

## AGENDA

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

Monday, April 8, 2024

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

**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:

#### PROCLAMATION:

*Autism Awareness Month  
Gloria Brambila - Mother, Volunteer Advocate*

**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, March 25, 2024.
- b. Current Demands #46640 through #46685.

**REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:**

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

**3. NEW BUSINESS:**

- a. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **ORDINANCE #499** Amending Title 10, Section 10.08.030 Regarding Prohibition of Long-Term Parking on City Streets  
*Nick Wells, City Manager*
  
- b. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **ORDINANCE #488** Amending Title 10, Section 10.08 Regarding Prohibition of Parking on Residential Lawn Areas  
*Nick Wells, City Manager*
  
- c. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **ORDINANCE #491** Amending Title 10, Section 10.20 Regarding Restricting the Use of Cargo Containers  
*Nick Wells, City Manager*
  
- d. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **ORDINANCE #493** Amending Title 10, Section 10.20 Regarding Regulating Improved Cargo Container Use  
*Nick Wells, City Manager*
  
- e. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **ORDINANCE #496** Amending Title 17, Section 17.41.080 Regarding Signage and Development Setback Requirements in Downtown Codes  
*Nick Wells, City Manager*
  
- f. **Discussion/Related Action** Regarding a Proposal for Text Messaging Communication Services Between the City and its Residents  
*Yvette Rios, City Clerk*

**4. INFORMATION ONLY:** *None*

**5. STAFF REPORTS**

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

**6. Items for future meetings**

**7. ADJOURNMENT:**

I, Yvette Rios, 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](http://www.Holtville.ca.gov)) on Friday, April 5, 2024.

PROCLAMATION

DECLARING April 2024 AS AUTISM AWARENESS MONTH & April 2, 2024 AS WORLD  
AUTISM AWARENESS DAY IN THE CITY OF HOLTVILLE

WHEREAS, Autism is the result of a neurological disorder that affects the normal functioning of the human brain, and can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS, symptoms and characteristics of Autism may present themselves in a variety of combinations and can result in significant lifelong impairment of an individual's ability to learn, develop healthy interactive behaviors, and understand verbal, as well as nonverbal communication; and

WHEREAS, the Autism Spectrum Disorder (ASD) is a reality that affects millions of families every day and more children are being diagnosed, resulting in rates as high as one in thirty-six children nationally with four times greater prevalence among boys than girls according to the Centers for Disease Control; and

WHEREAS, while our nation has made progress in supporting those with ASD we are only beginning to understand the factors behind the challenges they face; and as the effort to address Autism continues, doctors, therapists, and educators can help individuals with Autism overcome or adjust to its challenges and provide early, accurate diagnosis, appropriate education intervention, and therapy that are vital to future growth and development; and

WHEREAS, in April we recognize those with Autism achieving and breaking down barriers, and recommit to helping those on the Autism Spectrum reach their full potential at all times; and

WHEREAS, the City of Holtville, California proudly supports the annual observance of Autism Awareness Month and World Autism Awareness Day in the hope that it will lead to a better understanding of the Autism Spectrum Disorder, celebrating the work of advocates, professionals and family members, and all who work to build a brighter tomorrow alongside those with Autism.

NOW, THEREFORE, BE IT RESOLVED, I, Murray Anderson, Mayor of the City of Holtville hereby proclaim April 2024 as Autism Awareness Month and April 2, 2024 as World Autism Awareness Day in the City of Holtville to raise public awareness, acceptance and inclusion of those with Autism and the myriad of issues surrounding the disorder, as well as to increase knowledge of the programs that have been and are being developed to support individuals with Autism and their families.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Holtville to be affixed on this \_\_\_ day of \_\_\_ 2024.

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Murray Anderson, Mayor

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City Clerk

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

**Monday, March 25, 2024**

MEETING DATE:	<u>3/25/24</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, March 25, 2024, at 5:00 pm in the Civic Center. Mayor Murray Anderson was present, as were Council Members Mike Goodsell, John Munger, Mike Pacheco, and Ginger Ward. Also present were Finance Supervisor Adriana Anguis, Fire Chief Alex Silva, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios

**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 6:08 PM.*

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

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

**CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

*City Clerk Yvette Rios verified that the agenda was duly posted on Friday, March 22, 2024.*

**EXECUTIVE SESSION ANNOUNCEMENTS:**

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

**RECOGNITION:**

***Holtville High School CIF Wrestling Achievements***

*HHS Athletic Director CJ Johnston*

*HHS Athletic Director and Wrestling Team Coach CJ Johnston came to introduce students from the Wrestling Team with CIF achievements. He began with Mia Navarro (senior) who placed 1st. Mr. Johnston explained that Ms. Navarro has been a leader for the Girls Wrestling Team and Mr. Goodsell affirmed this, as a teacher at HHS, he witnessed how the program grew from her arrival. Mr. Johnston briefly summarized the outcomes for the boys and girls teams, each earned 2nd place in their respective CIF divisions, preceding this season the Boys Wrestling Team held the CIF Championship title for three consecutive years. He reviewed four of the seven boys CIF finalists. Mason Navarro (junior) placed 4th, Maddox Toten (senior) placed 2nd, Seth Iten (Senior) placed 1st, and Smith Hilfiker (Junior) placed 2nd. Chief Silva mentioned that a recent hire, Joey Navarro, is the brother of the two Navarro athletes recognized this night. Mr. Wells proudly exhibited a t-shirt from wrestling his senior year at HHS.*

## **GENERAL PUBLIC COMMENTS:**

*Laura Goodsell, Holtville representative for the Imperial Valley Health Care District Initial Board of Directors, came to update the Council regarding the unified health care district. She reported that the informational website where meeting recordings and zoom links are uploaded is up and running: iv-hd.org. The IVHC Initial Board of Directors will be holding meetings on the second Thursdays of the month, as well as special meetings in between to maintain expeditious progress. She summarized recent action the Board has taken. Most notably, they recently voted to send a letter to LAFCo to deny the request of PMHD to have control of IVHD and they seated a seventh director.*

### **1. CITY COUNCIL CONSENT AGENDA:**

- a.** Approval of the Minutes from the Regular Meeting of Monday, March 11, 2024.
- b.** Current Demands #46594 through #46639
- c.** Action to Adopt RESOLUTION #24-13 Adopting a Revised Salary Schedule for the 2023-24 Fiscal Year.

*Mr. Goodsell directed staff to conduct a salary survey in response to recent salary revisions.*

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

AYES: *Goodsell, Pacheco, Ward, Anderson*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

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

*Ms. Rios reported that she assisted with the Farmers Market and attendance, as expected, was lower than usual due to this being the first event of the season. She informed the Council that she attended a virtual IVRMA meeting and is expecting a presentation from the IV Food Bank regarding allocating funds from the recently awarded SB 1383 grant. Mr. Munger directed Ms. Rios and Ms. Dowsey to advertise the Farmers Markets as a community event with local newspapers.*

*Mr. Wells has had multiple meetings recently regarding the Wetlands project. THG is in contact with Army Corps representatives and are hopeful that our application will soon be accepted. He attended an MCTC meeting held in the Civic Center recently as well as the State of the County Address. He reminded the Council of the upcoming League of Cities Dinner.*

*Mr. Walker had nothing to report.*

*Ms. Ward attended an Area on Agency meeting, they are working on an RFP to review expired contracts. She attended the Turning Point Banquet and the Imperial County Retired Employees Association and Chief Silva was a speaker. Ms. Ward and attendees raved about Chief Silva's speech.*

*Mr. Goodsell reported that the Lithium Valley Steering Committee awarded Rand Corp. with a contract for their submitted proposal. He will be attending ICTC on Wednesday and the League of Cities Dinner on Thursday.*

*Mr. Munger apologized for missing the previous Council meeting, he was thankful to represent the City at the Blue Angels Air Show early in March. He will attend the League of Cities Dinner and a Federal Opioid Outreach Committee meeting. He informed the Council that he will be taking a vacation soon, therefore missing the first Council meeting in May.*

*Mr. Pacheco reported that he attended the Imperial Valley Ag Tour with Mayor Anderson, he said it was "awesome" and very informative.*

*Chief Silva reported on recent training he and his staff have been attending and informed them that their recent "Fill the Boot" fundraiser for the Burn Institute was very successful, they raised \$1,360 in three hours. If there were no objections, he planned to hold a ceremonial christening for the recently purchased ladder fire truck on April 12th.*

*Ms. Anguis reported that she attended a FEMA meeting with Chief Silva and she has an upcoming inspection of Holtville Gardens apartments for the HOME program. She assisted WTP staff with the Annual Water Report and announced that water shutoffs decreased by 50% for March.*

*Mayor Anderson attended the Imperial-Mexicali Bi-National Alliance meeting with Mr. Wells and it was very informative, he was impressed with the enormity of the warehouses he viewed. He also attended an IVHA meeting, the aforementioned Imperial Valley Ag Tour with Mr. Pacheco, and the Imperial County State of City Address with an exciting performance of the National Anthem by Mr. Wells. He will attend the League of Cities Dinner and he is celebrating 28 years of marriage on Good Friday.*

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

**3. NEW BUSINESS:**

- a. Discussion/Related Action** to Designate the City of Holtville's Delegate and Alternate Representative to the 2024 SCAG Regional Conference & General Assembly, to be Held May 2-3, 2019, at the Desert Springs Resort & Spa in Palm Desert, California

***Nick Wells, City Manager***

*Regional Cities at the SCAG Conference discuss issues, share ideas, and decide on a platform to represent the region. The City of Holtville is required to appoint a delegate and Mayor Anderson plans to attend as the primary and Mr. Goodsell the alternate delegate.*

*A motion was made by Ms. Ward and seconded by Mr. Munger to designate Mayor Anderson as the SCAG delegate for Holtville and Mr. Goodsell as an alternate delegate. The motion passed in the form of a roll call vote.*

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**4. INFORMATION ONLY:**

- a. Discussion Only** Regarding the City's Public Safety Building Project

***Nick Wells, City Manager***

*Mr. Wells presented a preliminary cost estimate from Architect Rubio Medina on the Public Safety Building Project. He explained that the cost to execute Phase 1 & 2 is currently estimated at a little over \$11M. This figure is significantly higher than earlier projections. The fire bay (Phase 1) was expected to cost less, but is now figured to cost about \$3M. Residential and administration structures are estimated at \$8M. Being that the City has \$5M in funds for the project secured, the current plans might need to be modified or reorder the phases. Several different possible strategies were mentioned that are potentially more feasible. Mayor Anderson was in favor of making the phases two separate projects and switching their order if that was the beneficial scenario. Mr. Wells will be lobbying for more funding from different offices with grants in progress.*

**5. STAFF REPORTS:**

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

*Mr. Wells reported that all residents on Ninth Street are now using City water.*

**b. Finance Supervisor - Adriana Anguis**

**c. Fire Chief - Alex Silva**

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

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

**6. Items for Future Meetings:**

*72-hour & Trailer Parking Ordinance*

*Stop sign study for the intersection of Cedar Avenue and Ninth Street*

**7. ADJOURNMENT:**

*There being no further business to come before the Council,  
Mayor Anderson adjourned the meeting at 7:18 PM.*

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**Yvette Rios, City Clerk**

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**Murray Anderson, Mayor**



<b>MEETING DATE:</b> <i>4/8/24</i>	
<b>ITEM NUMBER</b>	<i>1 b</i>
<b>Approvals</b>	<b>CITY MANAGER</b> _____
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

Report Criteria:  
 Report type: GL detail  
 Check: Check number = 46640-46685  
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>46640</b>								
03/21/2024	46640	ADRIANA ANGUI	MILEAGE FE	10-12001-4429	91.79	91.79	MILEAGE GEB-MARCH 2	<b>ADMIN</b>
Total 46640:						91.79		
<b>46641</b>								
04/04/2024	46641	ACE HARDWAR	E26647	10-31140-44200	15.07	15.07	BROOM	<b>PUBLIC WORKS FIRE DEPT</b>
04/04/2024	46641	ACE HARDWAR	E26766	11-31520-44200	42.08	42.08	BATTERIES	
04/04/2024	46641	ACE HARDWAR	E26958	11-31520-44200	32.94	32.94	COUPLER, HOSE	
04/04/2024	46641	ACE HARDWAR	E27105	10-80127-4420	18.31	18.31	PADLOCK	
04/04/2024	46641	ACE HARDWAR	E28373	10-31140-44210	155.87	155.87	WRENCH KITS	
04/04/2024	46641	ACE HARDWAR	E28373	11-31510-44210	155.87	155.87	WRENCH KITS	
04/04/2024	46641	ACE HARDWAR	E28373	12-31620-4421	155.87	155.87	WRENCH KITS	
04/04/2024	46641	ACE HARDWAR	E29453	10-31150-44200	18.31	18.31	INSECT KILLER	
04/04/2024	46641	ACE HARDWAR	E31430	11-31520-44200	45.49	45.49	WTP SUPPLIES	
04/04/2024	46641	ACE HARDWAR	E31530	11-31520-44200	30.15	30.15	PAINT	
04/04/2024	46641	ACE HARDWAR	E31629	11-31520-44200	11.56	11.56	BRUSHES AND SCREWS	
04/04/2024	46641	ACE HARDWAR	E32250	10-22080-4420	138.99	138.99	AMAZON INTERNET ORD	
04/04/2024	46641	ACE HARDWAR	E33845	11-31520-44200	23.68	23.68	ANT KILLER	
04/04/2024	46641	ACE HARDWAR	E33905	10-31140-44200	39.76	39.76	HYDRANT REPAIR SUPP	
04/04/2024	46641	ACE HARDWAR	E34046	10-21070-4420	50.63	50.63	DOG FOOD	
04/04/2024	46641	ACE HARDWAR	E34061	12-31620-4431	8.18	8.18	STRAIGHT ELBOWS	
04/04/2024	46641	ACE HARDWAR	E34203	10-22080-4420	59.24	59.24	LABELER AND TAPE	
04/04/2024	46641	ACE HARDWAR	E34211	10-22080-4420	11.84	11.84	OPTIUM BATTERY	
04/04/2024	46641	ACE HARDWAR	E34302	10-31140-44200	25.85	25.85	SUN HAT	
04/04/2024	46641	ACE HARDWAR	E34310	10-31150-44200	33.37	33.37	INSECT KILLER	
04/04/2024	46641	ACE HARDWAR	E34315	11-31510-44200	8.07	8.07	SPRINKLER SUPPLIES	
04/04/2024	46641	ACE HARDWAR	E34315	12-31620-4420	16.14	16.14	SPRINKLER SUPPLIES	
04/04/2024	46641	ACE HARDWAR	E34325	10-31150-44200	31.00	31.00	SPRAY HEAD POPUP	
04/04/2024	46641	ACE HARDWAR	E35794	10-31150-44200	58.16	58.16	ROUNDUP FOR WEEDS	
04/04/2024	46641	ACE HARDWAR	E36952	10-31158-44200	4.95	4.95	DISH SOAP	
Total 46641:						1,191.38		
<b>46642</b>								
04/04/2024	46642	ADRIANA ANGUI	MILEAGE M	10-12001-4429	22.45	22.45	MARCH 2024 MILEAGE	<b>ADMIN</b>
Total 46642:						22.45		
<b>46643</b>								
04/04/2024	46643	AFLAC	036618	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	<b>ADMIN</b>
04/04/2024	46643	AFLAC	036618	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	259717	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	259717	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	337433	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	337433	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	519030	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
04/04/2024	46643	AFLAC	519030	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
Total 46643:						101.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
<b>46644</b>									
04/04/2024	46644	AIRWAVE COMM	447503	10-22080-4431	151.00	151.00	HEADSET FACTORY REP	FIRE DEPT	
Total 46644:						151.00			
<b>46645</b>									
04/04/2024	46645	ALEJANDRO ES	1466	10-12001-4510	90.00	90.00	MANAGEMENT INFO SER	PUBLIC WORKS FIRE DEPT ADMIN	
04/04/2024	46645	ALEJANDRO ES	1466	10-12003-4510	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	10-14020-4510	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	10-22080-4510	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	11-31510-45100	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	12-31620-4510	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	11-31520-45100	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	12-31610-4510	90.00	90.00	MANAGEMENT INFO SER		
04/04/2024	46645	ALEJANDRO ES	1466	10-22080-4520	450.00	450.00	FIRE DEPT CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	11-31520-45200	300.00	300.00	WTP CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	12-31610-4520	750.00	750.00	WWTP CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	10-12001-4520	180.00	180.00	CITY HALL CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	10-12003-4520	180.00	180.00	CITY HALL CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	10-14020-4520	180.00	180.00	CITY HALL CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	11-31510-45200	180.00	180.00	CITY HALL CONSULTING		
04/04/2024	46645	ALEJANDRO ES	1466	12-31620-4520	180.00	180.00	CITY HALL CONSULTING		
Total 46645:						3,120.00			
<b>46646</b>									
04/04/2024	46646	ALEJANDRO SIL	FIRE SUMMI	10-22080-43110	105.00	105.00	SAN DIEGO WILDLAND FI	FIRE DEPT	
Total 46646:						105.00			
<b>46647</b>									
04/04/2024	46647	AUTO ZONE CO	5648850345	10-22080-4428	18.79	18.79	INTERIOR CLEANER	FIRE DEPT	
Total 46647:						18.79			
<b>46648</b>									
04/04/2024	46648	BABCOCK & SO	CC41145-22	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACK	PUBLIC WORKS	
04/04/2024	46648	BABCOCK & SO	CC41146-22	12-31610-4430	19.81	19.81	COPPER LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	CC41150-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN		
04/04/2024	46648	BABCOCK & SO	CC41152-22	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	CC41302-22	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	CC41376-22	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBO		
04/04/2024	46648	BABCOCK & SO	CC41377-22	11-31520-44301	39.62	39.62	ALUMINUM LAB ANALYSI		
04/04/2024	46648	BABCOCK & SO	CC41657-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN		
04/04/2024	46648	BABCOCK & SO	CC41662-22	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSI		
04/04/2024	46648	BABCOCK & SO	CC41665-22	12-31610-4430	65.65	65.65	OIL AND GREASE		
04/04/2024	46648	BABCOCK & SO	CC41729-22	12-31610-4430	1,785.65	1,785.65	LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	LC40042-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	LC40058-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
04/04/2024	46648	BABCOCK & SO	LC40061-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS		
Total 46648:						2,655.11			
<b>46649</b>									
04/04/2024	46649	BERNIE'S SEPTI	1563 REFUN	12-00000-3842	266.00	266.00	WASTE INV# 1563 REFU	PUBLIC WORKS	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46649:						266.00		
<b>46650</b>								
04/04/2024	46650	BLUE SHIELD O	2407400150	10-12001-4230	1,666.00	1,666.00	MEDICAL INSURANCE P	ADMIN
04/04/2024	46650	BLUE SHIELD O	2407400150	10-14020-4230	951.60	951.60	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	10-22080-4230	1,601.26	1,601.26	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	10-31140-42300	581.82	581.82	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	10-12003-4230	618.03	618.03	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	11-31530-42300	237.74	237.74	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	11-31510-42300	1,819.38	1,819.38	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	12-31610-4230	623.16	623.16	MEDICAL INSURANCE P	
04/04/2024	46650	BLUE SHIELD O	2407400150	12-31620-4230	1,819.37	1,819.37	MEDICAL INSURANCE P	
Total 46650:						9,918.36		
<b>46651</b>								
04/04/2024	46651	CARROT TOP IN	INV125356	10-22080-4420	72.18	72.18	WOOD POLE	FIRE DEPT
Total 46651:						72.18		
<b>46652</b>								
04/04/2024	46652	CONTROL SYST	2024-0318	11-31520-44300	20,182.00	20,182.00	ELECTRICAL SERVICE C	PUBLIC WORKS
Total 46652:						20,182.00		
<b>46653</b>								
04/04/2024	46653	CORE & MAIN L	U213291	11-31510-44200	737.37	737.37	REL CLP	PUBLIC WORKS
04/04/2024	46653	CORE & MAIN L	U319005	11-31510-44200	238.86	238.86	INSERT	
04/04/2024	46653	CORE & MAIN L	U319465	11-31510-44200	702.91	702.91	HEX BOLT AND NUT KITS	
04/04/2024	46653	CORE & MAIN L	U319465	12-31620-4420	702.92	702.92	HEX BOLT AND NUT KITS	
04/04/2024	46653	CORE & MAIN L	U430623	11-31510-44200	440.41	440.41	CLAMPS	
04/04/2024	46653	CORE & MAIN L	U430623	12-31620-4420	440.40	440.40	CLAMPS	
Total 46653:						3,262.87		
<b>46654</b>								
04/04/2024	46654	COUNTY MOTO	310069	10-22080-4428	146.48	146.48	TAILGATE LIFT SUPPORT	PUBLIC WORKS FIRE DEPT
04/04/2024	46654	COUNTY MOTO	310341	11-31510-44310	204.73	204.73	D RING SHACKLE	
04/04/2024	46654	COUNTY MOTO	310412	11-31510-44280	11.18	11.18	CAP SCREWS	
04/04/2024	46654	COUNTY MOTO	310479	12-31620-4431	53.61	53.61	SPRINKLER SUPPLIES	
04/04/2024	46654	COUNTY MOTO	310502	10-31140-44200	67.24	67.24	AIR LINE FILTERS	
04/04/2024	46654	COUNTY MOTO	310502	11-31510-44200	67.24	67.24	AIR LINE FILTERS	
04/04/2024	46654	COUNTY MOTO	310502	12-31620-4420	67.24	67.24	AIR LINE FILTERS	
04/04/2024	46654	COUNTY MOTO	310576	11-31510-44200	73.14	73.14	BOLTS	
04/04/2024	46654	COUNTY MOTO	310576	12-31620-4420	73.14	73.14	BOLTS	
04/04/2024	46654	COUNTY MOTO	310586	11-31510-44280	113.07	113.07	CABIN FILTERS	
Total 46654:						877.07		
<b>46655</b>								
04/04/2024	46655	CR&R INCORPO	MARCH 202	13-31710-4430	24,754.59	24,754.59	ADJUSTED GROSS	ADMIN
04/04/2024	46655	CR&R INCORPO	MARCH 202	10-00000-3145	2,970.55-	2,970.55-	FRANCHISE FEES	
04/04/2024	46655	CR&R INCORPO	MARCH 202	13-00000-3849	1,485.28-	1,485.28-	ABA 939	
04/04/2024	46655	CR&R INCORPO	MARCH 202	10-00000-3848	1,237.73-	1,237.73-	VEHICLE IMPACT FEE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
Total 46655:						19,061.03			
<b>46656</b>									
04/04/2024	46656	DEPARTMENT O	2024 Q1	10-12003-4430	64.90	64.90	STRONG MOTION & SEIS	ADMIN	
Total 46656:						64.90			
<b>46657</b>									
04/04/2024	46657	EVELYN ANDRE	FARMERS M	10-13050-4430	300.00	300.00	FARMERS MARKET APRI	FARMERS MKT	
Total 46657:						300.00			
<b>46658</b>									
04/04/2024	46658	EXQUISITE POO	5977	10-80127-4420	1,113.69	1,113.69	CONCENTRATED MURIA	PUBLIC WORKS	
Total 46658:						1,113.69			
<b>46659</b>									
04/04/2024	46659	FERNANDO RUI	166949	10-31140-43150	87.50	87.50	SAFETY SERVICES	ADMIN	
04/04/2024	46659	FERNANDO RUI	166949	10-31150-43150	87.50	87.50	SAFETY SERVICES		
04/04/2024	46659	FERNANDO RUI	166949	11-31510-43150	87.50	87.50	SAFETY SERVICES		
04/04/2024	46659	FERNANDO RUI	166949	12-31620-4315	87.50	87.50	SAFETY SERVICES		
04/04/2024	46659	FERNANDO RUI	166949	11-31520-43150	87.50	87.50	SAFETY SERVICES		
04/04/2024	46659	FERNANDO RUI	166949	12-31610-4315	87.50	87.50	SAFETY SERVICES		
Total 46659:						525.00			
<b>46660</b>									
04/04/2024	46660	HARTFORD	4817774738	10-11011-42310	58.81	58.81	INSURANCE PREMIUM	ADMIN	
04/04/2024	46660	HARTFORD	4817774738	10-12001-4231	39.12	39.12	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	10-14020-4231	33.08	33.08	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	10-12003-4231	26.16	26.16	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	10-22080-4231	58.68	58.68	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	10-31140-42310	23.74	23.74	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	11-31530-42310	4.89	4.89	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	11-31510-42310	89.53	89.53	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	11-31520-42310	19.56	19.56	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	12-31610-4231	6.04-	6.04-	INSURANCE PREMIUM		
04/04/2024	46660	HARTFORD	4817774738	12-31620-4231	89.54	89.54	INSURANCE PREMIUM		
Total 46660:						437.07			
<b>46661</b>									
04/04/2024	46661	HOLTVILLE TRIB	101454	10-12003-4422	504.00	504.00	LEGAL AD VEHICLE AME		ADMIN
04/04/2024	46661	HOLTVILLE TRIB	101454	10-12003-4422	378.00	378.00	LEGAL AD LOT DEPTH VA		
Total 46661:						882.00			
<b>46662</b>									
04/04/2024	46662	HUMANA	296346480	10-12001-4225	199.57	199.57	DENTAL INSURANCE	ADMIN	
04/04/2024	46662	HUMANA	296346480	10-14020-4225	104.04	104.04	DENTAL INSURANCE		
04/04/2024	46662	HUMANA	296346480	10-22080-4225	156.06	156.06	DENTAL INSURANCE		
04/04/2024	46662	HUMANA	296346480	10-12003-4225	121.54	121.54	DENTAL INSURANCE		
04/04/2024	46662	HUMANA	296346480	10-31140-42250	61.12	61.12	DENTAL INSURANCE		
04/04/2024	46662	HUMANA	296346480	11-31530-42250	27.31	27.31	DENTAL INSURANCE		


Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
04/04/2024	46662	HUMANA	296346480	11-31510-42250	202.51	202.51	DENTAL INSURANCE	
04/04/2024	46662	HUMANA	296346480	12-31610-4225	78.03	78.03	DENTAL INSURANCE	
04/04/2024	46662	HUMANA	296346480	12-31620-4225	194.74	194.74	DENTAL INSURANCE	
Total 46662:						1,144.92		
<b>46663</b>								
04/04/2024	46663	I.C. SHERIFF'S	03312024-1	10-21040-4430	82,602.79	82,602.79	SHERIFF SERVICES	ADMIN
04/04/2024	46663	I.C. SHERIFF'S	03312024-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES	
Total 46663:						91,078.79		
<b>46664</b>								
04/04/2024	46664	IMPERIAL IRRIG	#9939 ELEC	11-31520-44240	3,409.15	3,409.15	202 WALNUT AVE ELECT	PUBLIC WORKS
Total 46664:						3,409.15		
<b>46665</b>								
04/04/2024	46665	IV WATER SPEC	32924	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND W	PUBLIC WORKS
04/04/2024	46665	IV WATER SPEC	32924	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND W	
Total 46665:						4,650.00		
<b>46666</b>								
04/04/2024	46666	J&S AG SUPPLI	775438	12-31620-4431	271.89	271.89	CAMLOCKS	PUBLIC WORKS
Total 46666:						271.89		
<b>46667</b>								
04/04/2024	46667	KLEINFELDER	1471404	23-80025-4430	8,912.50	8,912.50	ALAMO RIVER TRAIL SER	ADMIN
Total 46667:						8,912.50		
<b>46668</b>								
04/04/2024	46668	LA BRUCHERIE I	279478C	12-31610-4420	233.92	233.92	WWTP SUPPLIES	PUBLIC WORKS
Total 46668:						233.92		
<b>46669</b>								
04/04/2024	46669	MISSIONSQUAR	6989531	10-00000-2026	2,113.23	2,113.23	RETIREMENT	ADMIN
04/04/2024	46669	MISSIONSQUAR	6989531	10-00000-2027	798.89	798.89	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	10-12001-4240	657.76	657.76	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	10-14020-4240	287.28	287.28	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	10-22080-4240	349.58	349.58	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	10-12003-4240	185.20	185.20	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	10-31140-42400	159.06	159.06	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	11-31530-42400	58.72	58.72	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	11-31510-42400	506.05	506.05	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	11-31520-42400	380.64	380.64	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	12-31610-4240	454.88	454.88	RETIREMENT	
04/04/2024	46669	MISSIONSQUAR	6989531	12-31620-4240	524.50	524.50	RETIREMENT	
Total 46669:						6,475.79		
<b>46670</b>								
04/04/2024	46670	NICHOLAS WEL	MILEAGE M	10-12001-4429	92.13	92.13	MILEAGE MARCH 2024	ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46670:						92.13		
<b>46671</b>								
04/04/2024	46671	ODP BUSINESS	35671311900	10-22080-4416	63.79	63.79	OFFICE SUPPLIES	FIRE DEPT
04/04/2024	46671	ODP BUSINESS	3567156570	10-22080-4416	17.66	17.66	SWIVEL HOOKS	
Total 46671:						81.45		
<b>46672</b>								
04/04/2024	46672	PEOPLEREADY,I	28587922	12-31610-4140	1,152.63	1,152.63	TEMP WORKER WWTP	PUBLIC WORKS
04/04/2024	46672	PEOPLEREADY,I	28587923	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
04/04/2024	46672	PEOPLEREADY,I	28597014	12-31610-4140	1,323.39	1,323.39	TEMP WORKER WWTP	
04/04/2024	46672	PEOPLEREADY,I	28597015	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
Total 46672:						4,041.32		
<b>46673</b>								
04/04/2024	46673	POLYDYNE, INC.	1817753	12-31610-4420	4,232.36	4,232.36	CLARIFLOC	PUBLIC WORKS
Total 46673:						4,232.36		
<b>46674</b>								
04/04/2024	46674	POOL ELECTRI	14553115-00	10-80127-4420	147.07	147.07	DUAL LOCK HEAVY DUTY	PUBLIC WORKS
Total 46674:						147.07		
<b>46675</b>								
04/04/2024	46675	RUBIO MEDINA,	2304-032024	10-70001-4430	19,839.98	19,839.98	PUBIC SAFETY BUILDING	ADMIN
Total 46675:						19,839.98		
<b>46676</b>								
04/04/2024	46676	TARGETSOLUTI	INV90907	10-22080-4313	209.97	209.97	MAINTENANCE FEES	PUBLIC WORKS
04/04/2024	46676	TARGETSOLUTI	INV92084	10-22080-4313	209.97	209.97	MAINTENANCE FEES	
Total 46676:						419.94		
<b>46677</b>								
04/04/2024	46677	UNDERGROUN	320240326	10-31140-44300	22.25	22.25	DIG ALERT FEES	PUBLIC WORKS
Total 46677:						22.25		
<b>46678</b>								
04/04/2024	46678	UNIVAR USA, IN	51970269	11-31520-44201	3,361.80	3,361.80	UNIVAR COAGULANT	PUBLIC WORKS
Total 46678:						3,361.80		
<b>46679</b>								
04/04/2024	46679	USA BLUEBOOK	INV0031313	12-31610-4420	2,182.21	2,182.21	WATER THERMOMETER	PUBLIC WORKS
Total 46679:						2,182.21		
<b>46680</b>								
04/04/2024	46680	VIC'S A/C	97704	10-31158-44300	7,610.21	7,610.21	CIVIC CENTER A/C UNIT I	PUBLIC WORKS

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46680:						7,610.21		
<b>46681</b>								
04/04/2024	46681	VISION SERVIC	820111377	10-12001-4225	40.45	40.45	VISION	ADMIN
04/04/2024	46681	VISION SERVIC	820111377	10-14020-4225	16.68	16.68	VISION	
04/04/2024	46681	VISION SERVIC	820111377	10-12003-4225	12.26	12.26	VISION	
04/04/2024	46681	VISION SERVIC	820111377	10-22080-4225	45.70	45.70	VISION	
04/04/2024	46681	VISION SERVIC	820111377	10-31140-42250	8.68	8.68	VISION	
04/04/2024	46681	VISION SERVIC	820111377	10-31150-42250	29.65	29.65	VISION	
04/04/2024	46681	VISION SERVIC	820111377	11-31530-42250	5.00	5.00	VISION	
04/04/2024	46681	VISION SERVIC	820111377	11-31510-42250	51.72	51.72	VISION	
04/04/2024	46681	VISION SERVIC	820111377	11-31520-42250	65.47	65.47	VISION	
04/04/2024	46681	VISION SERVIC	820111377	12-31610-4225	12.51	12.51	VISION	
04/04/2024	46681	VISION SERVIC	820111377	12-31620-4225	49.23	49.23	VISION	
Total 46681:						337.35		
<b>46682</b>								
04/04/2024	46682	VISUAL EDGE IT	24AR162572	10-12001-4416	35.17	35.17	PRINTER	ADMIN
04/04/2024	46682	VISUAL EDGE IT	24AR162572	10-13010-4416	35.17	35.17	PRINTER	
04/04/2024	46682	VISUAL EDGE IT	24AR162572	10-14020-4416	35.17	35.17	PRINTER	
04/04/2024	46682	VISUAL EDGE IT	24AR162572	11-31510-44160	35.17	35.17	PRINTER	
04/04/2024	46682	VISUAL EDGE IT	24AR162572	12-31620-4416	35.16	35.16	PRINTER	
Total 46682:						175.84		
<b>46683</b>								
04/04/2024	46683	WALKER & DRIS	13353	10-16026-4430	2,060.00	2,060.00	ATTORNEY FEES	ADMIN
Total 46683:						2,060.00		
<b>46684</b>								
04/04/2024	46684	WESTAIR GASE	11797832	10-22080-4420	426.21	426.21	MEDICAL OXYGEN	FIRE DEPT
Total 46684:						426.21		
<b>46685</b>								
04/04/2024	46685	XEROX FINANCI	5574209	10-12001-4525	93.62	93.62	PRINTER LEASE	ADMIN
04/04/2024	46685	XEROX FINANCI	5574209	10-13010-4525	93.62	93.62	PRINTER LEASE	
04/04/2024	46685	XEROX FINANCI	5574209	10-14020-4525	93.62	93.62	PRINTER LEASE	
04/04/2024	46685	XEROX FINANCI	5574209	11-31510-45250	93.62	93.62	PRINTER LEASE	
04/04/2024	46685	XEROX FINANCI	5574209	12-31620-4525	93.62	93.62	PRINTER LEASE	
Total 46685:						468.10		
Grand Totals:						226,093.87		

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

**DATE ISSUED:** April 3, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *Ordinances 488/499: Amending Residential Parking **Regulations**  
(Lawn Parking & Prohibition of Street Parking in Excess of 72-Hours)*

<b>MEETING DATE:</b>	<u>04/08/24</u>
<b>ITEM NUMBER</b>	<u>3 a &amp; b</u>
<b>Approvals</b>	<b>CITY MANAGER</b> 
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

**ISSUE**

Shall the City Council approve an amendment to the Holtville Municipal Code to more closely regulate the vehicle parking in residential zones of the City?

**DISCUSSION**

Over the past several years, it is easy to identify a proliferation of travel trailers, toy haulers and other recreational vehicles in the area. Although certain long-standing ordinances would seem to regulate their storage in residential neighborhoods, they have increased in number in back yards, driveways and on residential streets throughout Holtville.

The current ordinance for all vehicles parked on City streets states that *“It is unlawful for any person to park or leave standing, or cause to be parked or left standing, any vehicle upon any highway, public street, or alley in the city for 72 or more consecutive hours.”* (Ord. 286 § 1, 1964; Ord. 235 § 10.1, 1956). In some cases under these terms, vehicle owners have decided that moving vehicles incrementally prior to the 72-hour regulation expiring is technically sufficient to avoid citation. It is unclear whether that logic has been tested locally.

Pursuant to multiple resident complaints regarding the danger presented by decreased visibility due to the high profile of many of these vehicles, staff took note of the problem and found it to be fairly widespread, though particularly concentrated in a handful of locations around the City.

Subsequently, ICSO officers were asked to pay particular attention to the issue. In the last several months, multiple warnings were given, over 20 citations issued, and more than a dozen vehicles towed. Unfortunately, although several trailers were moved to legal storage areas, many vehicles remain stored on the street, with individuals using the slight movement ploy to keep them on the street.

Staff researched other city ordinances on the subject and determined that the potentially most effective measures contain a provision that requires relocation of the vehicle a prescribed longer distance to avoid citation. Although that distance may require some deliberation, it is presented herein as a half mile.

In 2017, the City Council adopted Ordinance 488, which disallowed parking of vehicles in residential zones on areas identified as lawns or otherwise unimproved surfaces at the front of the property (See attached). The measure was not properly codified, so it needs to be reintroduced to properly have it added to the Holtville Municipal Code.

As the proposed action to bolster the 72-hour parking restriction (Ordinance 499) would be in the same code section as Ordinance 488, staff is presenting them together. If both are deemed appropriate and acceptable, all of the language may just be included in the new Ordinance 499, making passage of 488 unnecessary.



**FISCAL IMPACT**

Although there would be some amount of citation revenue generated, there is no significant fiscal impact.

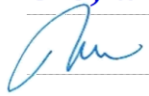
**CITY MANAGER RECOMMENDATION**

It is recommended that the City Council move the new ordinance forward for eventual approval in its entirety.

**ALTERNATIVES**

- 1 - Accept the ordinance as written, moving forward passage of all included language
- 2 - Amend the language of one or both portions presented.
- 3 – Repass only Ordinance 488.
- 4 – Pass only the language for the new 72-hour restrictions.
- 5 - Take no action, allowing the status quo to remain.

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

MEETING DATE:	04/08/24
ITEM NUMBER	3 c, d & e
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** April 5, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *Ordinance 491: Regarding Restricting the Use of Cargo Containers*  
*Ordinance 493: Regarding Regulating Improved Cargo Container Use*  
*Ordinance 496: Regarding Signage and Development Setback Requirements in Downtown Zones*

**ISSUE**

Shall the City Council approve amendment to the Holtville Municipal Code to regulate Use of Cargo Containers and Signage in the Downtown Zone?

**DISCUSSION**

In 2018, the City Council adopted Ordinance 491, which disallowed the use of cargo containers in residential zones for storage and other ancillary uses. As commercial/industrial structures, their use was deemed inappropriate. Subsequently, residents requested exemptions if the containers could be modified of improved to better blend in with the subject residence and/or surrounding area. Ordinance 493 modified the restriction to allow for such installations.

As Ordinance 493 amended some language of 491 in the same code section, it would be possible to combine the action into one. If both are deemed appropriate and acceptable, all of the language may just be included in the new Ordinance 493, making passage of 491 unnecessary.

In 2020, pursuant to numerous and repeated resistance to the restrictions of the Downtown Code with respect to setbacks that were/are virtually impossible to meet, and signage restrictions that were also very unpopular with development, Ordinance 496 was crafted to ease some of those requirements.

**FISCAL IMPACT**

There is no significant fiscal impact.

**CITY MANAGER RECOMMENDATION**

It is recommended that the City Council move the ordinances forward for eventual approval.

**ALTERNATIVES**

- 1 - Accept the ordinances as written, moving forward passage of all included language
- 2 - Amend the language of any portions presented.
- 3 – Repass any of the Ordinances individually.
- 4 - Take no action, allowing the status quo to remain.

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

**DATE ISSUED:** April 4, 2024  
**FROM:** Yvette Rios, City Clerk  
**SUBJECT:** *TextMyGov Proposal*

Meeting Date	<u>04/08/24</u>
Item Number	<u>3f</u>
<b>Approvals</b>	City Manager _____
	Finance _____
	City Attorney _____

**ISSUE:**

Shall the City Council award a contract to TextMyGov for text messaging communication services?

**DISCUSSION:**

In March 2024, City Clerk Yvette Rios was engaged by a representative from TextMyGov, a smart technology platform that facilitates communication between local government agencies and citizens via text messaging. As a two-way avenue of communication, features include finding information, sending alerts, and reporting issues. TextMyGov purchases a local phone number database from USPS for municipalities to send alerts. Short code numbers are generated for residents to opt-in to specific alert groups. The City would be assigned a local number for residents to find information or report issues. Staff at City Hall respond to many calls a day with questions that can be easily answered by information that is on our website or automated responses. This communication solution will directly provide answers and relevant links, reducing the number of repetitive calls. The City will be empowered to relay information to the residents in a modern way.

Recently, the Council directed staff to list the monthly Farmers Market & Street Fairs as a community event with local newspapers in an attempt to draw larger crowds to the events. TextMyGov can be utilized to remind residents of upcoming events and potentially increase attendance. Other use cases for the TextMyGov features are listed in Attachment B.

**FISCAL IMPACT:**

A proposal was received with a discount for \$5,000. A one-time implementation/Setup Fee is included for \$1,000, as well as an annual recurring charge of \$4,000. This contract is set for a three-year term, after which the agreement will revert to year-to-year.

**RECOMMENDED ACTION:**

The City Clerk recommends that the purchase be approved.

**ALTERNATIVES:**

Not to authorize.

Attachments: Attachment A – Proposal  
Attachment B – Use Cases

Respectfully Submitted,  
*Yvette Rios*

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WWW.TEXTMYGOV.COM



TextMyGov

# PROPOSAL

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DATE: 03/28/2024

# INTRODUCTION TO TEXTMYGOV

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly. The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.

## TEXTMYGOV SOLUTION

Summary for: Holtville

<b>Feature</b>	<b>Solution</b>
<i>Find Information</i>	<ul style="list-style-type: none"><li>TextMyGov allows citizens to find information using our smart texting solutions. Citizens can ask questions via text messaging and TextMyGov will look for key words to send back answers or links.</li></ul>
<i>Report Issues</i>	<ul style="list-style-type: none"><li>Citizens can report issues, such as potholes, stray animals or water leaks by simply texting from their personal phone. From there TextMyGov will automatically engage with the citizen to gather more information and send it to the correct department.</li></ul>
<i>Send Alerts/Notifications</i>	<ul style="list-style-type: none"><li>Send alerts/notifications from emergencies to events. Municipalities using TextMyGov can send their citizens alerts or notifications with a few clicks.</li><li>This will allow you to create singular or multiple groups for residents who want to be notified of farmer's market updates, veterans day parades, etc.</li><li>Our map selection feature will allow you to highlight and send out text notifications to affected areas within the city.</li></ul>
<i>Demo Recording</i>	<ul style="list-style-type: none"><li><a href="#">Introduction to TextMyGov   City of Holtville California</a></li><li><a href="#">Secondary Demonstration recording for City of Holtville, CA 04-24-2024</a></li></ul>

## COST BREAKDOWN

This quote represents a subscription to TextMyGov with an initial TERM of Three-Years. The agreement is set to be automatically renewed after the initial TERM. Support and services fees may increase in subsequent years but will increase no more than 5% per year. See below for the package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at [www.TextMyGov.com/terms](http://www.TextMyGov.com/terms)  
 HYPERLINK <http://www.textmygov.com/terms>

Package Details	Price	Billing
<b>TextMyGov:</b>	\$4,000.00	Annual
<ul style="list-style-type: none"> <li>TextMyGov web-based software</li> <li>Local phone number</li> <li>Database Import (local phone numbers)</li> <li>Short code number (outgoing messages)</li> <li>Unlimited users &amp; departments</li> <li>Unlimited support for every user</li> <li>10 GB manage online data storage</li> <li>50,000 Text messages per year</li> </ul>		
Implementation/Setup Fee	\$1,000.00	One Time
	<del>\$2,400.00</del>	
First year total	\$5,000.00	Year one
	<del>\$7,200.00</del>	
Total recurring	\$4,000.00	Annual
	<del>\$4,800.00</del>	

## TERMS

- This is a Three-Year term.
- After the initial Three-Years, the agreement will revert to year-to-year
- Cancellation requires a 60-day written notice
- Customer is required to put TextMyGov widget on agency's website
- This proposal is valid for **April 9<sup>th</sup>, 2024**
- Customer is required to provide a copy of W-9**

TEXTMYGOV PROPOSAL

# ADDITIONAL SERVICES

<b>Additional Services</b>	<b>Price</b>	<b>Billing</b>
<b>Enhanced Media &amp; Care Package</b> <ul style="list-style-type: none"> <li>Marketing material and expert implementation to promote and optimize TextMyGov, see us here for additional information: <a href="#">Enhance Media Package</a></li> </ul>	Price is based on population- See Account Executive for details.	Annual
<b>Additional Storage</b> <ul style="list-style-type: none"> <li>100 GB of additional storage.</li> </ul>	\$250 per unit	Annual
<b>Additional Text Messages</b> <ul style="list-style-type: none"> <li>25,000</li> <li>50,000</li> <li>100,000</li> </ul>	\$300 \$550 \$750	Annual
<b>Database</b> <ul style="list-style-type: none"> <li>Database of your local residence to improve citizen engagement</li> <li>Database might have been quoted in the original quote. See your package breakdown for details</li> </ul>	Price is based on population. See Account Executive for details.	

# IMPLEMENTATION

## **GETTING STARTED**

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

## **CONFIGURATION**

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

## **MEDIA KIT**

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

## **Unlimited Training and Support**

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am5pm MST.

# AGREEMENT CONFIRMATION



We need two contacts for implementation. A cell phone is required for implementation. We also need the best contact for installing the widget on your agency's website

## Implementation Contact 1

Name	
Title	
Email	
Office Phone	
Cell Phone	

## Implementation Contact 2

Name	
Title	
Email	
Office Phone	
Cell Phone	

## Billing Contact

Name	
Title	
Email	
Office Phone	
Address	
W-9	Please attach W-9 in a separate email.

## Agreement Signature

Name	
Title	
Date	
Signature	

## Widget Contact

Name	
Title	
Email	
Office Phone	

*\*This person is responsible for placing the TextMyGov widget (see options- [TextMyGov | Widget Link](#)) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time).*



# TWILIO CONTACT

## Twilio Authorized Contact 1

<b>Name</b>	
<b>Title</b>	
<b>Email</b>	
<b>Office Phone</b>	
<b>Business Title:</b>	

## Twilio Authorized Contact 1

<b>Name</b>	
<b>Title</b>	
<b>Email</b>	
<b>Office Phone</b>	
<b>Business Title:</b>	

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

\*\*Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. \*\*

## Use Cases for TextMyGov

Feature	Use Case
<p>Find Information</p> <p><i>Residents can receive automated responses that easily answer common questions or be directed to relevant links</i></p>	<ul style="list-style-type: none"> <li>• Event information - Dates and times for Farmers Markets, the Trail Walk, Veterans Day Parade, Ice Cream Social, etc. Application information for event vendors. Registration information for events like the Trail Walk. Information on community events not organized by the City and typically inserted to utility bills, like Community Clean-Up Events.</li> <li>• Weather related information - Distribution of sand bags, cooling center locations and hours.</li> <li>• City projects information - List of ongoing projects and the most recent updates.</li> <li>• Meetings and Public Hearings information - Dates, times, applicable documents like agendas or notices.</li> <li>• Office hours - Regular hours or days closed for holidays.</li> <li>• Public Pool information - Schedule and fees.</li> <li>• Election information - Municipal, County, State, and Federal election dates. Polling center times and drop box location.</li> <li>• Public Works information - Road closures, temporary water shut-offs, animal control, etc.</li> <li>• Building Department information - Permit applications, permit fees, cases when permits are needed, etc.</li> <li>• Finance Department informatin - Water bill due dates, water shut-off dates, Xpress Bill Pay, utility rates, business licenses, invoices, taxes, other fees.</li> <li>• Personnel Department information - Job opportunities.</li> </ul>
<p>Send Alerts/Notifications</p> <p><i>Residents can receive text alerts to notify them of events, meetings, or other important updates</i></p>	<ul style="list-style-type: none"> <li>• Event alerts - Notify residents of upcoming farmers market, Trail Walk, Veterans Day Parade, Ice Cream Social, etc., as well as events not organized by the City.</li> <li>• Weather related alerts - Notify residents of available sandbags during major weather systems.</li> </ul>

## Send Alerts/Notifications

*Residents can receive text alerts to notify them of events, meetings, or other important updates*

- Utility alerts - Notify residents of water bill due dates, water shut-off dates, temporary shut-offs, and water breaks or leaks.
- Meeting and Public Hearing alerts - Notify residents of upcoming City Council and Planning Commission meetings, Public Hearings, and other government notices.
- Office hours alerts - Notify residents of changes in regular office hours, such as days closed for holidays.
- Infrequent alerts - Notify residents of road closures, beginning of pool season, cooling center availability, disruptions of internet service at City Hall, available seats on Planning Commission board, appointments to boards (Imperial Valley Health Care District), health alerts for instances similar to the COVID-19 virus.

## Report Issues


*Residents can report issues that will be sent to appropriate departments. Pertinent information such as addresses, images, and other details will be included*

- Water leaks - Residents can report a spotted water break or leak.
- Loose dogs - Residents can report loose dogs.
- Trash issue - Residents can report a missed trash pick-up, request the replacement of a trash barrel, or request the pick-up of a bulky item.
- Code violations - Residents can report when they believe there is a violation of our municipal code.
- Public parks - Residents can report issues at public parks like such as broken playground equipment.
- Streets and sidewalks - Residents can report badly cracked sidewalks, potholes, and other issues with streets and sidewalks within City limits.

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** April 5, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>04/08/24</u>
Item Number	<u>5 a</u>
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 at some point in the future.

#### PUBLIC WORKS

##### TRANSPORTATION PROJECTS

**East Ninth Street Sidewalk Improvements** – The City was awarded CMAQ money to complete this project through Caltrans and ICTC. Holt Group completed design on the project in late 2023. Staff 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 in July, 2023. Advertising to procure contractors was run in January and Nicklaus Engineering (NEI) was selected as the RE/CM for the project. A project kickoff meeting was held in early March with NEI, THG and staff to discuss issues and responsibilities. The construction bid opening was held on Tuesday, February 13, 2024, with a low bid actually coming in *below* the projected project cost. A request was made to Caltrans to reallocate some of the funding to cover some non-construction costs. Contract documents have been completed by the contractor and counter signed by the City. *A small issue cropped up with insurance documents, but was rectified this week, so a pre-con meeting is expected next week.*

**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. LC Engineering was awarded the contract for design in February.

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. Staff renewed attempts to contact the remaining residents. One of the 2 has now expressed an interest in starting City water service. In March, the final remaining holdout submitted paperwork to connect to City water service, *so staff is working with IID to get the project reinitialized. Separately, staff met with a contractor to establish physical connections.*

**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, 2023.

## **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 approved plans in 2021.

A construction RFP was released 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 committed to holding their bid for a few more months. The BoR representative, Jeremy Brooks, was extremely helpful in moving the project along. In September, 2022, he was able to secure funding to bridge the gap to pay for construction. That funding was officially awarded in early February, 2023. 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 some piping remaining to be completed. Additionally, the access roadway needs to be completed. A minor holdup with a permit from the Army Corps of Engineers (USACE) is currently pausing progress temporarily, but is in process. 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 in January, which was granted. The new completion deadline has been pushed to September, 2024. THG completed work on an additional set of documents requested by USACE and met with their representative in March. Although the application was not immediately accepted, he gave some positive feedback that things are on the right track and suggested a short list of fixes. *Adrian from THG has now resubmitted the amended application, but has thus far been unsuccessful reconnecting with USACE to try to finalize the permit.*

**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. Multiple ideas to control costs and stretch the project dollars were decided upon. Staff has continued to meet with the design team. 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. A January update meeting between the Design team, the City Planner and the CM revealed that the project had stalled due to a needed topographical study that the consultant thought the City would provide. After discussion, Kleinfelder engaged a local consultant to produce the document and the project is back in motion. ***Preliminary plans were recently submitted for review. Other than requesting a reprioritization of the elements to be completed vis a vis available funding, the project is once again progressing and starting to take definitive shape.***

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. Discussions regarding this project ramped up again recently with a new round of Active Transportation funding coming up soon.

**Mellinger Alamo River Trail** - A grant application through River Partners, a non-profit that deals in habitat restoration, for a project that would include our Wetlands trail spur, was unsuccessful in 2022, but a reapplication recently received approval. RP met with the City Manager and toured the site this week to kick off the project. They are in discussion with Nicklaus Engineering to design the project. Staff was contacted by NEI in March to discuss design elements. ***Another onsite meeting with River Partners is expected this week.***

## ADMINISTRATION

**Financial Audit** – Multiple challenges with the new accounting software have delayed work on the City’s annual financial audit. This will impact the submission of the Single Audit of Federal funds, due March 31, however the Finance Department continues to work to rectify the issue. ***Trial balances were finally submitted last week with some immediate questions which will be addressed.***

**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.

**Public Safety Lot/New Construction** – Rubio Medina of Irvine, California was engaged in April, 2023, 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 were discussed and revised. Pursuant to discussions between Chief Silva, the CM and Mr. Medina regarding configuration, direction solidified for constructing a 3-bay apparatus section and a 2-story administration/residence area. 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. Mr. Medina is now moving forward with subconsultants for plumbing, electrical, HVAC, etc.

Multiple conversations regarding augmented funding have taken place with staff, Mayor Anderson, and various entities. Some very positive leads have developed that will continue to be pursued.

**BUILDING DEPT** - The City issued **28** building permits 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.

Staff spoke with Mr. Hawk multiple times to remind 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 in January.

**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. 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 was 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.

Start was delayed as construction bids came in significantly over projections. The developer has now made a draw down on funding, so construction is imminent.

**AMG Pine Crossing Apartments** – *Staff has been approached by AMG, notifying the City that the mirror image project across from Fern Crossing will be starting up, with plan submittal expected soon.*

**Peri & Sons Ag Labor Housing (66)** – this project was introduced to Planning Commission earlier this week. It proposes to construct USDA-approved dormitory style housing for up to 660 H2A Visa Program agriculture laborers working for the applicant firm. PC approved the site plan and density waiver contingent on City Council approval of the land use designation and Conditional Use Permit. A Public Hearing was held at the last City Council meeting and the project was approved. We will now await more definitive site plans and building design for review.

**MEETINGS & EVENTS RECENTLY ATTENDED :**

- 03/25/24 Department Head Meeting *City Hall*
- 03/25/24 Holtville City Council Meeting *Civic Center*
- 03/28/24 Developer Meeting *re:Water Line Extension* *THG Offices (EC)*
- 03/28/24 League of Cities Division Dinner *IC Office of Education*
- 03/29/24 Good Friday Observed *(City Hall Closed)*
- 03/31/24 Easter Sunday
- 04/01/24 Department Head Meeting *City Hall*
- 04/03/24 Meeting w/ Development Contractor *re: City Utilities* *City Hall*
- 04/04/24 NW Vacation Day *(Out of Office)* *Orange County, CA*
- 04/05/24 NW Vacation Day *(Out of Office)* *Bakersfield, CA*

**UPCOMING EVENTS :**

- 04/08/24 Department Head Meeting *City Hall*
- 04/08/24 Holtville City Council Meeting *City Hall*
- 04/05/24 NW Vacation Day *(Out of Office)* *Bakersfield, CA*
- 04/06/24 Trash Clean-up Day *Old PW Yard*
- 04/08/24 Holtville City Council Meeting *Civic Center*
- 04/08/24 Fentanyl / Opioid Outreach Committee Meeting *County Admin Building (EC)*
- 04/09/24 Wetlands Project Status Meeting *Project Site*
- 04/10/24 ICTC Management/CCMA Meetings *City of Holtville Civic Center*
- 04/12/24 Ladder Truck Dedication *Holtville Fire Department*
- 04/15/24 Department Head Meeting *City Hall*
- 04/17/24 Holtville Planning Commission Meeting *City Hall*
- 04/18/24 Holtville Farmers Market & Street Fair *Holt Park*
- 05/01 - 05/03/24 SCAG General Assembly & Annual Conference *Palm Desert, CA*
- 05/09/24 Imperial-Mexicali Bi-National Alliance Meeting *City of Mexicali*
- 05/16/24 Holtville Farmers Market & Street Fair *Holt Park*
- 05/27/24 Memorial Day Observed *(City Hall Closed)*
- 05/27/24 Memorial Day Ceremony *Holt Park*
- 06/07/24 Ice Cream Social (Tentative) *Holt Park*

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

Respectfully submitted,



Nicholas D. Wells



City of Holtville  
Report to City Council

MEETING DATE:	<u>4/8/24</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

April 3, 2024

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.

- FEMA meeting, working on the claims.
- LTA Audit report completed for FY2022-23, no findings.
- Home Program annual audit for Holtville Gardens, site visit on March 28<sup>th</sup>. Reviewed the files, Raylene Tapiceria assisted with the apartment inspections. Next steps, review financials, ledger, complete report and send to state by May 1<sup>st</sup>.
- Receiving payments from Campesinos Unidos LIHWAP utility assistance and report submittals to LIHWAP.

Respectfully Submitted,

*Adriana Anguis*

Adriana Anguis  
Finance Supervisor  
City of Holtville



MEETING DATE:	4/8/24
ITEM NUMBER	5 c
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

## City of Holtville Report to Council

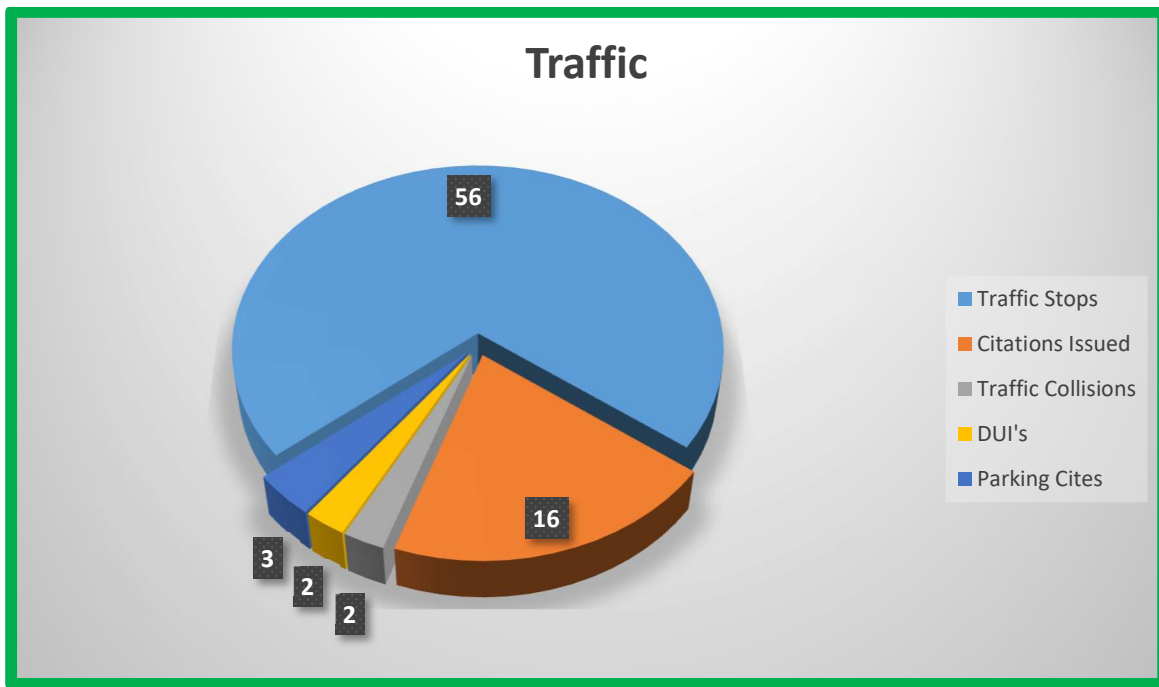
**Date Issued:** April 02, 2024  
**From:** Sergeant Joseph Conkey, Chief of Police  
**Subject:** Holtville Sheriff's Monthly Report – **March 2024**

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

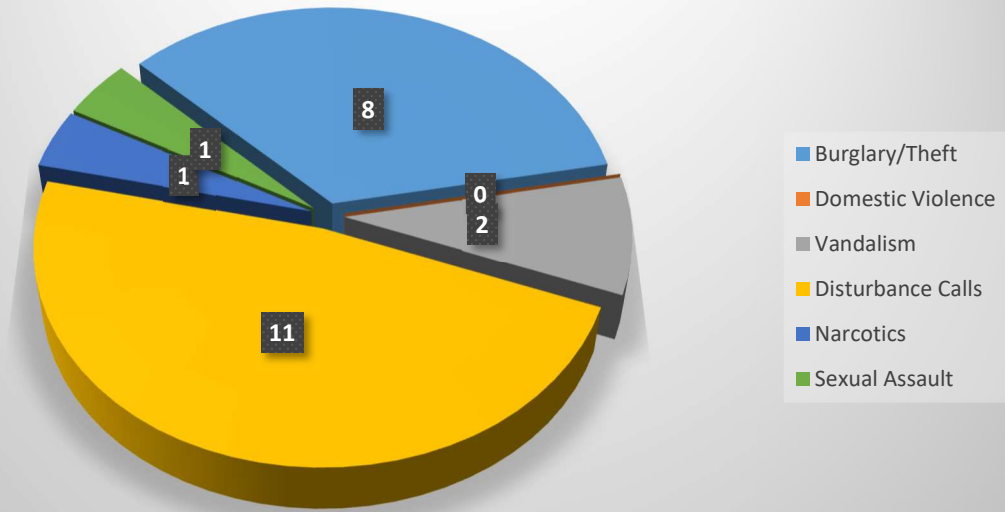
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **March 2024.**

### Calls for Service:

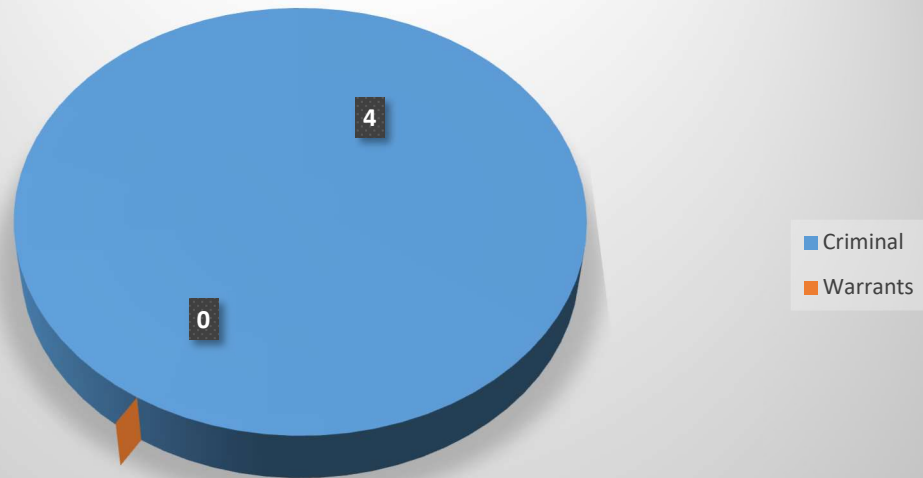
- **241** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

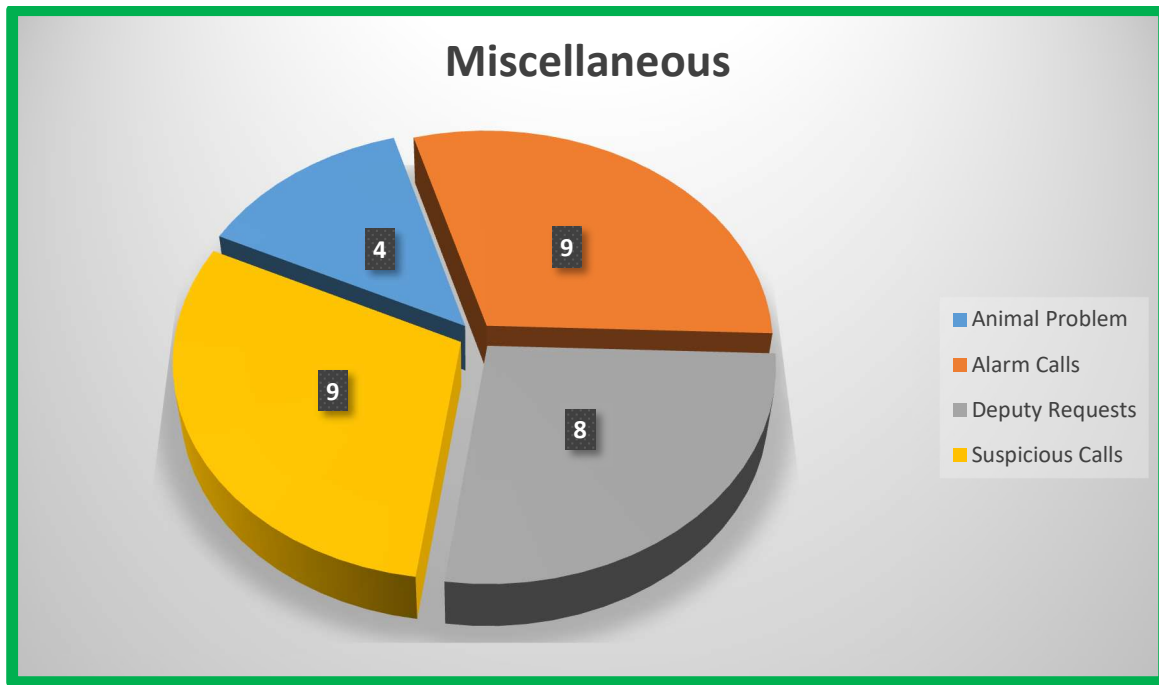


## Criminal Activity



## Arrests





**The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of March 2024.**

**24-5859 – Fire in the alley of 6<sup>th</sup> Street and Pine Avenue**

Reporting person called to report an unknown subject lit a small fire in the alley. Fire responded and extinguished the fire. Suspect was gone and nobody was located in the area.

**24-5963 – Theft reported in the 700 Block of Holt Avenue**

Reporting person called to report a theft from her EBT account. Report was taken, unknown suspects.

**24-6022 – Traffic Stop 5<sup>th</sup> Street and Grape Avenue**

Deputy conducted a traffic stop and identified an occupant who had a warrant for his arrest. Subject was provided with a citation and court date.

**24-6075 – Pedestrian Check in the area of 5<sup>th</sup> Street and Pine Avenue**

Deputy contacted a subject on the street and later determined he was in possession of illegal narcotics. Subject was cited and report forwarded to the DA's Office.

**24-6290 – Vandalism reported in the 500 Block of Holt Avenue**

Reporting person called to report a broken window, unknown suspects and reporting person stated it occurred overnight. Reporting person requested patrol checks. Report taken.

**24-6297 – Disturbance in the area of 500 Grape Avenue**

Reporting person called to report a female being held down asking for help. Deputies checked the area but were unable to locate anyone. A residence was checked that has prior domestic issues, however nothing was located. Reporting person was a passerby and did not know they subjects.

**24-6364 – Animal Problem in the 800 Block of Cedar**

Reporting person called to report multiple dogs at an abandoned residence. 4 dogs were located and appeared to be malnourished. Dogs were turned over to the ACO.

**24-6469 – Burglary attempt in the area of 300 West 6<sup>th</sup> Street**

Reporting person called to report that the lock on her car port was pried open. Victim did not know who had pried the lock and stated that nothing was missing and requested patrol checks. Report was taken.

**24-6503 – Disturbance in the area of 200 Block of West 5<sup>th</sup> Street**

Reporting person called to report a physical altercation. Two male subjects were involved in a physical fight and the manager from 711 called to report the incident. All parties were contacted and refused prosecution. Parties signed a non prosecution form and were released. Report was taken.

**24-6661 – Vehicle Rollover Holt Avenue and 10<sup>th</sup> Street**

Reporting person called to report a vehicle rollover in the area. Deputies arrived along with fire. Negative injuries. Driver stated he fell asleep, report taken.

**24-6898 – Vehicle accident in the 600 Block of West 8<sup>th</sup> Street**

Reporting person called to report another vehicle just hit their parked car. Negative injuries and parties exchanged insurance information. Report taken.

**24-7307 – Domestic in the area of 300 North Chestnut Avenue**

Reporting person called to report her husband threatened and hit her child. Suspect was arrested and booked into county jail for criminal threats and brandishing a knife during the altercation.

**24-7780 – Disturbance in the 500 Block of Wooldridge Avenue**

Reporting person called to report a male chasing a female down the street. Deputy contacted the two subjects involved and they stated they had a verbal argument over cheating allegations. Both parties denied any physical altercation and were advised of options and went separate ways.

**24-7819 – Disturbance in the area of 500 Block of Palo Verde**

Reporting person called to report a disturbance with her brother. Reporting person stated the two got into an argument over the house being a mess upon her arrival home. Brother stated he was assaulted by his sister during the argument, but declined to press charges. Both subjects were advised of their options and a report was taken.

**24-7902 – Theft in the area of 600 East 5<sup>th</sup> Street**

Reporting person called to report a theft of a tool box while parked in front of a business. Checked surveillance cameras, however they did not capture anything. Small red tool box with tools was taken. Report was taken.

**24-8183 – Alarm at 711**

Employee triggered the alarm when two subjects came in and stole two cases of beer and left. Unknown suspects took two cases of beer and left the area. Area was searched for suspects but were not located. Video footage was gathered, and identification of suspects is still pending. Appears suspects are possibly from Calexico and not locals.

**24-8224 – Loud music in the area of Olive Avenue and 8<sup>th</sup> Street**

Reporting person called to report loud music. Homeowner was contacted and he agreed to lower the music. No further reports received.

**24-8321 – Welfare Check in the 500 Block of Tamarack Avenue**

Reporting person called to report a female acting weird walking around the area. Female was contacted and determined to be in need of mental health services. She was taken to CMH for treatment.

**24-8402 – Suspicious in the 400 Block of East 5<sup>th</sup> Street**

Reporting person reported a stolen credit card from the doughnut shop. Suspect was located, arrested and booked into county jail.

**24-8871 – Burglary in the 700 Block of Palm Avenue**

Reporting person called and stated they saw two subjects enter the residence. Subjects were identified and later contacted. They were previous tenants of the property. Homeowner did not wish to pursue charges for burglary but for trespassing. Report taken and filed.

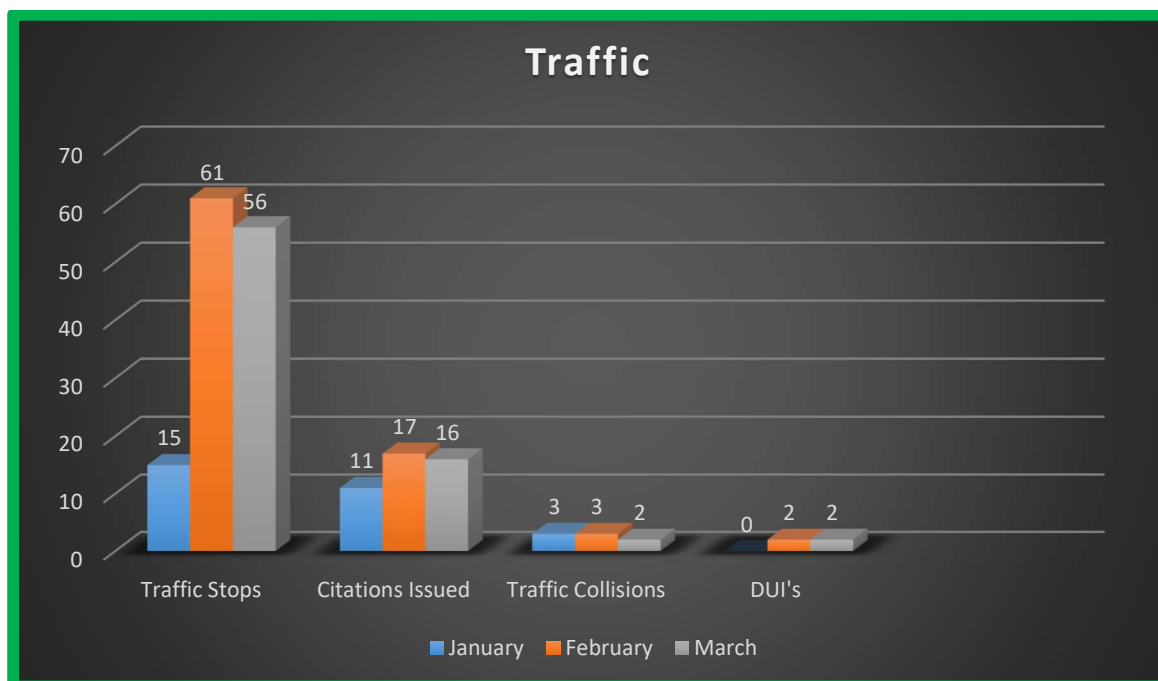
**24-8912 – Loud music in the 700 Block of Fern Avenue**

Contacted the homeowner and he agreed to lower the music. No further calls.

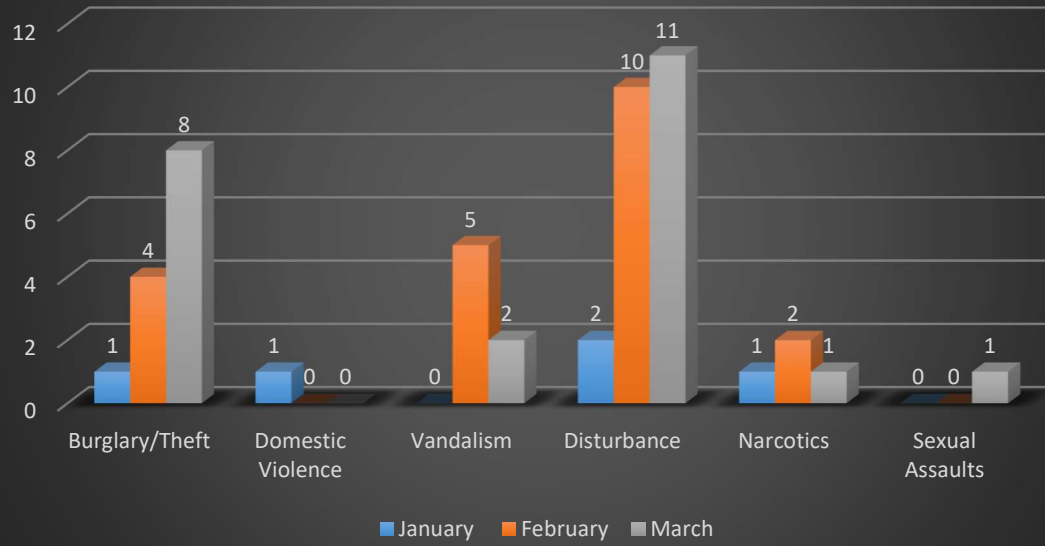
**24-8948 – Disturbance in the 700 Block of Circle Drive**

Reporting person called to report her brother causing a disturbance and throwing items. Mother did not wish to press charges and juvenile was counseled and provided with options.

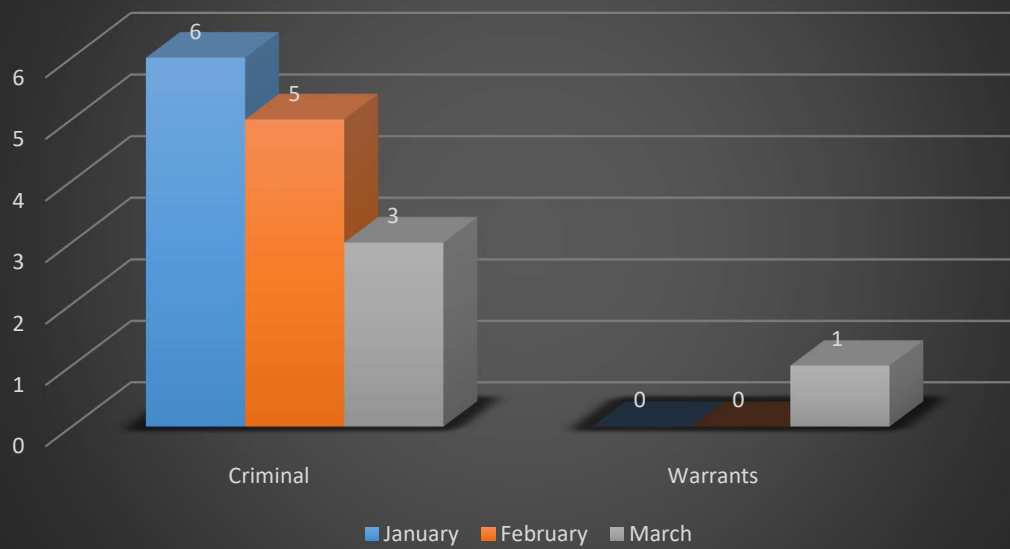
**Monthly Comparisons:**



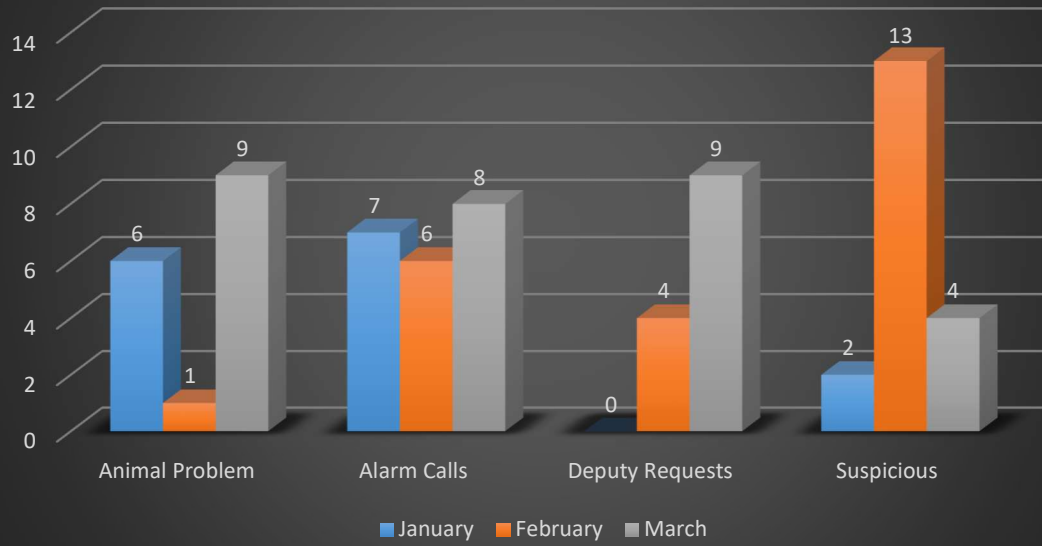
## Criminal Activity



## Arrests



## Miscellaneous



**Respectfully submitted,**

Sergeant Joseph Conkey





**WASTEWATER TREATMENT PLANT:**

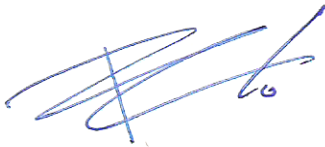
As noted in the spreadsheet below, wastewater treatment plant effluent ammonia levels have continued to remain in compliance during the **4th Quarter of 2023**.

**City of Holtville Monthly Wastewater Monitoring Data**

NPDES Permit No. CA0104361

Month/Year	Influent Flow Average (MGD)	Influent Flow Minimum (MGD)	Influent Flow Maximum (MGD)	Influent BOD mg/L	Effluent BOD mg/L	Influent TSS mg/L	Effluent TSS mg/L	Influent Ammonia, ppm	Effluent Ammonia, ppm	Effluent E. Coli
Jan-23	0.3698	0.2923	0.4193	1252.0	0.0	3940.0	0.6	67.0	0.0	2.5
Feb-23	0.3512	0.3054	0.3899	890.0	0.0	1585.0	1.0	59.0	0.0	1.8
Mar-23	0.3528	0.3144	0.4102	442.5	1.3	1575.0	0.7	41.0	0.0	1.8
Apr-23	0.3364	0.279	0.3752	710.0	0.0	3450.0	1.1	55.0	0.0	1.8
May-23	0.3421	0.2957	0.3772	644.0	0.0	3840.0	0.9	56.0	0.0	2.1
Jun-23	0.3364	0.2644	0.3888	316.7	0.0	4675.0	0.8	40.0	0.0	1.9
Jul-23	0.3227	0.2745	0.3917	457.5	0.0	4200.0	1.2	43.0	0.0	1.9
Aug-23	0.345	0.2959	0.4854	576.0	0.0	3660.0	1.3	44.0	0.0	2.4
Sep-23	0.3685	0.3239	0.5023	680.0	0.0	2850.0	1.1	49.0	0.0	1.8
Oct-23	0.3559	0.3152	0.3976	602.0	0.0	4160.0	1.0	39.0	0.0	1.8
Nov-23	0.3556	0.294	0.3969	1217.5	0.0	5350.0	1.0	48.0	0.0	1.8
Dec-23	0.3513	0.2914	0.4143	532.5	0.0	1975.0	1.6	52.0	0.1	1.8
AVERAGES-	0.3490	0.2955	0.4124	693.4	0.1	3438.3	1.0	49.4	0.0	2.0

Respectfully Submitted,



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

**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:	<u>4/8/24</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED**      April 5<sup>th</sup>, 2024.  
**FROM:**              Public Works Supervisor  
**SUBJECT:**          Bimonthly Report.

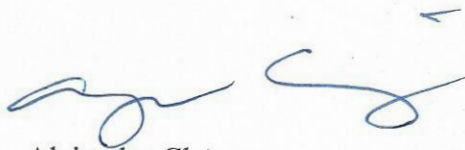
**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

The purpose of this report is to inform the 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 one-inch meters.
- Replaced 8 ¾ inch meters.
- Pumped out water at Apple Court retention basin.
- Caught 3 dogs.

Respectfully Submitted,



Alejandro Chavez  
Public Works Supervisor  
City of Holtville

# City of Holtville

## REPORT TO CITY COUNCIL

<b>MEETING DATE:</b>	<u>4/8/24</u>
<b>ITEM NUMBER</b>	<u>5 f</u>
<b>Approvals</b>	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** April 1, 2024

**FROM:** Raylene Tapiceria

**SUBJECT:** Building Inspections Quarterly Report 01/01/23 to 03/31/24

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

The purpose of this report is to inform Council of Building Inspection activities during the period of January through March 2024

**1 Current Commercial Inspection:**

- 235 W. Seventh Street - *Electrical, Enclosed Area, Stage Structure*

**78 Minor & Partial Inspections**

<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>
Roof Nailing	12	Roofing	12	Replace A/C	0	Windows	0
Water Heater	1	Insulation	0	Electrical	14	Pool Demo	0
Framing	1	Plumbing	3	Lath	3	Set Back	2
Roof Collapse	0	Rebar	2	Solar Panels	5	Concrete	0
Underlyment Paper	12	Footing	2	Drywall Nail	3	Signs	6
Fire Restoration	0	Courtesy Inspection	2	Gas	1	Fence	1
Fire Sprinklers	2						

**31 Permits received Final Inspections**

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

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• 829 Oak Avenue - <i>Solar Panels</i></li> <li>• 731 Cedar Avenue - <i>Solar Panels</i></li> <li>• 557 Palo Verde Avenue - <i>Solar Panels</i></li> <li>• 1505 E. Ninth Street - <i>Roof Repair</i></li> <li>• 605 Palm Avenue - <i>Water Heater</i></li> <li>• 820 Olive Avenue - <i>Solar Panels</i></li> <li>• 204 E. Fifth Street - <i>Electrical Panel</i></li> <li>• 621 Maple Avenue - <i>Electrical Panel</i></li> </ul> | <ul style="list-style-type: none"> <li>• 529 Orange Avenue - <i>Reroof</i></li> <li>• 634 W. Ninth Street - <i>Demo Refoof</i></li> <li>• 405 Palo Verde Avenue - <i>Demo Refoof</i></li> <li>• 578 Palo Verde Avenue - <i>Solar Panels</i></li> <li>• 944 Maple Avenue - <i>Demo Refoof</i></li> <li>• 528 Orange Avenue - <i>Demo Refoof</i></li> <li>• 411 E. Fifth Street - <i>Hood Fan, Electrical</i></li> <li>• 720 Orange Avenue - <i>Demo Refoof</i></li> </ul> |
|--|--|

## **26 Plan Review / Building Permits**

- 250 Walnut Avenue - *Demo Reroof*
- 670 Orange Avenue - *Upgrade Electrical Panel*
- 869 Walnut Avenue - *Solar Panels*
- 829 Oak Avenue - *Solar Panels*
- 731 Cedar Avenue - *Solar Panels*
- 557 Palo Verde Avenue - *Solar Panels*
- 1505 E. Ninth Street - *Roof Repair*
- 605 Palm Avenue - *Replace Water Heater*
- 411 E. Fifth - *Street Hood fan, Electrical*
- 621 Maple Avenue - *Upgrade Electrical Panel*
- 204 E. Fifth Street - *Upgrade Electrical Panel*
- 729 Chestnut Avenue - *Solar Panels, Upgrade Electrical Panel*
- 761 Orange Avenue - *Demo-Reroof, Upgrade Electrical Panel*
- 527 Walnut Avenue - *Solar Panels, Upgrade Electrical Panel*
- 721 Pine Avenue - *Upgrade Electrical, Plumbing, Reroof, Stucco*
- 820 Olive Avenue - *Solar Panels*
- 720 Orange Avenue - *Demo Reroof*
- 529 Orange Avenue - *Reroof*
- 634 W. Ninth Street - *Demo Reroof*
- 405 Palo Verde Avenue - *Demo Reroof*
- 578 Palo Verde Avenue - *Solar Panels*
- 719 Beale Avenue - *Solar Panels*
- 944 Maple Avenue - *Demo Reroof*
- 528 Orange Avenue - *Demo Reroof*
- 870 Palm Avenue - *Demo Reroof*
- 869 Orange Avenue - *Shade*

## **1 HOME Program Inspection**

*On 3/28/2024 I assisted our Finance Supervisor Adriana Anguis with the Home Program Inspection at 950 Holt Avenue Holtville, CA 92250.*

- Units Inspected: 102, 112, 133, 223, 239
- Units Filed: 107, 123, 126, 230, 232

Respectfully Submitted,

Raylene Tapiceria  
Building Inspector

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

Meeting Date	<u>4/8/24</u>	
Item Number	<u>5 g</u>	
<b>Approvals</b>	City Manager	_____
	Finance	_____
	City Attorney	_____

**DATE ISSUED:** April 4, 2024  
**FROM:** Haley Dowsey, Personnel Technician  
**SUBJECT:** *County of Imperial Public Health Department Community Event Fees Increase*

**ISSUE**

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

**DISCUSSION**

The Imperial County Board of Supervisors recently approved adjustments to the fee schedule for the Environmental Health Division, including the Community Event Program. The fees will go into effect beginning July 1, 2024. Currently, a food vendor who does not hold a permit through the County, applies for a Temporary Food Facility Permit (TFF). The current fee for a TFF Permit is \$10.00 and the community event organizer fee is \$5.00 per event. Therefore, a food vendor is currently paying \$15.00 in fees. However, after July 1, 2024, the TFF permit application fee is being raised from \$10.00 to \$50.00 per event. The Community event organizer application fee is being raised from \$5.00 per food vendor to \$25.00 per food vendor. Therefore, a food vendor will have to pay \$75.00 per event in fees that are paid directly to the County of Imperial Environmental Health Department. The fees could potentially negatively impact our Food Vendors for the City of Holtville’s Farmers Market & Street Fair events. The letter and Community Event Program Fees are attached for your review.

**FISCAL IMPACT**

None.

**RECOMMENDATION**

None.

**ALTERNATIVE**

None.

Respectfully Submitted,

Haley Dowsey