

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

Monday, November 13, 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 - 6:00 PM

PLEDGE of ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

PRESENTATION: *Update on current and coming activities*

*Rosie Alleganza, Executive Director
Holtville Chamber of Commerce*

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, October 23, 2023.
- b. Current Demands #46119 through #46164.

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

- a. **Discussion/Related Action to Adopt RESOLUTION #23-32** Establishing a 5-Year Plan for Capital Transportation Projects

Nick Wells, City Manager

- b. **Discussion/Related Action to Adopt RESOLUTION #23-32** Accepting Close Out of the Holtville Water Treatment System Improvements Project

Nick Wells, City Manager

- c. **Discussion/Related Action** Regarding Proceeding with Procurement for the Ninth Street East Sidewalk Improvements Project


*Nick Wells, City Manager***4. INFORMATION ONLY:** *None***5. STAFF REPORTS**

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

6. Items for future meetings *72-Hour & Trailer Parking Ordinance***7. ADJOURNMENT:**

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

Monday, October 23, 2023

MEETING DATE:	<u>11/13/23</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, October 23, 2023, at 5:00 PM in the Civic Center. Mayor Ginger Ward was present, as were Council Members Murray Anderson, Mike Goodsell, and Mike Pacheco. Council Member John Munger was absent. City Attorney Steve Walker, City Treasurer George Morris, City Manager Nick Wells, Finance Supervisor Adriana Anguis, and Fire Chief Alex Silva were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

The Closed Session meeting was called to order at 5:00 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

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

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

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

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

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Manager Nick Wells verified that the agenda was duly posted on Friday, October 20, 2023.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

GENERAL PUBLIC COMMENTS:

Jill Gomez (545 Chestnut Avenue) asked the Council if they have plans to improve Underwood Road. She explained that the frequented road has many potholes and will be receiving considerable traffic on Halloween night. Mr. Goodsell explained that the Council usually takes public comments under advisement without discussion, but in this case they do not have jurisdiction over that road, as it is a County of Imperial County property. Mr. Anderson informed her that for an item concerning the County, she could solicit improvement of the road from the Imperial County Board of Supervisors.

Mark Castro (546 Olive Avenue) came to request that the City replace the steel chain basketball nets on the Samaha Park courts. Being that the City maintains the public parks. Mr. Wells said that the City appreciated the information and staff will work to replace the nets.

Diego Pasillas (390 Chestnut Avenue) inquired if aside from the summer lifeguard positions, the City has any programs that offer jobs to local youth. He was a lifeguard for the City of Holtville last year and is interested in other opportunities. Mr. Wells imparted that the Fire Explorer Program is available to youth, but the lifeguard program is the only paid opportunity for teens by the City.

Brooke Strahm (1540 Norrish Road) commented that Little League season is approaching and with that she wanted to address the issue of park-goers at Samaha Park interrupting baseball games. Mr. Wells would like direction from the Council as to how stringent staff should be towards controlling this problem. He explained that organized sports using public park facilities generally have use permits, therefore they have preference and can dismiss trespassers.

Jesus Lopez (1948 East Underwood Road) wanted to compliment the Council for the decisions they make to keep Holtville safe and said, "God bless America."

1. CITY COUNCIL CONSENT AGENDA:

a. Approval of the Minutes from the Regular Meeting of Monday, October 9, 2023.

b. Current Demands #46068 through #46118

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

AYES: *Anderson, Goodsell, Ward, Pacheco*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Ms. Anguis reported that finance staff has continued to work on fiscal postings for the upcoming audit. There were 13 water utility shutoffs and Campesinos Unidos has been in contact to request that staff do not disconnect service for residents that have processing assistance applications. She has an ICTC meeting on Thursday and a Caltrans representative will be present.

Mr. Silva delineated the recent community events he has been involved with including various school activities and trainings. He reported that the water tower lights were changed to pink for the month of October for Breast Cancer Awareness and will be red, white, and blue for Veterans day in November. He also reported that fire staff have been attending fire prevention trainings.

Mr. Morris reported that he noticed that the flag pole spotlight at the library was fixed.

Mr. Pacheco reported that he attended the Trail Walk event with his "best friend" (his dog), as well as his wife and daughter. Additionally, he attended the Imperial County Farm Bureau annual member meeting, wherein Holtville native Ron Rubin was awarded the 2023 Farmer of the Year.

Mr. Anderson reported that he attended the Board of Directors meeting for IV Housing Authority. On Friday night he attended the HHS football home game which had a dramatic ending, with the Vikings scoring the winning touchdown in the last second of the game.

Mr. Goodsell commented that as the announcer for HHS football, he sometimes makes calls or comments that the referees do not agree with. He recently attended an ALUC meeting and he reported that Polaris purchased the land where Glamis dunes are, for the purpose of building permanent structures and other development. He attended the Walk the Trail event on Saturday and the farmers market on Thursday.

Mr. Walker attended the Walk the Trail event with his wife and the LAFCo convention.

Mr. Wells reported that he attended the Walk the Trail event with his wife, he noted that attendance grows every year. He was contacted by the Holtville Tribune to speak on his late colleague, Pete Mellinger, who envisioned and led the development of the Alamo River Trail. Mr. Wells and his band, Big Bad Wolf, performed at the recent farmers market & trunk or treat; he perceived it to probably be the largest attended farmers market yet.

Ms. Ward reported that she attended an AAA meeting and that Trinity Baptist Church will have a fall harvest event on November 1st, HFD will be providing shaved ice.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a Discussion/Related Action to Adopt RESOLUTION #23-31 Approving Execution of a Controls Systems Engineering for Distribution Pump Control System Upgrades

Nick Wells, City Manager

Mr. Wells explained that recent upgrades to the Water Treatment Plant through \$4.6M granted by the state included replacement of the main plant electronic control system. Those improvements did not, however, include work on the autonomous distribution pump control system. Those controls are purposely kept separate from the full plant control system to isolate their functions from any overall system failures that would preclude continuity of water provision to the City's distribution system. They also feature multiple manual overrides to insure this functionality. At the time the improvements project was assessed in 2016, these controls were still fully functional and have remained effective until a recent fire alerted WTP staff of a failure that precluded full automated use of all three pumps on the system, forcing manual override. Further analysis revealed a fault in the proprietary software system that is unable to be fixed, as the manufacturer is no longer in business. Complete replacement of the system is now necessary to insure that adequate system pressures is continuously maintained, especially in similar emergency situations. Fortunately, the consultant that has been "fine tuning" the recently-replaced full plant controls is still working with WTP staff and quoted \$20,182 to repair the system, which would be funded through Water Enterprise reserve funds. Mr. Goodsell commented that the price is a small amount to pay to fix a critical problem.

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, Ward, Pacheco*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

b. Discussion/Related Action Regarding the City of Holtville's Representative to the Initial Board of Directors for the Recently Established Imperial Valley Healthcare District

Nick Wells, City Manager

Mr. Wells reviewed some of the major points of AB 918, signed into law on October 8th, which creates an Imperial Valley Healthcare District by immediately combining Pioneers Memorial Healthcare (PMH) and Heffernan Memorial Healthcare (HMH) districts into one, with a goal of extending their reach to the entire area served by the two IV hospitals. HMH is tasked by the legislation to oversee the creation of the Initial IV Healthcare Board of Directors, which is to include a representative from Holtville, within 60 days.

The City Council is technically at liberty to appoint someone to the seat, but discussion ensued centering on making the position available to any interested residents. As Mr. Anderson has represented Holtville in various discussions on this matter, including sitting on the LAFCo advisory panel, his continued participation may be a natural fit. He suggested that in fairness, that opening up and advertising the position to the public may even reveal an applicant that has a deep interest in the subject matter whose participation may be more advantageous to local citizens. Mr. Wells provided an application for the position adapted from the Planning Commission Board member template.

Direction was given to staff by City Council to advertise the position on social media and the City website. Interested persons will have until November 17th to submit the provided application to allow applications to allow for a final decision to be made at the November 27 City Council meeting.

c. Discussion/Related Action Regarding Contract for Employee Uniforms with Aramark

Nick Wells, City Manager

Mr. Wells reported that, as requested, more extensive research into Aramark billing was performed by staff. Upon closer examination, it was discovered that uniform charges are a fraction of the billing, with additional extensive charges for ancillary items such as protective carpets, first aid kits, etc. Further analysis demonstrated that an alternative system with stipends and provided machinery for laundering would be much more expensive than the current charges. Mr. Wells then reported that the examination was productive, however, in that it identified excessive charges for some of the other aforementioned items, which will be taken up with the Aramark account representative.

Council members present were in favor of putting the matter to rest and inquired as to what action needed to be taken. Mr. Walker informed them that none was necessary if no changes were to be affected.

4. INFORMATION ONLY: None

5. STAFF REPORTS:

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

(Not provided)

6. Items for Future Meetings:

- 7. ADJOURNMENT:** *There being no further business to come before the Council, Mayor Ward adjourned the meeting at 6:58 PM.*


Nicholas D. Wells, Acting City Clerk

Ginger Ward, Mayor

MEETING DATE: 11/13/23

ITEM NUMBER 1 b

Approvals

CITY MANAGER 

FINANCE MANAGER

CITY ATTORNEY

Report Criteria:

Report type: GL detail
Check: Check number = 46119-46164
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount		
46119								
10/26/2023	46119	DAVID MONIGOLD	OCTOBE	10-13050-4430	500.00	500.00	OCTOBER 2023 FARMERS	FARMERS MKT
Total 46119:						500.00		
46120								
10/26/2023	46120	KLEINFELDER	1441434	23-80025-4430	9,840.00	9,840.00	ALAMO RIVER TRAIL SERVI	ADMIN
Total 46120:						9,840.00		
46121								
11/02/2023	46121	ACE HARDWARE	D96925	11-31520-44200	30.32	30.32	CLEANING SUPPLIES	PUBLIC WORKS FIRE DEPT
11/02/2023	46121	ACE HARDWARE	D97091	11-31520-44200	29.08	29.08	WEED KILLER	
11/02/2023	46121	ACE HARDWARE	D97380	11-31520-44200	39.85	39.85	WEED KILLER, MOP	
11/02/2023	46121	ACE HARDWARE	D98219	11-31520-44200	18.31	18.31	ROUND UP	
11/02/2023	46121	ACE HARDWARE	D99479	11-31520-44200	21.37	21.37	CLEANING SUPPLIES WTP	
11/02/2023	46121	ACE HARDWARE	D99631	10-80127-4420	26.30	26.30	BOLTS AND NUTS	
11/02/2023	46121	ACE HARDWARE	D99643	10-80127-4420	19.69	19.69	BOLTS AND NUTS	
11/02/2023	46121	ACE HARDWARE	E00865	10-22080-4420	14.42	14.42	GLOVES AND RUBBER BAN	
11/02/2023	46121	ACE HARDWARE	E01077	10-22080-4420	10.75	10.75	BOTTLED WATER	
11/02/2023	46121	ACE HARDWARE	E01120	10-22080-4420	6.44	6.44	PINK FLAGGING TAPE	
11/02/2023	46121	ACE HARDWARE	E01415	10-31140-44200	32.29	32.29	SPRAYPAINT	
11/02/2023	46121	ACE HARDWARE	E01861	10-22080-4420	9.69	9.69	WD40	
11/02/2023	46121	ACE HARDWARE	E02166	11-31520-44200	18.31	18.31	WEED KILLER	
11/02/2023	46121	ACE HARDWARE	E02203	10-31150-44200	242.41	242.41	RYEGRASS	
11/02/2023	46121	ACE HARDWARE	E02371	10-31150-44200	264.48	264.48	REYGRASS AND ODOBAN	
11/02/2023	46121	ACE HARDWARE	E02441	10-22080-4420	16.79	16.79	BATTERIES	
11/02/2023	46121	ACE HARDWARE	E02644	10-12003-4420	13.11	13.11	SPRAY BOTTLE AND CLEAN	
11/02/2023	46121	ACE HARDWARE	E02790	10-31158-44200	22.27	22.27	CABLE TIES	
11/02/2023	46121	ACE HARDWARE	E03529	11-31520-44200	38.51	38.51	ROUNDUP AND WTP SUPPL	
11/02/2023	46121	ACE HARDWARE	E03845	10-31150-44200	12.92	12.92	PLUMBING SUPPLIES	
11/02/2023	46121	ACE HARDWARE	E03970	10-22080-4420	7.53	7.53	PRO MARKERS	
11/02/2023	46121	ACE HARDWARE	E03974	10-22080-4420	10.33	10.33	ACE BAG	
11/02/2023	46121	ACE HARDWARE	G24384	12-31610-4420	370.57	370.57	WWTP SUPPLIES	
Total 46121:						1,275.74		
46122								
11/02/2023	46122	ADRIANA ANGUIS	MILEAGE	10-14020-4429	58.95	58.95	MILEAGE REIMBURSEMEN	ADMIN
Total 46122:						58.95		
46123								
11/02/2023	46123	AFLAC	527318	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	ADMIN
11/02/2023	46123	AFLAC	527318	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
11/02/2023	46123	AFLAC	719805	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
11/02/2023	46123	AFLAC	719805	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
Total 46123:						50.50		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
46124								FIRE DEPT
11/02/2023	46124	AIRWAVE COMMU	447105	10-22080-4431	4.02	4.02	ANTENNA ROD	
11/02/2023	46124	AIRWAVE COMMU	447110	10-22080-4431	90.00	90.00	INSTALLATION OF EQUIPM	
11/02/2023	46124	AIRWAVE COMMU	447114	10-22080-4431	421.30	421.30	SIREN SPEAKER	
Total 46124:						515.32		
46125								ADMIN
11/02/2023	46125	ALEJANDRO ESTR	1439	10-12001-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	10-12003-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	10-14020-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	10-22080-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	11-31510-45100	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	12-31620-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	11-31520-45100	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	12-31610-4510	90.00	90.00	IT SERVICES FOR NOVEMB	
11/02/2023	46125	ALEJANDRO ESTR	1439	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM	
11/02/2023	46125	ALEJANDRO ESTR	1439	10-12001-4520	225.00	225.00	ADOBE INSTALLED	
11/02/2023	46125	ALEJANDRO ESTR	1439	11-31520-45200	937.50	937.50	WTP CONSULTING	
11/02/2023	46125	ALEJANDRO ESTR	1439	12-31610-4520	637.50	637.50	WWTP CONSULTING	
11/02/2023	46125	ALEJANDRO ESTR	1439	11-31510-45200	150.00	150.00	PW CONSULTING	
11/02/2023	46125	ALEJANDRO ESTR	1439	12-31620-4520	150.00	150.00	PW CONSULTING	
Total 46125:						2,970.00		
46126								PUBLIC WORKS
11/02/2023	46126	AMERICA'S FINES	18M 8781	12-31610-4430	1,278.15	1,278.15	WWTP FIRE PROTECTION	
11/02/2023	46126	AMERICA'S FINES	18M 8812	11-31520-44300	1,384.06	1,384.06	WTP FIRE PROTECTION SE	
Total 46126:						2,662.21		
46127								PUBLIC WORKS
11/02/2023	46127	APPLIED INDUSTR	70280732	12-31610-4420	232.30	232.30	DISPOSABLE GLOVES	
11/02/2023	46127	APPLIED INDUSTR	70280839	11-31520-44200	232.30	232.30	DISPOSABLE GLOVES	
Total 46127:						464.60		
46128								FIRE DEPT
11/02/2023	46128	AUTO ZONE COM	56487718	10-22080-4428	287.52	287.52	DURALAST BATTERY	
11/02/2023	46128	AUTO ZONE COM	56487723	10-22080-4420	14.32	14.32	FIRE DEPT SUPPLIES	
Total 46128:						301.84		
46129								PUBLIC WORKS
11/02/2023	46129	BABCOCK & SONS	CG30567-	11-31520-44301	18.87	18.87	ALUMINUM LAB ANALYSIS	
11/02/2023	46129	BABCOCK & SONS	CG30951-	12-31610-4430	49.54	49.54	TOTAL SUSPENDED SOLID	
11/02/2023	46129	BABCOCK & SONS	CG32025-	12-31610-4430	31.85	31.85	E.COLI LAB ANALYSIS	
11/02/2023	46129	BABCOCK & SONS	CH30464-	11-31520-44301	169.86	169.86	TOTAL ORGANIC CARBON	
11/02/2023	46129	BABCOCK & SONS	CJ31034-	12-31610-4430	18.87	18.87	AMMONIA LAB ANALYSIS	
11/02/2023	46129	BABCOCK & SONS	CJ31035-	12-31610-4430	18.87	18.87	COPPER LAB ANALYSIS	
11/02/2023	46129	BABCOCK & SONS	CJ31036-	12-31610-4430	62.52	62.52	OIL AND GREASE	
11/02/2023	46129	BABCOCK & SONS	CJ31156-2	12-31610-4430	18.87	18.87	AMMONIA LAB ANALYSIS	
Total 46129:						389.25		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
46130								
11/02/2023	46130	BAJA DESERT TIR	S21-1490	12-31610-4428	12.00	12.00	FLAT REPAIR	PUBLIC WORKS
Total 46130:						12.00		
46131								
11/02/2023	46131	BLANC IMAGE PR	110423	10-13050-4430	700.00	700.00	VETERANS PARADE PA SY	FARMERS MKT
Total 46131:						700.00		
46132								
11/02/2023	46132	BLUE SHIELD OF	23289000	10-12001-4230	1,498.24	1,498.24	LIFE INSURANCE NOV 2023	ADMIN
11/02/2023	46132	BLUE SHIELD OF	23289000	10-14020-4230	880.72	880.72	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	10-22080-4230	1,492.02	1,492.02	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	10-31140-42300	536.23	536.23	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	10-12003-4230	573.14	573.14	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	11-31530-42300	217.65	217.65	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	11-31510-42300	1,659.09	1,659.09	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	12-31610-4230	568.27	568.27	LIFE INSURANCE NOV 2023	
11/02/2023	46132	BLUE SHIELD OF	23289000	12-31620-4230	1,659.09	1,659.09	LIFE INSURANCE NOV 2023	
Total 46132:						9,084.45		
46133								
11/02/2023	46133	CONTROL SYSTE	2023-1018	11-31520-44300	3,162.83	3,162.83	WTP ELECTRICAL SERVICE	PUBLIC WORKS
Total 46133:						3,162.83		
46134								
11/02/2023	46134	CORE & MAIN LP	T727469	11-31510-44200	632.97	632.97	PW SHOP SUPPLIES	PUBLIC WORKS
11/02/2023	46134	CORE & MAIN LP	T727469	12-31620-4420	632.97	632.97	PW SHOP SUPPLIES	
Total 46134:						1,265.94		
46135								
11/02/2023	46135	COUNTY MOTOR P	305296	11-31520-44280	439.29	439.29	BATTERY	PUBLIC WORKS
11/02/2023	46135	COUNTY MOTOR P	305411	11-31520-44280	102.79	102.79	OIL QUART	
11/02/2023	46135	COUNTY MOTOR P	305796	11-31520-44200	82.78	82.78	COMPRESS OIL	
Total 46135:						624.86		
46136								
11/02/2023	46136	D.J. MILLER, INC.	23150	22-80027-4430	311,980.00	311,980.00	PROGRESS PAYMENT #5	ADMIN
11/02/2023	46136	D.J. MILLER, INC.	23160	22-80027-4430	267,710.00	267,710.00	WETLAND PROJECTS PAY	
Total 46136:						579,690.00		
46137								
11/02/2023	46137	DANIEL JONGEWA	VET PARA	10-13050-4430	400.00	400.00	VETERAN'S PARADE 2023	FARMERS MKT
Total 46137:						400.00		
46138								
11/02/2023	46138	DESERT VALLEY P	2326	10-31158-44300	456.00	456.00	CITY HALL COMPLETE SYS	PUBLIC WORKS
11/02/2023	46138	DESERT VALLEY P	2397	11-31520-44300	519.00	519.00	WTP REPLACE BATTERY	
11/02/2023	46138	DESERT VALLEY P	2415	11-31520-44300	723.73	723.73	WTP REPLACED BATTERY	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/02/2023	46138	DESERT VALLEY P	2485	11-31520-44300	1,179.00	1,179.00	WTP INSTALL BACK-UP GE	
Total 46138:						2,877.73		
46139								
11/02/2023	46139	EMERGENCY MED	2586289	10-22080-4420	737.48	737.48	GLOVES, STAT PADZ	FIRE DEPT
11/02/2023	46139	EMERGENCY MED	2588682	10-22080-4420	2,101.11	2,101.11	ZOLLAED PLUS	
Total 46139:						2,838.59		
46140								
11/02/2023	46140	FERNANDO RUIZ, I	165441	10-31140-43150	87.50	87.50	SAFETY SERVICES	ADMIN
11/02/2023	46140	FERNANDO RUIZ, I	165441	10-31150-43150	87.50	87.50	SAFETY SERVICES	
11/02/2023	46140	FERNANDO RUIZ, I	165441	11-31510-43150	87.50	87.50	SAFETY SERVICES	
11/02/2023	46140	FERNANDO RUIZ, I	165441	12-31620-4315	87.50	87.50	SAFETY SERVICES	
11/02/2023	46140	FERNANDO RUIZ, I	165441	11-31520-43150	87.50	87.50	SAFETY SERVICES	
11/02/2023	46140	FERNANDO RUIZ, I	165441	12-31610-4315	87.50	87.50	SAFETY SERVICES	
Total 46140:						525.00		
46141								
11/02/2023	46141	FRANCISCO OROZ	2023 DRI	11-31520-43120	60.00	60.00	2023 DRINKING WATER RE	PUBLIC WORKS
Total 46141:						60.00		
46142								
11/02/2023	46142	GRANITE DATA SO	IN89409-1	10-12001-4520	264.00	264.00	ADOBE PRO	ADMIN
Total 46142:						264.00		
46143								
11/02/2023	46143	HALEY DOWSEY	FARMERS	10-13050-4430	30.00	30.00	FARMERS MARKET FOOD V	ADMIN
Total 46143:						30.00		
46144								
11/02/2023	46144	HARTFORD	48177283	10-11011-42310	91.42	91.42	LIFE INSURANCE NOV 2023	ADMIN
11/02/2023	46144	HARTFORD	48177283	10-12001-4231	58.68	58.68	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	10-14020-4231	46.12	46.12	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	10-12003-4231	35.34	35.34	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	10-22080-4231	88.02	88.02	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	10-31140-42310	33.01	33.01	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	10-31150-42310	13.47-	13.47-	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	11-31530-42310	7.34	7.34	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	11-31510-42310	114.59	114.59	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	11-31520-42310	29.34	29.34	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	12-31610-4231	190.42	190.42	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177283	12-31620-4231	114.60	114.60	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-11011-42310	58.81	58.81	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-12001-4231	39.12	39.12	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-14020-4231	33.08	33.08	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-12003-4231	26.16	26.16	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-22080-4231	58.68	58.68	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	10-31140-42310	23.74	23.74	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	11-31530-42310	4.89	4.89	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	11-31510-42310	89.53	89.53	LIFE INSURANCE NOV 2023	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/02/2023	46144	HARTFORD	48177486	11-31520-42310	19.56	19.56	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	12-31610-4231	161.08	161.08	LIFE INSURANCE NOV 2023	
11/02/2023	46144	HARTFORD	48177486	12-31620-4231	89.54	89.54	LIFE INSURANCE NOV 2023	
Total 46144:						1,399.60		
46145								
11/02/2023	46145	HUMANA	29634642	10-12001-4225	199.57	199.57	DENTAL HEALTH INSURAN	ADMIN
11/02/2023	46145	HUMANA	29634642	10-14020-4225	104.04	104.04	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	10-22080-4225	156.06	156.06	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	10-12003-4225	121.54	121.54	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	10-31140-42250	61.12	61.12	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	11-31530-42250	27.31	27.31	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	11-31510-42250	202.51	202.51	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	12-31610-4225	78.03	78.03	DENTAL HEALTH INSURAN	
11/02/2023	46145	HUMANA	29634642	12-31620-4225	194.74	194.74	DENTAL HEALTH INSURAN	
Total 46145:						1,144.92		
46146								
11/02/2023	46146	IV WATER SPECIA	102723	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WAS	PUBLIC WORKS
11/02/2023	46146	IV WATER SPECIA	102723	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WAS	
Total 46146:						4,650.00		
46147								
11/02/2023	46147	L.N. CURTIS & SO	INV75569	10-22080-4420	4,510.35	4,510.35	BLITZTAC W/ MONITOR	FIRE DEPT
Total 46147:						4,510.35		
46148								
11/02/2023	46148	LA BRUCHERIE IR	272286C	12-31610-4420	383.93	383.93	IRRIGATION SUPPLIES	PUBLIC WORKS
Total 46148:						383.93		
46149								
11/02/2023	46149	MISSIONSQUARE	6282046	10-00000-2026	2,316.88	2,316.88	RETIREMENT	ADMIN
11/02/2023	46149	MISSIONSQUARE	6282046	10-00000-2027	1,210.56	1,210.56	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	10-12001-4240	657.76	657.76	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	10-14020-4240	284.67	284.67	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	10-22080-4240	349.58	349.58	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	10-12003-4240	158.88	158.88	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	10-31140-42400	158.70	158.70	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	11-31530-42400	58.72	58.72	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	11-31510-42400	502.74	502.74	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	11-31520-42400	372.24	372.24	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	12-31610-4240	669.28	669.28	RETIREMENT	
11/02/2023	46149	MISSIONSQUARE	6282046	12-31620-4240	521.18	521.18	RETIREMENT	
Total 46149:						7,261.19		
46150								
11/02/2023	46150	MISSIONSQUARE	6312306	10-00000-2029	480.00	480.00	CITY MANAGER RETIREME	ADMIN
Total 46150:						480.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
46151								
11/02/2023	46151	NATIONAL BAND &	237724	10-21070-4420	71.72	71.72	DOG TAGS ACO	PUBLIC WORKS
Total 46151:						71.72		
46152								
11/02/2023	46152	NICHOLAS WELLS	OCTOBE	10-12001-4429	116.59	116.59	NOVEMBER MILEAGE REIM	ADMIN
Total 46152:						116.59		
46153								
11/02/2023	46153	PEOPLEREADY,IN	28368850	12-31610-4130	839.40	839.40	TEMP WORKER WWTP	PUBLIC WORKS
11/02/2023	46153	PEOPLEREADY,IN	28368851	10-31150-41300	770.55	770.55	TEMP WORKER PARKS	
11/02/2023	46153	PEOPLEREADY,IN	28378011	12-31610-4130	839.40	839.40	TEMP WORKER WWTP	
Total 46153:						2,449.35		
46154								
11/02/2023	46154	PURCHASE POWE	#9843 OC	10-13010-4417	4.13	4.13	OCTOBER 2023 POSTAGE	ADMIN
11/02/2023	46154	PURCHASE POWE	#9843 OC	10-14020-4417	123.06	123.06	OCTOBER 2023 POSTAGE	
11/02/2023	46154	PURCHASE POWE	#9843 OC	10-22080-4417	131.32	131.32	OCTOBER 2023 POSTAGE	
11/02/2023	46154	PURCHASE POWE	#9843 OC	10-12003-4417	3.03	3.03	OCTOBER 2023 POSTAGE	
11/02/2023	46154	PURCHASE POWE	#9843 OC	10-12001-4417	2.48	2.48	OCTOBER 2023 POSTAGE	
11/02/2023	46154	PURCHASE POWE	#9843 OC	11-31520-44170	1,259.49	1,259.49	OCTOBER 2023 POSTAGE	
11/02/2023	46154	PURCHASE POWE	#9843 OC	12-31610-4417	12.66	12.66	OCTOBER 2023 POSTAGE	
Total 46154:						1,536.17		
46155								
11/02/2023	46155	SIMNSA HEALTH P	122746	10-22080-4230	144.27	144.27	MEDICAL HEALTH INSURAN	ADMIN
11/02/2023	46155	SIMNSA HEALTH P	122746	10-21070-4230	39.60	39.60	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	10-31140-42300	31.68	31.68	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	10-31150-42300	994.28	994.28	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	11-31510-42300	425.82	425.82	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	11-31520-42300	259.31	259.31	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	12-31610-4230	989.07	989.07	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	12-31620-4230	304.96	304.96	MEDICAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	10-22080-4225	18.93	18.93	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	10-31140-42250	3.79	3.79	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	10-31150-42250	102.46	102.46	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	11-31510-42250	38.31	38.31	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	11-31520-42250	18.93	18.93	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	12-31610-4225	73.51	73.51	DENTAL HEALTH INSURAN	
11/02/2023	46155	SIMNSA HEALTH P	122746	12-31620-4225	28.06	28.06	DENTAL HEALTH INSURAN	
Total 46155:						3,472.98		
46156								
11/02/2023	46156	STATE WATER RE	WETLAND	22-80027-4430	2,734.00	2,734.00	WETLANDS CLEAN WATER	PUBLIC WORKS
Total 46156:						2,734.00		
46157								
11/02/2023	46157	SWRCB-DWOCF	TONY AN	11-31530-43120	70.00	70.00	TONY ANTUNEZ CERTIFICA	PUBLIC WORKS

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46157:						70.00		
46158								
11/02/2023	46158	TROJAN TECHNOL	200 16746	12-31610-4420	4,327.97	4,327.97	LAMP DRIVER KITS	PUBLIC WORKS
Total 46158:						4,327.97		
46159								
11/02/2023	46159	USA BLUEBOOK	INV00039	12-31610-4420	954.17	954.17	WWTP SUPPLIES	PUBLIC WORKS
11/02/2023	46159	USA BLUEBOOK	INV00093	11-31520-47840	1,616.20	1,616.20	FLEXFLO PUMP	
11/02/2023	46159	USA BLUEBOOK	INV00095	12-31610-4420	243.51	243.51	ALUMINUM ADAPTER	
11/02/2023	46159	USA BLUEBOOK	INV00127	11-31520-47840	1,114.83	1,114.83	FLEXFLO PUMP	
11/02/2023	46159	USA BLUEBOOK	INV00127	11-31520-44200	1,129.11	1,129.11	MICROTOL	
11/02/2023	46159	USA BLUEBOOK	INV00171	11-31520-44200	1,126.68	1,126.68	TUBE ASSEMBLY MATERIAL	
Total 46159:						6,184.50		
46160								
11/02/2023	46160	VIC'S A/C	96506	10-22080-4430	95.00	95.00	HVAC LABOR	FIRE DEPT
Total 46160:						95.00		
46161								
11/02/2023	46161	VISION SERVICE P	81905539	10-12001-4225	40.45	40.45	VISION HEALTH INSURANC	ADMIN
11/02/2023	46161	VISION SERVICE P	81905539	10-14020-4225	16.68	16.68	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	10-12003-4225	12.26	12.26	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	10-22080-4225	45.70	45.70	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	10-31140-42250	8.68	8.68	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	10-31150-42250	59.28	59.28	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	11-31530-42250	5.00	5.00	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	11-31510-42250	53.38	53.38	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	11-31520-42250	65.47	65.47	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	12-31610-4225	12.51	12.51	VISION HEALTH INSURANC	
11/02/2023	46161	VISION SERVICE P	81905539	12-31620-4225	50.88	50.88	VISION HEALTH INSURANC	
Total 46161:						370.29		
46162								
11/02/2023	46162	VISUAL EDGE IT	24AR1229	10-12001-4416	34.81	34.81	PRINTER	ADMIN
11/02/2023	46162	VISUAL EDGE IT	24AR1229	10-13010-4416	34.81	34.81	PRINTER	
11/02/2023	46162	VISUAL EDGE IT	24AR1229	10-14020-4416	34.81	34.81	PRINTER	
11/02/2023	46162	VISUAL EDGE IT	24AR1229	11-31510-44160	34.81	34.81	PRINTER	
11/02/2023	46162	VISUAL EDGE IT	24AR1229	12-31620-4416	34.81	34.81	PRINTER	
Total 46162:						174.05		
46163								
11/02/2023	46163	WALKER & DRISKI	13017	10-16026-4430	2,250.00	2,250.00	ATTORNEY FEES	ADMIN
Total 46163:						2,250.00		
46164								
11/02/2023	46164	XEROX FINANCIAL	4959820	10-12001-4525	92.87	92.87	PRINTER LEASE	ADMIN
11/02/2023	46164	XEROX FINANCIAL	4959820	10-13010-4525	92.87	92.87	PRINTER LEASE	
11/02/2023	46164	XEROX FINANCIAL	4959820	10-14020-4525	92.87	92.87	PRINTER LEASE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
11/02/2023	46164	XEROX FINANCIAL	4959820	11-31510-45250	92.87	92.87	PRINTER LEASE
11/02/2023	46164	XEROX FINANCIAL	4959820	12-31620-4525	92.86	92.86	PRINTER LEASE
Total 46164:						464.34	
Grand Totals:						664,710.76	

Report Criteria:

Report type: GL detail
Check.Check number = 46119-46164
Check.Type = {<>} "Adjustment"

City of Holtville
REPORT TO COUNCIL

MEETING DATE: 11/13/23

ITEM NUMBER

3 a

Approvals

CITY MANAGER



FINANCE MANAGER

CITY ATTORNEY

DATE ISSUED: November 6, 2023
FROM: Nick Wells, City Manager
SUBJECT: *Resolution No. 23-32 Adopting a 5-Year List of Projects to Comply with LTA Revenue Requirements*

ISSUE:
Shall the City Council approve Resolution No. 23-32, adopting a master list of transportation projects which would be eligible for LTA funding?

DISCUSSION:
The Imperial County Local Transportation Authority Retail Transaction and Use Tax Expenditure Plan requires that Council approve the 5-year list of projects on an annual basis, which is the list of projects that then become eligible for funding using Measure D (LTA) Revenues. Although current specific projects are listed, a "catch-all" ("Citywide - Various Projects") is listed to include all potential projects to retain flexibility to use the funds for any transportation-related projects.

FISCAL IMPACT:
There is no direct fiscal impact, however, this action is a required component to receiving this source of transportation-specific funding.

CITY MANAGER RECOMMENDED ACTION:
It is recommended that the City Council authorize the resolution as presented.

ALTERNATIVE:
Not to adopt the Resolution and forego receipt of these funds.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 23-32**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ADOPTING A 5-YEAR
LIST OF PROJECTS IN COMPLIANCE WITH THE IMPERIAL COUNTY
LOCAL TRANSPORTATION AUTHORITY RETAIL TRANSACTION AND USE TAX**

WHEREAS, the City of Holtville derives revenue for transportation-related projects from the Imperial County Local Transportation Authority Retail Transaction and Use Tax on retail sales in Imperial County; and

WHEREAS, the Imperial County Local Transportation Authority Retail Transaction and Use Tax expenditure Plan requires that each local agency annually notify the authority of its policy body's official action approving its five-year list of projects ; and

WHEREAS, the City of Holtville has developed a five-year list of projects eligible to be funded with revenues made available under section 4 of the Imperial County Local Transportation Authority Retail Transaction and Use Tax expenditure Plan; and

WHEREAS, the list of projects encompasses defined projects and potential projects to be considered during the defined period; and

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

1. That the City Council of the City of Holtville hereby adopts the 5-year LTA project plan as presented.
2. That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 13th day of November, 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
5-Year Program of Transportation Projects

2023-28


PROJ #	ROAD / PROJECT	FROM	TO	PROJECT DESCRIPTION
80120	Citywide Streets Improvement Project			<i>Crack Sealing, Slurry & Resurfacing</i>
<i>New</i>	Pine Avenue	Fourth Street	Fifth Street	<i>Install Curb, Gutter & Sidewalk</i>
<i>New</i>	Ninth Street	Olive Avenue	Melon Avenue	<i>Install Curb, Gutter & Sidewalk</i>
80010	Citywide			<i>Alley paving</i>
80013	Walnut Ave Impr Phase II	First Street	Third Street	<i>Additional Reconstruction</i>
80015	Monument Sign Phase II			
80023	Fifth Street, Holt Ave & Cedar Ave			<i>Bus Shelter/Curbs TDA Projects</i>
80024	IID Alamo Annexation	Along Mellinger	Alamo River Trail	
80025	Alamo River Trail			<i>Additional Enhancements</i>
80026	Alamo River Habitat Conservation			<i>Additional Enhancements</i>
80027	Alamo River Trail Wetlands Link			<i>Construct</i>
80031	Citywide			<i>Develop Electric Vehicle Plan</i>
80032	Fouth Street/Orchard Road Bridge			<i>Develop Erosion Control</i>
80039	E Ninth Street Sidewalk	Webb Avenue	Oak Avenue	<i>Install Curb, Gutter & Sidewalk</i>
80040	Cedar Avenue	Fourth Street	Sixth Street	<i>Reconstruction</i>
31000	Citywide			<i>Street Sign Replacement</i>
Future	Oak Avenue	Ninth Street	Tenth Street	<i>Construct Extension</i>
Future	Fifth Street	Mesquite Ave	Olive Avenue	<i>Construct Extension</i>
Future	Willow Avenue	Ninth Street	Tenth Street	<i>Construct Extension</i>
31000	Third Street	Walnut Avenue	Grape Avenue	<i>Maintenance & Restorative Seal</i>
31000	Rose Avenue	Chestnut Avenue	(termination)	<i>Maintenance & Restorative Seal</i>
80036	Fourth Street	Highway 115	Grape Avenue	<i>Maintenance & Restorative Seal</i>
31000	Grape Court	Grape Avenue	(termination)	<i>Maintenance & Restorative Seal</i>
31000	Fifth Street	Olive Avenue	Palm Avenue	<i>Maintenance & Restorative Seal</i>
80020	Sixth Street	Melon Avenue	Beale Avenue	<i>Maintenance & Restorative Seal</i>
31000	Artesia Avenue	Viking Way	Olive Avenue	<i>Maintenance & Restorative Seal</i>
31000	Seventh Street	Viking Way	Towland Road	<i>Maintenance & Restorative Seal</i>
31000	Eighth Street	Melon Avenue	Beale Avenue	<i>Maintenance & Restorative Seal</i>
31000	Eighth Street	Ash Avenue	Oak Avenue	<i>Maintenance & Restorative Seal</i>
31000	Wooldridge Ave	Melon Avenue	Olive Avenue	<i>Maintenance & Restorative Seal</i>
31000	Ninth Street	Melon Avenue	Towland Road	<i>Maintenance & Restorative Seal</i>
31000	Apple Court	East & West of Apple Avenue		<i>Maintenance & Restorative Seal</i>
31000	Tenth Street	Holt Avenue	Fern Avenue	<i>Maintenance & Restorative Seal</i>
31000	Tenth Street	Orange Ave	Figueroa Avenue	<i>Maintenance & Restorative Seal</i>
31000	Tenth Street	Oak Avenue	Towland Road	<i>Maintenance & Restorative Seal</i>

CITY OF HOLTVILLE
5-Year Program of Transportation Projects

2023-28

PROJ #	ROAD / PROJECT	FROM	TO	PROJECT DESCRIPTION
31000	Viking Way	Sixth Street	Seventh Street	<i>Maintenance & Restorative Seal</i>
31000	Tamarack Avenue	Fifth Street	Zenos Road (Sixth	<i>Maintenance & Restorative Seal</i>
31000	Palo Verde Avenue	Fifth Street	Zenos Road (Sixth	<i>Maintenance & Restorative Seal</i>
31000	Mesquite Avenue	Fifth Street	Zenos Road (Sixth	<i>Maintenance & Restorative Seal</i>
31000	Melon Avenue	Sixth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Olive Avenue	Fourth Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Palm Avenue	Fifth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Cedar Avenue	Fourth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Cedar Street	Fourth Street	Alamo Bridge	<i>Maintenance & Restorative Seal</i>
31000	Pine Avenue	Fourth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Holt Avenue	Fourth Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Fern Avenue	Fourth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Orange Avenue	200' S of Fifth St		<i>Maintenance & Restorative Seal</i>
31000	Orange Avenue	Fifth Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Walnut Avenue	South County Line	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Maple Avenue	Third Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Chestnut Avenue	Third Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Circle Drive	Eighth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Circle Drive	Eighth Street	Chestnut Ave	<i>Maintenance & Restorative Seal</i>
31000	Fig Avenue	Fifth Street	Sixth Street	<i>Maintenance & Restorative Seal</i>
31000	Figueroa Avenue	Seventh Street	Eighth Street	<i>Maintenance & Restorative Seal</i>
31000	Figueroa Avenue	Ninth Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Grape Avenue	Fourth Street	Sixth Street	<i>Maintenance & Restorative Seal</i>
31000	Brentwood Avenue	Seventh Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Beale Avenue	Seventh Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Webb Avenue	Seventh Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Ash Avenue	Eighth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Elm Avenue	Eighth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Oak Avenue	Eighth Street	Ninth Street	<i>Maintenance & Restorative Seal</i>
31000	Apple Avenue	Ninth Street	Tenth Street	<i>Maintenance & Restorative Seal</i>
31000	Various Streets			<i>Maintenance & Restorative Seal</i>

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>11/13/23</u>
ITEM NUMBER	<u>3 b</u>
Approvals	CITY MANAGER <u></u>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: November 9, 2023
FROM: Nick Wells, City Manager
SUBJECT: *Resolution No. 23-33 Accepting the Close Out of the Water Treatment Plant Improvement Project*

ISSUE:

Shall the City Council approve Resolution No. 23-33, accepting the completion of the recent repairs and expenditures associated with the Water Treatment Plant Improvements Project primarily funded through the State Water Resources Control Board?

DISCUSSION/PROJECT HISTORY:

In 2016, the City's Water Treatment Plant (WTP) was issued a Compliance Order from the State Water Resources Control Board (SWRCB) for exceeding established thresholds for total trihalomethanes (TTHM). TTHM are disinfection byproducts that form when water disinfectants such as chlorine react with other naturally occurring chemicals in the water supply.

An improvement project was identified in order to alleviate the TTHM issue and attain compliance. The City submitted an application for project funding through the SWCRB's Drinking Water State Revolving Fund (SRF), which requires a shovel ready project so the City contracted with The Holt Group (THG) in 2017 to prepare preliminary design plans and specifications for the necessary improvements to bring the City's WTP into compliance with the aforementioned Order. THG subcontracted with Delta Systems on the design of electronic control systems.

After review of those specifications, SWCRB requested additional required elements for the project, which came with a concurrent "soft" commitment to fund the improvements. The THG contract was then augmented to include those additions.

The project eventually received 100% grant funding through the SWRCB Division of Financial Assistance's State Revolving Fund (SRF). In the end, the project's primary elements consisted of upgrades to the electrical and control systems, recoating of the 2.4 million gallon ground storage reservoir, added elements to increase chlorine contact time, a shade structure over the open rock and sand media filters and the installation of a mixer/venting TTHM removal system.

In December, 2020, Canyon Springs Enterprises (dba RSH Construction) was engaged as the construction contractor for \$3,368,800. Although that bid was over \$280k above the original construction budget amount, additional funding was requested and secured through SRF. Shortly thereafter, due to deep knowledge of the project, THG was given an additional task order to serve as the Resident Engineer/Construction Management firm throughout the construction process.

FISCAL IMPACT:

As previously referenced, SRF funding was granted for the full scope of the improvements that were proposed for the elimination of TTHMs from the water supply. As an added bonus, we were able to demonstrate the pressing need to replace the plant's electronic controls system, a somewhat unrelated issue. As with all such projects, the award included an amount for contingencies, which in this case amounted to 9% of the construction amount, or \$311,370. Philosophically, the City has always endeavored to take full advantage of available funding by utilizing all - or as much of - the contingency funding as possible.

As the attached schedule of Change Orders demonstrates, nearly \$407k in additions to the project were added to the contractor's scope of work, thereby exceeding the contingency amount by over \$95k. Although no action was taken, as the exact figure was unknown for some time, Council was apprised of the potential overage throughout the tail end of the project.

Upon submitting the final reimbursement request, the City asked to have unexpended grant funds from other line items to be shifted and utilized to further mitigate the overage. That request was approved, so in the end, the net overage for the project was \$73,629.20. It is requested that this amount be approved ex post facto to come from Water Enterprise reserves.

Project Phase	Firm	Original Budget Amt	Revised Budget / Funding Amt	Total Costs Incurred
Planning		\$50,000	\$50,000	\$40,574
Design	Apr'17 THG	\$254,156	\$254,590	\$242,090
Bidding Services	Sep'20 THG	\$62,000	\$62,000	\$62,000
RE/CM	Jan'21 THG	\$357,057	\$357,057	\$357,057
Construction	Dec'20 Canyon Springs	\$3,082,563	\$3,368,800	\$3,368,800
Construction Contingency		\$308,256	\$311,370	\$311,370
Additional Expenditures				\$95,555
Operations Plan Preparation	THG		\$15,000	\$15,000
Project Totals		\$4,114,032	\$4,418,817	\$4,492,446
Amount to be Funded by the CoH Water Enterprise				\$73,629


CITY MANAGER RECOMMENDED ACTION:

It is recommended that the resolution be adopted as presented.

ALTERNATIVE:

Not to adopt, giving alternate direction

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	11/13/23
ITEM NUMBER	3 c
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: November 9, 2023
FROM: Nick Wells, City Manager
SUBJECT: *Authorization for Staff to Advertise for Bids for the Ninth Street East Improvements Project*

ISSUE:

Shall the City Council authorize staff to proceed with procurement in association with 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. Pursuant to that process, staff has worked with the County of Imperial and an adjacent private property owner to secure easements and site control. Most of that is either complete or in process, so staff would like to move forward with procurement in the near future. As the City's Procurement Policy requires authorization from the Council to begin that process,

As the Design Engineer, The Holt Group will assist in preparing specifications for construction. \$400,000 has been awarded through CMAQ, however, that may be insufficient to cover both the cost of construction and Resident Engineering/Construction Management. More extensive discussion on that topic will take place when bids are secured.

FISCAL IMPACT:

Advertisement in the Holtville Tribune usually runs in the neighborhood of \$500. Ads will be run for both a construction contractor and RE/CM firms, so this action authorizes approximately \$1,000 to cover advertisement costs.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the action be authorized as presented.

ALTERNATIVE:


Not to adopt giving alternate direction

		Fiscal Year	Grant Funds	Local Match	Project Total	Project Description
E Ninth Street Improvements Webb Ave to Oak Ave			\$400,000 <i>Construction</i>	\$51,824 <i>Design</i>	\$451,824	<i>Finishes section left undone due to funding shortfall in last project cycle.</i>

City of Holtville

REPORT TO COUNCIL

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

	Meeting Date	<u>11/13/23</u>
	Item Number	<u>5 a</u>
Approvals	City Manager	
	Finance	_____
	City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

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. *An item to begin advertising for contractors on this project is on the current agenda.*

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 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.

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. That funding was officially awarded in early February. Action to officially award the construction contract was taken in March and a pre-con meeting was held in early May, with the contractor onsite performing various activities simultaneously.

The site has now 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. The BoR rep also offered to intervene in speeding up the latest hiccup in the permitting process. ***He made some calls and one permit with the state was approved, the other with the Army Corps of Engineers was returned for further revision.***

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 **102** 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. ***Additional regulatory documentation was requested this week, which may indicate that onset of construction is once again on the near horizon.***

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. Discussions continued in recent days to revise requirements and continue the project moving forward.***

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. ***With the legislation passed and signed by the governor on October 8, 2023, the City has begun outreach for citizens interested in serving in that capacity.***

MEETINGS & EVENTS RECENTLY ATTENDED :

- 10/23/23 Department Head Meeting *City Hall*
- 10/23/23 Holtville City Council Meeting *City Hall*
- 10/24/23 IVEDC BoD Meeting *IVEDC Conference Room (Imperial)*
- 10/24/23 Wetlands Project Status Meeting *Project Site*
- 10/25/23 Imperial County Health Fair *IV Fairgrounds*
- 10/26/23 League of Cities Division Dinner *Stockmen's Club (Brawley)*
- 10/27/23 Holtville Rotary Club Meeting *Vessey, Inc. Offices*
- 10/30/23 Department Head Meeting *City Hall*
- 10/31/23 Wetlands Project Status Meeting *Project Site*
- 10/31/23 Meeting w/ Glen Bornt *re: Development of old Railroad Properties* *IV Milling*
- 11/03/23 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 11/04/23 IV Veterans Day Parade & Farmers Market *Main Street/Holt Park*
- 11/06/23 Department Head Meeting *City Hall*
- 11/08/23 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 11/09/23 EC State of the City Address *EC Public Library*
- 11/10/23 Veterans Day Observed *(City Hall Closed)*

UPCOMING EVENTS :

- 11/11/23 Brawley Cattle Call Parade & Rodeo *City of Brawley*
- 11/13/23 Department Head Meeting *City Hall*
- 11/13/23 Holtville City Council Meeting *City Hall*
- 11/14/23 Wetlands Project Status Meeting *Project Site*
- 11/14/23 Project Review Committee *re: Proposed Housing- Fifth & Chestnut* *City Hall*
- 11/15/23 IVEDC Philanthropy Event *Old Eucalyptus Schoolhouse*
- 11/15/23 IV Foreign Trade Zone Meeting *Web Conference*
- 11/18/23 Green & Gold Hall of Fame Dinner *IV Swiss Club*
- 11/20/23 Holtville Planning Commission Meeting *City Hall*
- 11/23/23 Thanksgiving Day *(City Hall Closed)*
- 11/24/23 Black Friday *(City Hall Closed)*
- 11/27/23 Holtville City Council Meeting *City Hall*
- 11/30/23 Christmas Tree Lighting Ceremony *(Tentative)*
- 12/11/23 Holtville City Council Meeting *City Hall*
- 12/13/23 ICTC Management/CCMA Meetings *City of Calipatria*
- 12/21/23 CoH Christmas Party *(Tentative)* *Holville Fire Station*
- 12/25/23 Christmas Day *(City Hall Closed)*
-

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



MEETING DATE:	<i>11/13/23</i>
ITEM NUMBER	<i>5c</i>
Approvals	CITY MANAGER <i>[Signature]</i>
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville Report to Council

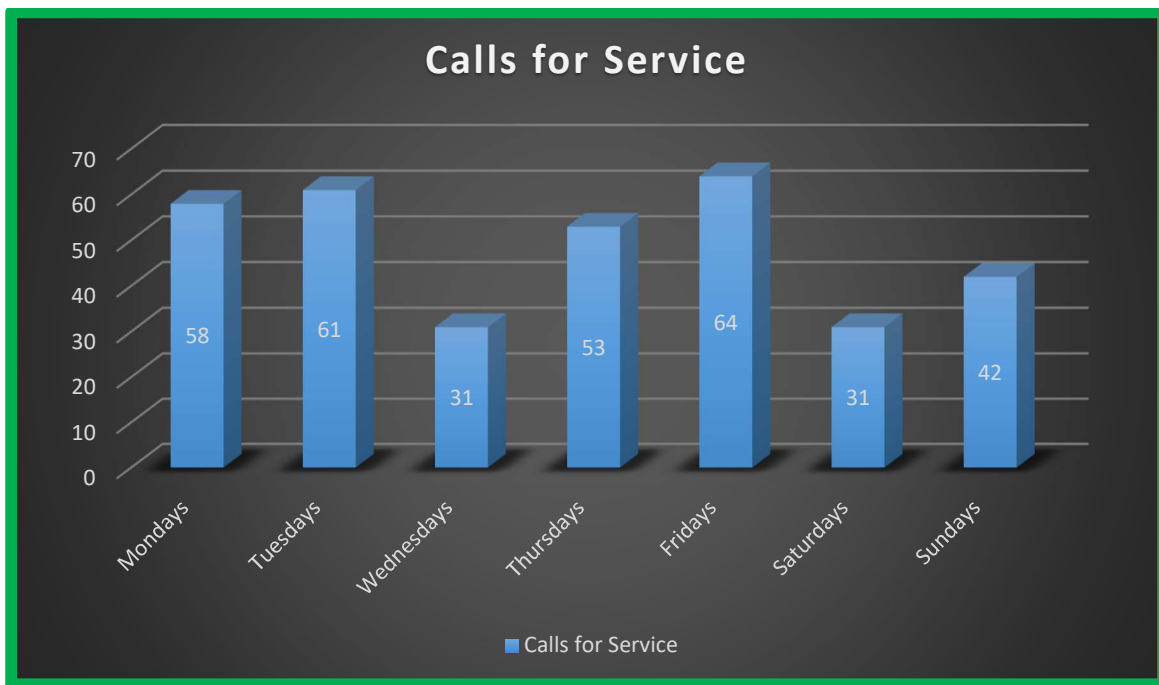
Date Issued: November 02, 2023
From: Sergeant Joseph Conkey, Chief of Police
Subject: Holtville Sheriff's Monthly Report – **October 2023**

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

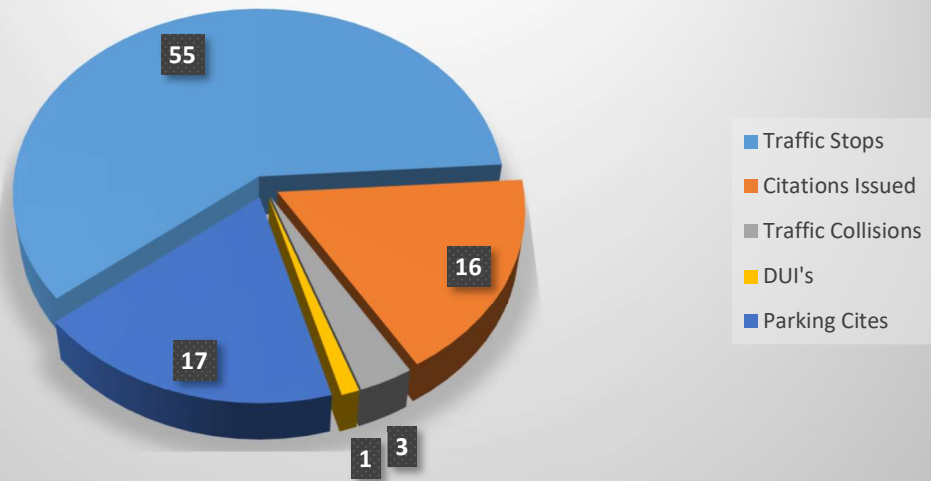
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **October 2023**.

Calls for Service:

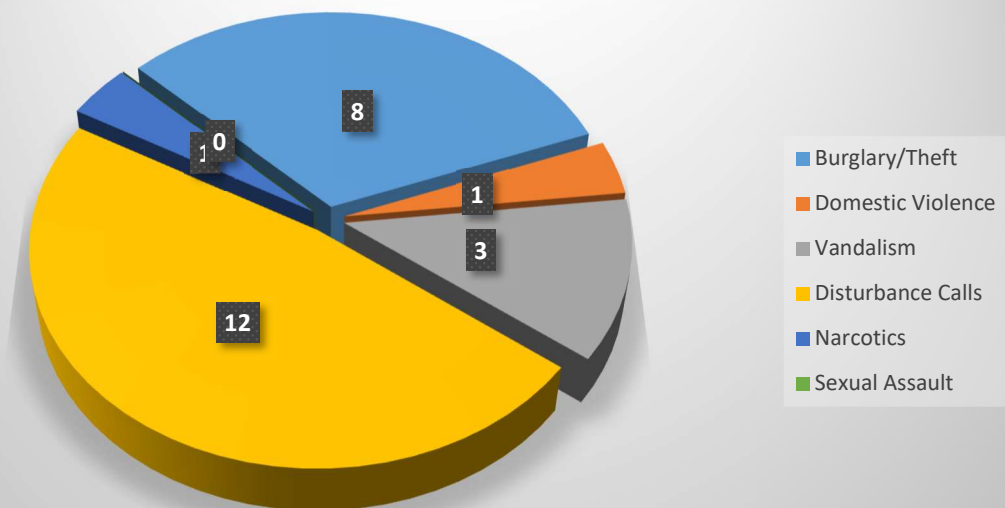
- **340** total incident reports, which were entered into Spillman Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.
- The highest volume of calls for service occurred on **Friday's** with **64 total calls for service**. The lowest volume of calls for service occurred on **Saturday's** with **31 total calls for service**. The highest volume of calls occurred from **08:00 pm to 09:00 pm**.

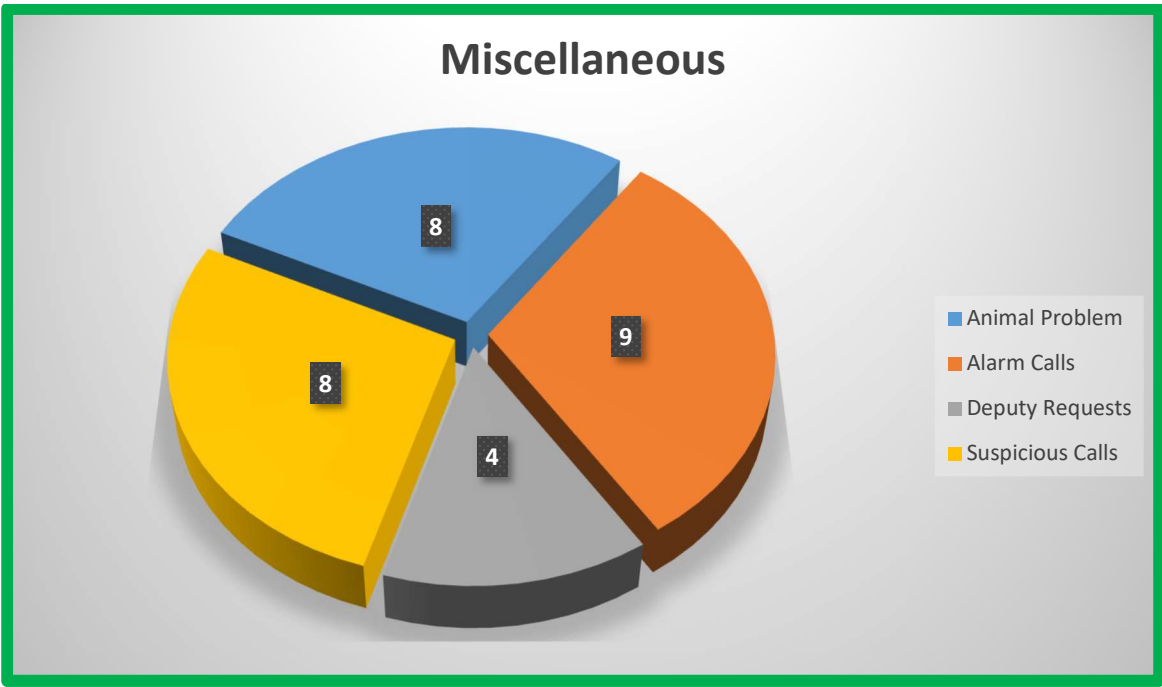
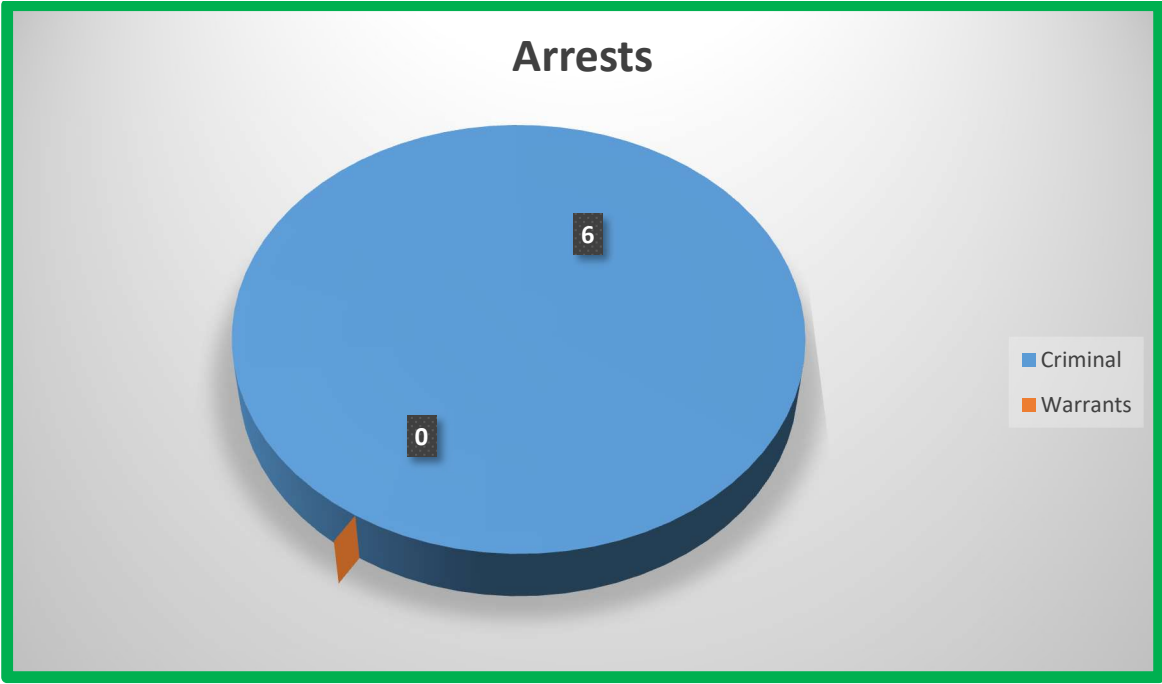


Traffic



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 October 2023.

2310H-003 – Theft in the 600 Block of Rose Avenue

Report taken for a lost/stolen cell phone. Phone was lost or stolen at the Q Casino the night prior. Unknown suspects.

2310H-004 – Burglary at the Dollar General Store

Reporting person called to report a theft at the location. Store manager provided video and we were able to identify on male subject. Area was searched for the suspect however he was not located. Report was taken and filed with DA's Office.

2310H-007 – Fire at the Church of Crist

Deputies assisted with the scene, did not appear to be arson and fire appeared to be from electrical shortage.

2310H-009 – Overdose at 950 Holt Avenue

Female overdosed on Fentanyl, upon Deputies arrival female was unresponsive and faint breaths could be heard. Deputy administered two doses of Narcan which brought the female back. Female was treated by fire and medics then transported to ECRMC.

2310H-023 – Vehicle Check in the area of Palm Avenue and 7th Street

Vehicle towed for registration being expired over 6 months.

2310H-044 – Indecent Exposure 5th Street and Cedar

Subject was seen urinating on the corner and was contacted. Subject was cited and released to appear in court.

2310H-048 – Suspicious at Sonrisa Villa

Reporting person called to report suspicious activity on their bank account. Report was taken and turned over to investigations.

2310H-057 – Domestic Violence at 1313 E 7th Street

Reporting person called to report his wife attacked him. Female hit, scratched and punched the victim. Suspect was arrested and booked into county jail.

2310H-124 – Vandalism at Chestnut Village Apartments

Reporting person called to report that someone had broken into the storage room. There was an open door and pry marks around the lock area. Unknown suspects, nothing appeared to have been taken. Report was taken.

2310H-134 – Stolen Vehicle in the 800 Block of Holt Avenue

Reporting person called to report his Razor UTV was stolen out of his back yard. Negative suspects. Appeared the vehicle was rolled out into the alley. Report was taken and vehicle entered into Stolen Vehicle System.

2310H-141 – Vehicle Check Underwood Road and Holt Avenue

Vehicle was towed for expired registration over 6 months.

2310H-145 – Animal Problem 800 Block of Chestnut Avenue

Reporting person called from ECRMC to report a patient with a dog bite. Victim was bitten by his own dog. Victim did not wish to have dog removed and provided paperwork. Dog has arthritis and bit owner when he tried to pick it up.

2310H-147 – Vehicle Check 500 Block of Artesia Avenue

Vehicle towed for violation of 72 hour parking.

2310H-158 – Deputy Request in the 700 Block of Chestnut Avenue

Reporting person called to report a violation of a restraining order, while taking the report the Deputy noticed the suspect drive by twice. Male subject was later contacted and arrested for violation of restraining order and resisting arrest.

2310H-168 – Disturbance at 1313 E 7th Street

Reporting person called to report a disturbance at the residence. Their daughter came over to confront them about inappropriately touching their grandson. Investigation was conducted and no evidence of inappropriate touching occurred.

1310H-170 – Traffic Stop in the area of 6th and Holt

Traffic stop conducted and during the stop it was learned the passenger had a warrant, and was also in possession of narcotics. Subject was booked into county jail.

2310H-180 – Mental in the area of 5th Street and Orange Avenue

Reporting person called to report her husband tried to hang himself and left with a rope. Subject was contacted and evaluated. He did not meet 5150 requirements, but was booked into county jail for violation of a restraining order.

2310H-181 – Welfare check in the 400 Block of West 6th Street

Reporting person called to request a welfare check on daughter who may be under the influence. Contacted the female who did not appear to be under the influence but appeared to be going through a mental crisis. Female agreed to be transported to CMH for evaluation.

2310H-184 – Traffic Accident at Pine Avenue and 5th Street

Three car accident, negative injuries. Vehicle traveling West on 5th stuck a vehicle that tried to speed through the intersection, then diverted and hit a vehicle that was on Pine Avenue at the stop sign. Report was taken.

2310H-219 – Assault at the Holtville High School

Reporting person called to report her son was assaulted at school and punched over an incident that occurred over 2 years ago. Report was taken and forwarded to the SRO.

2310H-235 – Burglary at the Dollar General

Alarm Company called to report an alarm going off and Deputy found a rear open door. Nobody was located in or around the facility. Camera footage showed and unidentified male open the door, enter the store and go to the cigarette container and try to open it. The cigarette container was locked and not opened, but suspect touched it. Fingerprints were lifted and sent to DOJ for examination.

2310H-243 – Harassment at the front counter

Female came in to report her ex was putting videos of them online which were sexual in nature. Report was taken and filed with the DA's Office.

2310H-270 – Vandalism at 950 Holt Avenue

Reporting person called to report her vehicle vandalized. It appeared the vehicle was vandalized by K-9's. There was no evidence to indicate which dogs it was, however due to previous calls and vandalisms by known k-9s we contacted the owner and cited him for no license. Owner was given 4 days to register k-9s or they would be removed from the property.

2310H-273 – DUI Evan Hewes Highway

Vehicle seen leaving city limits and was pulled over. Driver was suspect to be under the influence of alcohol, but refused FST's. Driver was arrested based on observations by deputy and a warrant was issued to draw blood. Subject booked into county jail.

2310H-278 – Vehicle Check 4th Street and Grape Avenue

Vehicle was towed for expired registration over 6 months.

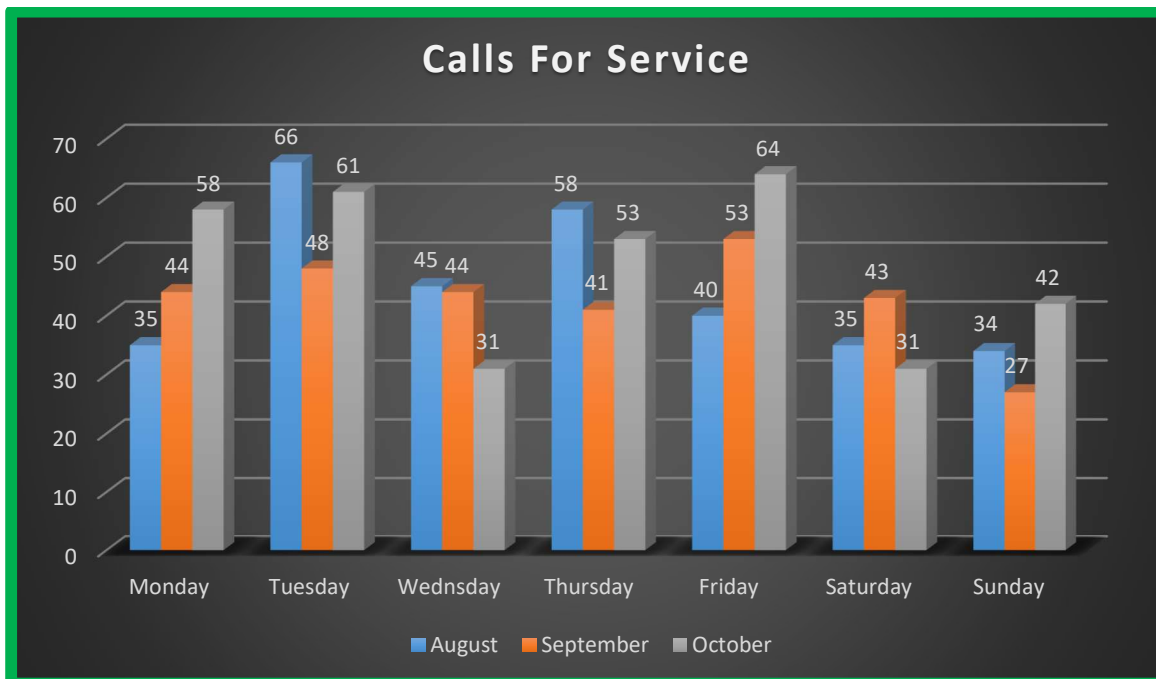
2310H-291 – Assault in the area of Fern Avenue and 6th Street

A juvenile was assaulted by another juvenile and punched several times. Report was taken and filed with juvenile probation.

