

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

Monday, June 10, 2024

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

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

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation
Evaluation Criteria

RECONVENE OPEN SESSION - 6:00 PM

PLEDGE of ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

PRESENTATION:

*Margaret Strahm
Daughters of the American Revolution*

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 Tuesday, May 28, 2024.
- b. Current Demands #46831 through #46872.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #24-16
Reading of **ORDINANCE #494** Amending Title 10, Section 10.20 Regarding Restricting the
Use of Cargo Containers *Nick Wells, City Manager*

b. Discussion/Related Action to Adopt RESOLUTION #24-17 Approving the Extension of
Water Utility Services Outside of City Limits to Specified Properties Located Near the
Intersection of Olive Avenue and Underwood Road *Nick Wells, City Manager*

c. Discussion/Related Action to Adopt RESOLUTION #24-18 Calling for a Local Election
in Conjunction with the November 5, 2024 Statewide Election
Yvette Rios, City Clerk

4. INFORMATION ONLY:

a. Discussion Only Regarding the 2024-25 Budget *Nick Wells, City Manager*

5. STAFF REPORTS

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

6. Items for future meetings *Streets Assessment*

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) on Friday, June 7, 2024.

THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL

Tuesday, May 28, 2024

MEETING DATE:		6/10/24
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Tuesday, May 28, 2024, at 5:30 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.

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 6:06 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, May 24, 2024.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

RECOGNITION:

AmeriCorps Volunteers

John Cabrera, Borderlands Project Specialist

Haley Dowsey, Personnel Technician was in attendance to present a certificate of appreciation for AmeriCorps volunteers who have assisted her with City of Holtville events since 2019.

John Cabrera spoke on behalf of AmeriCorps to thank the City of Holtville, Ms. Dowsey, and Fire Chief Silva for allowing the organization good volunteer opportunities. He expressed fondness for the City of Holtville events that AmeriCorps has been involved with for the past five years. Mr. Cabrera introduced members in attendance and explained that they are tutors foremost at schools throughout the Imperial Valley, including HUSD.

RECOGNITION:

Holtville High School Boys and Girls Soccer Team Achievements

HHS Athletic Director CJ Johnston

Oscar Gonzalez, Head Coach for the Boys Soccer team, expressed that he and his team were honored to be in attendance. He explained that they went undefeated in their league, earning the achievement of Desert League Champions. Coach Gonzalez shared that the team strives to be students of upstanding character in precedence of being an athlete. He recognized senior Juan Carlos Rodriguez who has signed to play for College of the Desert in Palm Desert. Additionally, Juan Carlos scored a remarkable 50 goals this past season, ranking 3rd in the nation. The team will be losing 11 valuable seniors.

Krystal Arias, Head Coach for the Girls Soccer team, shared that she and the rest of the coaching staff are proud Holtville Viking alumni. She voiced the importance of a sense of community and teaching this to the girls. Coach Arias thanked the parents for their dedication to supporting their student athletes. She was proud to announce that the girls team went undefeated in their league, earning the achievement of Desert League Champions. Although the team lost the semi-finals CIF match, she is hopeful that the team will return stronger in the coming season. Luckily, the team consists of many underclassmen that will be returning for the next season. On the downside, the Varsity team will lose 4 valuable seniors.

GENERAL PUBLIC COMMENTS:

Stacey Britschgi (854 Cedar Avenue) thanked City Manager Nick Wells for arranging the recognition of the Holtville High School Boys and Girls Soccer Teams because they were not recognized by the school district.

1. CITY COUNCIL CONSENT AGENDA:

- a.** Approval of the Minutes from the Regular Meeting of Monday, May 13, 2024.
- b.** Current Demands #46782 through #46830

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:

Ms. Rios reported that she assisted with the Holtville Farmers Market and organized a scavenger hunt for the kids. She thanked the Council members who participated in the scavenger hunt and encouraged everyone to see the pictures on Facebook from the activity. She attended the Planning Commission meeting the week prior and will be attending a GIS training later in the week. Ms. Rios also reported that she has received one application for the Holtville IVHA representative position.

Mr. Wells reported that he attended the Grand Opening of South Imperial Avenue in El Centro with Mayor Anderson and Mr. Pacheco. The USACE compliance officer will be making an onsite visit for the Wetlands project on June 4th. He announced that THG applied for grant funding for the potential Alamo trail extension to the west. On Thursday JD Hamby will be planting trees donated by IID with Mayor Anderson at Earl Walker Park.

Mr. Walker had nothing to report.

Ms. Ward attended the Memorial Day Ceremony, noting it was well attended with good weather.

Mr. Goodsell reported that he attended an ICTC meeting where they workshopped for their budget. He also attended a Chamber mixer at Cooper's West Insurance, the League of Cities dinner, and the Memorial Day ceremony.

Mr. Munger reported that he attended the League of Cities dinner and enjoyed his meal.

Mr. Pacheco reported that he attended the Memorial Day Ceremony and enjoyed having the ladder fire engine there. He also attended the Grand Opening of South Imperial Avenue and will be emailing questions regarding the demands to Ms. Anguis.

Chief Silva reported that he attended a South Ops training in Riverside and that all full-time fire department staff have had their red card training and are ready for strike team. He will be attending career day at Finley Elementary School with his dalmatian "Chief". Chief Silva held an orientation meeting for lifeguard staff and announced that the public pool will open on June 7th in the morning and the Ice Cream social will be later that evening.

Ms. Anguis reported that she has continued working with the auditors and has generated budget projections for the 2024-25 FY. She will be arranging drone images of City buildings for FEMA and attending a grant writing class in El Centro with Chief Silva.

Mayor Anderson reported that he has attended the Memorial Day Ceremony, League of Cities dinner, Holtville Farmers Market, and Holtville Chamber board meeting. He reminded the public that the City is looking for two IVHA representatives and sponsors for the public pool. Additionally, he reminded Mr. Wells to arrange a joint meeting with the Holtville Unified School District.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. PUBLIC HEARING: Discussion/Related Action to Introduce and Waive the First Reading of **ORDINANCE #494** Amending Title 10, Section 10.20 Regarding Restricting the Use of Cargo Containers **Nick Wells, City Manager**

Mr. Wells explained that ordinances pertaining to restricting the use of cargo containers have been introduced and passed in a various forms, but Ordinance No. 494 aims to combine them all. A key distinction is that cargo containers will be permitted in residential areas so long as requirements are met. Furthermore, he explained that the language of Ordinance No. 494 has been strengthened and will reflect exceptions recognized by subsequent ordinances. Mr. Goodsell proposed a revision to language in the resolution for Ordinance No. 494. The revision will be made by staff and presented at the second hearing.

A Public Hearing was opened by Mayor Anderson at 6:53 PM

No public comments were registered during the Public Hearing.

The Public Hearing was closed at 6:53 PM.

A motion was made by Mr. Goodsell and seconded by Ms. Ward to introduce and waive the first reading of Ordinance No. 494 as amended. The motion passed in the form of a roll call vote.

AYES: Goodsell, Munger, Pacheco, Ward, Anderson

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

b. Discussion/Related Action Regarding a Request by Holtville High School to Issue a Permit for a Professional Fireworks Display at the Senior Graduation to be Held on Thursday, June 6, 2024, at the HHS Football Field **Nick Wells, City Manager**

Mr. Wells explained that as has been typical for the past years, Holtville High School has requested a permit to display fireworks at the graduation scheduled this year for June 6, 2024. If winds exceed 20 mph, it will be unsafe for a fireworks display and therefore unallowed. Mayor Anderson chose to abstain on the matter due to a personal conflict with fireworks near the high school.

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

AYES: *Goodsell, Munger, Pacheco, Ward*

NOES: *None*

ABSENT: *None*

ABSTAIN: *Anderson*

c. Discussion/Related Action to Approve Request by the Holtville Chamber of Commerce to Obtain the Single Vendor Permit for Sale of "Safe and Sane Fireworks" in Association with 2024 Independence Day Celebrations

Nick Wells, City Manager

In accordance with Holtville's municipal law, Mr. Wells explained that a single vendor permit may be granted for the sale of fireworks during the week of the 4th of July. The Holtville Chamber of Commerce has been the sole applicant for some time now so they have been traditionally granted the permit.

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

AYES: *Goodsell, Pacheco, Ward, Anderson*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

4. INFORMATION ONLY:

a. Discussion Only Regarding the 2024-25 Budget

Nick Wells, City Manager

Mr. Wells opened discussion by informing the Council that he and Ms. Anguis have been engrossed in analyzing revenue for the general fund of the budget. The general fund, he said, is one of the most complex projections. Mr. Wells reviewed categories of the general fund and delineated how and why revenues have fluctuated in recent years. He and Ms. Anguis answered various questions from the Council regarding the budget.

5. STAFF REPORTS:

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

6. Items for Future Meetings:

Streets assessment

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Anderson adjourned the meeting at 7:23 PM.*

Yvette Rios, City Clerk

Murray Anderson, Mayor

MEETING DATE: 6/10/24

ITEM NUMBER 1 b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

Report Criteria:

Report type: GL detail

Check.Type = {<-} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount		
46831								
05/23/2024	46831	COUNTY OF IMPE	NINTH ST W	22-80043-4430	85.00	85.00	NINTH ST WEST ENCROACHME	ADMIN
Total 46831:						85.00		
46832								
05/23/2024	46832	IMPERIAL IRRIGAT	NINTH ST W	22-80043-4430	250.00	250.00	NINTH STREET WEST ENCROA	ADMIN
Total 46832:						250.00		
46833								
05/30/2024	46833	ACE HARDWARE	E40557	10-22080-4420	55.73	55.73	CLEANING SUPPLIES	PW FIRE
05/30/2024	46833	ACE HARDWARE	E42103	10-22080-4420	43.07	43.07	BATTERIES, MARKERS	
05/30/2024	46833	ACE HARDWARE	E40993	10-22080-4420	62.41	62.41	BOTTLED WATER, SHOE BOX	
05/30/2024	46833	ACE HARDWARE	E40995	10-22080-4420	10.75	10.75	SPRAYER	
05/30/2024	46833	ACE HARDWARE	E45433	11-31510-44280	9.11	9.11	KWIKSET KEYS	
05/30/2024	46833	ACE HARDWARE	E45433	12-31620-4428	9.12	9.12	KWIKSET KEYS	
05/30/2024	46833	ACE HARDWARE	E45662	10-31140-44200	23.69	23.69	WATER GAUGE	
05/30/2024	46833	ACE HARDWARE	E46045	11-31510-44200	7.41	7.41	PVC CAPS	
05/30/2024	46833	ACE HARDWARE	E46045	12-31620-4420	7.41	7.41	PVC CAPS	
05/30/2024	46833	ACE HARDWARE	E46070	10-31150-44200	25.85	25.85	LINE PRO CF3	
05/30/2024	46833	ACE HARDWARE	E45901	10-31140-44200	6.02	6.02	PACKING SHEETS	
05/30/2024	46833	ACE HARDWARE	E46260	10-31150-44200	11.92	11.92	BATTERIES	
05/30/2024	46833	ACE HARDWARE	E46133	10-31140-44200	7.69	7.69	COUPLERS, PIPE PVC	
05/30/2024	46833	ACE HARDWARE	E47334	10-31140-44210	47.39	47.39	SHOVEL AND HANDLE	
05/30/2024	46833	ACE HARDWARE	E46167	10-31140-44200	18.31	18.31	HAND SPRAYER	
05/30/2024	46833	ACE HARDWARE	E46538	10-22080-4420	2.16	2.16	SCREWS AND FENDER WASH	
05/30/2024	46833	ACE HARDWARE	E46192	10-22080-4420	10.75	10.75	BOTTLED WATER	
05/30/2024	46833	ACE HARDWARE	E45434	10-22080-4420	7.13	7.13	BOLTS	
05/30/2024	46833	ACE HARDWARE	E45017	10-22080-4420	40.49	40.49	TOILET SEAT, HANDSOAP	
05/30/2024	46833	ACE HARDWARE	E45699	10-22080-4420	20.67	20.67	CAT LITTER	
05/30/2024	46833	ACE HARDWARE	E45704	10-22080-4420	43.91	43.91	CAT LITTER	
05/30/2024	46833	ACE HARDWARE	E45389	10-22080-4420	52.50	52.50	DOUBLE CLEVIS, CHAIN PROO	
05/30/2024	46833	ACE HARDWARE	E45381	10-22080-4420	201.36	201.36	CHAIN PROOF, CLEVIS HOOK	
05/30/2024	46833	ACE HARDWARE	E45410	10-22080-4420	23.13	23.13	DRILL BIT, BOLTS	
05/30/2024	46833	ACE HARDWARE	E45029	10-22080-4420	20.46	20.46	CONTRACTOR BAGS	
05/30/2024	46833	ACE HARDWARE	E44772	10-22080-4420	28.00	28.00	TIE-DOWN	
05/30/2024	46833	ACE HARDWARE	E44361	10-22080-4420	12.92	12.92	CABLE TIES	
05/30/2024	46833	ACE HARDWARE	E44414	10-22080-4420	17.22	17.22	CABLE TIES	
05/30/2024	46833	ACE HARDWARE	E44578	10-22080-4420	66.20	66.20	COOLER, GATORADE POWDER	
05/30/2024	46833	ACE HARDWARE	E44187	10-31158-44200	86.03	86.03	WATER BOTTLES FOR COOLIN	
05/30/2024	46833	ACE HARDWARE	E43928	10-22080-4420	36.57	36.57	SPRINKLER, HOSE	
05/30/2024	46833	ACE HARDWARE	E46954	10-22080-4420	12.05	12.05	PLASTIC BUCKET	
05/30/2024	46833	ACE HARDWARE	E46878	10-22080-4420	43.94	43.94	DIESEL, CORRECTION FLUID	
05/30/2024	46833	ACE HARDWARE	E46874	10-22080-4420	31.24	31.24	DIESEL CAN	
05/30/2024	46833	ACE HARDWARE	E46952	10-22080-4420	96.91	96.91	BOTTLED WATER, COOLER	
05/30/2024	46833	ACE HARDWARE	E43345	10-22080-4420	30.15	30.15	GLOVES	
05/30/2024	46833	ACE HARDWARE	E43005	10-22080-4420	14.23	14.23	WEED KILLER	
05/30/2024	46833	ACE HARDWARE	E42869	10-22080-4420	28.00	28.00	TOILET SEAT	
05/30/2024	46833	ACE HARDWARE	E42375	10-22080-4420	17.23	17.23	GLOVES	
05/30/2024	46833	ACE HARDWARE	E43745	10-22080-4420	38.91	38.91	DAWN SOAP, PROPANE	
05/30/2024	46833	ACE HARDWARE	E44194	10-22080-4426	711.13	711.13	WIFI AIR CONDITIONER	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46833:						2,039.17		
46834								
05/30/2024	46834	ADRIANA ANGUIS	MAY 2024 MI	10-14020-4429	62.65	62.65	MAY 2024 MILEAGE	ADMIN
Total 46834:						62.65		
46835								
05/30/2024	46835	AFLAC	960701	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	ADMIN
05/30/2024	46835	AFLAC	960701	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
05/30/2024	46835	AFLAC	082671	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
05/30/2024	46835	AFLAC	082671	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
Total 46835:						50.50		
46836								
05/30/2024	46836	AKESO OCCUPATI	EC5845	10-22080-4430	300.00	300.00	FIRE PRE-HIRE	FIRE
Total 46836:						300.00		
46837								
05/30/2024	46837	ALEJANDRO ESTR	1475	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES	PW
05/30/2024	46837	ALEJANDRO ESTR	1475	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES	FIRE
05/30/2024	46837	ALEJANDRO ESTR	1475	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES	ADMIN
05/30/2024	46837	ALEJANDRO ESTR	1475	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
05/30/2024	46837	ALEJANDRO ESTR	1475	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
05/30/2024	46837	ALEJANDRO ESTR	1475	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
05/30/2024	46837	ALEJANDRO ESTR	1475	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
05/30/2024	46837	ALEJANDRO ESTR	1475	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
05/30/2024	46837	ALEJANDRO ESTR	1475	10-12003-4520	150.00	150.00	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	10-14020-4520	133.32	133.32	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	10-12001-4520	40.00	40.00	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	11-31510-45200	53.34	53.34	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	12-31620-4520	53.34	53.34	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	10-31158-44300	750.00	750.00	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	11-31520-45200	645.00	645.00	CITY HALL CONSULTING	
05/30/2024	46837	ALEJANDRO ESTR	1475	12-31610-4520	750.00	750.00	CITY HALL CONSULTING	
Total 46837:						3,295.00		
46838								
05/30/2024	46838	AT&T	21676166	10-12001-4425	14.50	14.50	TELEPHONE CHARGES	PW
05/30/2024	46838	AT&T	21676166	10-22080-4425	142.67	142.67	TELEPHONE CHARGES	FIRE
05/30/2024	46838	AT&T	21676166	10-21040-4425	473.32	473.32	TELEPHONE CHARGES	ADMIN
05/30/2024	46838	AT&T	21676166	11-31520-44250	80.74	80.74	TELEPHONE CHARGES	
05/30/2024	46838	AT&T	21676166	12-31610-4425	85.55	85.55	TELEPHONE CHARGES	
05/30/2024	46838	AT&T	21676166	12-31620-4425	60.43	60.43	TELEPHONE CHARGES	
05/30/2024	46838	AT&T	21676166	10-31150-44250	7.38	7.38	TELEPHONE CHARGES	
Total 46838:						864.59		
46839								
05/30/2024	46839	AT&T MOBILITY	1671X05112	10-22080-4423	45.03	45.03	FIRE DEPT PHONE	PW
05/30/2024	46839	AT&T MOBILITY	1671X05112	10-22080-4515	120.72	120.72	FIRE DEPT SERVICES	FIRE
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-12001-4423	59.05	59.05	TELEPHONE CHARGES	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-12001-4515	60.36	60.36	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-22080-4423	45.03	45.03	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-22080-4515	40.24	40.24	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-14020-4430	50.06	50.06	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-14020-4515	20.12	20.12	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-12003-4423	45.03	45.03	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-31140-44230	114.39	114.39	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	10-31150-44230	69.35	69.35	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	12-31610-4423	70.88	70.88	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	12-31620-4423	141.36	141.36	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	11-31530-44230	47.25	47.25	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	11-31510-44230	94.08	94.08	TELEPHONE CHARGES	
05/30/2024	46839	AT&T MOBILITY	8116X051120	11-31520-44230	210.40	210.40	TELEPHONE CHARGES	
Total 46839:						1,233.35		
46840								FIRE
05/30/2024	46840	AUTO ZONE COM	5648885927	10-22080-4420	54.30	54.30	WAX AND POLISH	
05/30/2024	46840	AUTO ZONE COM	5648881053	10-22080-4420	103.38	103.38	DIESEL EXHAUST FLUID	
Total 46840:						157.68		
46841								PW
05/30/2024	46841	BAVCO	274627	11-31510-44200	678.45	678.45	REPAIR KIT	
Total 46841:						678.45		
46842								ADMIN
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-13010-4230	594.62	594.62	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-12001-4230	1,666.00	1,666.00	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-14020-4230	951.60	951.60	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-22080-4230	1,601.26	1,601.26	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-31140-42300	581.82	581.82	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	10-12003-4230	618.03	618.03	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	11-31530-42300	237.74	237.74	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	11-31510-42300	1,819.38	1,819.38	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	12-31610-4230	623.16	623.16	MEDICAL INSURANCE PREMIU	
05/30/2024	46842	BLUE SHIELD OF	2413500145	12-31620-4230	1,819.37	1,819.37	MEDICAL INSURANCE PREMIU	
Total 46842:						10,512.98		
46843								ADMIN
05/30/2024	46843	CITY OF IMPERIAL	2024-0071	10-17030-4432	2,944.37	2,944.37	CYBERSECURITY SERVICES	
Total 46843:						2,944.37		
46844								PW
05/30/2024	46844	COUNTY MOTOR P	311869	10-31140-44200	6.02	6.02	CONNECTOR KIT	
05/30/2024	46844	COUNTY MOTOR P	311913	11-31510-44200	134.49	134.49	HOSE FITTINGS	
05/30/2024	46844	COUNTY MOTOR P	312018	10-31140-44280	130.18	130.18	DRILL BIT, BALL MOUNT	
Total 46844:						270.69		
46845								ADMIN
05/30/2024	46845	COUNTY OF IMPE	2324-001	10-17030-4432	1,000.00	1,000.00	BOS TENS GRANT	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46845:						1,000.00		
46846								
05/30/2024	46846	HALEY DOWSEY	FARMERS M	10-13050-4420	60.01	60.01	FARMERS MARKET SUPPLIES	FARM MKT
Total 46846:						60.01		
46847								
05/30/2024	46847	HARTFORD	4817750271	10-11011-42310	58.81	58.81	LIFE INSURANCE PREMIUM	ADMIN
05/30/2024	46847	HARTFORD	4817750271	10-12001-4231	39.12	39.12	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	10-14020-4231	33.08	33.08	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	10-12003-4231	26.16	26.16	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	10-22080-4231	58.68	58.68	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	10-31140-42310	23.74	23.74	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	11-31530-42310	4.89	4.89	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	11-31510-42310	89.53	89.53	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	11-31520-42310	19.56	19.56	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	12-31610-4231	77.52	77.52	LIFE INSURANCE PREMIUM	
05/30/2024	46847	HARTFORD	4817750271	12-31620-4231	89.54	89.54	LIFE INSURANCE PREMIUM	
Total 46847:						520.63		
46848								
05/30/2024	46848	HIGHLINE COOLIN	JUNE 2024	10-21040-4438	1,000.00	1,000.00	JUNE 2024 OFFICE RENT	ADMIN
05/30/2024	46848	HIGHLINE COOLIN	JUNE 2024	10-22080-4438	1,000.00	1,000.00	JUNE 2024 OFFICE RENT	
Total 46848:						2,000.00		
46849								
05/30/2024	46849	HOLT GROUP, THE	24-02-014	22-80042-4430	1,554.60	1,554.60	(513) 9TH ST BETWEEN ASH AN	ADMIN
05/30/2024	46849	HOLT GROUP, THE	24-02-018	10-12003-4430	4,968.23	4,968.23	(047) CUP, PUBLIC HEARING M	
05/30/2024	46849	HOLT GROUP, THE	24-02-019	10-12003-4430	893.62	893.62	(207)REVIEW BUILDING PERMI	
05/30/2024	46849	HOLT GROUP, THE	24-02-020	10-31140-44302	1,020.00	1,020.00	(335) CALTRANS EQUITY MODU	
05/30/2024	46849	HOLT GROUP, THE	24-02-021	22-80042-4430	1,990.00	1,990.00	(513) 9TH ST BETWEEN ASH AN	
05/30/2024	46849	HOLT GROUP, THE	24-02-022	10-12003-4430	7,928.40	7,928.40	(526) PERI AND SONS LABOR H	
Total 46849:						18,354.85		
46850								
05/30/2024	46850	HOLTVILLE FIREFI	2024 PP#8-1	10-00000-2028	370.00	370.00	2024 PP #8-10 DUES	FIRE
Total 46850:						370.00		
46851								
05/30/2024	46851	HOME DEPOT/GE	3970401	12-31610-4420	393.21	393.21	WWTP SUPPLIES	PW
05/30/2024	46851	HOME DEPOT/GE	2534978	11-31520-44200	215.42	215.42	BATTERY	
Total 46851:						608.63		
46852								
05/30/2024	46852	HUMANA	296346462	10-13010-4225	78.03	78.03	DENTAL INSURANCE	ADMIN
05/30/2024	46852	HUMANA	296346462	10-12001-4225	199.57	199.57	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	10-14020-4225	104.04	104.04	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	10-22080-4225	156.06	156.06	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	10-12003-4225	121.54	121.54	DENTAL INSURANCE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
05/30/2024	46852	HUMANA	296346462	10-31140-42250	61.12	61.12	DENTAL INSURANCE	ADMIN
05/30/2024	46852	HUMANA	296346462	11-31530-42250	27.31	27.31	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	11-31510-42250	202.51	202.51	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	12-31610-4225	78.03	78.03	DENTAL INSURANCE	
05/30/2024	46852	HUMANA	296346462	12-31620-4225	194.74	194.74	DENTAL INSURANCE	
Total 46852:						1,222.95		
46853								
05/30/2024	46853	IMPERIAL VALLEY	INV24-00006	10-22080-4430	10,325.00	10,325.00	2023-2024 MEMBERSHIP FEES	ADMIN
Total 46853:						10,325.00		
46854								
05/30/2024	46854	IV WATER SPECIA	52824	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WASTE	PW
05/30/2024	46854	IV WATER SPECIA	52824	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WASTE	
Total 46854:						4,650.00		
46855								
05/30/2024	46855	K-C WELDING & R	196433	12-31620-4420	187.16	187.16	KROIL COUPLERS	PW
Total 46855:						187.16		
46856								
05/30/2024	46856	LA BRUCHERIE IR	282566C	12-31620-4420	220.40	220.40	SUCTION HOSE	PW
Total 46856:						220.40		
46857								
05/30/2024	46857	LEAF	16486199	10-22080-4525	118.53	118.53	XEROX	FIRE
Total 46857:						118.53		
46858								
05/30/2024	46858	MISSIONSQUARE	6191452	10-00000-2026	2,179.85	2,179.85	RETIREMENT	ADMIN
05/30/2024	46858	MISSIONSQUARE	6191452	10-00000-2027	798.89	798.89	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	10-12001-4240	657.76	657.76	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	10-14020-4240	287.28	287.28	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	10-22080-4240	349.58	349.58	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	10-12003-4240	185.20	185.20	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	10-31140-42400	159.06	159.06	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	11-31530-42400	58.72	58.72	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	11-31510-42400	506.05	506.05	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	11-31520-42400	380.64	380.64	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	12-31610-4240	454.88	454.88	RETIREMENT	
05/30/2024	46858	MISSIONSQUARE	6191452	12-31620-4240	524.50	524.50	RETIREMENT	
Total 46858:						6,542.41		
46859								
05/30/2024	46859	MOSS, LEVY & HA	15372	10-14020-4430	10,000.00	10,000.00	AUDIT FIELDWORK END 6/30/20	ADMIN
Total 46859:						10,000.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
46860								
05/30/2024	46860	PEOPLEREADY,IN	28676083	10-31150-41400	725.73	725.73	TEMP WORKER PARKS	PW
05/30/2024	46860	PEOPLEREADY,IN	28670046	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
Total 46860:					1,508.38			
46861								
05/30/2024	46861	QUILL CORPORATI	38624943	10-12003-4416	35.75	35.75	PRINTER PAPER	ADMIN
Total 46861:					35.75			
46862								
05/30/2024	46862	RAYLENE TAPICER	MILEAGE M	10-12003-4429	60.30	60.30	ICTC GIS TRAINING	ADMIN
Total 46862:					60.30			
46863								
05/30/2024	46863	RICK'S GROUP DIE	1926153	10-22080-4428	1,400.00	1,400.00	LADDER BRACKET HOLDER	FIRE
05/30/2024	46863	RICK'S GROUP DIE	30405	10-22080-4428	1,199.58	1,199.58	DIESEL TANK REPAIRS	
Total 46863:					2,599.58			
46864								
05/30/2024	46864	SIMNSA HEALTH P	129380	10-22080-4230	408.16	408.16	MEDICAL HEALTH INSURANCE	ADMIN
05/30/2024	46864	SIMNSA HEALTH P	129380	10-21070-4230	40.10	40.10	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	10-31140-42300	32.08	32.08	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	10-31150-42300	501.08	501.08	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	11-31510-42300	433.72	433.72	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	11-31520-42300	271.38	271.38	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	12-31610-4230	1,004.19	1,004.19	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	12-31620-4230	310.56	310.56	MEDICAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	10-22080-4225	50.12	50.12	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	10-31140-42250	3.79	3.79	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	10-31150-42250	51.24	51.24	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	11-31510-42250	38.31	38.31	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	11-31520-42250	18.93	18.93	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	12-31610-4225	73.51	73.51	DENTAL HEALTH INSURANCE	
05/30/2024	46864	SIMNSA HEALTH P	129380	12-31620-4225	28.05	28.05	DENTAL HEALTH INSURANCE	
Total 46864:					3,265.22			
46865								
05/30/2024	46865	SWRCB ACCOUNT	LW-1043210	11-31520-44301	15,073.17	15,073.17	2024 DRINKING WATER PROGR	ADMIN
Total 46865:					15,073.17			
46866								
05/30/2024	46866	VALLEY TESTING	37377	10-22080-4430	268.00	268.00	FIRE DEPT DRUG TEST	FIRE
05/30/2024	46866	VALLEY TESTING	37332	10-22080-4430	268.00	268.00	EMPLOYEE DRUG TESTING	
Total 46866:					536.00			
46867								
05/30/2024	46867	VIC'S A/C	98223	10-22080-4430	230.02	230.02	HVAC REPAIRS	FIRE

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 46867:						230.02		
46868								
05/30/2024	46868	VISION SERVICE P	820519742	10-13010-4225	12.51	12.51	VISION HEALTH INSURANCE	ADMIN
05/30/2024	46868	VISION SERVICE P	820519742	10-12001-4225	40.45	40.45	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	10-14020-4225	16.68	16.68	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	10-12003-4225	12.26	12.26	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	10-22080-4225	45.70	45.70	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	10-31140-42250	8.68	8.68	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	10-31150-42250	29.65	29.65	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	11-31530-42250	5.00	5.00	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	11-31510-42250	51.72	51.72	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	11-31520-42250	65.47	65.47	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	12-31610-4225	12.51	12.51	VISION HEALTH INSURANCE	
05/30/2024	46868	VISION SERVICE P	820519742	12-31620-4225	49.23	49.23	VISION HEALTH INSURANCE	
Total 46868:						349.86		
46869								
05/30/2024	46869	VISUAL EDGE IT, I	24AR177682	10-12001-4416	36.72	36.72	PRINTER	ADMIN
05/30/2024	46869	VISUAL EDGE IT, I	24AR177682	10-13010-4416	36.73	36.73	PRINTER	
05/30/2024	46869	VISUAL EDGE IT, I	24AR177682	10-14020-4416	36.73	36.73	PRINTER	
05/30/2024	46869	VISUAL EDGE IT, I	24AR177682	11-31510-44160	36.73	36.73	PRINTER	
05/30/2024	46869	VISUAL EDGE IT, I	24AR177682	12-31620-4416	36.73	36.73	PRINTER	
Total 46869:						183.64		
46870								
05/30/2024	46870	WALKER & DRISKI	13492	10-16026-4430	1,485.00	1,485.00	ATTORNEY FEES	ADMIN
Total 46870:						1,485.00		
46871								
05/30/2024	46871	WAXIE SANITARY	82491313	10-31158-44200	622.33	622.33	TOILET PAPER	PW
Total 46871:						622.33		
46872								
05/30/2024	46872	NICHOLAS WELLS	MAY 2024 E	10-12001-43110	70.00	70.00	SCAG CONFERENCE PER DIEM	ADMIN
05/30/2024	46872	NICHOLAS WELLS	MAY 2024 E	10-12001-4429	229.14	229.14	MAY 2024 MILEAGE	
Total 46872:						299.14		
Grand Totals:						105,173.39		



City of Holtville REPORT TO COUNCIL

MEETING DATE:	06/10/24
ITEM NUMBER	3 a
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

To: Nicholas Wells, City Manager
Holtville City Council

From: George Galvan, AICP, City Planner

Date: May 28, 2024

Project: Ordinance 494 – Cargo Containers in Residential and Downtown-B Zones

An interpretation of the Zoning Code was initiated in February 2018 to determine whether or not cargo containers would be allowed in various zones throughout the City. Numerous public hearings were held by the Planning Commission and City Council regarding the matter. Cargo containers were previously allowed in all industrial zones and C-2 commercial zones. The City Council approved Resolution 18-06 and Ordinance 491 on September 4, 2018 to allow improved cargo containers in Downtown-B zones subject to a Minor Use Permit. Council also approved Ordinance 494 on June 4, 2019 allowing improved cargo containers in all Residential Zones.

Ordinance 491 intended to amend Section 17.41.110 of the Holtville Municipal Code – “Downtown Code, Special Regulations” adding Sub-section E, outlining the development standards for cargo containers in the Downtown-B zone. Such standards include placement of the cargo container be restricted to the rear yard only, maximum square footage not to exceed 320 square feet, that cargo containers must be improved to comply with the architectural design requirements and all other requirements of the Downtown Code; and other similar requirements. Ordinance 491 also establishes the requirement of a Minor Use Permit for cargo containers.

Ordinance 494 allowed improved cargo containers in all residential zones and included a definition of an improved cargo container as one that has been modified for aesthetic purposes that may include siding material, color or modifications to make it consistent with the main structure and thus constituting an accessory structure.

Although both Ordinances were approved and a second reading was conducted, neither Ordinance was published in a newspaper circulated in Holtville. Building permits have been issued for at least three cargo containers since the approval of both Ordinances.

Council is being asked once again to approve and adopt Ordinance 494 so that it can be published in the newspaper and be legally in force once again. Ordinance 491 is not up for consideration since it would be redundant with the passage of the updated Ordinance 494.

RECOMMENDATION

Staff recommends the adoption of **Ordinance 494** allowing improved cargo containers in residential zones and Downtown-B zones and instructing the City Clerk to publish the Ordinance at least once in a newspaper of general circulation printed and published in the City of Holtville, together with the names of the members of the City Council voting for and against the same. Said publication shall occur after the second reading of the Ordinance.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 24-16
ORDINANCE NO. 494**

**AN ORDINANCE OF THE HOLTVILLE CITY COUNCIL AMENDING TITLE 17 (ZONING)
OF THE HOLTVILLE MUNICIPAL CODE RELATED TO IMPROVED CARGO
CONTAINERS IN RESIDENTIAL ZONES AND DOWNTOWN-B ZONES**

WHEREAS, a cargo container is defined as an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, trans, and/or ships. A cargo container modified in a manner that would preclude future use by a commercial transportation entity is still considered a cargo container; and

WHEREAS, the City Council previously approved various actions related to cargo containers; and

WHEREAS, it is the intent of the City to expressly allow the use of cargo containers in the residential zones only if they are improved in such a manner as to retain the residential character of the neighborhood; and

WHEREAS, it is the intent of the City to expressly allow the use of cargo containers in the Downtown B Zone only if they are improved in accordance with established development standards and subject to a Minor Use Permit; and

WHEREAS, the Planning Commission held a duly noticed public hearings on July 16, 2018, and December 17, 2018, and based on testimonies received, the Planning Commission recommends an amendment to the Municipal Code allowing improved cargo containers in residential zones and Downtown-B zones; and

WHEREAS, the City Council held a Public Hearing on August 27, 2018, February 25, 2019, and May 28, 2024 to review the pertinent facts and consider all arguments for and against the proposed text amendments and found as follows:

- (a) That the above stated recitals are incorporated as findings, and
- (b) That the proposed amendments are consistent with the objectives of the Holtville General Plan and development policies adopted by the Holtville City Council, and
- (c) That the adoption of this ordinance is exempt from CEQA review per section 15061 (b)(3), and a Notice of Exemption has been filed; and
- (d) That the use of improved cargo containers with limitations and restrictions proposed in the draft text amendment attached hereto would further the objectives of the Zoning Code; and
- (e) That field investigations disclosed that the subject use in residential zone, as restricted would be compatible with the uses permitted in residential zones and Downtown B Zone respectively; and
- (f) That the subject use is similar to one or more uses permitted in all residential zones and Downtown B Zone respectively; and

- (g) That the subject use will be reviewed to ensure that the proposed use and location will not cause reduction in the value of the property or adversely impact surrounding properties.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That **SECTION 1:** Title 17 of the Holtville Municipal Code shall be amended follows:

17.04.030 “B” Definitions.

Building, Accessory “Accessory Building” means a building, part of a building, or structure which is incidental or subordinate to the main building or use on the same site. This definition does not apply to uncovered swimming pool. This definition shall apply to “improved cargo container” when proper permits are obtained for installation and improvements as codified under this chapter (See 17.04.040 “Improved Cargo Container.”)

17.04.040 “C” Definitions.

“Cargo Container” means an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, transit, rails and/or ships. A cargo container modified in a manner that would preclude future use by a commercial transportation entity is still considered a cargo container.

An “Improved Cargo Container” shall mean a cargo container as defined above that has been permitted to be installed and modified for aesthetic purposes that may include siding material, color or modifications to make it consistent with the main structure and thus constituting an accessory structure.

17.41.110 E. Cargo Containers.

Subject to approval of a Minor Use Permit, cargo containers may be located as an accessory structure within the Downtown B zone only when it is used for storage directly related to the primary use. The following development standards shall apply.

1. Cargo containers must be improved to comply with the architectural design requirements and all other requirements of the Downtown Code.
2. The parcel of land for which the cargo container is to be located must meet minimum lot size requirements as established for the General Commercial zone. A maximum of one cargo container, regardless of size, is allowed per parcel.
3. Cargo containers may only be located in the rear yard. The installation of cargo containers within the front yard or side yard is strictly prohibited.
4. A maximum of one cargo container, regardless of size, is allowed per parcel.
5. The maximum square footage of the cargo container cannot exceed 320 square feet.
6. Cargo containers shall meet the setback requirements.
7. Cargo containers shall not be used for any advertising purpose and shall be kept clean of all alpha-numeric signage and writing.

8. As a condition of placement, cargo containers may be required to be fenced or screened from abutting properties and/or rights-of-way pursuant to the provisions of the Downtown Code.
9. Cargo containers shall be included in the calculation of overall lot coverage.
10. Cargo containers shall not occupy required off-street parking, loading or landscaping areas.
11. Materials stored within cargo containers are subject to review and approval by the Fire Department.
12. A Building Permit is required for any cargo containers exceeding 120 square feet in size.

SECTION 2: This ordinance shall take effect and shall be in force thirty (30) days after the date of adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published at least once in a newspaper of general circulation printed and published in the City of Holtville, together with the names of the members of the City Council voting for and against the same.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 10th day of June, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:


Attest:

Yvette Rios, City Clerk

Murray Anderson, Mayor

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	06/10/24
ITEM NUMBER	3 b
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: June 6, 2024

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 24-17** *Approving the Extension of Water Utility Services Outside of City Limits to Specified Properties Located Near the Intersection of Olive Avenue and Underwood Road*

ISSUE:

Shall the City Council approve Resolution No. 24-17, authorizing the extension of Water Service outside of City limits to six (6) specified residential properties located near the intersection of Olive Avenue and Underwood Road to facilitate the Pear Canal undergrounding project?

PROJECT DESCRIPTION:

The IID is prepared to underground the Pear Canal along Ninth Street between Olive and Melon Avenues, the last open section of the irrigation canal that used to run the length of the City. Although this is essentially a stand-alone project, the City has procured funding to follow this operation with a separate project to extend the sidewalk along the north side of Ninth Street to improve the walkability of this area adjacent to the High School and in anticipation of the housing project proposed to be constructed north of the improvements.

DISCUSSION:

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. IID had identified the properties that needed conversion, which ended up being a total of five. Over the past several months, all agreed to convert to City service.

The following property owners have submitted applications to extend and connect to the City's existing water line:

Property Owner	APN	Address
Irma Urbano	045-390-004	2319 Olive Avenue
Graciela Cerda	045-390-058	2314 Olive Avenue
Diego Chavez	045-390-061	1745 E Underwood
Ricardo Vasquez	045-390-062	1751 E Underwood
Victor Aranda	045-390-064	1717 E Underwood
Phillip Castro	045-390-063	1721 E Underwood

To entice the customers to make the conversion, the City offered them an incentive to make the switch. They were given the option of making the connection without connection or development impact fees.

City staff has consulted with a local contractor to estimate the cost of installing the new service lines. That estimate was roughly \$40,000 to \$60,000, depending on how the connections are routed. A 12" PVC line runs along Olive Avenue, then stubs out at Underwood, so connections could easily be added for the Olive addresses. A minimum of a 2" line would need to be teed off on either side of that line on Underwood. There also exists the potential to loop the westward line with the . It has yet to be determined whether or not that expenditure could be covered under the IID funding source.

The subject properties are all near City of Holtville's city boundary and within the City's Sphere of Influence. The Imperial County Local Area Formation Commission (LAFCO), which is the agency empowered by State Law to govern boundary issues, requires a formal City Council and LAFCO action for extension of public services outside City limits.

FISCAL IMPACT:

For this immediate action, the City will underwrite the LAFCO filing fee of \$2,000. It is assumed that these will be handled as group with one filing fee, however the possibility exists that they will need to be separate actions, which may require additional action.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the action be accepted and forwarded to LAFCO.

ALTERNATIVES:

- 1) Adopt the action as presented
- 2) Give staff alternate direction

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 24-17**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING A WATER
AGREEMENT FOR A NEW SERVICE CONNECTION AND EXTENSION OF SERVICES
FOR MULTIPLE PROPERTIES ON OLIVE AVENUE AND UNDERWOOD ROAD**

WHEREAS, the City of Holtville has worked for the past few decades to eliminate the open Imperial Irrigation District ("IID") open channel Pear Canal along Ninth Street that once ran the length of the City from east to west by working with IID to underground the waterway; and

WHEREAS, as a result of the IID's impending project to underground the final section of the Pear Canal along Ninth Street between Olive and Melon Avenues, it was determined that several properties currently serviced with IID groundwater should be encouraged to convert to the City of Holtville's water service; and

WHEREAS, multiple owners ("consumers") of these properties that are located outside of the city limits, but within the adopted sphere of influence of the City of Holtville, have submitted applications to extend and connect to the City's existing water line:

Property Owner	APN	Address
Irma Urbano	045-390-004	2319 Olive Avenue
Graciela Cerda	045-390-058	2314 Olive Avenue
Diego Chavez	045-390-061	1745 E Underwood
Ricardo Vasquez	045-390-062	1751 E Underwood
Victor Aranda	045-390-064	1717 E Underwood
Phillip Castro	045-390-063	1721 E Underwood

WHEREAS, the City of Holtville supports these consumer connections to existing water lines with certain conditions; and

WHEREAS, in consideration of the benefit of converting these consumers to city water in furtherance of the needed public works project, the City of Holtville committed to waiver of connection charges and sewer impact fees for these connections; and

WHEREAS, the Holtville City Council supports and wishes to approve the extension of water services; and

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

1. That the City of Holtville agrees to provide services to the subject properties and authorizes the Mayor to execute said Service Agreements attached hereto as Exhibit A and to submit the authorization to LAFCO.
2. That the City Council hereby waives the connection charges and sewer impact fees for these connections.
3. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 10th day of June, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

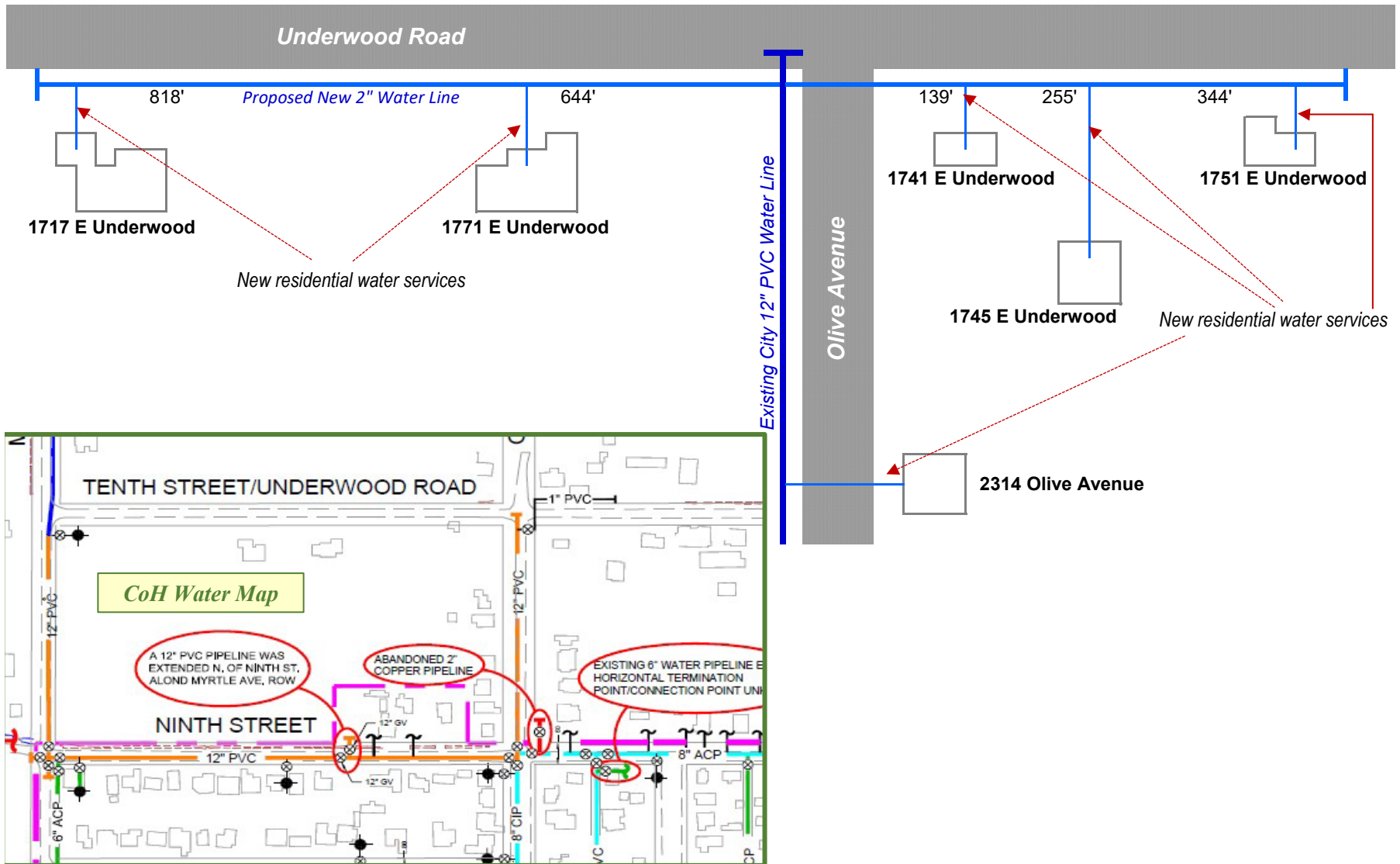
ABSENT:

Attest:

Yvette Rios, City Clerk

Murray Anderson, Mayor

CITY OF HOLTVILLE
NEW WATER CONNECTIONS - Pear Canal Undergrounding Project
06/07/24



AND WHEN RECORDED MAIL TO:

CITY OF HOLTVILLE
ATTN: SANDRA MANDUJANO
121 WEST FIFTH STREET
HOLTVILLE, CA 92250

THIS SPACE RESERVED FOR RECORDER ONLY
GOV. CODE 27361.6

AGREEMENT FOR DOMESTIC WATER SERVICE

This agreement, made and entered into between the City of Holtville, a municipal corporation, hereinafter referred to as “City,” and **Irma Urbano, an individual as tenant**, hereinafter referred to as “consumer”.

WITNESSETH:

WHEREAS, consumer is the owner of certain real property outside the city limits of the City of Holtville; and

WHEREAS, consumer is desirous of connecting to City’s existing water lines for the purpose of receiving City water for domestic use, and

WHEREAS, City is agreeable to providing domestic water service to consumer’s real property, as more particularly described below, upon certain conditions.

NOW THEREFORE, for and in consideration of the mutual covenants and conditions herein, City and consumer agree as follows:

1. That the City hereby grants to consumer permission to extend to and connect with existing water lines of the City, the property of consumer in the County of Imperial, State of California, more particularly described as follows:

Parcel No. 045-390-004
2319 Olive Avenue, Holtville, California 92250
Legal Description: (to be provided)

2. Consumer agrees to be bound by all Ordinances, rules and regulations of the City pertaining to water service, and to pay such regulations of the City pertaining to water service, and to pay such rates for said service as the City Council of the City may fix by Ordinance or resolution.

3. The parties agree that City will provide water service to the edge of the property. Any necessary work within the consumer's property to connect with the existing water lines of the City will be the responsibility of that consumer to complete at his own expense,
4. City agrees to waive the connection fee as set forth by resolution of the City Council for this connection only. 'Water provided for customer shall be metered and the meter purchased by the consumer. Said meter shall be approved by City prior to installation.
5. This agreement authorizes water service for that portion of the above described property which is actually owned and in the possession of consumer, and in the event the whole or any portion of said property is sold, transferred, conveyed or occupied by any party and / or parties other than consumer, this agreement shall terminate as to the portion transferred and, said party and/or parties must apply to the City for a permit, pay the permit fee required by the City, and enter into an agreement with the City for water service. It is agreed that non-compliance with this paragraph by consumer, or any person holding under or through consumer or a grantee of consumer, will justify the City in immediately terminating consumer's water service.

Consumer agrees that the furnishing of water service by the City is subject to the provisions of City Ordinance No. 332, (a copy of which is attached hereto) and incorporated by reference herein to the same effect as if fully set out herein and consumer agree to be bound by Ordinance.
6. It is agreed that the water service provided by this agreement shall be for a single family dwelling only.
7. By the execution of this agreement consumer hereby gives its irrevocable consent to the annexation of the real property described herein to the City of Holtville, when at such time the City Council of City determines it would be in the best interest of City to annex said property.
8. The parties agree that this agreement shall be recorded in the official records of the Imperial County Recorder's office so that any successors in interest to consumer of the property described above shall have notice of the reapplication provisions contained in paragraph five (5) above.
9. Consumer agrees, as a condition of receiving domestic water service from the City, to voluntarily participate in an assessment district, should one be formed, to construct infrastructure improvements. The infrastructure improvements anticipated to be constructed include water and sewer lines, storm drains, roadway improvement and street lighting improvements. Consumer is hereby put on notice that the assessment district improvement will be funded by an increase in property taxes for all parcels included within the boundary of the district.

In witness whereof, the parties hereto set their hand this 10th day of June, 2024.

CITY OF HOLTVILLE

CONSUMER

Murray Anderson, Mayor

Irma Urbano

Nicholas D. Wells, City Manager

Yvette Rios, City Clerk

APPROVED AS TO FORM

Steve Walker, City Attorney

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	06/10/24
ITEM NUMBER	3 c
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: June 6, 2024

FROM: Yvette Rios, City Clerk

SUBJECT: **Resolution No. 24-18** *Calling for a Local Election in Conjunction with the November 5, 2024 Statewide Election?*

ISSUE:

Shall the City Council approve Resolution No. 24-18, calling for an election to be conducted by the County of Imperial and requesting the consolidation of such an election with the Statewide General Election to be Held on November 5, 2024, for the purpose of filling the three expiring terms on the Holtville City Council?

BACKGROUND & DISCUSSION:

In December, 2024, the terms of three seats on the City Council will be expiring. The City Council members currently holding those seats are Mike Pacheco, Murray Anderson and Ginger Ward. That election can be -and as is standard practice, is - conducted in conjunction with the November County-wide elections. It is therefore necessary to call for, publicize and otherwise prepare for the possibility of an election to be held on November 5, 2024.

The City is required to make this request by early July in election years.

A proportional share of the election costs are charged to the City by the County, however this is far more economical than holding a stand-alone election.

FISCAL IMPACT:

The City has only participated in two elections in the past decade. The allocated cost for those cycles were approximately \$3,300 in 2022 and \$2,200 in 2020.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the resolution be adopted, calling for the election and consolidation with the Statewide General Election conducted regionally by the County of Imperial

ALTERNATIVES:

Not to adopt, giving staff alternate direction.

HOLTVILLE CITY COUNCIL

RESOLUTION NO. 24-18

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ORDERING AN ELECTION,
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION, AND
REQUESTING CONSOLIDATION OF THE ELECTION**

WHEREAS, pursuant to Elections code Section 1002, the governing body of any city or district may by resolution request the Board of Supervisors of the County to permit the county elections official to render specified services to the City or district relating to the conduct of an election; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the Board of Supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be, or have been, called to be held on November 5, 2024; and

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

1. That the Holtville City Council hereby orders an election be called and consolidated with any and all elections also called to be held on November 5, 2024 in the County of Imperial, insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the County of Imperial.
2. That the Holtville City Council hereby requests the Board of Supervisors of the County of Imperial to order such consolidation under Elections Code Section 10401 & 10403.
3. That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 10th day of June, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:


Yvette Rios, City Clerk

Murray Anderson, Mayor

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: June 7, 2024
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>06/10/24</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

ADMINISTRATION

Financial Audit – Multiple challenges with the new accounting software delayed work on the City’s annual financial audit. This is impacting the submission of the Single Audit of Federal funds, which was due March 31, however the Finance Department continues to work to rectify the issue. Auditors were finally able to begin work onsite recently and completed preliminary work.

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 and the external motif of the building. Feedback was provided to the architect and he was very open to incorporating ideas presented.

Mr. Medina is now moving forward with subconsultants for plumbing, electrical, HVAC, etc. Due to an increase in the size of the project over that which was called out in the RFP, the architect has approached the City about augmented funding, which will be brought to Council in May. The CM and Chief Silva checked in with the architect via Zoom recently and the project continues to develop.

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. The CM compiled information from various sources and submitted an application for directed Congressional funding to Raul Ruiz’s office in early May. The City received word that the project was selected by the Congressman and recommended to the Congressional budget committee. We now await a positive response there!

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 previously agreed upon administrative course of action to annex a small strip of the project from the County into the City is now requiring a more formal process. The CM met with the County CEO and Public Works Director to finalize all of the required paperwork, which will now need to go through a formal process with LAFCO. This has put the project on hold for a few weeks.

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. 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 to encourage the residents to switch. 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. The CM is working with IID to schedule the work prior to the undergrounding operation. ***Action is on tonight's docket to move this portion forward.***

A new wrinkle developed wherein the dedicated Congressional funding IID procured is not immediately accessible. Although that is expected to be resolved fairly soon, the uncertainty begat the need to push the City's project funding into next fiscal year to avoid non-performance. David Aguirre with ICTC worked with SCAG and Caltrans to accomplish that and, although there are still some final steps, it has been tentatively approved at the base level.

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.

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.

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 netted only one bid, which was significantly over (+/- \$1.4 million) the construction budget. 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 constructed with regard to major earth work, piping and the inlet headworks, however there remains a holdup with a permit from the Army Corps of Engineers (USACE). We await approval to tap into the River and begin the process of populating the beds with plant species.

When awaiting the ACE permit drug on, 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. THG resubmitted the amended application in early April, but was unable to connect with USACE until late-April. Although the application was deemed complete, the compliance officer insisted on an onsite inspection. ***That inspection was performed earlier this week and the compliance officer has now stated that the permit will now be reissued! THG is contacting the contractor to ramp back up as soon as the permit is in hand.***

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.

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. ***The designer recently inquired about prioritization of construction elements, so costing seems to be on the horizon.***

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. A new round of Active Transportation funding is now available, so staff is working on an application for funding this project. A public hearing was held at Planning Commission to solicit any comments from residents regarding the project. Although only one member of the public was on hand to register a comment, both his feedback and that from the PC was positive.

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. River Partners staff met briefly with the CM a few weeks ago while in town to do a physical “scouting” trip to decide a best path for the trail extension. We expect to meet with them and the design engineer soon to discuss. Staff has interacted with River Partners multiple times in the past few weeks. They have done some preliminary exploration and soil sampling and continue to move the project forward. ***They are now beginning weekly check-in meetings and more information will be forthcoming soon.***

BUILDING DEPT - The City issued **59** 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 drawdown on funding, however, the ownership group has been somewhat unresponsive as the project continues to sit in limbo. An extension on their CUP was requested and was granted by Planning Commission in May, so we still await the start of construction activities.

AMG Pine Crossing Apartments (± 64) – Staff has been notified by AMG, that the mirror image project across from Fern Crossing will be starting up, with plan submittal expected soon. The Building Inspector

coordinated a meeting with a firm to perform the plan check, of whom the City Engineer approved. The Building Inspector finalized the agreement with the firm and submitted plans in June. ***The plans have already been returned to AMG with comments, so we await resubmission.***

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.

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.

MEETINGS & EVENTS RECENTLY ATTENDED :

- 05/27/24 Memorial Day Observed (*City Hall Closed*)
- 05/27/24 Memorial Day Ceremony *Holt Park*
- 05/28/24 Department Head Meeting *City Hall*
- 05/28/24 Holtville City Council Meeting *City Hall*
- 05/29/24 Meeting w/ SiteLogiQ Reps re: Streamlining Facilities *City Hall*
- 05/30/24 Tree Planting Ceremony w/ IID Director *Mellinger Alamo River Trail*
- 05/31/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 06/03/24 Department Head Meeting *City Hall*
- 06/04/24 Meeting with Sun Community Bank Representatives *Famous Dave's (EC)*
- 06/05/24 Holtville Women's Club Luncheon *Women's Club*
- 06/06/24 Caltrans Document Signing *THG Offices (EC)*
- 06/06/24 HHS Graduation Ceremony *HHS Football Field*
- 06/07/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 06/07/24 Ice Cream Social *Holt Park*
-

UPCOMING EVENTS :

- 06/10/24 Department Head Meeting *City Hall*
- 06/10/24 Holtville City Council Meeting *Civic Center*
- 06/11/24 Alamo River Trail (Wetlands Sopur) Check-in Meeting *Web Conference*
- 06/12/24 ICTC Management/CCMA Meetings *City of Imperial*
- 06/12/24 Legal Conference re: *Various Issues* *Offices of Walker & Driskill*
- 06/14/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 06/15/24 Wetlands Project USACE Inspection *Project Site*
- 06/17/24 Department Head Meeting *City Hall*
- 06/17/24 Holtville Planning Commission Meeting *City Hall*
- 06/19/24 Juneteenth Observed (*City Hall Closed*)
- 06/24/24 Holtville City Council Meeting *City Hall*
- 06/25/24 Alamo River Trail (Wetlands Sopur) Check-in Meeting
- 07/04/24 Independence Day Observed (*City Hall Closed*)
- 07/08/24 Holtville City Council Meeting(Planned to be DARK)
- 07/11/24 Imperial-Mexicali Bi-National Alliance Meeting *Imperial County*
- 07/17/24 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 10/16 - 10/18/24 SCAG General Assembly & Annual Conference *Long Beach, CA*
-

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

Respectfully submitted,



Nicholas D. Wells
(760) 356-2831

City of Holtville
Report to City Council

June 6, 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.

- currently working on the budget, closed the month of May and updating the data
- Working on the roof reports with Raylene for the FEMA claims.
- Submitted all documents to auditors they are working on the financial statements
- Received a additional money from LIHWAP, the remaining funds. They distributed between 33 accounts receiving a credit of \$198.30 each. Those accounts had preciously received funds.

Respectfully Submitted,

Adriana Anguis

Adriana Anguis
Finance Supervisor
City of Holtville

MEETING DATE:		<u>6/10/24</u>
ITEM NUMBER		<u>5 b</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____



City of Holtville Report to Council

MEETING DATE:	6/10/24
ITEM NUMBER	5 c
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

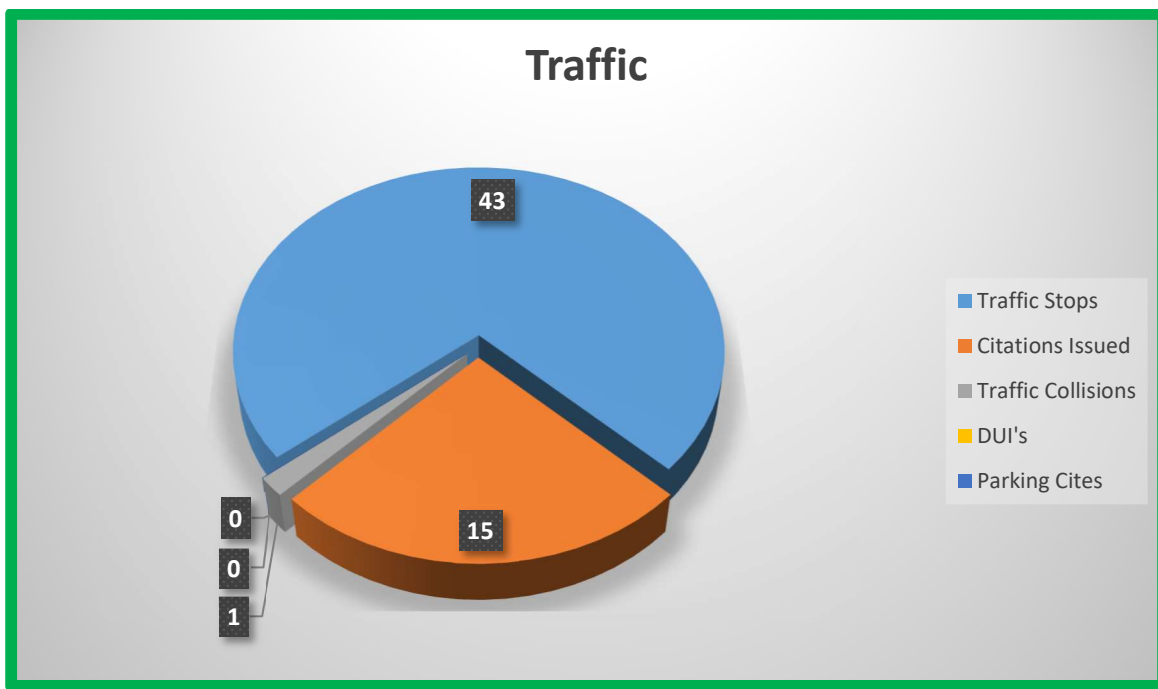
Date Issued: June 06, 2024
From: Sergeant Joseph Conkey, Chief of Police
Subject: Holtville Sheriff's Monthly Report – **May 2024**

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

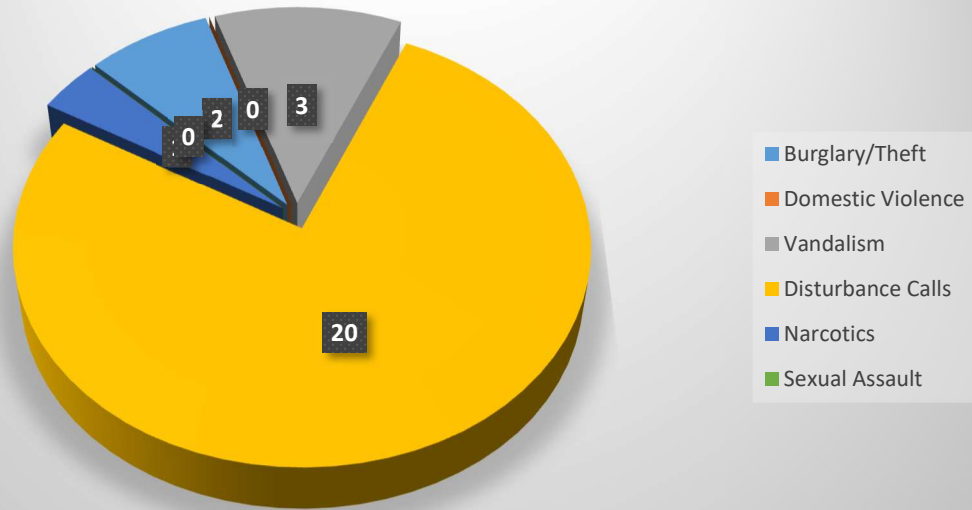
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **May 2024**.

Calls for Service:

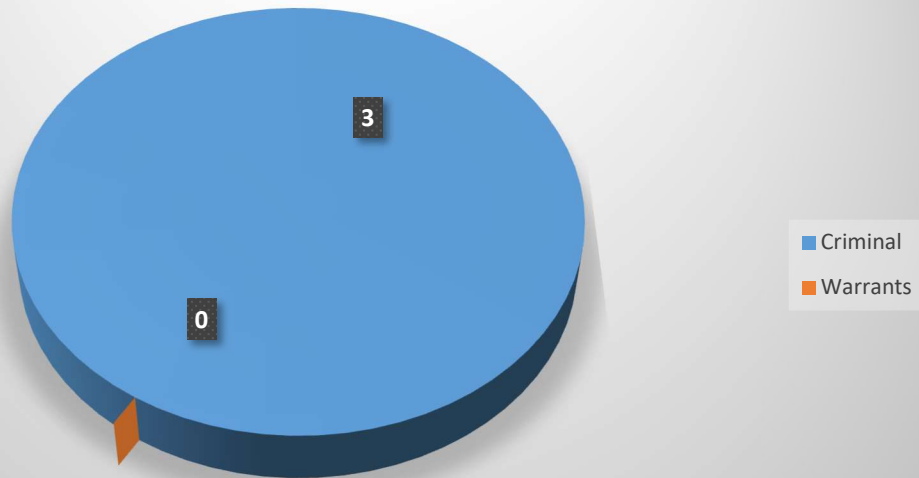
- **292** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

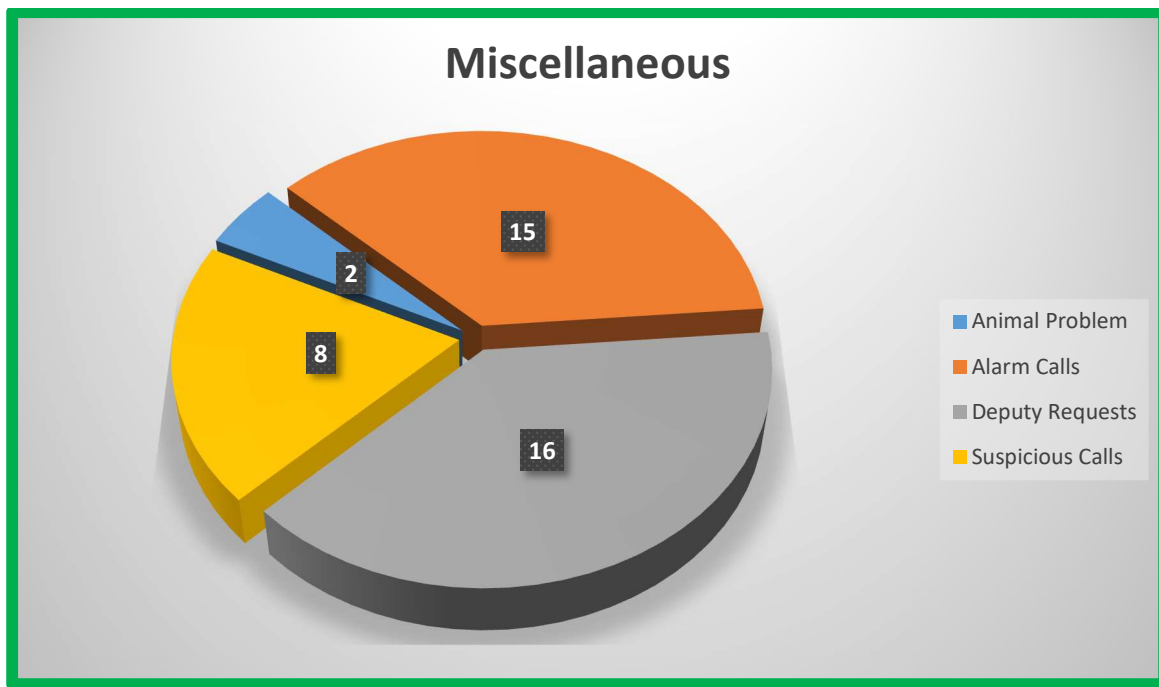


Criminal Activity



Arrests





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

24-93012881 – Theft reported in the 800 Block of Brentwood Avenue

Reporting person called to report a theft from her bank account. Reporting person stated that \$1,100 was taken from her social security EBT card. Unknown suspect and she did not suspect anyone. Report was taken and turned over to investigations.

24-12930 – Vandalism in the 700 Block of East 5th Street

Reporting person called to report a vandalism to the water dispenser at the car wash. Video surveillance footage was collected and suspect was identified. Suspect was later arrested at his residence, cited and released for misdemeanor vandalism.

24-13012 – Hit and Run in the 900 Block of East 5th Street

Reporting person called to report that someone had his parked vehicle in the parking lot of the apartment complex during the night. Suspect was located and both parties agreed to exchange information. Incident occurred on private property.

24-13196 – 911 Call in the 700 Block of East 5th Street

Dispatch received several 911 hangups in the area. Deputy checked the area and contacted a female walking, who stated she was fine and did not call. Patrol checks of the area were conducted.

24-13546 – Deputy Request in the 700 Block of Brentwood Avenue

Reporting person called to request assistance because her adult son is at the residence and she doesn't feel safe around him. Negative crime was committed she just wanted him to leave. Parties were both contacted and advised of their options. Son left the residence and reporting party stated she was going to get a restraining order.

24-13911 – Patrol check requested in the 600 Block of West 8th Street

Reporting person called to request a patrol check in reference to vehicles doing doughnuts. Vehicle was gone upon arrival, however deputies stayed in the area for a while to see if the vehicle returned, which it did not.

24-14100 – Mentally Ill Subject at the elementary school

Staff called to request a welfare check on a student. Student was determined to be a danger to himself and possibly suicidal. Student was placed on a mental evaluation hold and transported to CMH.

24-14174 – Disturbance in the 800 Block of West 8th Street

Reporting person called to report her boyfriend was intoxicated and refusing to leave the residence and pushed her into the wall. Subject was located on scene and arrested for domestic battery and booked into county jail.

24-14178 – Hangups in the area of Pine and 7th Street

Dispatched received a hangup in the area with no voices heard on the other line. Deputy checked the area but did not locate anyone.

24-14491 – Loud Music in the 700 Block of Olive Avenue

Reporting person reported a party with loud music. Homeowner agreed to lower the music.

24-14532 – Stolen Vehicle in the 900 Block of Holt Avenue

Reporting person called to report their vehicle stolen. Report was taken and vehicle information was entered into the Stolen Vehicle Database. Vehicle was shortly located in El Centro and vehicle was recovered.

24-14558 – Disturbance in the 900 Block of East 5th Street

Adult son called to report his mother hit him and grabbed him. Contacted both parties who did not wish to press charges. Parties were separated and both signed Non Prosecution forms.

24-14587 – Suspicious in the area of Orange and 6th

Female heard yelling in the alley. Female was contacted and stated she was looking for her dog and yelling for it.

24-14866 – Towed Vehicle in the area of 4th and Fern

Vehicle was tagged with 72 hour notice and deputy went back after time expired and noticed the vehicle hadn't been moved. Vehicle was towed and report taken.

24-14996 – Disturbance in the 900 Block of Beal Avenue

Reporting person called to advise her daughter in law physically assaulted her. Deputy arrived and investigated the claims. Neither party wished to pursue charges and signed a non prosecution form. Report was taken.

24-15066 – Flag Down in the 500 Block of Holt Avenue

Deputy was flagged down in reference to a child custody issue. Negative paperwork for the child was on file. Both parties were advised of their options.

24-15388 – Deputy Request in the 900 Block of Holt Avenue

Reporting person called to report she heard a female yelling for help from Apartment #216. Deputy contacted the individuals at the apartment who both stated they had a verbal argument but nothing else had occurred. Female left the apartment and both parties were advised of options.

24-15401 – Shots fired in the area of 950 Holt

Deputy checked the area and did not locate any signs of shots being fired. Contacted subject in the area who stated they saw fireworks in the alley. No other calls received.

24-15469 – Found property in the 800 Block of Holt Avenue

Reporting person reported finding a bike against a tree. Bike owner was located and bike was returned.

24-15507 – Vandalism in the 300 Block of East 5th Street

Reporting person called to report that their work truck's gas tank was drilled and the gas was stolen. Negative suspects negative video surveillance. Report was taken.

24-15585 – Hit and run in the 200 Block of East 5th Street

Business owner called to report someone ran into the business with a vehicle two days prior and left. Video footage was obtained and suspect was later contacted. Insurance information was exchanged and report taken.

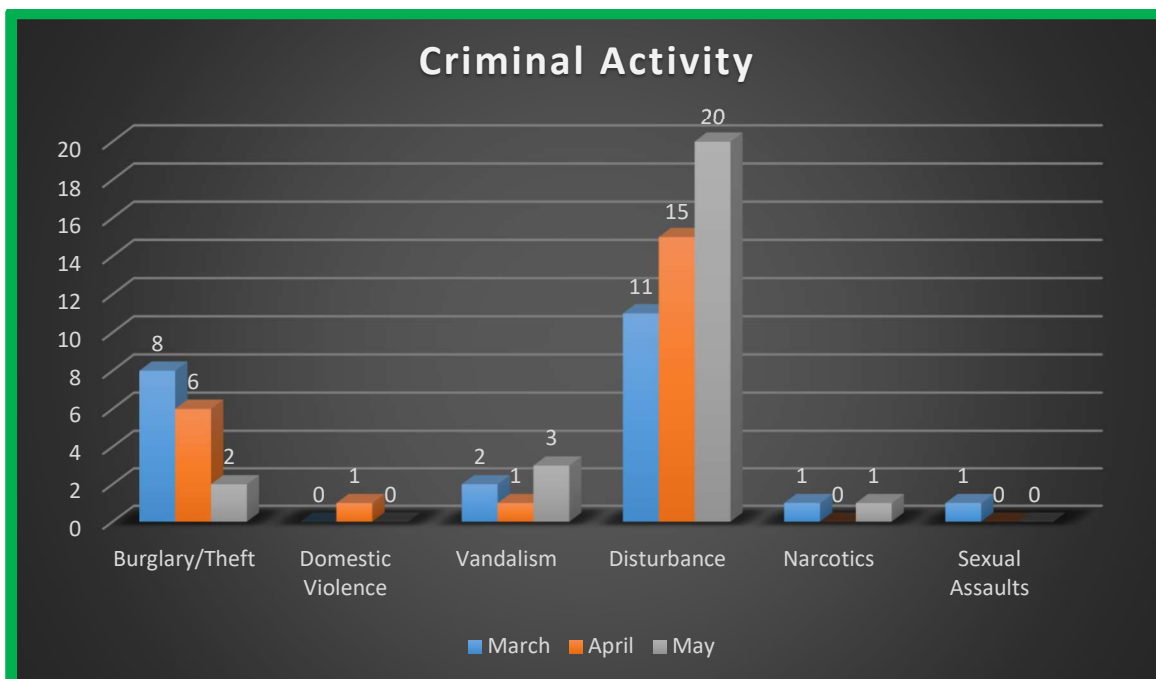
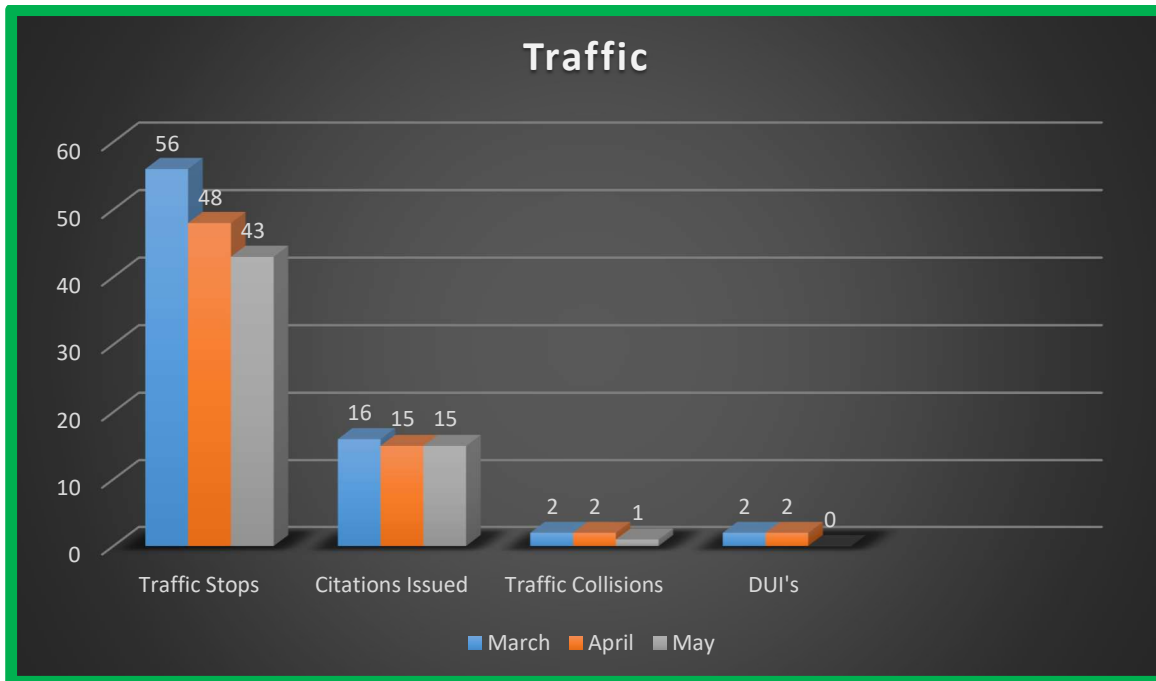
24-15644 – Disturbance in the 900 Block of Holt Avenue

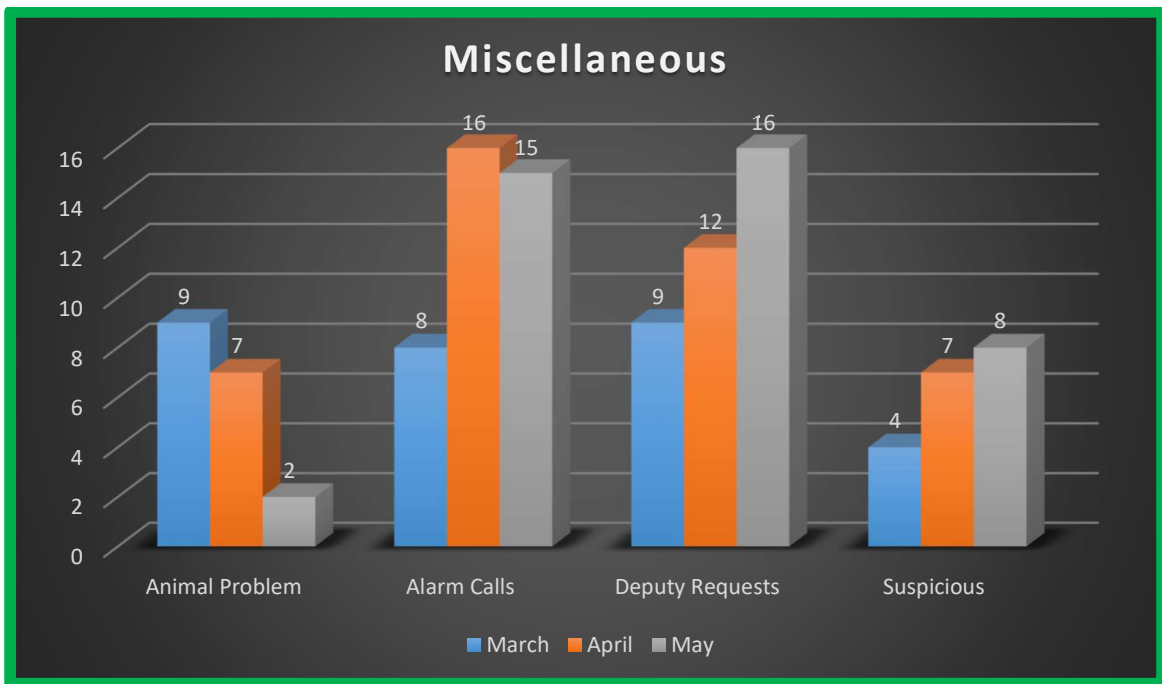
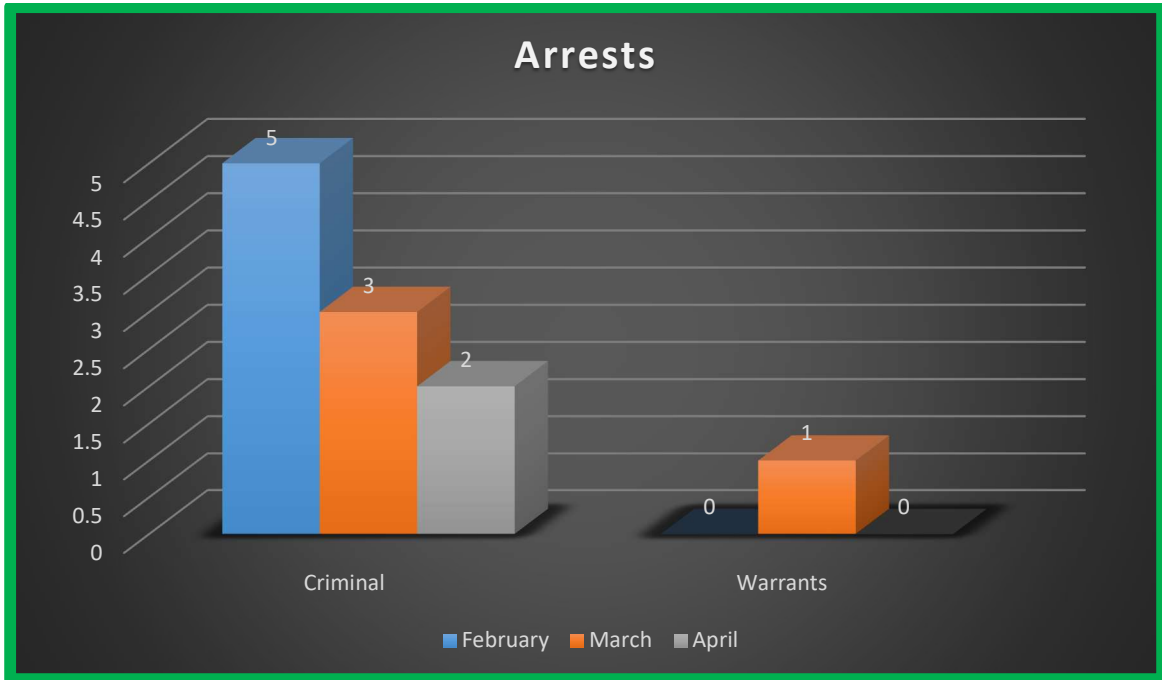
Dispatch received a call and heard shuffling and heard a female say don't take the phone away. Reporting person was contacted and she stated her son assaulted her and tried taking the phone while she called 911. Suspect was later located and arrested for domestic battery.

24-15772 – Suspicious at the Dollar Store

Male and female seen putting items into a bag and left without paying. Items were worth approximately \$55.00 in total. Subjects were identified, later located and cited for petty theft.

Monthly Comparisons:





Respectfully submitted,

Sergeant Joseph Conkey

City of Holtville
REPORT TO CITY COUNCIL

DATE ISSUED: June 4th, 2024

FROM: Frank Cornejo
Water/Wastewater Operations Supervisor

SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

MEETING DATE:	<u>6/10/24</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water & Wastewater treatment facilities during the period between 05/21/24 thru 06/04/2024.

WATER PLANT:

- Cla-Val technicians arrived on site to rebuild and calibrate the 12" pressure relief valve at the distribution pump station (*see attached photos*).
-
- Water plant staff completed installation of new lab cabinets and countertop at main office lab area.

WASTEWATER PLANT:

- Staff has completed 75% of Class 2 Biosolids disposal operations and transport to South Yuma County Landfill.

Respectfully Submitted,



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



Cla-Val technicians rebuilt and tested the 12" pressure relief valve on the discharge side of the distribution pump station.



At the request of operations staff, Cla-Val technicians set pressure relief setpoint of the relief valve to open up at 75 psi in order to mitigate future pressure surges in the

distribution system, thus reducing the likelihood of water main breaks.



Water plant staff completed installation of new water plant lab cabinetry and countertop in main office building.

**City of Holtville
REPORT TO COUNCIL**

DATE ISSUED June 7th, 2024.
FROM: Public Works Supervisor
SUBJECT: Bimonthly Report.

MEETING DATE: <u>6/10/24</u>	
ITEM NUMBER <u>5 e</u>	
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

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

The purpose of this report is to inform 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 6 one-inch meters.
- Replaced 20 ¾ inch meters.
- Installed 1 3-inch meter at the water station.
- Repaired shade at the city pool.
- Repaired 2-inch water break at Samaha park.
- Setup road closure for the ice cream social.
- Pumped out water at Apple Court retention basin.
- Caught 4 dogs.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville