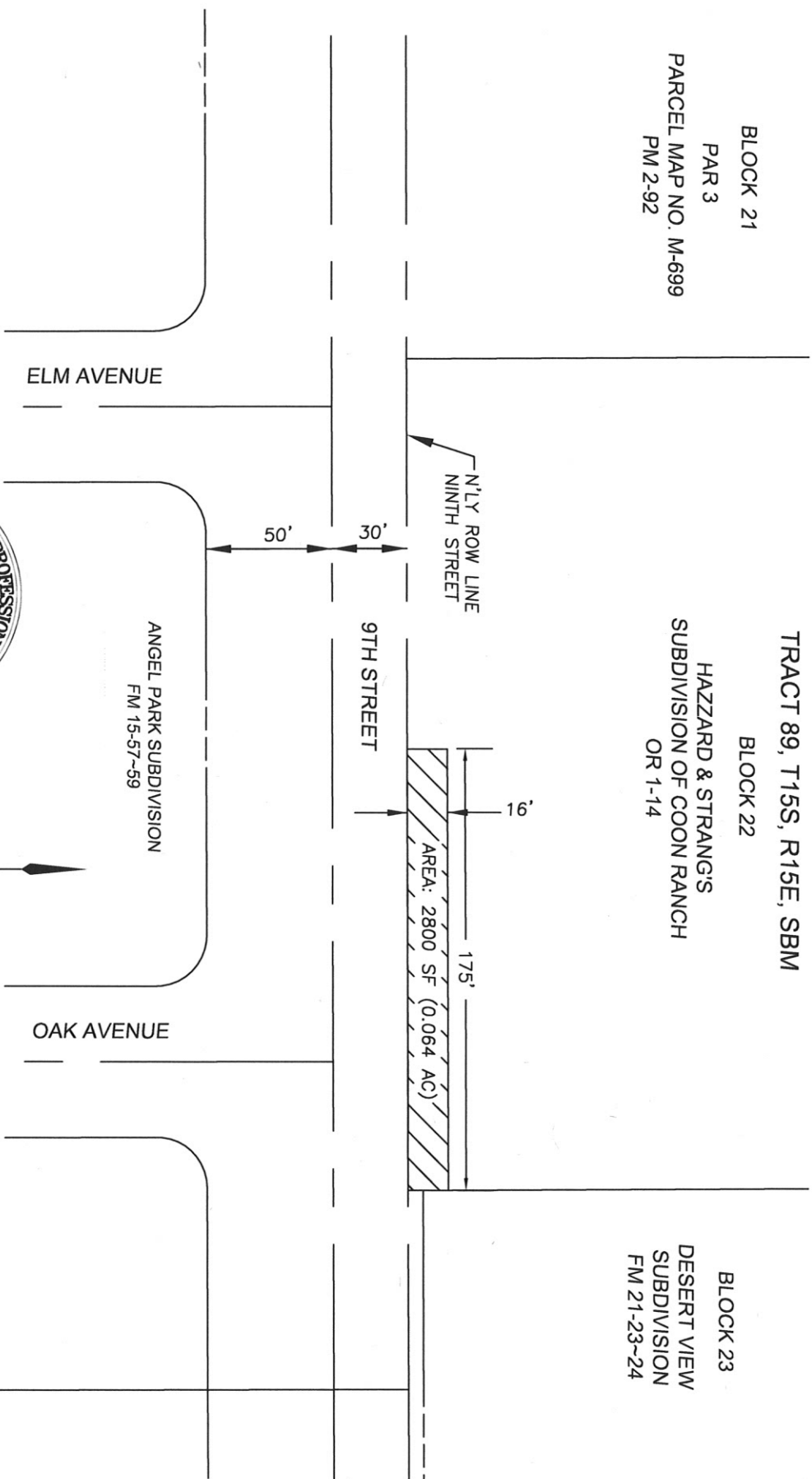
EXHIBIT "B"

SHEET 1 OF 1

BLOCK 21
PAR 3
PARCEL MAP NO. M-699
PM 2-92

TRACT 89, T15S, R15E, SBM
BLOCK 22
HAZZARD & STRANG'S
SUBDIVISION OF COON RANCH
OR 1-14

BLOCK 23
DESERT VIEW
SUBDIVISION
FM 21-23~24



PREPARED UNDER THE SUPERVISION OF:

JAMES G. HOLT, R.C.E. 31773



The Holt Group, Inc.
ENGINEERING PLANNING SURVEYING

201 E. Hobsonway, Blythe, CA. 92225
 Phone: (760) 922-4658 Fax: (760) 922-4660
 1601 N. Imperial Ave., El Centro, CA. 92243
 Phone: (760) 337-3883 Fax: (760) 337-5997

CERTIFICATE OF ACCEPTANCE

This is to certify that the easement interest in real property conveyed by the Grant of Easement dated the 4th day of October, 2023, from Andy W. Hoyt and Connie L. Hoyt, Trustees of the Hoyt Family Trust dated May 25, 2021 (Grantor) to the City of Holtville, a municipal corporation (Grantee) is hereby accepted by order of the City Manager on October 10, 2023, on behalf of the City Council of the City of Holtville pursuant to authority conferred via Resolution 23-29 at the regular meeting of the Holtville City Council on October 09, 2023, and the Grantee consents to the recordation thereof by its duly authorized officer.

Dated: *October 10, 2023*

Nicholas D. Wells, City Manager
City of Holtville

**CITY OF HOLTVILLE
RESOLUTION NO. 23-29**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ACCEPTING A
GRANT OF EASEMENT AND APPROVING THE CERTIFICATE OF ACCEPTANCE
FOR ASSESSOR'S PARCEL NUMBER (APN) 050-214-002**

WHEREAS, the City of Holtville is receiving Congestion Mitigation Air Quality (CMAQ) Federal Funding for Pedestrian Improvements along Ninth Street between Ash and Oak Avenues, and

WHEREAS, the installation of the Pedestrian Improvements will extend the existing PCC sidewalk along the north side of Ninth Street and improve pedestrian access, and improve school egress to the nearby Holtville Middle School and Finley Elementary School, and

WHEREAS, the improvement plans, specifications, and contract documents for the City of Holtville Ninth Street Pedestrian Improvement Project have been prepared, and

WHEREAS, a small portion of the improvements to be completed are located on private property with no existing easement for such public facilities; and

WHEREAS, City staff have contacted the property owner and secured a Grant of Easement to allow for the improvements to be made on that property; and

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

1. That the Grant of Easement and accompanying Exhibit "A" Legal Description and Exhibit "B" Plat Map" for APN 050-214-002 are hereby accepted.
2. That the City Manager is authorized to execute Exhibit "D" Certificate of Acceptance, accepting the Grant of Easement and accompanying Exhibit "A" Legal Description and Exhibit "B" Plat Map on behalf of the City of Holtville.
3. That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 09th day of October, 2023, by the following roll call vote:

AYES:

NOES:

ABSTAIN:


ABSENT:

Attest:

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

Ginger Ward, Mayor

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>10/09/23</u>
ITEM NUMBER	<u>3 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: October 6, 2023
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 23-30** *Awarding a Contract for Labor Compliance Services During Construction of the Sunset Rose Sr. Apartments*

ISSUE:
Shall the City Council approve Resolution No. 23-30, authorizing a contract for Labor Compliance Services during the construction of the HOME Program financed Sunset Rose Senior Apartments?

DISCUSSION:
On January 6, 2020, the City approved a Conditional Use Permit (CUP) for AMG & Associates for the construction of the Sunset Rose Senior Apartments project located at 704 East Third Street. The proposed project will include construction of two apartment buildings containing 32 units on the site. The larger original property was subdivided into three parcels, two of which will contain each of those structures, with the third to be used for the shared retention basin. In November, 2021, the Planning Commission conducted its public hearing approving the Tentative Parcel Map, Conditions of Approval, and Report of Investigation. The City Council then ratified those actions.

The project is being funded through a variety of sources, including tax credits and a grant procured through the City via the State HOME Investment Partnership Program (“HOME”). The HOME Program provides federal assistance through the US Department of Housing and Urban Development (HUD) to construct affordable housing, particularly housing for low- and very low-income families, providing approximately \$2 billion each year. Funding was also secured through the California Housing Accelerator Loan program. Both of these sources of funding required the City to apply for the awards and sub grant the money to AMG for the construction of the project.

As the grantee, the City has had some fairly extensive oversight of the project. One facet of that oversight is to ensure compliance with both federal Davis-Bacon wage determinations and the corresponding California Prevailing Wage rates. As this is a highly technical and specialized field, hiring a consultant that specialized in the area is necessary. Having worked with a local entity on many municipal projects, staff reached out to the consultant. Although their company is currently going through a bit of evolution, now administered out of Tennessee, they are still doing business out of El Centro and provided a quote amount not to exceed \$75,000 for the expected 16 months of the construction phase. There is some urgency, as LC reporting is already required and the construction phase is expected to begin within 60 days.

FISCAL IMPACT:
The HOME funding delineates \$100,000 to cover the City's administrative costs to get the funding in place and to administer the construction funding throughout that phase of the project.

The City has previously engaged the Legakes Company for Grant Administration for an amount not to exceed \$73,500 as a part of that funding, although their principal has reported that their fee should be significantly less than the not to exceed amount. In any case, any overage can easily be covered with the City's allocation of Permanent Local Housing Allocation Program (PLHA) funds specifically set aside for facilitating local low-income housing projects. Therefore, dedicating the utilization of a maximum amount of \$48,500 is required from PLHA funds.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council authorize the contract.


ALTERNATIVE:

Not to adopt, giving alternate direction.

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: October 21, 2023
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>10/09/23</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 meeting. In meeting with the City Engineer, it was requested that this be delayed for a short time to allow for the *State’s inspection that is scheduled for October 19.*

Rate Study – The profitability of the Water Enterprise has been problematic in recent years. Coupled with 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.

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, which was performed by The Holt Group. Staff subsequently worked with LAFCo, the County and a private landowner to finalize jurisdiction and easements in the project area. SB1 funding was allocated to this and the West Ninth project at the July, 2023, meeting. Information on the project was input to the State’s tracking system and it was approved for utilization of the funding. *Action is on the current agenda to accept an easement on private property within the project boundaries.*

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 conversation with Mr. Hawk revealed that he is waiting for this project to take place to begin construction of his adjacent housing project.

A construction challenge for IID existed for this project, as it would 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. Staff worked with IID on companion communication to those residents to encourage them to switch. At one point, IID had identified that only two properties remained that needed conversion, but staff met with them in July, 2023, and they agreed to convert to City service! ***City staff has worked with IID staff to double check total compliance (2 more residences were discovered that need to be contacted) and is working with a local contractor to estimate the cost of installation.***

Pine Avenue Sidewalks – Subsequent to the awards of funding for streets projects utilizing Federal Highway 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.

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. The site has been fully constituted with regard to major earth work, with finish grading and piping remaining to be completed. Additionally, the access roadway needs to be completed. ***A minor holdup with a permit from the state is currently pausing progress temporarily, but is in process. The October site tour with BoR representatives was rescheduled, however, a conversation notifying them of a potential extension received positive feedback to demonstrated progress.***

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. Mayor Ward volunteered to sit in on meetings for this project when possible, so she and staff met with the design team via Zoom to discuss preliminary design concepts last month. There are multiple concepts being discussed, most to control costs and stretch the project dollars, for which they sought input. Staff has continued to meet with the design team and expects preliminary work product in the near future. A meeting last week with the design engineer led to multiple decisions on design considerations. Mayor Ward and the CM have proceeded with the general direction of keeping the original character of the structure, while making concessions to keep costs under control.

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.

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.

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) of this project. Staff met with Mr. Medina multiple times in early May and iterative documents are already being discussed and revised. Pursuant to discussions between Chief Silva, the CM and Mr. Medina, regarding configuration a plan for constructing a 3-bay apparatus section and a 2-story administration/residence area was developed. Further discussion also clarified the placement of the building on the site. Chief Silva continues work with Mr. Medina on design elements. At the last Council meeting, there was discussion regarding the external motif of the building, which moved on to the subcommittee for the project. Feedback was provided to the architect and he was very open to incorporating ideas presented. He will update the design palette and present again soon.

BUILDING DEPT - The City has issued **90** 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. Staff has been interacting with a developer interested in the project and is currently arranging a tour of a Mexicali plant that would provide them with an innovative new building material. The CM and Building Inspector are planning on touring the facility and examining the feasibility of the product.

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 to complete all of the voluminous documentation. Since the closing of the financing, several paperwork/compliance issues have cropped up that the City has been left to work on. This was not the “deal” as originally presented, so staff sought assistance. Staff met with HCD representatives on this project early this week. We are hoping they will assist in working with the contractor to get the project running more smoothly.

The project is currently somewhat in limbo, as construction bids came in significantly over projections. The developer is working to mitigate some of those issues prior to proceeding. ***Action is on the current agenda to insure the City’s compliance with loan caveats.***

BESS Project – A proposed battery storage project near Melon and Sixth was proposed several months ago and had a flurry of meetings, submissions and communications in the past month. After much consternation, a permit for initial site work was granted in July. ***Staff continues to work with the contractor on submissions. Interaction continues as the project develops.***

ISSUES

Imperial Valley Healthcare District – the proposed creation of this entity has continued to be a topic for discussion on various fronts. Mr. Anderson and Ms. Ward have been sitting in on some discussions to keep Council informed on this “hot button” regional topic. A representative of Assemblyman Garcia’s office reached out to let us know that in its latest iteration, the Board that would be constituted by this legislation would include a seat for a representative of Holtville. In a recent press article, this was called into question, so we continue to track this issue as it evolves.

OTHER

New Addition - The City Manager welcomed his 4th grandchild into the world early this week. Everest Lowe Hendry was born Tuesday, October 3, 2023. Papa is extremely proud!

MEETINGS & EVENTS RECENTLY ATTENDED :

- 09/25/23 Department Head Meeting City Hall
- 09/25/23 Presentation on Video Security Systems Web Conference
- 09/25/23 Holtville City Council Meeting City Hall
- 09/28/23 IVEDC Membership Meeting Farm Credit Office (Imperial)
- 09/28/23 IVRMA TAC Meeting Zoom Conference
- 09/28/23 Holtville Rotary Club Meeting St. Paul's Lutheran Church
- 10/02/23 Department Head Meeting City Hall
- 10/04/23 Walk to School Event Samaha Park/Streets of Holtville
- 10/04/23 Coffee w/ a Cop Event Civic Center
- 10/04/23 Document Signing - Grant of Property Easement Civic Center
- 10/05/23 Legal Conference w/ City Attorney *re: Various Issues* Offices of Walker & Driskill
- 10/05/23 Meeting w/ Developer of Proposed Local Housing Project Burgers & Beer (EC)
- 10/05/23 Wetlands Project Status Meeting Phone Conference
- 10/06/23 Holtville Rotary Club Meeting St. Paul's Lutheran Church

UPCOMING EVENTS :

- 10/09/23 Department Head Meeting City Hall
- 10/09/23 Holtville City Council Meeting City Hall
- 10/10/23 Imperial-Mexicali Bi-National Alliance Meeting indieDWELL Warehouse (Brawley)
- 10/10/23 Wetlands Project Status Meeting Project Site
- 10/11/23 ICTC Management/CCMA Meetings City of Calexico
- 10/14/23 Trail Walk Event Mellinger Trail
- 10/16/23 Department Head Meeting City Hall
- 10/16/23 Holtville Planning Commission Meeting City Hall
- 10/17/23 IVEDC BoD Meeting IVEDC Conference Room (Imperial)
- 10/19/23 Holtville Farmers Market & Street Fair Holt Park
- 10/23/23 Holtville City Council Meeting City Hall
- 11/04/23 IV Veterans Day Parade & Farmers Market Main Street/Holt Park
- 11/06/23 Holtville City Council Meeting City Hall
- 11/10/23 Veterans Day Observed (City Hall Closed)
- 11/11/23 Brawley Cattle Call Parade & Rodeo City of Brawley
- 11/15/23 IV Foreign Trade Zone Meeting Web Conference
- 11/20/23 Holtville City Council Meeting City Hall
- 11/23/23 Thanksgiving Day (City Hall Closed)
- 11/24/23 Black Friday (City Hall Closed)
- 11/30/23 Christmas Tree Lighting Ceremony (Tentative)


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>10/09/23</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

October 5 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.

- Staff has been working on the general ledger, reconciliations and postings of the fiscal year.
- Preparing for the audit
- Currently scheduling the first audit, tentatively for November 27th, waiting for confirmation.
- October bills mailed out.
- Receiving payments from Campesinos Unidos LIHWAP utility assistance, helpful with the summer bills.
- Attended ICTC TAC meeting, interesting topics about new electrical vehicles laws and requirements.

Respectfully Submitted,

Adriana Anguis

Adriana Anguis
Finance Supervisor
City of Holtville



City of Holtville Report to Council

MEETING DATE:	10/09/23
ITEM NUMBER	5 c
Approvals	CITY MANAGER <i>[Signature]</i>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

Date Issued: October 04, 2023
From: Sergeant Joseph Conkey, Chief of Police
Subject: Holtville Sheriff's Monthly Report – September 2023

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

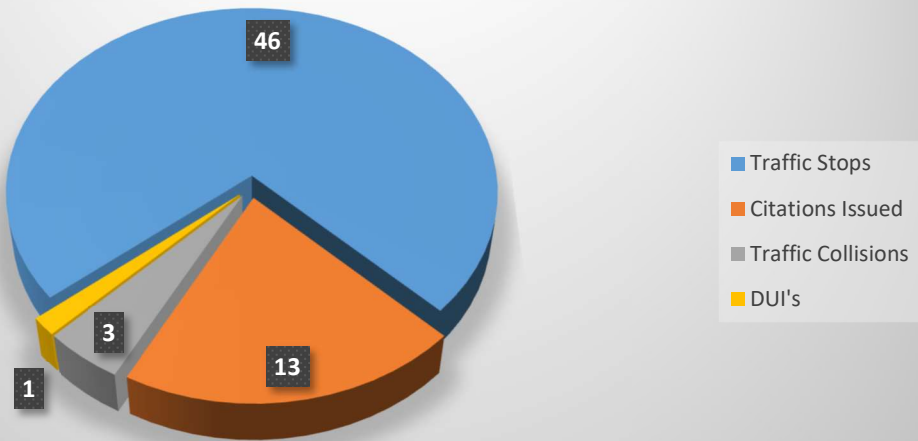
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **September 2023.**

Calls for Service:

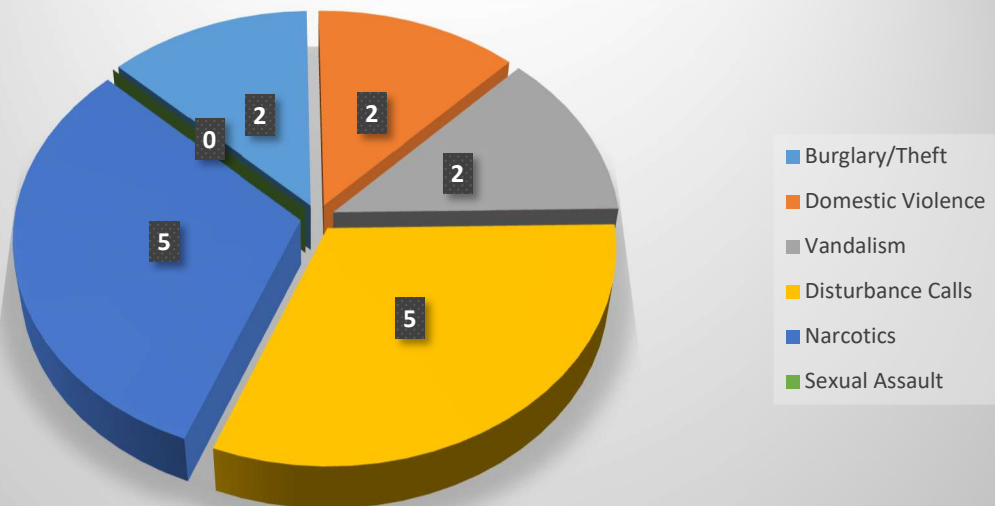
- **300** total incident reports, which were entered into Spillman Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.
- The highest volume of calls for service occurred on **Friday's** with **53 total calls for service**. The lowest volume of calls for service occurred on **Saturday's** with **27 total calls for service**. The highest volume of calls occurred from **08:00 pm to 09:00 pm**.

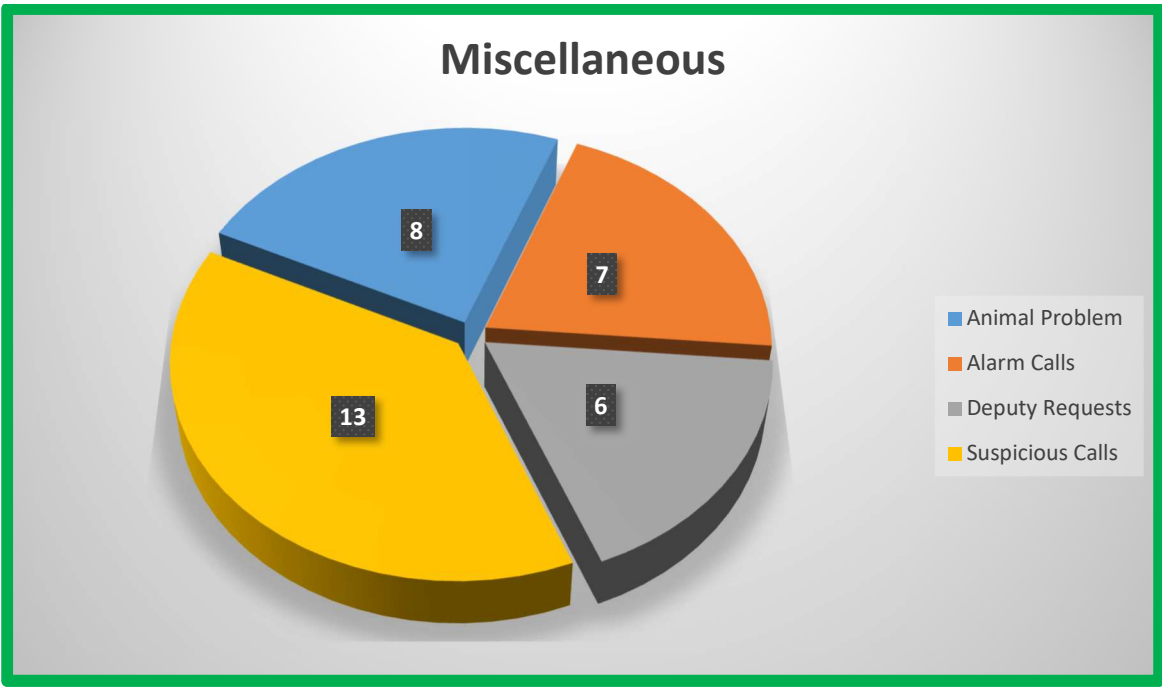
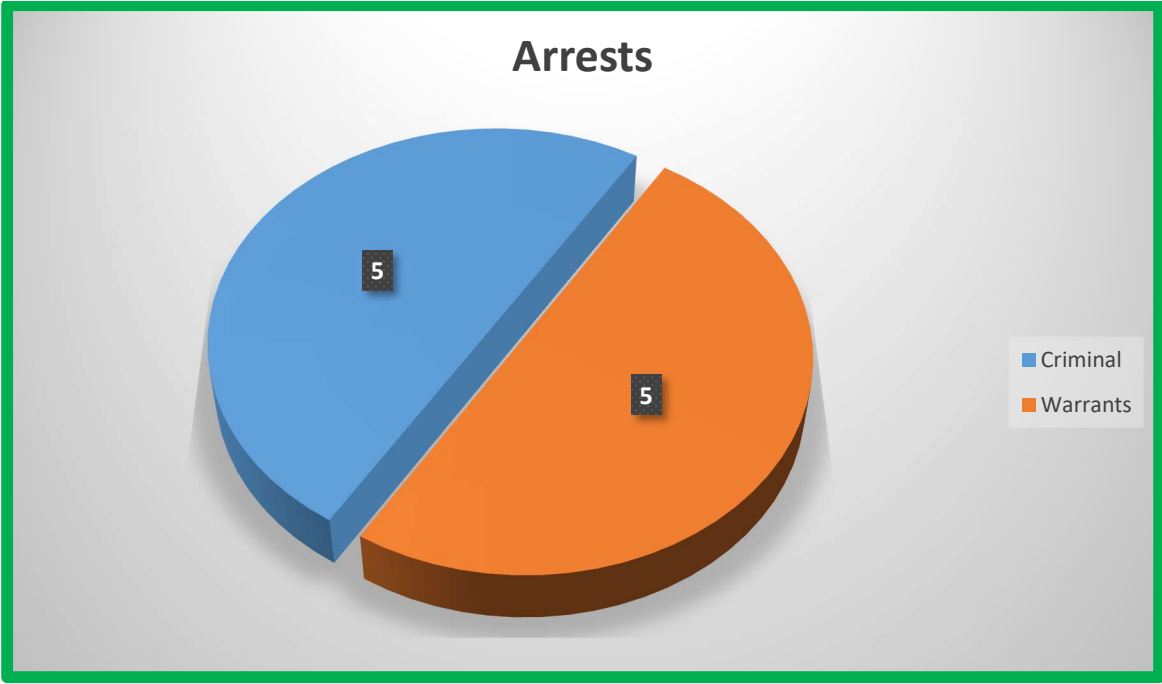


Traffic



Criminal Activity





The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of September 2023.

2309H-017 – Violation of a Court Order in the 700 Block of Chestnut Avenue

Reporting person, called to report her ex was driving by her residence and commenting on her social media pages, violating a court issued restraining order. Deputy arrived and attempted to look for the suspect, however he was not locate. He was later located in the day, arrested, and booked into county jail.

2309H-026 – Burglar Alarm in the 700Block of Brentwood Avenue

Alarm Company reporting a burglar alarm inside a residence was activated in the living room. Deputy arrived and found the residence to be locked and secured. Contacted the homeowner who was out of town and stated they would have their son check on the residence who had a key. False alarm.

2309H-029 – Disturbance in the 600 Block of Wooldridge Avenue

Reporting person calling to report loud music in the area and requested it be lowered. Contacted homeowner where music was coming from and spoke to them about the noise. They agreed to lower it and did so. No further issues were reported.

2309H-033 – Bicycle Stop at 5th Street and Pine Avenue

Deputy conducted a bicycle stop for an infraction and contacted a male and female on the bicycle. Deputy determined there was an active restraining order on file for the two and arrested the male subject who was the restrained party. Deputy also located narcotics on the male subject and he was booked into county jail.

2309H-034 – 911 Call from the area of 800 Block of Elm Avenue

Dispatch received a 911 call with a female crying in the background, but nothing else heard. Call came from a cell phone which pinged to that area. Deputy checked the area, but did not locate anyone. Deputy further knocked on several doors in the area to check on residences but nobody appeared to be in distress and all claimed they were ok.

2309H-041 – Violation of a Restraining Order at the Front Counter

Female came in to report her ex, who she has a restraining order against was seen driving by her home several times earlier in the day. A report was taken and filed with the DA's office.

2309H-044 – Violation of a Restraining Order at the Front Counter

Female came in to report that her ex, who she has a restraining order against sent her and her family sensitive pictures of them that he had taken while they were together. Investigation was conducted and subject was arrested and booked into county jail on several charges involving violation of restraining orders and disturbing pornographic pictures.

2309H-051 – Hit and Run at the 711 Parking Lot

Reporting person, called to report a vehicle backed into his vehicle, while he was inside the store. No suspects were identified, however a Nissan Pickup truck was seen backing into the reporting person's vehicle on camera, however no identifying information for the pickup was able to be obtained.

2309H-058 – Pedestrian Check in the area of 5th Street and Fern Avenue

Deputy contacted a subject and initiated a consensual encounter. Deputy identified he had on out of county warrant for shoplifting and also found him to be in possession of fentanyl as

well as other illegal narcotic devices. Subject was booked into county jail for the warrant as well as possession of narcotics.

2309H-068 – Suspicious in front of the High School Bus Barn

Reporting person called to report seeing a subject in a parked vehicle with a gun. Several Deputies arrived and located the vehicle and spoke to the reporting person. The vehicle and individuals were searched extensively with consent, however no illegal contraband was located. Subject was FI'd. He was a student waiting to go to school.

2309H-073 – Bicycle Stop in the area of 7th Street and Holt Avenue

Deputy conducted a bicycle stop for a minor infraction and contacted the rider. Deputy identified that the male subject had two local warrants for his arrest. Warrants were not bookable, so the deputy issued the subject a citation with a new court date.

2309H-077 – Suspicious in the area of 4th Street and Fern Avenue

Reporting person called to report a suspicious vehicle parked in the area. When the Deputy arrived he located the vehicle with a male subject sitting in the driver's seat. The deputy got consent to search the vehicle and located methamphetamine and a meth pipe inside the vehicle. The driver was cited for the violations.

2309H-079 – Disturbance reported in the 800 Block of Pine Avenue

Reporting person called 911 to report an altercation that had occurred between her and her husband. Investigation revealed an argument was started and the female tried to leave the residence with her children, however her husband took her phone and broke it and prevented her from leaving the residence by bear hugging her and throwing her to the ground. The male subject was arrested and booked into county jail.

2309H-103 – Vehicle Check in the area of Underwood Road and Holt Avenue

Deputy located a vehicle parked off the roadway and stopped to check on it. Deputy noticed the window was broken and the ignition was punched. Investigation revealed the vehicle was stolen out of El Centro. Deputy Checked the area in an attempt to locate anyone but was unable to, no evidence was located that would lead to a suspect. Vehicle was towed for safe keeping until the owner can retrieve it.

2309H-133 – Traffic Stop in the area of 5th Street and Olive Avenue

Deputy conducted a traffic stop on a vehicle for driving without headlights. Deputy identified that the driver appeared to be under the influence and field sobriety tests were conducted. Empty alcohol bottles were located inside the vehicle and it was determined the subject was under the influence. He was booked into county jail for DUI.

2309H-134 – Mental in the 800 Block of Cedar Avenue

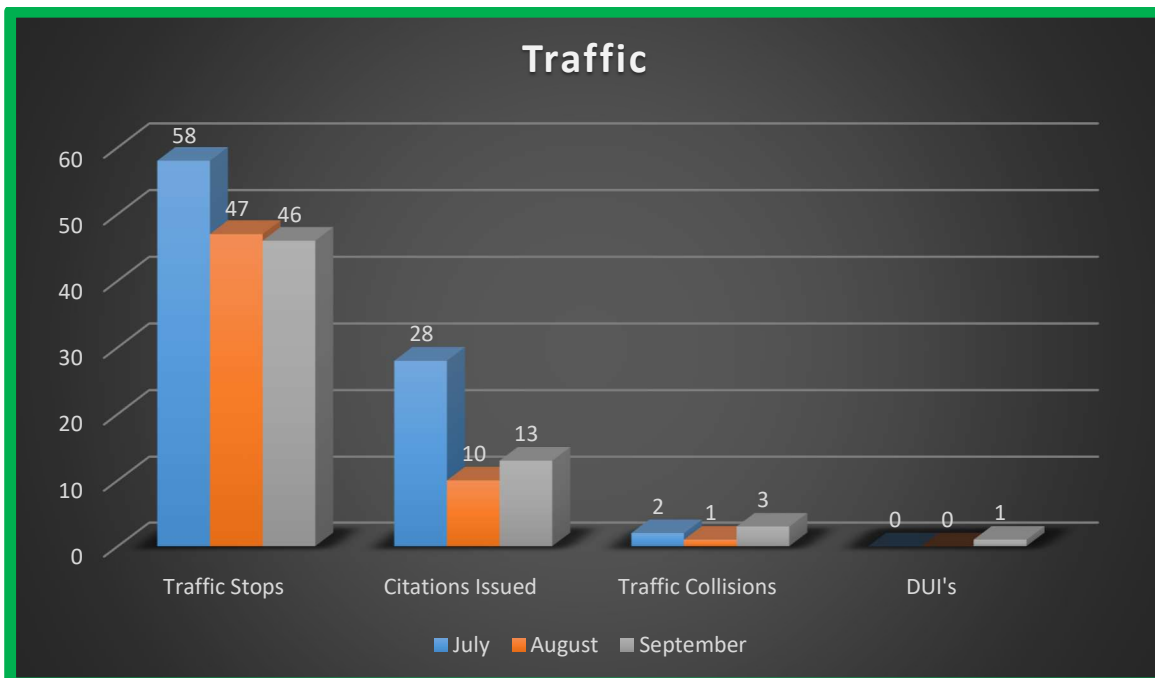
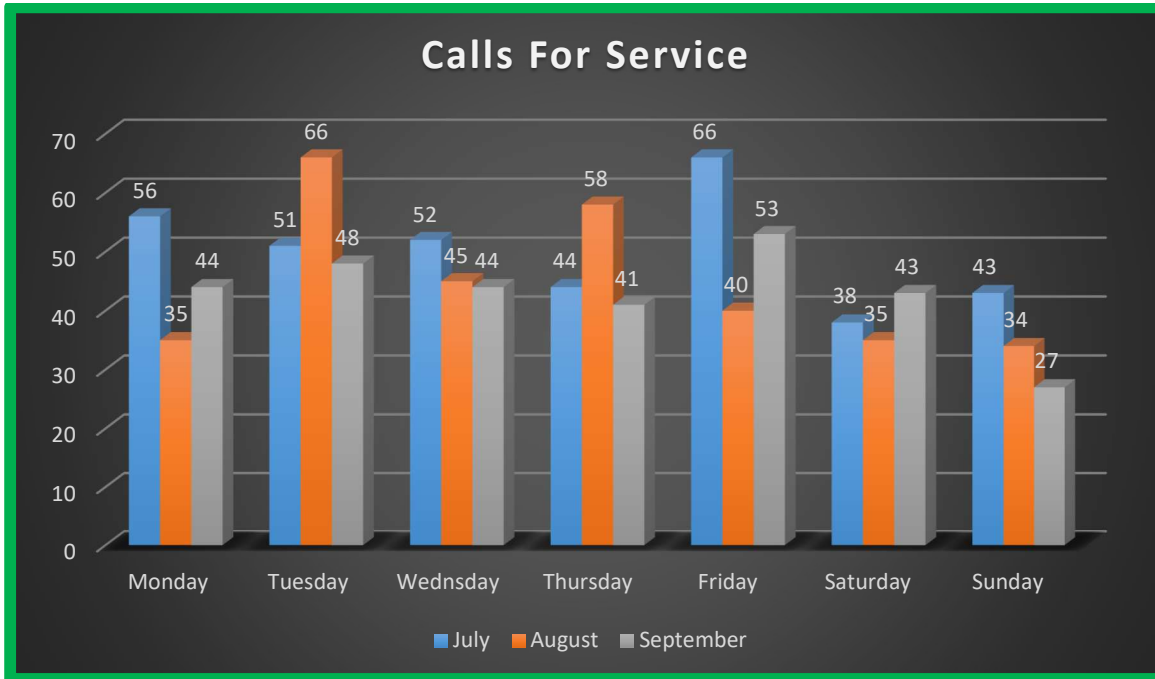
Female called to report she was hearing voices in her head. It was determined that the female was having a mental episode and had not eaten or drank in several days. It was determined that she was a danger to herself and transported to county mental health for treatment.

2309H-139 – Home Visit in the 1900 Block of Orchard Road

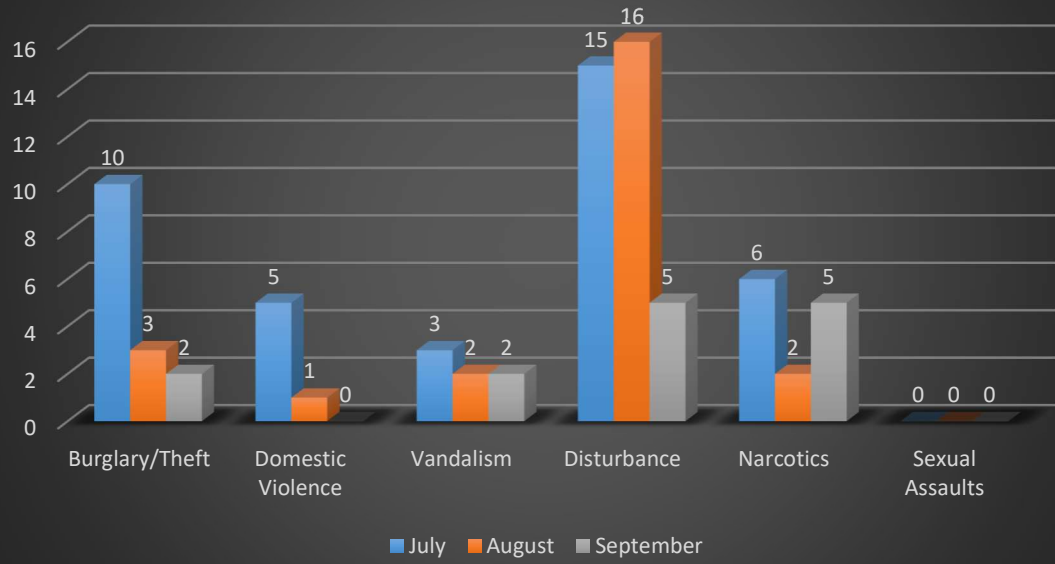
The School Resource Officer went to check on the welfare of a student, where he found the mother under the influence of alcohol and narcotics. Child Protective services was called out

and they determined that it was unsafe for the child to remain in the home. CPS removed the child and charges were filed for neglect.

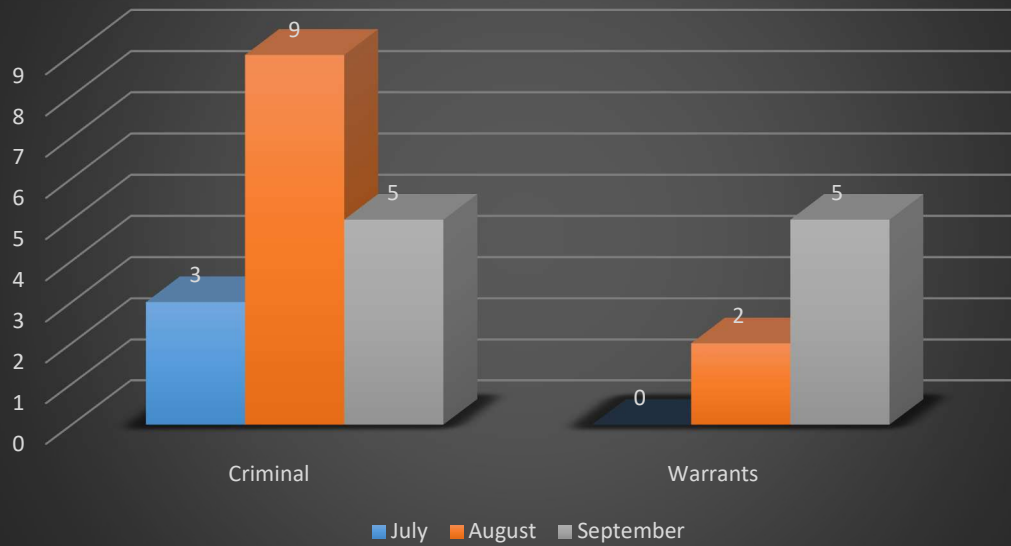
Monthly Comparisons:

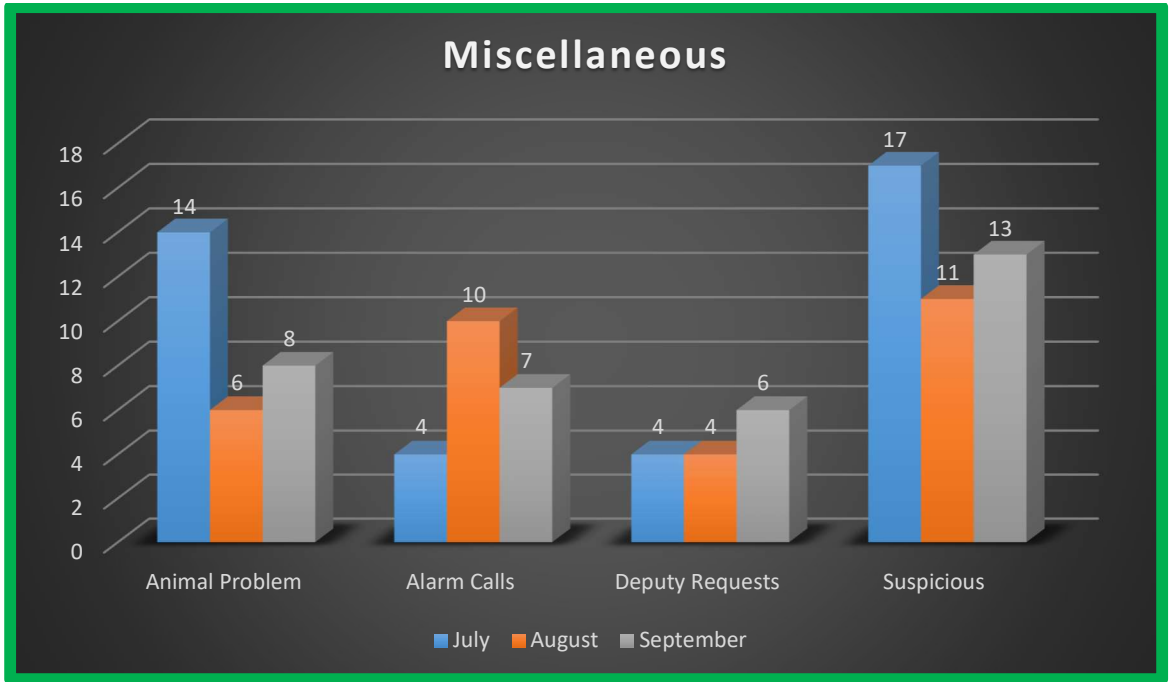


Criminal Activity



Arrests






Events:

Respectfully submitted,

Sergeant Joseph Conkey

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>10/09/23</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: October 4th, 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 09/21/23 thru 10/04/2023.

WATER PLANT:

- staff completed annual calibrations of all continuous monitoring instruments (UV transmittance, pH, chlorine, and all turbidity analyzers).
- staff completed installation of water/oil trap assemblies on 1" compressed air line to flash mixer unit.

WASTEWATER PLANT:

- staff completed submittal of 2nd Quarter Pretreatment Monitoring and Maintenance Reports to EPA and Regional Board.
- staff continued making operational adjustments to aeration system (increased DO and solids inventory under aeration) in preparation for Winter Season waste disposal receiving operations.


Respectfully Submitted,



Frank Cornejo.
Water/Wastewater Chief Operator/Consultant
IV Water Specialists

**City of Holtville
REPORT TO COUNCIL**

DATE ISSUED October 6th, 2023.
FROM: Public Works Foreman
SUBJECT: Bimonthly Report.

MEETING DATE:	<u>10/09/23</u>
ITEM NUMBER	<u>5 e</u>
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.
- Cleaning up all burnt salt cedars south of the skate park.
- Replaced 15 ¾ inch meters.
- Replaced 8 1 inch meters.
- Replaced 9 ¾ inch registers.
- Replaced 2 1 inch registers.
- Set up road closure for the walk to school events.
- Set up road closure for the Farmers Market.
- Repair water break on Camino Verde St.
- Assisted Holtville fire with road closure for the fire on Olive and 6th St.
- Caught 6 dogs.

Respectfully Submitted,

Alejandro Chavez
Public Works Foreman
City of Holtville

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>10/09/23</u>
ITEM NUMBER	<u>5 f</u>
Approvals	CITY MANAGER
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: October 1, 2023

FROM: Raylene Tapiceria

SUBJECT: Building Inspections Quarterly Report 07/01/23 to
09/30/23

**THIS REPORT IS PROVIDED TO THE CITY COUNCIL FOR THEIR INFORMATION
NO ACTION IS REQUIRED AT THIS TIME**

The purpose of this report is to inform Council of Building Inspection activities during the period of July through September, 2023.

3 Current Commercial Inspections:

- 460 Holt Avenue *(Final Business to open, electrical panel upgrade)*
- 401 E Sixth Street *(Final Roof)*
- 722 E Sixth Street *(Final Classrooms)*

59 Minor & Partial Inspections

<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>
Set Back	2	Underlyment Paper	8	Windows	1	Water Heater	0
Fence	0	Roof Nailing	17	Electrical	4	Solar Panels	0
Signs	0	Roofing	14	Plumbing	1	Pool Demo	0
Rebar	2	Insulation	1	Gas	0	Rood Collapse	0
Concrete	1	Drywall Nail	1	Lath	0	Replace A/C	0
Footing	2	Courtesy Inspection	2			Fire Sprinklers	1
Framing	2	Fire Restoration	0			Church Signs	0

11 Permits received Final Inspections

(for Windows, Upgraded Electrical Panels, Pool Demos, Solar Panels and A/C Units.)

- 638 Olive Ave. (Final Roof)
- 759 Beale Ave. (Final Roof)
- 635 Orange Ave. (Final Roof)
- 852 Webb Ave. (Final Roof)
- 401 E. 6th St. (Final Roof)
- 654 Olive Ave. (Electrical Final)
- 814 Olive Ave. (Final Roof)
- 622 E. 9th St. (Patio Final)
- 680 Rose St. (Patio Final)
- 460 Holt Ave. (Electrical Final)
- 628 E. 6th St. (Electrical Final)

Plan Review / Building Permits

- 401 E. Sixth Street (*Reroof*)
- 460 Holt Avenue (*Upgrade electrical panel*)
- 522 Walnut Avenue (*Demo / Reroof*)
- 530 Palo Verde Avenue (*Shade / Patio*)
- 620 Olive Avenue (*Upgrade electrical panel*)
- 621 Maple Avenue (*Enclosed garage into Jr. Adu*)
- 622 E. Ninth Street (*New patio*)
- 628 E. Sixth Street (*Solar Panels*)
- 628 E. Sixth Street (*Upgrade electrical panel*)
- 635 Orange Avenue (*Demo / Reroof*)
- 636 E. 3rd Street B. (*Mobile Home*)
- 638 Olive Avenue (*Demo / Reroof*)
- 654 Olive Avenue (*Upgrade electrical panel*)
- 660 Olive Avenue (*New laundry room*)
- 661 Walnut Avenue (*Outdoor shed*)
- 670 E. 4th Street (*Replace A/C*)
- 670 Orange Avenue
(*Upgarde electrical panel / Demo reroof shed*)
- 704 E. 3rd Street (*Temporary power*)
- 704 Holt Avenue (*Demo / Reroof*)
- 727 Walnut Avenue (*Demo - Reroof*)
- 759 Beale Avenue (*Demo / Reroof*)
- 762 Walnut Avenue (*2 patios / house addition*)
- 814 Olive Avenue (*Demo / Reroof*)
- 817 E. Seventh Street (*Demo - Reroof*)
- 827 Walnut Avenue (*Upgrade electrical panel*)
- 829 E. Seventh Street (*Demo / Reroof*)
- 850 Cirlce Dr. (*Demo / Reroof*)
- 852 Webb Avenue (*Demo / Reroof*)
- 861 Brenteood Avenue (*Demo / Reroof*)
- 905 Figueroa Avenue (*Demo / Reroof*)
- 917 Ninth Street (*Replace A/C*)
- 701 Circle Avenue
(*Solar panels / Upgrade electrical panel*)
- 1405 E. Ninth Street (*New swimming pool*)
- 2200 Melon Rd (*Battery Storage Units*)
- 2200 Melon Rd (*Elec for Battery Storage Units*)

5 Red Tags

- 704 Holt Avenue *02/27/23* *Demo / Re-roof with no building permit*
- 551 Cedar Avenue *08/14/23* *Structure damage to carport due to Hurricane Hilary*
- 950 Holt Avenue *08/14/23* *Carport damage due to Hurricane Hilary*
- 235 W Fifth Street *09/20/23* *Stage roof) with no building permit*
- 585 Cedar Avenue *09/29/23* *Driveway shade with no building permit*

The City of Holtville also assisted the City of Calexico with their city inspections on 08/18/2023.

- 629 De Las Flores St. (*Roof Nail*)
- 200 Vega St. (*Roof Sheathing*)
- 701 Linda St. (*Final Roof*)
- 993 Nosotros St. (*Roof Nail*)
- 1229 Turquoise St. (*Roof Nail*)
- 612 Imperial Ave. (*Roof Nail*)

Respectfully Submitted,

Raylene Tapiceria
Building Inspector