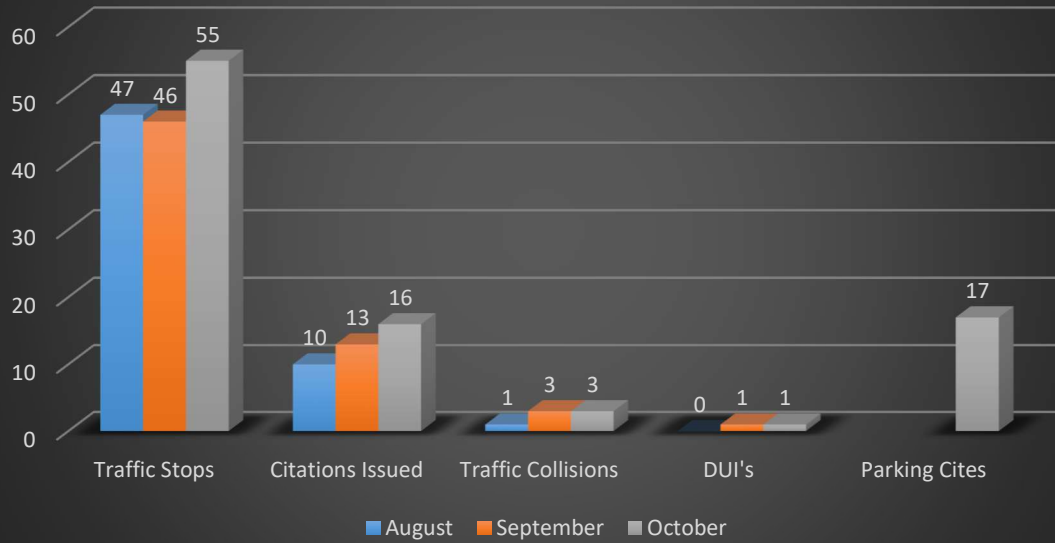
2310H-292 – Suicide attempt in the 600 Block of Olive Avenue

Reporting person called to report their father tried to commit suicide. Subject was not located on scene but later located by deputies and placed on a 5150 hold and turned over to CMH.

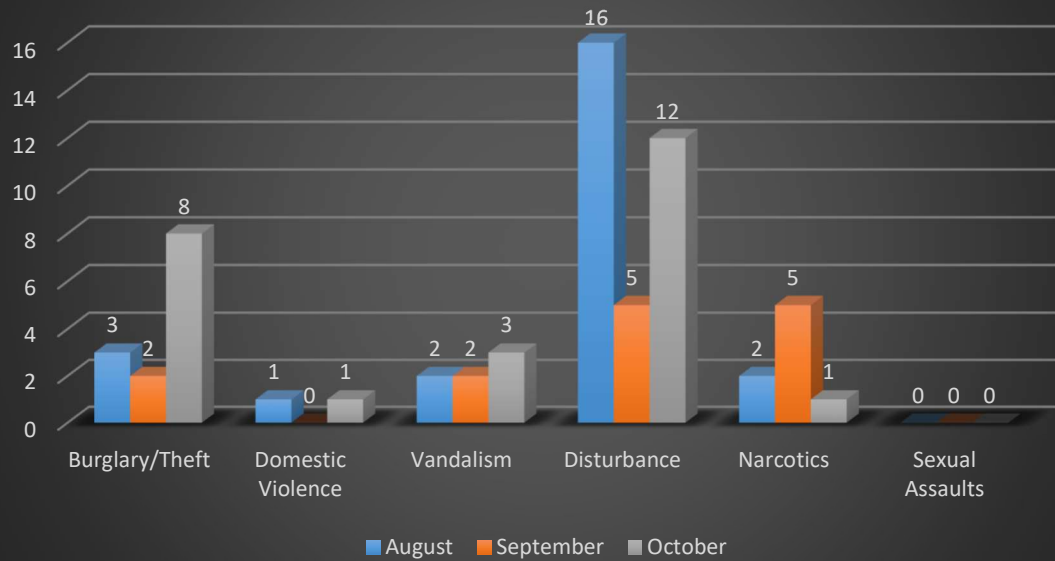
Monthly Comparisons:



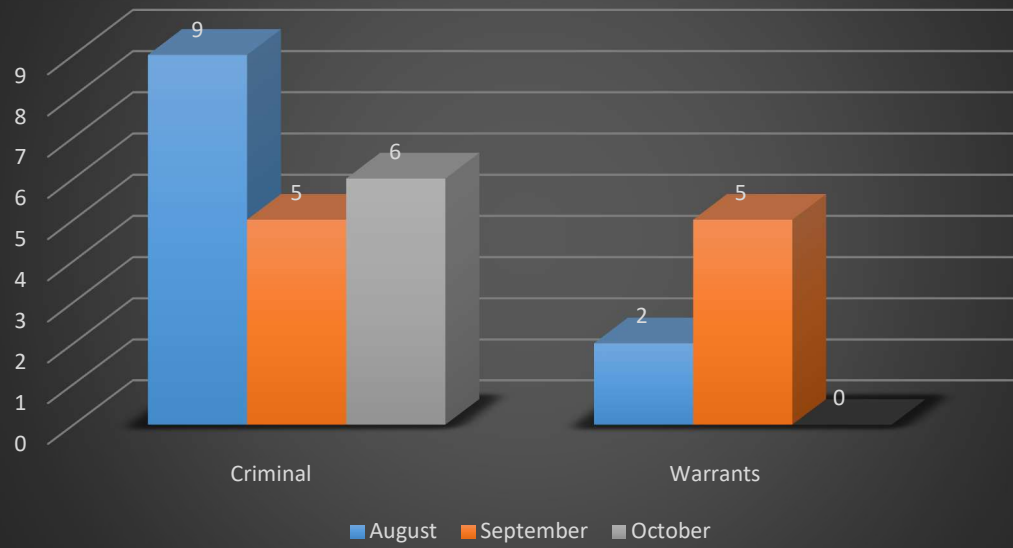
Traffic



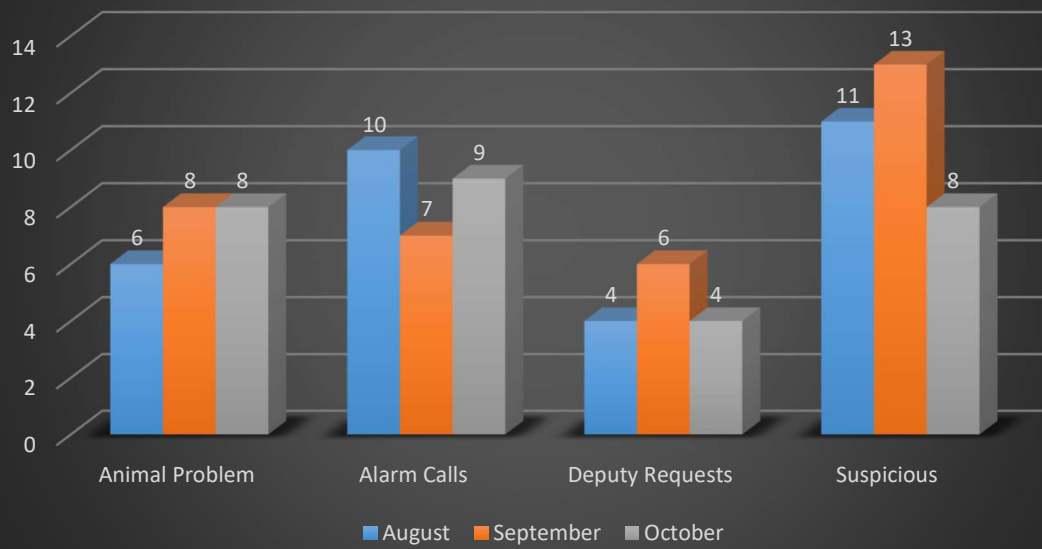
Criminal Activity



Arrests



Miscellaneous



Events:

10/2/2023 – Walk to School

10/3/2023 – Walk to School

10/19/2023 – Farmers Mkt / Trunk or Treat

10/31/2023 – Costume parade at Finley School

Respectfully submitted,

Sergeant Joseph Conkey

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE: 11/13/23

ITEM NUMBER 5 d

Approvals

CITY MANAGER 

FINANCE MANAGER _____

CITY ATTORNEY _____

DATE ISSUED: November 8th, 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 10/19/23 thru 11/08/2023.

WATER PLANT:

- Water plant operations & Holt Group staff accompanied City Manager Nick Wells in providing Water Resources Control Board finance rep Fabian Ramos with a tour of the completed Water Treatment Systems Improvements Project.
- Eric Blom (Control Systems Engineering) completed removal/relocation of SCADA server rack assembly inside storage compartment to safeguard in the event of office building flooding. (*see attached photo*)

WASTEWATER PLANT:

- staff completed replacement of the Return Activated Sludge (RAS) Pump located at the south-east corner of the clarifier basin. (*see attached photo*)

Respectfully Submitted,



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




Water Plant SCADA server rack assemblies



New Landia chopper pump unit installed at SE clarifier basin.

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>11/13/23</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

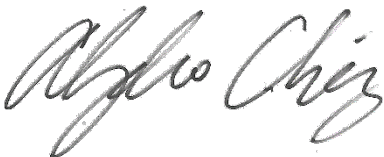
DATE ISSUED: November 9, 2023
FROM: Alex Chavez, Public Works Supervisor
SUBJECT: Bi Monthly Report - Public Works

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 7 ¾ inch meters.
- Replaced 8 1 inch meters.
- Replaced 9 ¾ inch registers.
- Tested 10 backflow devices.
- Set up road closure for the Veterans Day parade.
- Set up road closure for the Farmers Market.
- Repair water break on Camino Verde St.
- Caught 7 dogs and 1 rooster.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor