

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

**Monday, January 22, 2024**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Murray Anderson, Mayor          | <input type="checkbox"/> Ginger Ward, Council Member        | <input type="checkbox"/> Steve Walker, City Attorney |
| <input type="checkbox"/> John Munger, 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"/> Michael Pacheco, Council Member | <input type="checkbox"/> Adriana Anguis, Finance Supervisor | <input type="checkbox"/> Alex Silva, Fire Chief      |

**THIS IS A PUBLIC MEETING**

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

**CITY COUNCIL**

**MEETING CONVENED - 5:00 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:**

*2023 Council Recognition  
Nick Wells, City Manager*

**PRESENTATION:**

*Stacy Britschgi  
Proposed AB734 (McCarty)*

**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, January 8, 2024.
- b. Current Demands #46353 through #46398.

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

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

*Nick Wells, City Manager*

**3. NEW BUSINESS:**

- a. **Discussion/Related Action to Adopt RESOLUTION #24-03** Approving the Purchase of a "Quint" Type Fire Ladder Truck from the Sycuan Tribal Government Fire Department

*Nick Wells, City Manager*

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

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

**6. Items for future meetings**


*72-Hour & Trailer Parking Ordinance*

**7. ADJOURNMENT:**

I, Nicholas D. Wells, Acting City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Friday, January 19, 2024.

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

**Monday, January 8, 2024**

MEETING DATE:	<u>1/22/24</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, January 8, 2024, at 5:30 pm in the Civic Center. Mayor Murray Anderson was present, as were Council members Mike Goodsell, and Mike Pacheco. Council members Ginger Ward and John Munger were absent. City Treasurer George Morris, City Manager Nick Wells. City Attorney Steve Walker, Finance Supervisor Adriana Anguis, Assistant City Clerk Yvette Rios, and Police Chief Joe Conkey were also present.

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

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

**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 Anderson called the Open Session meeting to order at 6:02 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, January 5, 2024.*

**EXECUTIVE SESSION ANNOUNCEMENTS:**

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

**PRESENTATION:**

*2023 Council Recognition  
Nick Wells, City Manager*

*This item was tabled until the next meeting*

**PRESENTATION:**

*Joseph Dhaliwal  
Holtville Rotary Club*

*Mr. Dhaliwal updated the Council on the plans of the Holtville Rotary Club to place a monument on the median triangle on the south side of the intersection of Fourth Street and Orchard Road. The club is enlisting help form the Verde 4-H group to clean up the area, install a pedestal with a small tractor and replace the "Welcome to Holtville" sign with a cut metal sign. Council generally agreed with the direction and asked for a more concrete rendering before approval.*

**GENERAL PUBLIC COMMENTS:**

*Stacey Britschgi (854 Cedar Avenue) had a question regarding Browning Trailer Park and a follow up question regarding lights at Samaha Park. Staff addressed the questions.*

**1. CITY COUNCIL CONSENT AGENDA:**

- a. Approval of the Minutes from the Regular Meeting of Monday, December 11, 2023.**
- b. Current Demands #46245 through #46352**

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

AYES: *Goodsell, Pacheco, Anderson*

NOES: *None*

ABSENT: *Ward, Munger*

ABSTAIN: *None*

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

*Ms. Rios took the opportunity to inform Council of several upcoming Chamber of Commerce events, particularly those associated with the upcoming Carrot Festival*

*Mr. Walker had nothing to report.*

*Mr. Goodsell had nothing to report.*

*Mr. Pacheco had nothing to report.*

*Mr. Morris had nothing to report, but was sad to see the lights in the Park taken down, signifying the end of the Holiday season.*

*Chief Conkey reviewed some statistics, then responded to questions regarding a few select current incidents.*

*Ms. Anguis updated Council on preparations for the upcoming audit and a few other current issues being worked on in the Finance Department.*

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

**3. NEW BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION #24-01** Requesting Appropriation of Fiscal Year 2023-24 Funds Allocated from the State of California’s Citizen Option for Public Safety (“COPS”) Program to Provide for Front Line Police Services     *Nick Wells, City Manager*

*Mr. Wells reminded Council that this is an annual request for allocated funding that requires a resolution and letter to receive the disbursement.*

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

AYES: *Goodsell, Pacheco, Anderson*

NOES: *None*

ABSENT: *Ward, Munger*

ABSTAIN: *None*

**b. Discussion/Related Action to Adopt RESOLUTION #24-02 Adopting a Revised Salary Schedule for the 2022-23 Fiscal Year**

***Nick Wells, City Manager***

*Mr. Wells explained that the pay of a few employees had been impacted by the new California Minimum Wage law, which required amendment of the schedule.*

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

AYES: *Goodsell, Pacheco, Anderson*

NOES: *None*

ABSENT: *Ward, Munger*

ABSTAIN: *None*

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

*The previous schedule was presented. It was decided that further action should wait until Council members can review and make suggestions.*

**4. INFORMATION ONLY:**

**a. Discussion Only Regarding Potential Purchase of a Fire Ladder Truck**

***Alex Silva, Fire Chief***

*Chief Silva informed Council of the search he and his staff have conducted. They have narrowed the search to one vehicle in particular, being sold by the Sycuan Casino Fire Department in the San Diego area. They will be heading up next week to see and drive the truck.*

**5. STAFF REPORTS:**

**a. City Manager Report - Nick Wells**

*Mr. Wells reported on the recent meetings he has*

**b. Finance Supervisor - Adriana Anguis**

**c. Police Chief - Joe Conkey**

**d. Water/Wastewater Consultant - Frank Cornejo**

**e. Public Works Supervisor - Alex Chavez**

**f. Info on Trail Walk - Yvette Rios**

**6. Items for Future Meetings:** *72-hour & Trailer Parking Ordinance*

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

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**Murray Anderson, Mayor**

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

MEETING DATE: 01/22/24

ITEM NUMBER

1 b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY



Report Criteria:

Report type: GL detail  
Check.Check number = 46353-46398  
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Che Amc		
<b>46353</b>								
01/11/2024	46353	8x8, INC.	4205650	10-12001-4425	53.87	53.87	TELEPHONE	ADMIN
01/11/2024	46353	8x8, INC.	4205650	10-12003-4425	53.88	53.88	TELEPHONE	
01/11/2024	46353	8x8, INC.	4205650	10-14020-4425	53.88	53.88	TELEPHONE	
01/11/2024	46353	8x8, INC.	4205650	11-31510-44250	53.88	53.88	TELEPHONE	
01/11/2024	46353	8x8, INC.	4205650	12-31620-4425	53.88	53.88	TELEPHONE	
<b>46354</b>								
01/11/2024	46354	A1 GOLF CARS	005725	10-31140-44300	632.42	632.42	CART REPAIRS	PUBLIC WORKS
01/11/2024	46354	A1 GOLF CARS	005725	11-31510-44300	632.42	632.42	CART REPAIRS	
01/11/2024	46354	A1 GOLF CARS	005725	12-31620-4430	632.41	632.41	CART REPAIRS	
<b>46355</b>								
01/11/2024	46355	ACE HARDWARE	E11237	11-31520-44200	36.57	36.57	PAINT SUPPLIES	PUBLIC WORKS
01/11/2024	46355	ACE HARDWARE	E11282	10-31150-44200	29.06	29.06	CABLE TIES	FIRE DEPT
01/11/2024	46355	ACE HARDWARE	E11418	11-31520-44200	39.21	39.21	PAINT PADDLES	
01/11/2024	46355	ACE HARDWARE	E12424	10-31150-44200	11.20	11.20	LED GREEN LIGHTS	
01/11/2024	46355	ACE HARDWARE	E12765	11-31520-44200	88.48	88.48	PAINT SUPPLIES	
01/11/2024	46355	ACE HARDWARE	E14852	11-31520-44200	85.26	85.26	PAINT AND MARKERS	
01/11/2024	46355	ACE HARDWARE	E15673	11-31520-44200	94.44	94.44	WTP SUPPLIES	
01/11/2024	46355	ACE HARDWARE	E15763	11-31520-44200	48.46	48.46	SPRING LINK SS SILVER	
01/11/2024	46355	ACE HARDWARE	E15902	11-31520-44200	45.23	45.23	DRILL BITS, HOLE SAW	
01/11/2024	46355	ACE HARDWARE	E15971	11-31520-44200	52.33	52.33	PAINT SUPPLIES	
01/11/2024	46355	ACE HARDWARE	E16121	11-31520-44200	31.00	31.00	NYLON CD10 ANCHOR	
01/11/2024	46355	ACE HARDWARE	E16381	10-22080-4420	21.51	21.51	BOTTLED WATER	
01/11/2024	46355	ACE HARDWARE	E16536	10-22080-4420	107.74	107.74	UTILITY PUMP	
01/11/2024	46355	ACE HARDWARE	E16871	11-31520-44200	7.10	7.10	UNIVERSAL STARTER C	
01/11/2024	46355	ACE HARDWARE	E16957	11-31520-44200	12.21	12.21	COUPLES AND ELBOWS	
01/11/2024	46355	ACE HARDWARE	E17001	10-22080-4420	25.84	25.84	GLOVES	
01/11/2024	46355	ACE HARDWARE	E17173	10-22080-4416	12.91	12.91	MARKERS	
01/11/2024	46355	ACE HARDWARE	E16587	10-22080-4416	35.55	35.55	MARKERS	
01/11/2024	46355	ACE HARDWARE	E17794	10-22080-4420	40.88	40.88	PAINTING SUPPLIES	
01/11/2024	46355	ACE HARDWARE	E17881	10-22080-4420	1.71	1.71	SPRING CLAMP	
01/11/2024	46355	ACE HARDWARE	E17909	10-22080-4420	34.02	34.02	TAPE AND WALL SCRAPE	
01/11/2024	46355	ACE HARDWARE	E17931	10-22080-4420	6.02	6.02	DRYWALL SHEET	
01/11/2024	46355	ACE HARDWARE	E18059	12-31620-4420	108.79	108.79	MOLD ARMOR CLEANER	
01/11/2024	46355	ACE HARDWARE	E18059	12-31620-4420	108.80	108.80	MOLD ARMOR CLEANER	
01/11/2024	46355	ACE HARDWARE	E18077	10-31158-44200	58.78	58.78	CLEANING SUPPLIES	
01/11/2024	46355	ACE HARDWARE	E18173	10-31158-44200	28.84	28.84	KEYS AND BLADE	
01/11/2024	46355	ACE HARDWARE	E18319	10-31150-44200	48.00	48.00	DISINFECTANT SPRAYS	
01/11/2024	46355	ACE HARDWARE	E18556	11-31510-44200	90.49	90.49	MOLD ARMOR CLEANER	
01/11/2024	46355	ACE HARDWARE	E18556	12-31620-4420	90.49	90.49	MOLD ARMOR CLEANER	
<b>46356</b>								
01/11/2024	46356	ALEJANDRO SILVA	12/2023 HOT	10-22080-43110	177.76	177.76	HOTEL FEES REIMBURS	FIRE DEPT
<b>46357</b>								
01/11/2024	46357	APPLIED INDUSTRIAL	7028491808	12-31610-4420	164.06	164.06	LUBRIPLATE	PUBLIC WORKS
<b>46358</b>								
01/11/2024	46358	ARAMARK SERVICES,	25983288	12-31610-4314	125.99	125.99	JACKETS	PUBLIC WORKS
01/11/2024	46358	ARAMARK SERVICES,	25983289	11-31520-43140	87.22	87.22	JACKETS	
<b>46359</b>								
01/11/2024	46359	AUTO ZONE COMMER	5648797700	11-31520-44280	8.93	8.93	LIGHT BULBS	PUBLIC WORKS
01/11/2024	46359	AUTO ZONE COMMER	5648800965	11-31510-44280	3.71	3.71	LIGHT BULBS	
01/11/2024	46359	AUTO ZONE COMMER	5648800965	12-31620-4428	3.71	3.71	LIGHT BULBS	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
01/11/2024	46359	AUTO ZONE COMMERCIAL	5648805759	10-21070-4428	4.51	4.51	BATTERY BASE HOLD D	
<b>46360</b>								
01/11/2024	46360	BABCOCK & SONS, INC	CL30590-227	11-31520-44301	18.87	18.87	ALUMINUM LAB ANALYSIS	PUBLIC WORKS
01/11/2024	46360	BABCOCK & SONS, INC	CL30636-227	12-31610-4430	174.58	174.58	BIOCHEMICAL OXYGEN	
01/11/2024	46360	BABCOCK & SONS, INC	LL30022-227	12-31610-4430	31.85	31.85	E.COLI LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	CL31012-227	12-31610-4430	62.52	62.52	OIL AND GREASE	
01/11/2024	46360	BABCOCK & SONS, INC	CL31013-227	12-31610-4430	174.58	174.58	BIOCHEMICAL OXYGEN	
01/11/2024	46360	BABCOCK & SONS, INC	CL31019-227	11-31520-44301	169.86	169.86	TOTAL ORGANIC CARBON	
01/11/2024	46360	BABCOCK & SONS, INC	CL31062-227	11-31520-44301	37.74	37.74	ALUMINUM LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	CL31087-227	12-31610-4430	18.87	18.87	AMMONIA LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	LL30040-227	12-31610-4430	31.85	31.85	E.COLI LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	CL31171-227	12-31610-4430	37.75	37.75	TOTAL HARDNESS PACK	
01/11/2024	46360	BABCOCK & SONS, INC	LL30054-227	12-31610-4430	31.85	31.85	E.COLI LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	LA40002-227	12-31610-4430	31.85	31.85	E.COLI LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	CA40074-22	11-31520-44301	37.74	37.74	ALUMINUM LAB ANALYSIS	
01/11/2024	46360	BABCOCK & SONS, INC	CA40095-22	12-31610-4430	174.58	174.58	BIOCHEMICAL OXYGEN	
01/11/2024	46360	BABCOCK & SONS, INC	CA40114-227	11-31520-44301	37.74	37.74	ALUMINUM LAB ANALYSIS	
<b>46361</b>								
01/11/2024	46361	CALIFORNIA BUILDING	2022 Q2	10-12003-4430	59.40	59.40	BUILDING STANDARDS A	ADMIN
01/11/2024	46361	CALIFORNIA BUILDING	2022 Q3	10-12003-4430	20.70	20.70	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2022 Q4	10-12003-4430	25.20	25.20	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2023 Q1	10-12003-4430	21.60	21.60	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2023 Q2	10-12003-4430	162.00	162.00	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2023 Q4	10-12003-4430	33.30	33.30	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2022 Q1	10-12003-4430	14.40	14.40	BUILDING STANDARDS A	
01/11/2024	46361	CALIFORNIA BUILDING	2023 Q3	10-12003-4430	335.70	335.70	BUILDING STANDARDS A	
<b>46362</b>								
01/11/2024	46362	CASELLE, INC.	130257	10-14020-4520	1,693.00	1,693.00	CONTRACT SUPPORT FEES	ADMIN
<b>46363</b>								
01/11/2024	46363	CONTROL SYSTEMS ENGINEERING	2023-1115	11-31520-44300	316.25	316.25	SCADA REPAIRS	PUBLIC WORKS
<b>46364</b>								
01/11/2024	46364	COUNTY MOTOR PARTS	307992	11-31510-44280	4.41	4.41	VALVE COVER SETS	PUBLIC WORKS
01/11/2024	46364	COUNTY MOTOR PARTS	307992	12-31620-4428	4.41	4.41	VALVE COVER SETS	
01/11/2024	46364	COUNTY MOTOR PARTS	308401	11-31510-44280	63.72	63.72	AUTO OIL AND ANTIFREEZE	
01/11/2024	46364	COUNTY MOTOR PARTS	308401	12-31620-4428	63.73	63.73	AUTO OIL AND ANTIFREEZE	
01/11/2024	46364	COUNTY MOTOR PARTS	308428	10-31140-44200	71.63	71.63	LARGE FUNNEL, AW68	
01/11/2024	46364	COUNTY MOTOR PARTS	308462	10-31140-44200	5.26	5.26	SPARK PLUG	
<b>46365</b>								
01/11/2024	46365	CR&R INCORPORATE	DECEMBER	13-31710-4430	26,680.51	26,680.51	GROSS RECEIPTS	ADMIN
01/11/2024	46365	CR&R INCORPORATE	DECEMBER	10-00000-3145	3,201.66-	3,201.66-	FRANCHISE FEES	
01/11/2024	46365	CR&R INCORPORATE	DECEMBER	13-00000-3849	1,600.83-	1,600.83-	ABA 939	
01/11/2024	46365	CR&R INCORPORATE	DECEMBER	10-00000-3848	1,334.03-	1,334.03-	VEHICLE IMPACT FEE	
<b>46366</b>								
01/11/2024	46366	D.J. MILLER, INC.	23163	22-80027-4430	109,725.00	109,725.00	PROGRESS PAYMENT #7	ADMIN
<b>46367</b>								
01/11/2024	46367	DELL COMPUTER CORPORATION	1071750439	11-31520-45200	949.58	949.58	DELL MONITORS	PUBLIC WORKS
01/11/2024	46367	DELL COMPUTER CORPORATION	1071933816	12-31620-4530	1,280.42	1,280.42	DELL MONITOR	
<b>46368</b>								
01/11/2024	46368	DESERT VALLEY POWER	2501	12-31610-4420	302.70	302.70	GROUP 31 BATTERY	PUBLIC WORKS
01/11/2024	46368	DESERT VALLEY POWER	2501	12-31610-4430	165.00	165.00	GROUP 31 BATTERY	
01/11/2024	46368	DESERT VALLEY POWER	2572	11-31520-44300	108.00	108.00	TRANSFER SWITCH INS	
01/11/2024	46368	DESERT VALLEY POWER	2573	12-31610-4430	108.00	108.00	TRANSFER SWITCH INS	
<b>46369</b>								
01/11/2024	46369	DRAGON'S EXTERMINATION	89234177	10-31158-44300	220.00	220.00	MONTHLY PEST	ADMIN
<b>46370</b>								
01/11/2024	46370	EMPIRE SOUTHWEST	EMWK36034	11-31520-44280	110.12	110.12	REPAIR IMPLEMENT CO	PUBLIC WORKS

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
01/11/2024	46370	EMPIRE SOUTHWEST	EMWK36034	12-31610-4428	110.13	110.13	REPAIR IMPLEMENT CO	
<b>46371</b>								
01/11/2024	46371	ENTHALPY	CINV-234937	11-31520-44301	850.00	850.00	WATER FLEA CHRONIC S	<b>PUBLIC WORKS</b>
<b>46372</b>								
01/11/2024	46372	FEDERAL EXPRESS	9-665-52507	11-31520-44170	7.23	7.23	WTP POSTAGE	<b>PUBLIC WORKS</b>
<b>46373</b>								
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	10-31140-43150	87.50	87.50	SAFETY SERVICES	<b>ADMIN</b>
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	10-31150-43150	87.50	87.50	SAFETY SERVICES	
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	11-31510-43150	87.50	87.50	SAFETY SERVICES	
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	12-31620-4315	87.50	87.50	SAFETY SERVICES	
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	11-31520-43150	87.50	87.50	SAFETY SERVICES	
01/11/2024	46373	FERNANDO RUIZ, INC.	165965	12-31610-4315	87.50	87.50	SAFETY SERVICES	
<b>46374</b>								
01/11/2024	46374	FIRE PROTECTION PU	251750	10-22080-4420	624.43	624.43	FIRE INVESTIGATION TE	<b>FIRE DEPT</b>
<b>46375</b>								
01/11/2024	46375	GOLDEN WEST INDUS	2123234	10-22080-4420	876.29	876.29	FIRE DEPARTMENT SUP	<b>FIRE DEPT</b>
<b>46376</b>								
01/11/2024	46376	HDL COREN & CONE	SIN032862	10-14020-4430	750.00	750.00	OCTOBER - DECEMBER	<b>ADMIN</b>
<b>46377</b>								
01/11/2024	46377	HOLT GROUP, THE	23-11-009	22-80027-4430	12,320.00	12,320.00	(475) WETLANDS ENGIN	<b>ADMIN</b>
01/11/2024	46377	HOLT GROUP, THE	23-11-010	10-70002-4430	2,450.00	2,450.00	(523) BESS PLAN CHECK	
01/11/2024	46377	HOLT GROUP, THE	23-11-013	10-12003-4430	3,355.00	3,355.00	(047) ZONING, CITY PLAN	
01/11/2024	46377	HOLT GROUP, THE	23-11-014	10-12003-4430	1,562.50	1,562.50	(207) BUILDING PERMIT	
01/11/2024	46377	HOLT GROUP, THE	23-11-015	10-31140-44302	647.50	647.50	(335) ICTC, TAC MEETIN	
01/11/2024	46377	HOLT GROUP, THE	23-11-016	22-80027-4430	1,320.00	1,320.00	(456) WETLAND GRANT A	
01/11/2024	46377	HOLT GROUP, THE	23-11-017	10-12003-4430	640.00	640.00	(499) PINE CROSSING AP	
01/11/2024	46377	HOLT GROUP, THE	23-11-018	10-12003-4430	1,934.63	1,934.63	(506) SUNSET ROSE PAR	
01/11/2024	46377	HOLT GROUP, THE	23-11-019	10-12003-4430	1,320.00	1,320.00	(507) MINI STORAGE REV	
01/11/2024	46377	HOLT GROUP, THE	23-11-020	10-12003-4430	780.00	780.00	(521) VASMAR LOT SPLIT	
<b>46378</b>								
01/11/2024	46378	HOLTVILLE TRIBUNE	0101393	10-12003-4422	1,050.00	1,050.00	WEST/EAST 9TH STREET	<b>ADMIN</b>
01/11/2024	46378	HOLTVILLE TRIBUNE	0101398	10-12003-4422	1,645.25	1,645.25	9TH STREET IMPROVEM	
<b>46379</b>								
01/11/2024	46379	I.C. AIR POLLUTION C	2522 PTO 20	11-31520-44301	583.00	583.00	2522 PTO 2024	<b>PUBLIC WORKS</b>
01/11/2024	46379	I.C. AIR POLLUTION C	2959 PTO 20	11-31520-44301	1,059.50	1,059.50	2959 PTO 2024	
<b>46380</b>								
01/11/2024	46380	I.C. SHERIFF'S DEPT	12312023-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES	<b>ADMIN</b>
01/11/2024	46380	I.C. SHERIFF'S DEPT	12312023-1	10-21040-4430	83,315.37	83,315.37	SHERIFF SERVICES	
<b>46381</b>								
01/11/2024	46381	IMPERIAL COUNTY	24-14	10-31140-44300	662.33	662.33	ICTC 2ND QUARTER 202	<b>ADMIN</b>
<b>46382</b>								
01/11/2024	46382	IMPERIAL PRINTERS	23-4254	10-14020-4416	35.20	35.20	BLANK ENVELOPES	<b>ADMIN</b>
01/11/2024	46382	IMPERIAL PRINTERS	23-4254	11-31510-44160	35.20	35.20	BLANK ENVELOPES	
01/11/2024	46382	IMPERIAL PRINTERS	23-4254	12-31620-4416	35.20	35.20	BLANK ENVELOPES	
<b>46383</b>								
01/11/2024	46383	J&S AG SUPPLIES	774938	11-31510-44200	59.21	59.21	CAMLOCK AND CLAMPS	<b>PUBLIC WORKS</b>
01/11/2024	46383	J&S AG SUPPLIES	774938	12-31620-4420	59.20	59.20	CAMLOCK AND CLAMPS	
<b>46384</b>								
01/11/2024	46384	JADE SECURITY SYST	0207869	11-31520-44300	125.00	125.00	WTP SENSOR REPAIRS	<b>PUBLIC WORKS</b>
<b>46385</b>								
01/11/2024	46385	KLEINFELDER	001454196	23-80025-4430	2,540.00	2,540.00	ALAMO RIVER TRAIL SER	<b>ADMIN</b>
<b>46386</b>								
01/11/2024	46386	LA BRUCHERIE IRRIGA	275256C	10-31150-44200	656.62	656.62	SPRINKLER SUPPLIES F	<b>PUBLIC WORKS</b>
01/11/2024	46386	LA BRUCHERIE IRRIGA	275684C	11-31520-44200	98.05	98.05	LAY FLAT HOSE BLUE	
01/11/2024	46386	LA BRUCHERIE IRRIGA	275914C	11-31520-44200	60.61	60.61	STAINLESS STEEL BALL	



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>46387</b>								
01/11/2024	46387	MARIO BARBOZA	FINAL BILL	11-00000-39620	135.80	135.80	UTILITIES FINAL BILL	<b>UTILITIES</b>
<b>46388</b>								
01/11/2024	46388	MISSIONSQUARE	6496466	10-00000-2026	2,327.63	2,327.63	RETIREMENT PREMIUM	<b>ADMIN</b>
01/11/2024	46388	MISSIONSQUARE	6496466	10-00000-2027	1,433.98	1,433.98	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	10-12001-4240	657.76	657.76	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	10-14020-4240	287.28	287.28	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	10-22080-4240	349.58	349.58	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	10-12003-4240	158.88	158.88	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	10-31140-42400	158.70	158.70	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	11-31530-42400	58.72	58.72	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	11-31510-42400	505.35	505.35	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	11-31520-42400	380.64	380.64	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	12-31610-4240	669.28	669.28	RETIREMENT PREMIUM	
01/11/2024	46388	MISSIONSQUARE	6496466	12-31620-4240	523.80	523.80	RETIREMENT PREMIUM	
<b>46389</b>								
01/11/2024	46389	PEOPLEREADY,INC.	28462064	12-31610-4130	839.40	839.40	TEMP WORKER WWTP	<b>PUBLIC WORKS</b>
01/11/2024	46389	PEOPLEREADY,INC.	28470454	12-31610-4130	839.40	839.40	TEMP WORKER WWTP	
01/11/2024	46389	PEOPLEREADY,INC.	28482863	12-31610-4130	839.40	839.40	TEMP WORKER WWTP	
01/11/2024	46389	PEOPLEREADY,INC.	28482864	10-31150-41300	770.55	770.55	TEMP WORKER PARKS	
01/11/2024	46389	PEOPLEREADY,INC.	28490634	12-31610-4130	671.52	671.52	TEMP WORKER WWTP	
01/11/2024	46389	PEOPLEREADY,INC.	28490635	10-31150-41300	616.44	616.44	TEMP WORKER PARKS	
<b>46390</b>								
01/11/2024	46390	PYRAMID CONSTRUC	23088	10-31140-44200	794.14	794.14	SAND	<b>PUBLIC WORKS</b>
<b>46391</b>								
01/11/2024	46391	RICK'S GROUP DIESE	1925753	10-22080-4430	7,214.74	7,214.74	HYBRID BATTERY	<b>FIRE DEPT</b>
<b>46392</b>								
01/11/2024	46392	RUBIO MEDINA, ARCHI	2304-122023	10-70001-4430	3,229.50	3,229.50	PUBIC SAFETY BUILDING	<b>ADMIN</b>
<b>46393</b>								
01/11/2024	46393	SELLERS PETROLEU	CL35592	10-22080-4427	1,360.24	1,360.24	FIRE DEPT FUEL	<b>PUBLIC WORKS</b>
01/11/2024	46393	SELLERS PETROLEU	CL35593	10-21070-4427	794.68	794.68	PW FUEL	<b>FIRE DEPT</b>
01/11/2024	46393	SELLERS PETROLEU	CL35593	10-31150-44270	117.56	117.56	PW FUEL	
01/11/2024	46393	SELLERS PETROLEU	CL35593	11-31510-44270	98.81	98.81	PW FUEL	
01/11/2024	46393	SELLERS PETROLEU	CL35593	11-31530-44270	243.60	243.60	PW FUEL	
01/11/2024	46393	SELLERS PETROLEU	CL35593	11-31520-44270	157.04	157.04	PW FUEL	
01/11/2024	46393	SELLERS PETROLEU	CL35593	12-31610-4427	102.49	102.49	PW FUEL	
01/11/2024	46393	SELLERS PETROLEU	CL35593	12-31620-4427	270.53	270.53	PW FUEL	
<b>46394</b>								
01/11/2024	46394	SHI INTERNATIONAL C	B17760076	12-31610-4530	1,411.17	1,411.17	SURFACE PRO AND KEY	<b>PUBLIC WORKS</b>
<b>46395</b>								
01/11/2024	46395	SUNBELT RENTALS	147602090-0	10-31150-45250	3,404.41	3,404.41	MANLIFT RENTAL	<b>PUBLIC WORKS</b>
<b>46396</b>								
01/11/2024	46396	UNDERGROUND SERV	1220230324	10-31140-44300	27.50	27.50	DIG ALERT FEES	<b>PUBLIC WORKS</b>
<b>46397</b>								
01/11/2024	46397	USA BLUEBOOK	INV0019818	11-31520-44200	129.58	129.58	POCKET COLORIMETER,	<b>PUBLIC WORKS</b>
01/11/2024	46397	USA BLUEBOOK	INV0020989	11-31520-44200	1,267.62	1,267.62	HACK FREE CHLORINE S	
01/11/2024	46397	USA BLUEBOOK	INV0021597	12-31610-4420	1,192.00	1,192.00	ZOELLER M137 EFFLUEN	
01/11/2024	46397	USA BLUEBOOK	INV0023662	11-31520-44200	463.14	463.14	SODIUM HYPOCHOLORI	
<b>46398</b>								
01/11/2024	46398	XEROX FINANCIAL SE	5209099	10-12001-4525	194.36	194.36	PRINTER LEASE	<b>ADMIN</b>
01/11/2024	46398	XEROX FINANCIAL SE	5209099	10-13010-4525	194.36	194.36	PRINTER LEASE	
01/11/2024	46398	XEROX FINANCIAL SE	5209099	10-14020-4525	194.35	194.35	PRINTER LEASE	
01/11/2024	46398	XEROX FINANCIAL SE	5209099	11-31510-45250	194.35	194.35	PRINTER LEASE	
01/11/2024	46398	XEROX FINANCIAL SE	5209099	12-31620-4525	194.35	194.35	PRINTER LEASE	

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Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Grand Totals:						<u>307,666.28</u>	


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Report Criteria:

Report type: GL detail  
Check.Check number = 46353-46398  
Check.Type = {<>} "Adjustment"

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

MEETING DATE:	<u>01/22/24</u>
ITEM NUMBER	<u>2 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** January 19, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *County and Regional Appointment List - Appointments & Selections Needed*

**INFORMATION ONLY - NO FORMAL ACTION REQUIRED BY THE COUNCIL**

**DISCUSSION:**

Attached is the County and Regional Appointment List, as recently amended, for review, further amendment and consideration. It is requested that Council review the current/past appointments, make recommendations for any possible changes and give direction to staff to contact any community members requesting service if necessary.

**CITY MANAGER RECOMMENDATION:**

It is recommended that the City Council review, amend and give staff direction.

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### AIR POLLUTION ADVISORY COMMITTEE

No regularly scheduled meetings.

Primary: **Mike Pacheco, Council Member**  
Alternate: **Ginger Ward, Council Member**

APCD Office • 150 S 9th Street (EC)  
Contact: **Belen Leon-Lopez**  
Office: (760) 482-4606  
[BelenLeon@cco.Imperial.ca.us](mailto:BelenLeon@cco.Imperial.ca.us)

### AIRPORT ADVISORY COMMITTEE

No regularly scheduled meetings.

Primary: **Mike Pacheco, Council Member**  
Alternate: **Ginger Ward, Council Member**

1405 N Imperial Avenue, Ste 1 (EC)  
Contact: **Sandy Carver-Gutierrez**  
Office: (760) 482-4236

### AIRPORT LAND USE COMMISSION

No regularly scheduled meetings.

Primary: **Mike Goodsell, Council Member**  
Alternate: **Steve Walker, City Attorney**

801 Main Street (EC)  
Contact: **Michael**  
Office: (760) 482-4236

### AREA AGENCY ON AGING (Appointed by League of CA Cities)

Meetings the 3rd Thursday of the month at 9 am

Primary: **Ginger Ward, Council Member**  
District 5 Alternate: **(Vacant)**

778 W State Street (EC)  
Contact: **(Vacant)**  
Office: (442) 265-7033

### CAMPESINOS UNIDOS

No regularly scheduled meetings.

Primary: **Manuel Rodriguez** (Appointed through April, 2024)  
Alternate: **Mike Goodsell, Council Member**

1005 C Street (Brawley)  
Executive Director: **Jose M. Lopez**  
Office: (760) 344-6300  
**M Rodriguez (760) 234-6090**

### CENTINELA STATE PRISON ADVISORY COMMITTEE

Meetings are held at the prison on the 2nd Tuesday of each month at 9am

Primary: **Laura Goodsell**

PO Box 731 (Imperial)  
Contact: **Ken Phillips**

### IMPERIAL COUNTY DISASTER COUNCIL

Meetings are held as needed, at least once a quarter.

No set date, time or

Primary: **Alex Silva, Fire Chief**  
Alternate: **Joe Conkey, Police Chief**

1078 Dogwood Road, Suite 104 (Heber)  
Contact: **Rosa Hernandez**  
Office: (760) 482-2400  
[RosaHernandez@co.Imperial.ca.us](mailto:RosaHernandez@co.Imperial.ca.us)

# 2024 CITY OF HOLTVILLE

Updated: 01/2023

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### IMPERIAL COUNTY FILM COMMISSION

1095 S 4th Street (EC)

Primary: **Ginger Ward, Council Member**

Contact: **Charla Teeters**  
Office: (760) 337-4155

### IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)

940 W Main, 2nd Floor (EC)

Meetings are held monthly every 4th Wednesday at 6:00 pm in the  
County Board of Supervisors Chambers (940 W Main Street, 2nd Floor - EC)

Executive Director: **David Aguirre**  
Office: (760) 592-4494  
[DavidAguirre@ImperialCTC.org](mailto:DavidAguirre@ImperialCTC.org)

Primary: **Mike Goodsell, Council Member**

Alternate: **Mayor Murray Anderson**

### ICTC MANAGEMENT COMMITTEE

Meetings are held every 2nd Wednesday of the month at alternating locations

Contact: **Cristi Lerma**  
Office: (760) 592-4494  
Mobile: (760) 604-1100  
[CristiLerma@ImperialCTC.org](mailto:CristiLerma@ImperialCTC.org)

Primary: **Nick Wells, City Manager**

Alternate: **Adriana Anguis, Finance Officer**

### ICTC TECHNICAL ADVISORY COMMITTEE (Two votes)

Meetings are held every 4th Thursday of the month at the ICTC Office

ICTC Offices • 1405 N Imperial (EC)

Contact: **Virginia Mendoza**  
Office: (760) 592-4494  
Mobile: (760) 604-3605

Primary: **Adriana Anguis, Finance Officer**

Primary: **Alex Chavez, Public Works Foreman**

Alternate: **George Galvan, City Planner**

[VirginiaMendoza@ImperialCTC.org](mailto:VirginiaMendoza@ImperialCTC.org)

### IMPERIAL/MEXICALI BI-NATIONAL ALLIANCE (Advisory Board)

Meetings are held every other month, 2nd Thursday of the month

ICTC Offices • 1405 N Imperial (EC)

Contact: **Virginia Mendoza**  
Office: (760) 592-4494  
Mobile: (760) 604-3605

Primary: **Nick Wells, City Manager**

Alternate: **Mayor Murray Anderson**

[VirginiaMendoza@ImperialCTC.org](mailto:VirginiaMendoza@ImperialCTC.org)

### IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION (IVEDC)

Meetings are held on the 2nd Thursday of every other month at 3:30.  
No set location.

ICTC Offices • 1405 N Imperial (EC)

Contact: **Tim Kelley**  
Office: (760) 353-8332  
[Tim@IVEDC.com](mailto:Tim@IVEDC.com)

Primary: **Nick Wells, City Manager**

Alternate: **Mayor Murray Anderson**

### IMPERIAL VALLEY HOUSING AUTHORITY

Meetings are held on the 2nd Thursday of every month at 6:00 p.m.  
Location alternates between the 1401 D Street, Brawley & the EC office

1690 West Adams Ave (EC)

Executive Director: **Kirk Mann**  
Office: (760) 337-7500

Delegate: **Murray Anderson, Mayor Pro Tem**

Delegate: **John Munger, Council Member**

[KMann@IVHA.org](mailto:KMann@IVHA.org)

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### IMPERIAL VALLEY RESOURCE MANAGEMENT

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)  
Contact: (Vacant)  
Office: (760) 337-4586

### IMPERIAL VALLEY TELECOMMUNICATIONS AUTHORITY (IVTA)

Meetings are held on the 1st Thursday of every month

Primary: Alex Estrada, IT Consultant  
Alternate: Nick Wells, City Manager

1398 Sperber Road (EC)  
Contact: Luis Wong  
Office: (760) 312-6128  
Luis.Wong@ICOE.org

### LEAGUE OF CALIFORNIA CITIES

Quarterly meetings at alternating locations

Primary: Mayor Murray Anderson  
Alternate: John Munger, Mayor Pro Tem

Contact: Catherine Hill  
Office: (619) 295-8282  
Mobile: (619) 733-1751  
CHill@CaCities.org

### LOCAL TRANSIT AUTHORITY (LTA)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)  
Contact: David Aguirre  
Office: (760) 592-4494  
DavidAguirre@ImperialCTC.org

### OVERALL ECONOMIC DEVELOPMENT COMMISSION (OEDC)

Meetings are held on the 1st Wednesday of every month at 9 am

Primary: Nick Wells, City Manager  
Alternate: Mayor Murray Anderson

940 W Main Street, Suite 203 (EC)  
Contact: Priscilla A. Lopez  
Office: (442) 265-1101  
PriscillaLopez@co.Imperial.ca.us

### PUBLIC ENTITY RISK MANAGEMENT AUTHORITY (PERMA)

Meetings are held quarterly at rotating locations

36-951 Cook Street, Suite 101 (Palm Desert) (760) 360-4966

Primary: Adriana Anguis, Finance Officer  
Alternate: Haley Dowsey, Personnel Technician

General Manager: Beth Lyons  
BLyons@PERMA.dst.ca.us

### SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board (ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)  
Contact: David Aguirre  
Office: (442) 265-1818

### SOUTHERN CA ASSOCIATION OF GOVERNMENT (SCAG)

Main Office: 818 West 7th Street, 12th Floor • LA, CA 90017 • (213) 236-1800

Primary: Mayor Murray Anderson  
Alternate: John Munger, Council Member

ICTC Offices • 1405 N Imperial (EC)  
Reg Affairs Officer: David Salgado  
Office: (760) 353-7800  
Salgado@SCAG.ca.gov

# 2024 CITY OF HOLTVILLE

Updated: 01/2023

Standing Appointments

Rotating Appointments

## County and Regional Appointment List

### Informational Only:

#### LOCAL AREA FORMATION COMMISSION (LAFCO)

Representative rotates between cities

www.iclafco.com

1122 State Street, Suite D

Contact: Jurg Heuberger

Office: (760) 353-4115

### City of Holtville Appointment List

#### PLANNING COMMISSION

Re: City Code 2.08.010

Ross Daniels (Term expires 4/15/2022 )

Cindy Pacheco (Term expires 4/15/2022 )

Vanessa Ramirez (Term expires 4/15/2024 )

John Britschgi (Term expires 4/15/2024 )

Georgina Camacho (Term expires 4/15/2024 )

City Council  
Representative

#### BECC LOCAL STEERING COMMITTEE

Mayor Murray Anderson

Nick Wells, City Manager

George Galvan, City Planner

(Vacant), Planning Commissioner

Alex Chavez, Public Works Foreman

#### CHAMBER OF COMMERCE

Meetings are held as the second Wednesday of each month at 6:00 pm

Contact: Rosie Allegranza

Primary: Ginger Ward, Council Member

Alternate: Nick Wells, City Manager

#### PERSONNEL BOARD

Re: City Code 2.28.040

Matt Hester

John Paul Wells

Patricia Salcido

#### PERSONNEL OFFICER

Nick Wells, City Manager

Re: City Code 2.28.030

#### PROJECT REVIEW COMMITTEE

Murray Anderson, Mayor

John Munger, Mayor Pro Tem

Nick Wells, City Manager

George Galvan, City Planner

Alex Silva, Fire Chief

Joe Conkey, Police Chief

John Britschgi, Planning Commissioner

Ross Daniels, Planning Commissioner

#### SAFETY OFFICER

Alex Silva, Fire Chief

Re: City Code 2.30.030

#### VEHICLE ABATEMENT

Primary: Alex Silva, Fire Chief

Alternate: Joe Conkey, Police Chief

#### VEHICLE SAFETY OFFICER

Joe Conkey, Police Chief

Re: City Code 2.30.040

Standing Appointments

Rotating Appointments

Advisory Committee Appointments

**EMPLOYEE & PUBLIC SAFETY COMMITTEE**

Re: City Code 2.30, Fire

Areas of Advisement: Illness & Injury Protection, Prevention, Health & Sanitation, Animal Control

Mayor Murray Anderson

Alex Silva, Fire Chief

Nick Wells, City Manager

**FINANCE COMMITTEE**

Advises on Revenue & Expenditures, Bonds, Purchasing, Accounting, Budget Control

Mayor Murray Anderson

George Morris, City Treasurer

John Munger, Council Member

Nick Wells, City Manager

**PERSONNEL & PUBLIC RELATIONS**

Areas of Advisement: Administration & Personnel, Public Relations, Parks & Recreation (Events), Public Policy, Community Volunteers (not related to fire and police), City Licenses & Community Beautification

Mayor Murray Anderson

Nick Wells, City Manager

(Vacant) City Clerk

John Munger, Council Member

Haley Dowsey, Personnel Technician

**PUBLIC WORKS COMMITTEE**

Areas of Advisement: Water & Sewer, Construction, Streets & Sidewalks, Parks & Sports Fields (Maint & Construction)

Primary: Murray Anderson, Mayor

Alternate: Mayor Pro Tem John Munger

**TECHNICAL ADVISORY COMMITTEE**

Nick Wells, City Manager

Jack Holt, City Engineer


George Galvan, City Planner

**Positions**

Murray Anderson	Mayor	Murray Anderson	City Manager	Nick Wells
John Munger	Mayor Pro Tem		Finance Officer	Adriana Anguis
Mike Goodsell	Council Member		Fire Chief	Alex Silva
Mike Pacheco	Council Member		Police Chief	Joe Conkey
Ginger Ward	Council Member		Personnel Technician	Haley Dowsey
			City Planner	George Galvan
George Morris	City Treasurer		City Clerk	(Vacant)



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

MEETING DATE:	<u>01/22/24</u>
ITEM NUMBER	<u>2 a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** January 18, 2024

**FROM:** Alex Silva, Fire Chief

**SUBJECT:** Purchase used 75ft quint ladder from Sycuan Fire Department

**ISSUE**

Shall the City Council approve the purchase of 2000 Pierce Ladder (Quint) Truck for the Holtville Fire Department (HFD)? The increasing construction activity in Holtville has highlighted the necessity for a ladder (quint) engine. Presently, the Holtville Fire Department's fleet only features a 24 ft ladder on our engines. The Fern Crossing Apartment, a three-story structure with a roof exceeding 42 ft, exemplifies the need for an upgraded ladder engine. In the city, several commercial buildings, including the aforementioned apartment, mandate the use of a ladder engine for effective suppression in the event of a structure fire.

Moreover, Holtville has numerous residential homes constructed with lath and plaster, requiring roof-based extinguishing techniques. In the case of a commercial building fire, the reliance on mutual aid from ladder trucks becomes crucial for effective suppression. However, the delay in mutual aid response time underscores the urgency of having a quint engine on-site. Notably, a quint engine can serve as a type 1 engine, equipped to promptly respond to structure fires within the city. Compounding the issue, our existing fleet of type 1 engines is currently undergoing repairs at the mechanic shop due to various damages

**CITY MANAGER RECOMMENDATION**

Approve the purchase of a used 2000 Pierce Quint engine from Sycuan Fire Department to augment of current fleet.

**FISCAL IMPACT**

We've come across a pre-owned quint ladder truck available at the Sycuan Fire Department in San Diego County. There are two pricing options for the quint: one is \$175,000 for the engine alone without any equipment, and the other is \$197,000, encompassing all essential components such as hoses,

appliances (fittings), radios, and headsets.

In our pursuit of pricing options, HFD staff has actively sought quotes from various vendors to supply the engine. Notably, we've received a quote exclusively for hoses from Fire Etc, amounting to over \$29,000, and this cost does not even cover additional essentials like fittings, radios, etc.

The city can utilize American Rescue Plan Act (ARPA) funding to purchase the engine

## **DISCUSSION**

. In addition to the ongoing and upcoming construction of three-story buildings within the city limits, the inadequacy of HFD's firefighting capabilities for effective suppression in such situations is evident. Recognizing this need, we have identified a solution in the form of a used quint engine available at Sycuan Fire Department (SFD). Originally purchased by Sycuan Casino in 2000 with a 75 ft ladder, the quint engine has been impeccably maintained by SFD.

However, with the development of a 12-story hotel by Sycuan Casino, the limitations of the existing 75 ft ladder have become apparent. It now covers only 31% of the new hotel. To address their evolving requirements, Sycuan Casino has acquired a taller ladder engine, rendering the 75 ft quint obsolete for their purposes.

Despite being sold in its current condition, the quint engine has undergone thorough maintenance, and all maintenance records are available from SFD. Our inspection indicates that the engine is in excellent condition, although it hasn't been formally assessed by a mechanic. The engine has demonstrated reliable performance, and recent pump testing confirms its pumping capacity and vacuum capabilities. Additionally, SFD has provided certification of ladder inspection, ensuring the equipment's safety and compliance

## **CONCLUSION**

The City of Holtville has long felt the necessity for an additional Type 1 engine. The market prices for a new Type 1 engine hover around \$800,000, while a 75-quint engine typically costs approximately \$1.2 million. Recognizing the financial constraints, we have identified a cost-effective solution in the form of a used quint engine from Sycuan Fire Department (SFD).

This SFD quint is in excellent condition, presenting a viable option to serve as the primary engine for the city. Our evaluation of other available quints in similar conditions revealed that most were located on the East Coast, where

they are subjected to snow-driven conditions that can potentially damage the pump components. In contrast, the quint from Sycuan FD has seen minimal usage and is well-preserved, making it a fitting choice to fulfill our current operational requirements.

### **ALTERNATIVES**

1. Grant authorization for the acquisition of a used 75 ft quint ladder truck from Sycuan Fire Department at a cost of \$175,000, covering solely the engine without any supplementary equipment.
2. Give the green light for the purchase of a used 75 ft quint ladder truck from Sycuan Fire Department, inclusive of extra equipment like hoses, appliances (fittings), and radios, for a total of \$197,000.
3. Direct the staff to actively seek out a quint engine available at a more budget-friendly price.
4. Instruct the staff to gather price quotations for a new quint ladder truck.
5. Withhold approval for the procurement of any engine at this point in time the price of engine with no additional equipment for \$175,000.

Cordially submitted

Alex Silva  
Fire Chief  
Holtville Fire Department

Re: Truck Inventory

AH asilva holtville.ca.gov
To: Zach Carrillo <zcarrillo@sycuan-nsn.gov>

Thu 1/18/2024 6:47 AM

Thank you Chief
Sent from my iPhone

> On Jan 17, 2024, at 9:11 PM, Zach Carrillo <zcarrillo@sycuan-nsn.gov> wrote:

> Here is an estimate for the requested equipment (attached). I did my best to look them up online and reduce the prices average of 30%. Most equipment is in great condition and some is almost new. Let me know what you think. I can provide a better itemized breakdown next week. Truck - 175K Equipment 22k. Total Price - 197k. Thanks!

> Zach Carrillo
> Fire Chief
> Sycuan Tribal Government | Fire Department
> 5449 Sycuan Rd. | El Cajon, CA | 92019
> Phone: 619-445-2893 Email: zcarrillo@sycuan-nsn.gov
> From: asilva holtville.ca.gov <asilva@holtville.ca.gov>
> Sent: Wednesday, January 17, 2024 7:53 PM
> To: Zach Carrillo
> Subject: Re: Truck Inventory

> Chief.
> Great meeting and your crew. We would like to get the hoses, appliances, vhf radio, headset ladders. Thank you
> Alex
> Sent from my iPhone

>> On Jan 17, 2024, at 7:13 PM, Zach Carrillo <zcarrillo@sycuan-nsn.gov> wrote:

>> Hey Alex! it was great meeting you today. Here is an inventory list of the Truck equipment. I thought it would be easier for you to tell me what you would be interested in so I can get you an estimate ASAP. Thanks!

>> [cid:Sycuan-Logo\_83635084-9765-42d7-91ae-6eccae9545e0111.png]

>> <https://linkprotect.cudasvc.com/url?a=http%3a%2f%2fsycuan.com%2f&c=E,1,ySoYPpyBq7G46HYO6iqjJBgF7EA-ZdFhjlqvCIWhP34HzKDMbmnhF5b9Ugyp3rawsW4tutbYoLcvaO0IHw0-WhLa4UGJzCmn3ZsNu7wi8vX -mA,,&typo=1>

>> Zach Carrillo
>> Fire Chief
>> Sycuan Tribal Government | Fire Department
>> 5449 Sycuan Rd. | El Cajon, CA | 92019

## Truck 63 Inventory

### Hose:

825 ft. of 4" (Dura Built 800)  
950 ft. of 2½" (Dura Built 800)  
350 ft. of 1¾" (Dura Built 800)

**TOTAL - \$15,600**

### Appliances:

1½" - 1" Reducer x 3  
1½" Double male x 4  
1½" Double female x 4  
1½" Gated Wye x 2  
1½" NH-NPH adapter  
1½" Bale x 2  
1½" - 2 ½" Increaser x 2  
2½" - 1½" Reducer x 4  
2½" Siamese  
2½" Double female  
2½" Double male  
2½" Gated Wye  
2 ½" - 4" Increaser x 3  
4" - 2½" Reducer  
4" Double male x 2  
4" Double female x 2  
1½" In-line T x 2  
6" to 4" Intake Relief Valve

**TOTAL - \$4,500**

### Ladders:

24 ft extension ladder  
10 ft. attic ladder  
12 ft. attic ladder  
Little Giant

**TOTAL - 1,500**

### Radio:

VHF mobile radio  
4 headsets

**TOTAL - \$400**

**GRAND TOTAL - \$22,000**



EQUIPPING THE COURAGEOUS SINCE 1978

2190 Main Street \* San Diego, CA 92113-2218
(619) 525-7286 \* Fax (619) 525-7288
sales@fire-etc.com \* www.fire-etc.com

Estimate

ADDRESS

Holtville Fire Department
549 Fern Ave
Holtville, CA 92250

SHIP TO

Holtville Fire Department
Holtville Fire Department
549 Fern Ave
Holtville, CA 92250

ESTIMATE # 2772

DATE 01/11/2024

TELEPHONE NUMBER

6195257286

SALES ASSOCIATE

MANNY

Table with 5 columns: QTY, SKU, DESCRIPTION, PRICE, AMOUNT. Contains 4 rows of equipment details including TF-600-LDH and DF-800 models.

PRICES ARE FIRM THROUGH MARCH 9, 2024

LEAD TIME: 120 DAYS A.R.O

SUBTOTAL

27,655.50

TAX

2,143.30

TOTAL

\$29,798.80

DISCLAIMER OF WARRANTIES: New equipment, standard manufacturer warranties apply. USED equipment sold AS IS. There are no warranties of any kind, expressed or implied. Buyer has inspected the equipment/goods and assumes all risk in use or handling (whether in accordance with directions or not).

Accepted By

Accepted Date

Thank you! We appreciate your business.
We are proud to be a Certified Small Business Veteran owned and operated.

**CITY OF HOLTVILLE  
RESOLUTION NO. 24-03**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING  
THE PURCHASE OF A NEW QUINT LADDER TYPE FIRE FIGHTING VEHICLE**

**WHEREAS**, the Holtville Fire Department has an inventory of vehicles that are rapidly aging and becoming more difficult to maintain; and

**WHEREAS**, the City's Insurance Service Office Rating is dependent upon possessing multiple engines to respond to emergencies, which is jeopardized by engines frequently put out of service for lengthy repairs; and

**WHEREAS**, new vertical construction in the City, such as the recently-constructed 3-story Fern Crossing Apartment complex, would necessitate a ladder equipped vehicle to adequately fight a fire; and

**WHEREAS**, ladder trucks from other agencies responding to mutual aid have been instrumental in previous structure fires within the City of Holtville; and

**WHEREAS**, Holtville Fire staff have been researching ladder or "quint" trucks in recent months for potential purchase; and

**WHEREAS**, one such vehicle has been found to be of particular value and interest; and

**WHEREAS**, staff has deemed the proposed sale price of such a vehicle by the Sycuan Tribal Government Fire Department to be the most beneficial of the options presented; and

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

1. That the Holtville City Council hereby approves a sale contract for the purchase of a 2000 Pierce Dash Series 60 Fire Vehicle from the Sycuan Tribal Government Fire Department in the amount of  \$175,000  .
2. That the Holtville City Council also hereby approves the purchase of existing equipment to outfit the vehicle, such as hoses, fittings and radios, for the additional amount of  \$22,000  .
3. That the Holtville City Council hereby authorizes these funds to be drawn against funding allocated to the City under the Federal American Rescue Plan Act (ARPA) currently held in the City's General Fund.
4. That the foregoing is true, correct and adopted.

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

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**


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Murray Anderson, Mayor

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** January 19, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>01/22/24</u>
Item Number	<u>5 a</u>
City Manager	<u></u>
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** – The Holt Group has completed design on the project. Staff has 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. Advertising to procure contractors was approved in November. The RFP ad was recently run in the Holtville Tribune with a 30-day response window. Action will be proposed in February.

**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. The ad to procure a Design Engineer was recently run in the Holtville Tribune with a 30-day response window. Action will be proposed in February.



**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 (ACE) was returned for further revision. Much of the piping between cells has been completed, as has the headworks for the inlet area. We await approval to tap into the River and begin the process of populating the beds with plant species. ***Although the ACE permit seems to be imminent, the project grant end date was looming on January 30. BoR was aware of the issue, but staff officially requested an extension this week.***

**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.

Staff checked in with the Design Engineer in late December. At this point, most of the structural work has been completed, with additional work needed on ancillary elements such as landscaping and the proposed picnic area. We will be proposing an update meeting in the next few weeks to see the current progress.

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. Council had 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. A meeting was recently held to present updated design palettes to the subcommittee last week. Mr. Medina has some exciting ideas and is welcoming input as the project progresses. *Staff spoke with Mr. Medina this week. With delays in communication, there is still significant work to be done that will take time. Staff will discuss with Council further.*

**BUILDING DEPT** - The City issued 121 building permits in 2023 and has issued 2 in 2024. 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.

Mr. Hawk has vacillated between engaging a contractor to begin construction and selling off this project. The CM met with a developer in the Spring that was highly interested in acquiring the project, but that may have cooled somewhat.

*Staff recently spoke with Mr. Hawk and reminded him that there are still several requirements to move his project forward, which he could be doing concurrently with the preparation and construction of the IID and City improvements. He said he will be speaking to his partners.* As the undergrounding and street work are imminent, he still needs to produce a site plan, building plans, pull permits, etc. The City's project should now have no bearing on his timeline. *This was reiterated to Mr. Hawk again this week.*

**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. Plans were submitted in late November. AMG addressed all substantive issues and permits were issued in late February. Final map and the necessary proposed lot split were approved in late February as well. Since the closing of the financing, several paperwork/compliance issues 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 in October. 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 recently requested, which may indicate that onset of construction is once again on the near horizon. Staff worked the past few weeks with consultants to assist the developer to place a fund draw to begin construction. The funding draw documents were approved last week, allowing for drawdown of capital to (we assume) to begin construction immediately.

**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 has continued to revise requirements and continue the project moving forward.

**Capital Improvements Project Listing** – a meeting was held in November with staff, including the City Manager, City Engineer, City Planner and Water/Wastewater Lead Operator to discuss long term capital improvements needed in the City. Water system improvements, sewer system upgrades, streets projects and other issues were discussed and expected to be further explored. A more complete detailing of the discussion will be presented to the Council in the near future.

## 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. Legislation was passed with a Board that includes a seat for a representative of Holtville. The City conducted outreach for citizens interested in serving in that capacity and City Council appointed Laura Goodsell as its representative in December.

**MEETINGS & EVENTS RECENTLY ATTENDED :**

- 01/08/24 Department Head Meeting *City Hall*
- 01/08/24 Holtville City Council Meeting *City Hall*
- 01/10/24 ICTC Management/CCMA Meetings *City of Calipatria*
- 01/12/24 Holtville Rotary Club Meeting *Buzzmore Racing Shop*
- 01/12/24 Meeting w/ Holtville Rotary Members *re: Entry Triangle Project* *City Hall*
- 01/15/24 MLK Day Observed *(City Hall Closed)*
- 01/16/24 Department Head Meeting *City Hall*
- 01/16/24 Carrot Festival Planning Meeting *City Hall*
- 01/16/24 Wetlands Project Status Meeting *Web Conference*
- 01/16/24 Meeting w/ Fire Staff *re: Pending Fire Inspection* *City Hall*
- 01/17/24 IVRMA Meeting *re: Edible Food Recovery Issues* *Web Conference*
- 01/17/24 Meeting w/ Sun Community Reps *re: Community Banking* *City Hall*
- 01/17/24 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 01/18/24 Conference w/ PS Building Architect *Teleconference*
- 01/18/24 Meeting w/ CofC *re: Public Safety Bldg Funding* *City Hall*
- 01/18/24 Meeting w/ Gafcon Consultants *re: Public Safety Bldg Funding* *City Hall*
- 01/18/24 IVEDC Annual Dinner *Del Rio CC (Brawley)*
- 01/19/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*

**UPCOMING EVENTS :**

- 01/22/24 Department Head Meeting *City Hall*
- 01/22/24 Holtville City Council Meeting *Civic Center*
- 01/29/24 IC Partnership Alliance Meeting *IC Workforce Development (EC)*
- 01/30/24 Wetlands Project Status Meeting *Project Site*
- 02/02/24 CofC Queen Coronation/Citizen of the Year Banquet *IV Swiss Club*
- 02/03/24 Sacred Heart School Dancing Fundraiser *Brawley*
- 02/09/24 Carrot Festival Kickoff Concert *Holt Avenue*
- 02/10/24 Holtville Carrot Festival Parade *Fifth Street*
- 02/10/24 Holtville Carrot Festival Mariachi Night *Fifth Street*
- 02/12/24 Holtville City Council Meeting *City Hall*
- 02/14/24 ICTC Management/CCMA Meetings *City of El Centro*
- 02/15 - 02/16/24 NW Vacation Days *(Out of Office)* *Puerto Vallarta, Mexico*
- 02/19/24 President's Day *(City Hall Closed)*
- 02/20/24 Holtville Planning Commission Meeting *City Hall*
- 03/21/24 Holtville Farmers Market & Street Fair *(Tentative)* *Holt Park*
- 05/01 - 05/03/24 SCAG General Assembly & Annual Conference *Palm Desert, CA*

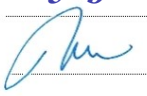
If you have any questions about any of the items presented, please feel free to contact me directly.

Respectfully submitted,



Nicholas D. Wells  
(760) 356-2831

City of Holtville  
Report to City Council

<b>MEETING DATE:</b>	<u>01/22/24</u>
<b>ITEM NUMBER</b>	<u>5 b</u>
<b>Approvals</b>	<b>CITY MANAGER</b> 
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

January 18, 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.

- Preparing for the audit scheduled for the week of January 22<sup>nd</sup>.
- 23 water shutoffs in January
- Submitted claim to CalFire for Hurricane Hilary expenses, met with FEMA regarding the damages and claims, we are scheduled for an in person meeting January 26<sup>th</sup>.
- Received COPS growth check in the amount of \$73,756.19 as per resolution 23-27.
- Receiving payments from Campesinos Unidos LIHWAP utility assistance and report submittals to LIHWAP.

Respectfully Submitted,

*Adriana Anguis*

Adriana Anguis  
Finance Supervisor  
City of Holtville

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

**DATE ISSUED:** January 8, 2024  
**FROM:** Alex Silva, Fire Chief  
**SUBJECT:** Monthly Report for December 2023

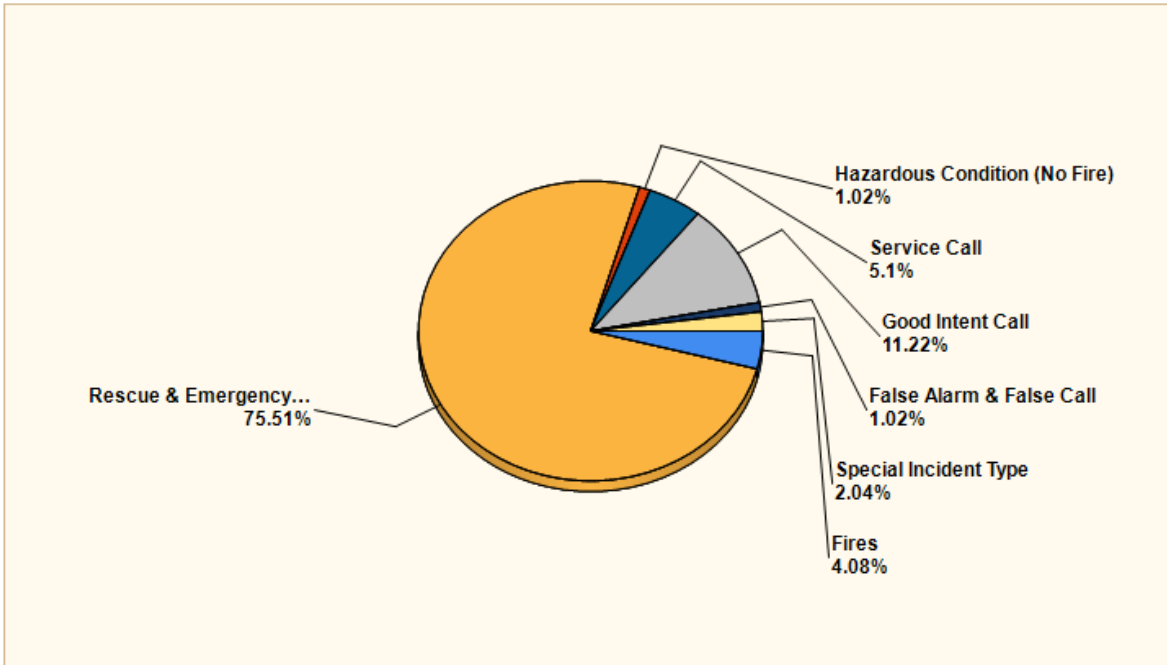
**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

The month of December is always one of our busiest months of the year. We started out on 5<sup>th</sup> Street and Holt Avenue doing our annual “fill a boot for shoes”. This year we were able to raise enough money to purchase 40 pairs of shoes for Finley School. We held our Jonny B the EMT Guardian Angel. We purchased 31 \$100 gift cards for Finley and Pine School students. The students are picked by the school, kids that might need a little more Christmas cheer during the holidays. Thanks to Cooper’s West Insurance, American Legion Auxiliary Bradley Keffer Unit, Thomas and Paula Daniels, Verde 4H, Holtville 4H, Burnworth Landscape, Josh and Vanessa Castellanos, and two secret Santas. This event couldn’t occur without the support from our City Council members, Nick Wells City Manager, and the Holtville Fire Association. Parents are always appreciative of the support the City of Holtville does for our kids in our city. The following is the monthly for December 2023.

Emergency Calls	98
Training hours	204
Residential inspections	32
Commercial inspections	8

Cordially submitted

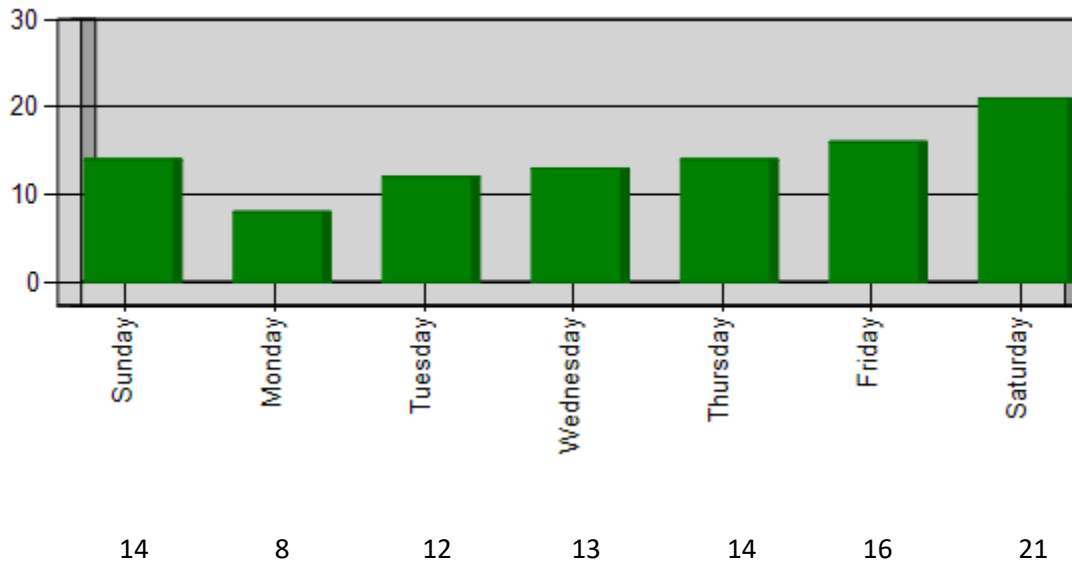
Alex Silva  
Fire Chief  
Holtville Fire Department



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	4.08%
Rescue & Emergency Medical Service	74	75.51%
Hazardous Condition (No Fire)	1	1.02%
Service Call	5	5.1%
Good Intent Call	11	11.22%
False Alarm & False Call	1	1.02%
Special Incident Type	2	2.04%
<b>TOTAL</b>	<b>98</b>	<b>100%</b>

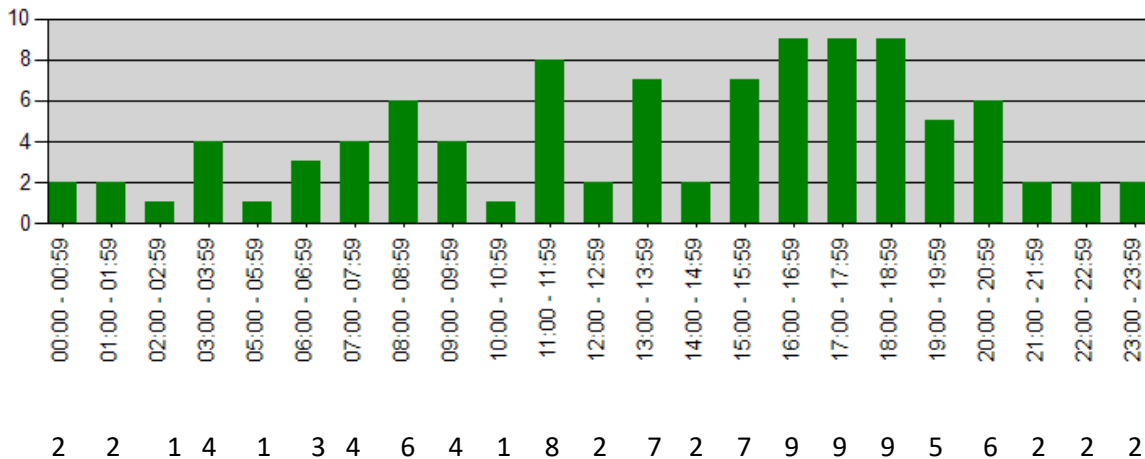
ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	1	1.02%
11 - Extinguishment by fire service personnel	3	3.06%
12 - Salvage & overhaul	1	1.02%
24 - Recover body	1	1.02%
31 - Provide first aid & check for injuries	9	9.18%
32 - Provide basic life support (BLS)	68	69.39%
58 - Operate apparatus or vehicle	1	1.02%
71 - Assist physically disabled	2	2.04%
73 - Provide manpower	1	1.02%
86 - Investigate	5	5.1%
93 - Cancelled en route	8	8.16%

**TOTAL: 100**

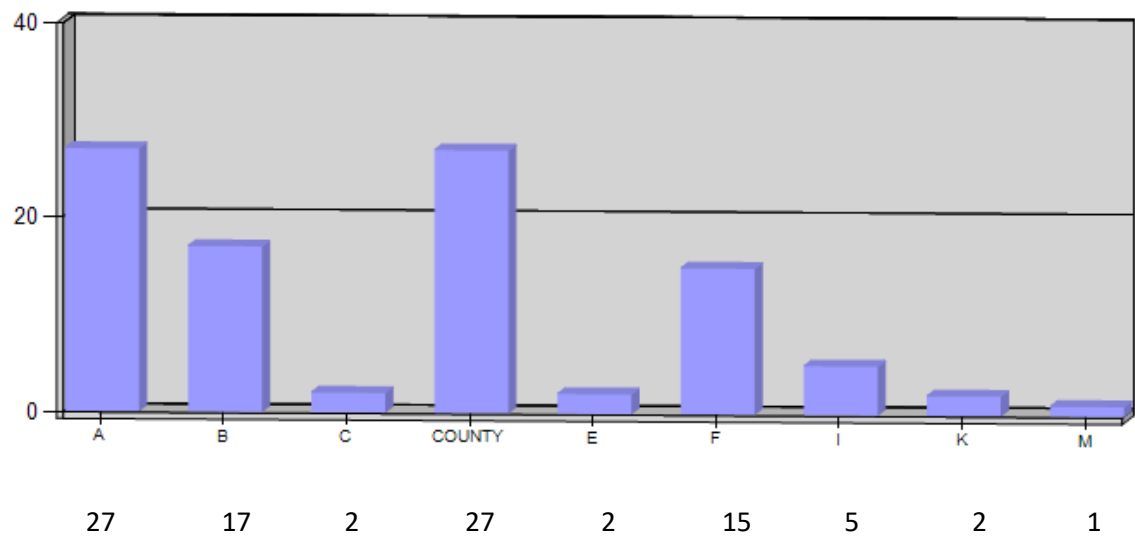


TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
1	\$20,000.00	\$10,000.00	\$30,000.00	\$30,000.00


INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2023-1067	12/26/2023	121 - Fire in mobile home used as fixed residence	\$20,000.00	\$10,000.00	\$30,000.00	100.00%







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

<b>MEETING DATE:</b>	<u>01/22/24</u>
<b>ITEM NUMBER</b>	<u>5 c</u>
<b>Approvals</b>	<b>CITY MANAGER</b> 
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

**DATE ISSUED:** January 8, 2024  
**FROM:** Alex Silva, Fire Chief  
**SUBJECT:** Annual Report for year 2023

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

First and foremost, I would like to thank City Council, City Manager Nick Wells, my outstanding firefighters for allowing me another year as your Fire Chief. December 2023 was my 15-year anniversary as Fire Chief for the City of Holtville

This year was the busiest call volume (pre Covid) we have had since I started doing a yearly report to the city. We averaged two calls per day, in 2023 we averaged 3 calls per day. While another call per day might not seem like a lot, it's about a 33% increase in our call volume.

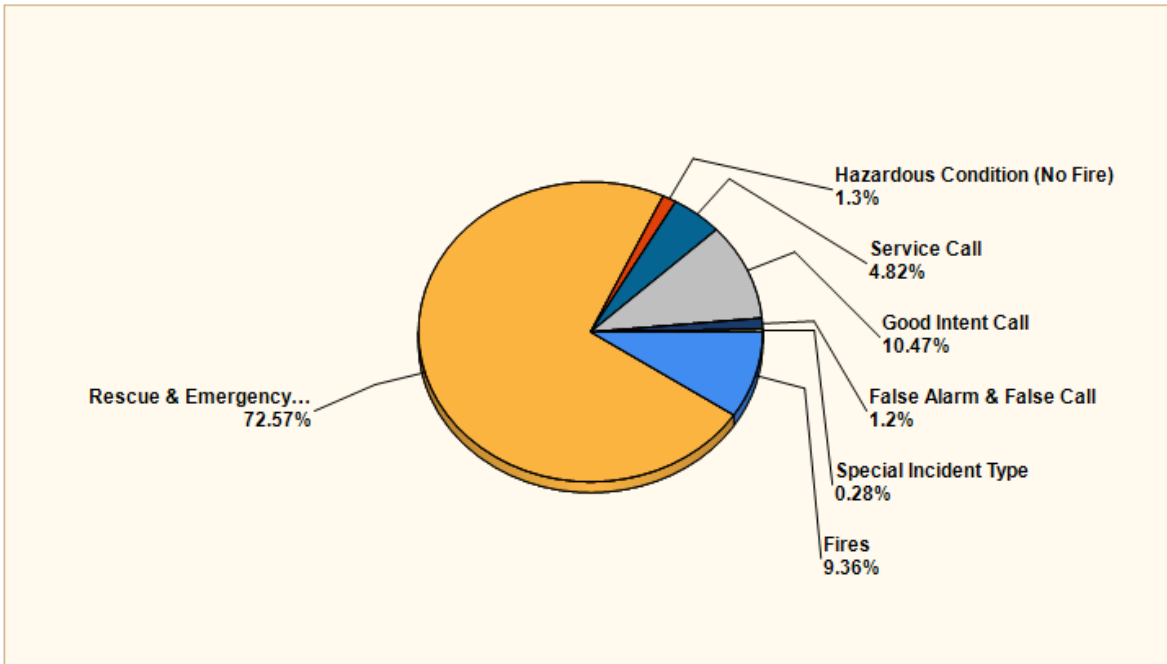
This year we participated in two strike teams activations, one to Riverside (Rabbit Fire) with the brush truck and myself and to the Happy Camp Complex, myself for 18 days. The State of California had a lot of precipitation this year, this only adds to the upcoming years as fuel for future fires.

The Firefighter's association continued with the great community involvement. During the month of February, we took academic achievement school kids to the carnival, our Ride your Bike to School in May, Walk to School in October, Fill a boot for shoes, Jonny B the EMT Guardian Angel program, fire prevention presentation, visits to the fire house, career days, attend the Burn Institute Camp, Community Emergency Response Team training, the IVC senior health and exercise program and Holtville Explorer's program.

This year's summer pool was a great success. The lifeguards did a fantastic job, I am extremely happy to report we didn't have a significant incident.

Thank you for your continued support.

Alex Silva  
Fire Chief

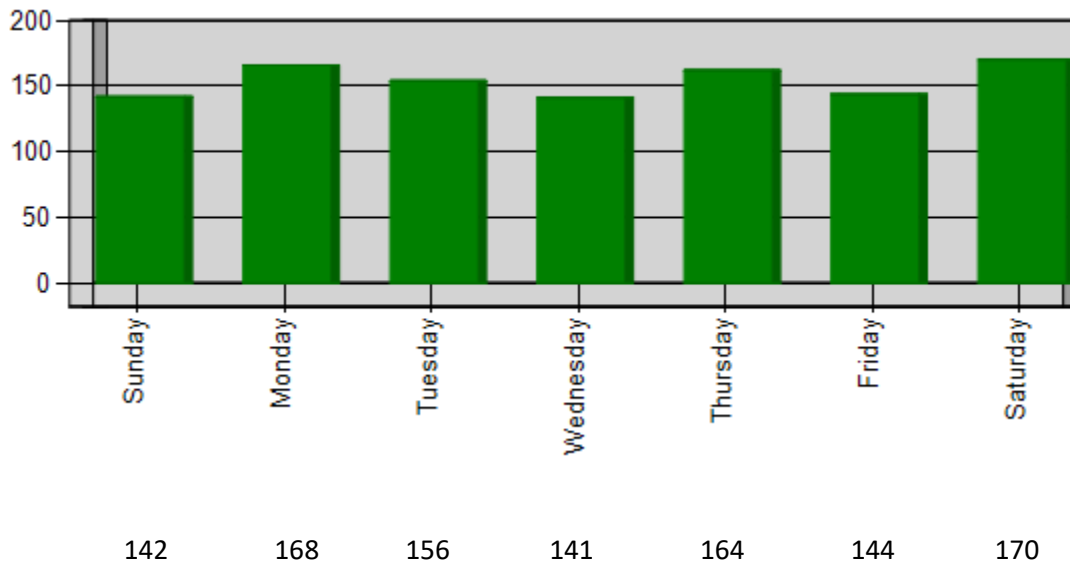


MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	102	9.36%
Rescue & Emergency Medical Service	788	72.57%
Hazardous Condition (No Fire)	15	1.3%
Service Call	53	4.82%
Good Intent Call	113	10.47%
False Alarm & False Call	13	1.2%
Special Incident Type	3	0.28%
<b>TOTAL</b>	<b>1085</b>	<b>100%</b>

ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	5	0.46%
10 - Fire control or extinguishment, other	26	2.41%
11 - Extinguishment by fire service personnel	51	4.72%
12 - Salvage & overhaul	31	2.87%
13 - Establish fire lines (wildfire)	2	0.19%
14 - Contain fire (wildland)	8	0.74%
16 - Control fire (wildland)	2	0.19%
22 - Rescue, remove from harm	1	0.09%
24 - Recover body	1	0.09%
30 - Emergency medical services, other	2	0.19%
31 - Provide first aid & check for injuries	69	6.38%
32 - Provide basic life support (BLS)	732	67.72%
41 - Identify, analyze hazardous materials	1	0.09%

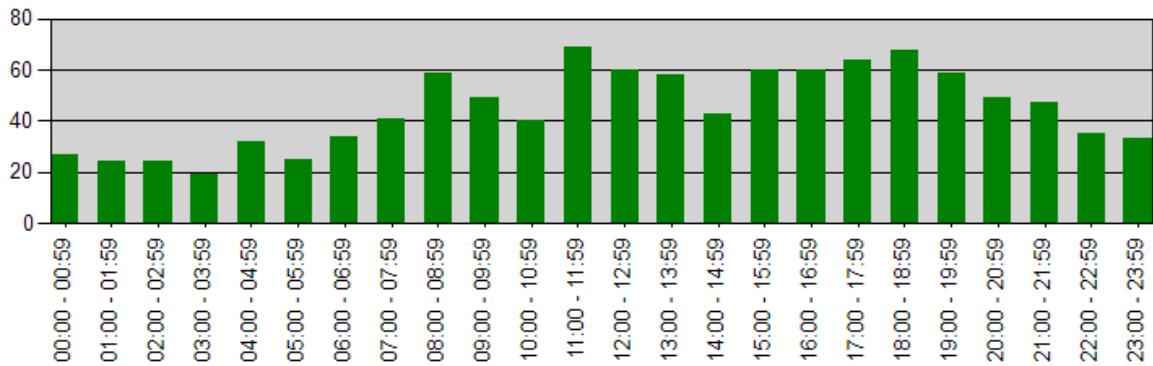
45 - Remove hazard	1	0.09%
52 - Forcible entry	2	0.19%
54 - Determine if materials are non-hazardous	1	0.09%
55 - Establish safe area	2	0.19%
58 - Operate apparatus or vehicle	1	0.09%
62 - Restore sprinkler or fire protection system	1	0.09%
64 - Shut down system	3	0.28%
70 - Assistance, other	16	1.48%
71 - Assist physically disabled	16	1.48%
73 - Provide manpower	20	1.85%
82 - Notify other agencies.	2	0.19%
83 - Provide information to public or media	1	0.09%
84 - Refer to proper authority	1	0.09%
86 - Investigate	53	4.9%
87 - Investigate fire out on arrival	7	0.65%
92 - Standby	3	0.28%
93 - Cancelled en route	83	7.68%

**TOTAL: 1144**

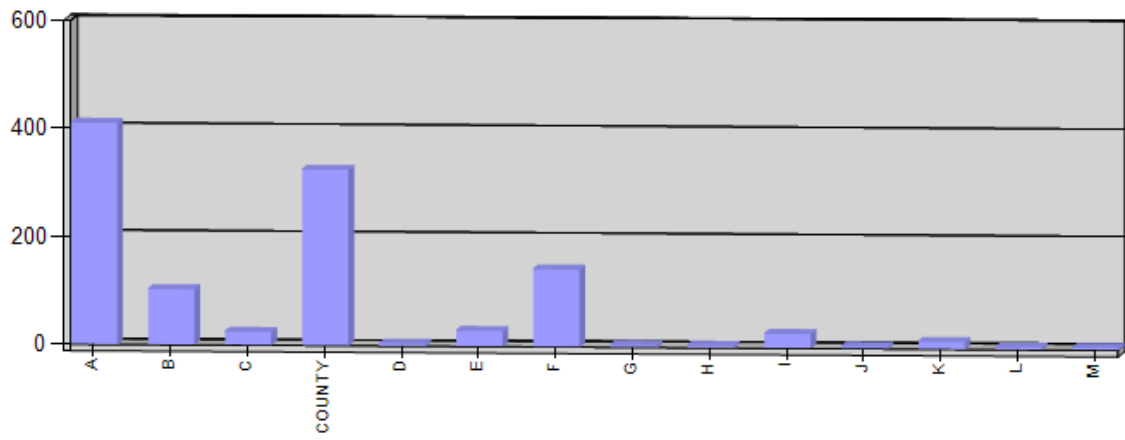


TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
12	\$902,350.00	\$114,000.00	\$1,016,350.00	\$84,695.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2023-101	01/29/2023	322 - Motor vehicle accident with injuries	\$13,000.00	\$13,000.00	\$26,000.00	2.56%
2023-1067	12/26/2023	121 - Fire in mobile home used as fixed residence	\$20,000.00	\$10,000.00	\$30,000.00	2.95%
2023-202	03/16/2023	322 - Motor vehicle accident with injuries	\$40,000.00	\$40,000.00	\$80,000.00	7.87%
2023-206	03/18/2023	111 - Building fire	\$5,000.00	\$0.00	\$5,000.00	0.49%
2023-248	03/31/2023	131 - Passenger vehicle fire	\$3,500.00	\$0.00	\$3,500.00	0.34%
2023-25	01/08/2023	131 - Passenger vehicle fire	\$68,350.00	\$0.00	\$68,350.00	6.73%
2023-342	04/28/2023	171 - Cultivated grain or crop fire	\$6,500.00	\$0.00	\$6,500.00	0.64%
2023-402	05/17/2023	322 - Motor vehicle accident with injuries	\$10,000.00	\$0.00	\$10,000.00	0.98%
2023-420	05/24/2023	142 - Brush or brush-and-grass mixture fire	\$1,000.00	\$1,000.00	\$2,000.00	0.20%
2023-494	06/12/2023	322 - Motor vehicle accident with injuries	\$500,000.00	\$0.00	\$500,000.00	49.20%
2023-5	01/02/2023	322 - Motor vehicle accident with injuries	\$15,000.00	\$0.00	\$15,000.00	1.48%
2023-813	10/02/2023	111 - Building fire	\$220,000.00	\$50,000.00	\$270,000.00	26.57%

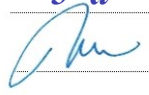


27 24 24 19 32 25 34 41 59 49 40 69 60 58 43 60 60 64 68 59 49 47 35 33



410 102 24 325 1 28 143 1 1 26 2 13 1 2

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

MEETING DATE:	<u>01/22/24</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** January 16th, 2024

**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 01/03/24 thru 01/16/2024.

**WATER PLANT:**

- Staff completed epoxy sealant recoating work on chemical storage containment cinder block retention walls.
- Staff completed annual filter media inspection and measurement in filter cells 1-2-3-4.

**WASTEWATER PLANT:**

- staff completed headworks auger brush replacement, and completed related service work to Raptor screening unit (*see attached photos*).

Respectfully Submitted,



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



**Front view of Raptor headworks auger screening unit**





**Side view of Raptor screening unit taken out of service for brush replacement**




**Close-up view of new headworks auger screen brush assembly**

**City of Holtville  
REPORT TO COUNCIL**

**DATE ISSUED**      December 19<sup>th</sup>, 2024.

**FROM:**              Public Works Foreman

**SUBJECT:**          Bimonthly Report.

<b>MEETING DATE:</b>		<u>01/22/24</u>
<b>ITEM NUMBER</b>		<u>5 e</u>
<b>Approvals</b>	<b>CITY MANAGER</b>	
	<b>FINANCE MANAGER</b>	_____
	<b>CITY ATTORNEY</b>	_____

**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 10 registers.
- Repaired water break on Country Club Drive.
- Clean up intersection island on Cedar Ave. and 4<sup>th</sup> St.
- Tested 10 backflow devices.
- Caught 3 dogs and 1 cat.

Respectfully Submitted,

Alejandro Chavez  
Public Works Foreman  
City of Holtville