

AGENDA

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

Monday, December 9, 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"/> Finance Supervisor	<input type="checkbox"/> Jack Holt, City Engineer
<input type="checkbox"/> Richard Layton, Council Member	<input type="checkbox"/> Steve Walker, City Attorney	<input type="checkbox"/> George Galvan, City Planner
<input type="checkbox"/> Michael Pacheco, 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

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

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:

GENERAL PUBLIC COMMENTS: The public may address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council.

1. CONSENT AGENDA:

The items on the Consent Agenda are to be approved without comment. Should any Council Member or member of the public wish to discuss any item, they may request that the item be removed from the Consent Agenda and placed on the NEW Business agenda.

- a. Approval of the Minutes from the Regular Meeting of Monday, November 25, 2024.
- b. Current Demands #47474 through #47515.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

SWEARING IN OF NEW COUNCIL OFFICERS

Yvette Rios, City Clerk

3. NEW BUSINESS:

a. Discussion/Related Action to Adopt RESOLUTION #24-29 Authorizing the Execution of a Contract with American Asphalt South for Construction Services Relative to the Citywide Pavement Improvements Project *Nick Wells, City Manager*

b. Discussion/Related Action to Adopt RESOLUTION #24-30 Reciting the Facts of the General Municipal Election Held on November 5, 2024, Declaring the Result and Such Other Matters as Provided by Law *Yvette Rios, City Clerk*

c. Discussion/Related Action to Select a Mayor and Mayor Pro-Tem of the City Council to Serve During The Next Year *Yvette Rios, City Clerk*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS

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

6. Items for Future Meetings: *Solution for chairs on sidewalk prior to the Carrot Festival Parade
Resolution for textual amendment to zoning ordinance*

7. ADJOURNMENT:

MAYORAL RECEPTION TO FOLLOW IN THE CIVIC CENTER

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, December 6, 2024.

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

Monday, November 25, 2024

MEETING DATE:	<u>12/9/24</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, November 25, 2024, at 5:30 pm in the Civic Center. Mayor Murray Anderson was present, as were Council Members Richard Layton, John Munger, and Mike Pacheco. Council Member Mike Goodsell was absent. Also present were Fire Chief Alex Silva, City Treasurer George Morris, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

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

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

No Reportable Action Taken

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation

Evaluation Criteria

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Anderson called the Open Session meeting to order at 6:02 PM.

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

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

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

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

EXECUTIVE SESSION ANNOUNCEMENTS:

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

GENERAL PUBLIC COMMENTS:

Vanessa Ramirez (622 Fern Avenue) came to formally introduce herself to the Council and public. She announced that she ran in the recent municipal election for a seat on the City Council and although the results have not been certified, she confidently shared that she will be one of the next Council Members. Ms. Ramirez expressed that she is ready to learn and serve the City.

Christine Lowry (876 Ash Avenue) explained that her husband addressed a concern last year with the Council and she is now following up on that action. She spoke in reference to Ordinance No. 488, specifically regulations regarding the parking of trailers and other recreational vehicles. Ms. Lowry shared that there are vehicles in her area that are in violation of the new parking regulations and they have not been cited. Ms. Lowry also wanted to express her dissatisfaction with the street sweeping service.

Stacy Britschgi (854 Cedar Avenue) wanted to suggest that the City use their new text alert service, TMG, to remind residents of the street sweeping schedule so that they may move their vehicles. She announced that she will be meeting with Mr. Wells and Devron Gray, HHS Track & Field Coach, regarding the route for the Carrot Races in February.

Eric Cortez (1757 E Underwood Road) came to express his worries regarding overgrown bushes that are obstructing the view of traffic at the intersection of Cedar Avenue and Alamo Road. He hopes the City can address his concern for the safety of the public.

Addison Clunn (730 Circle Drive) wanted to request that the restrooms be opened or restored at Samaha Park for HLL use. She explained that young children cannot hold their faculties and the lack of restrooms prevents the club from being able to host games.

1. CITY COUNCIL CONSENT AGENDA:

- a.** Approval of the Minutes from the Regular Meeting of Monday, November 11, 2024.
- b.** Current Demands #47372 through #47431

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

AYES: *Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *Goodsell*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQES:

Ms. Rios reported that she attended a ribbon cutting for Vikings Energy Farm and assisted with the City's Wetlands Ribbon Cutting. The previous week a Planning Commission meeting was held where an item passed for recommendation of approval by the Council, they will see the item at a future meeting.

Mr. Wells attended the Planning Commission meeting, the Vikings Energy Farm Ribbon Cutting, the City's Wetlands Ribbon Cutting. He noted that attendance exceeded expectations for the City's ceremony and that upcoming Christmas-related events are outlined in his report.

Mr. Walker announced the date for his company's Christmas party and extended invitations to the Council and other staff.

Mr. Layton reported that he attended the Wetlands Ribbon Cutting and the event was very nice.

Mr. Munger reported that he was unfortunately unable to attend the Wetlands Ribbon Cutting.

Mr. Pacheco had nothing to report.

Chief Silva also attended the Wetlands Ribbon Cutting and is excited to utilize the space for Wildland training. He announced that the HFD raised \$2,081 for childrens shoes with their annual Fill-a-Boot fundraiser. Chief Silva reported on the most recent strike team to Ventura and applauded all who ran in the November election for Council.

Mayor Anderson also attended the Planning Commission meeting and Wetlands Ribbon Cutting. He claimed that the City's ceremony received good news coverage.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

- a.** **Discussion/Related Action to Adopt RESOLUTION #24-28** Approving an Agreement for Law Enforcement Services from the Imperial County Sheriff's Department

Nick Wells, City Manager

Mr. Wells delineated the history of the City's relationship with the Imperial County Sheriffs Office to provide background information and dispel any misconceptions. The City of Holtville first contracted ICSO in 2010, due to a slew of issues, including staffing, that proved for an ineffective department. Mr. Layton confirmed this, through his personal account of the City's unsatisfactory police department. Mr. Wells explained that since 2010, the City has annually renewed the contract every 5 years with varying increase rates between contracts. The proposed contract for 2025 entails a 3% annual increase over the life of the agreement. Mr. Wells stated that the partnership has been great and mutually beneficial. Mr. Layton and Mr. Pacheco voiced their satisfaction with the current ICSO relationship.

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

AYES: *Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *Goodsell*

ABSTAIN: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

a. City Manager Report - Nick Wells

Mr. Wells listed projects that have made recent progress: West Ninth Street Sidewalk Improvements/ Pear Canal Undergrounding and the Wetlands/ Trestle Bridge.

b. Finance Supervisor -

c. Fire Chief - Alex Silva

Chief Silva shared that this is his 16th year as fire chief.

d. Water/Wastewater Consultant - Frank Cornejo

e. Public Works Supervisor - Alex Chavez

Items for Future Meetings:

Solution for chairs on sidewalk prior to the Carrot Festival Parade

Resolution for textual amendment to zoning ordinance

6.

Swearing in of new Council members

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Anderson adjourned the meeting at 6:42 PM.*

Murray Anderson, Mayor

Yvette Rios, City Clerk

City of Holtville
Live 4.17.2022

Check Register - DETAILS REPORT
Check Issue Dates: 11/16/2024 - 12/4/2024

Report Criteria:

Report type: GL detail
Check.Type = {<-} "Adjustment"

MEETING DATE: 12/9/24

ITEM NUMBER 1b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
47474								
11/26/2024	47474	ACE HARDWARE	E79662	10-31140-44200	115.64	115.64	SCREWS, DRIVER BITS	PW FIRE
11/26/2024	47474	ACE HARDWARE	E79489	10-31150-44200	31.82	31.82	KEYS, TAGS	
11/26/2024	47474	ACE HARDWARE	E79689	10-31140-44200	21.54	21.54	BATTERIES	
11/26/2024	47474	ACE HARDWARE	E79757	10-21070-4420	99.11	99.11	DOG FOOD FOR POUND	
11/26/2024	47474	ACE HARDWARE	E80012	10-31150-44200	58.68	58.68	REPAIR KIT, CABLE TIES, HAMMER BI	
11/26/2024	47474	ACE HARDWARE	E80014	10-31150-44200	30.16	30.16	SCREWS	
11/26/2024	47474	ACE HARDWARE	E78001	10-31158-44200	64.60	64.60	LAMP, TAGS	
11/26/2024	47474	ACE HARDWARE	E77716	10-31140-44200	17.22	17.22	SPRAYPAINT	
11/26/2024	47474	ACE HARDWARE	E77693	10-22080-4420	6.45	6.45	PAPER	
11/26/2024	47474	ACE HARDWARE	E77666	10-22080-4420	62.47	62.47	STORAGE TOTE, PADLOCK	
11/26/2024	47474	ACE HARDWARE	E77845	10-22080-4420	16.78	16.78	CHAIN COIL, PADLOCK	
11/26/2024	47474	ACE HARDWARE	E77797	10-22080-4420	161.61	161.61	KEYPAD DEADBOLT	
11/26/2024	47474	ACE HARDWARE	E79385	10-22080-4420	49.07	49.07	CLEANING SUPPLIES	
11/26/2024	47474	ACE HARDWARE	E78907	10-22080-4420	59.81	59.81	WD40, BOTTLED WATER	
11/26/2024	47474	ACE HARDWARE	E78573	10-22080-4420	93.70	93.70	GLOVES	
11/26/2024	47474	ACE HARDWARE	E78530	10-22080-4420	18.31	18.31	BATTERIES	
11/26/2024	47474	ACE HARDWARE	E80477	10-22080-4420	26.92	26.92	GLOVES	
11/26/2024	47474	ACE HARDWARE	E80400	10-22080-4420	30.14	30.14	GLOVES, SUPERGLUE	
11/26/2024	47474	ACE HARDWARE	E80315	10-22080-4420	30.15	30.15	CLEANING SUPPLIES	
Total 47474:						994.18		
47475								
11/26/2024	47475	AFLAC	997806	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	ADMIN
11/26/2024	47475	AFLAC	997806	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
11/26/2024	47475	AFLAC	117107	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	
11/26/2024	47475	AFLAC	117107	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
Total 47475:						50.50		
47476								
11/26/2024	47476	AKESO OCCUPATIONAL	EC6610	10-22080-4430	300.00	300.00	FIRE DEPT PRE-HIRE	FIRE
Total 47476:						300.00		
47477								
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES	ADMIN PW
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-13010-4520	300.00	300.00	CITY HALL CONSULTING	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	11-31520-45200	300.00	300.00	WTP CONSULTING	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	12-31610-4520	600.00	600.00	WWTP CONSULTING	
11/26/2024	47477	ALEJANDRO ESTRADA	1506	10-31158-45200	300.00	300.00	IT SERVICES AT POOL	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
Total 47477:						2,370.00	
47478							
11/26/2024	47478	ALEJANDRO SILVA	TRUCK SUP	10-22080-4428	74.53	74.53	TRUCK SUPPLIES REIMBURSEMENT FIRE
Total 47478:						74.53	
47479							
11/26/2024	47479	AMERICA'S FINEST FIRE	18M 915857	10-80127-4430	229.43	229.43	POOL EXTINGUISHER SERVICE PW
Total 47479:						229.43	
47480							
11/26/2024	47480	AT&T	22563955	11-31520-44250	44.98	44.98	TELEPHONE CHARGES ADMIN
11/26/2024	47480	AT&T	22563955	12-31610-4425	87.30	87.30	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	12-31620-4425	62.22	62.22	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	10-31150-44250	8.97	8.97	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	10-12001-4425	15.31	15.31	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	10-22080-4425	146.82	146.82	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	10-21040-4425	482.95	482.95	TELEPHONE CHARGES
11/26/2024	47480	AT&T	22563955	11-31520-44250	41.11	41.11	TELEPHONE CHARGES
Total 47480:						889.66	
47481							
11/26/2024	47481	AT&T MOBILITY	1671X111120	10-22080-4423	45.09	45.09	FIRE DEPT PHONE ADMIN
11/26/2024	47481	AT&T MOBILITY	1671X111120	10-22080-4515	120.72	120.72	FIRE DEPT SERVICES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-31150-44230	66.99	66.99	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	12-31610-4423	47.34	47.34	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	12-31620-4423	139.13	139.13	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	11-31530-44230	47.34	47.34	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	11-31510-44230	91.80	91.80	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	11-31520-44230	187.11	187.11	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-14020-4423	50.13	50.13	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-14020-4515	20.12	20.12	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-12003-4423	45.09	45.09	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-31140-44230	112.08	112.08	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-12001-4423	59.12	59.12	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-12001-4515	70.21	70.21	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-22080-4423	45.09	45.09	TELEPHONE CHARGES
11/26/2024	47481	AT&T MOBILITY	8116X111120	10-22080-4515	40.24	40.24	TELEPHONE CHARGES
Total 47481:						1,187.60	
47482							
11/26/2024	47482	AUTO ZONE COMMERC	0564897742	10-22080-4420	134.24	134.24	POLISH, WAX, TIRE COATING FIRE
11/26/2024	47482	AUTO ZONE COMMERC	0564898396	10-22080-4420	180.95	180.95	BATTERY AND SUPPLIES
Total 47482:						315.19	
47483							
11/26/2024	47483	BAJA DESERT TIRE	S21-21148	10-31140-44280	94.46	94.46	TIRES PW
11/26/2024	47483	BAJA DESERT TIRE	S21-21983	11-31510-44300	45.00	45.00	FLAT REPAIRS

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 47483:						139.46		
47484								
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	11-31530-42300	191.42	191.42	INSURANCE PREMIUM	ADMIN
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-13010-4230	618.42	618.42	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-12001-4230	1,859.82	1,859.82	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-14020-4230	1,214.35-	1,214.35-	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-22080-4230	1,236.84	1,236.84	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-31140-42300	443.17	443.17	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	10-12003-4230	1,093.76	1,093.76	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	11-31510-42300	1,753.77	1,753.77	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	12-31610-4230	672.22	672.22	INSURANCE PREMIUM	
11/26/2024	47484	BLUE SHIELD OF CALIFO	2431800013	12-31620-4230	1,861.29	1,861.29	INSURANCE PREMIUM	
Total 47484:						8,516.36		
47485								
11/26/2024	47485	BOUNDTREE	85559046	10-22080-4420	404.79	404.79	GLUTOSE, MEDICAL SUPPLIES	FIRE
11/26/2024	47485	BOUNDTREE	85559047	10-22080-4420	203.61	203.61	OXIMETER	
Total 47485:						608.40		
47486								
11/26/2024	47486	CASELLE, INC.	136901	10-14020-4430	1,761.00	1,761.00	CONTRACT SUPPORT	ADMIN
Total 47486:						1,761.00		
47487								
11/26/2024	47487	CITY OF IMPERIAL	2024-0164	10-17030-4432	2,944.37	2,944.37	CYBERSECURITY SERVICES	ADMIN
Total 47487:						2,944.37		
47488								
11/26/2024	47488	CORE & MAIN LP	V989641	11-31510-44200	537.46	537.46	HOSE, TEST PLUG	PW
11/26/2024	47488	CORE & MAIN LP	V789228	11-31510-44200	1,029.62	1,029.62	VALVE BOX SUPPLIES	
Total 47488:						1,567.08		
47489								
11/26/2024	47489	COUNTY MOTOR PARTS	315494	10-31140-44200	118.51	118.51	BINDER CHAIN	PW
11/26/2024	47489	COUNTY MOTOR PARTS	315511	10-31140-44210	32.30	32.30	CLEVIS	
11/26/2024	47489	COUNTY MOTOR PARTS	315656	10-31150-44280	60.33	60.33	MOBIL OIL	
11/26/2024	47489	COUNTY MOTOR PARTS	315656	11-31510-44280	8.62	8.62	MOBIL OIL	
11/26/2024	47489	COUNTY MOTOR PARTS	315656	12-31620-4428	17.23	17.23	MOBIL OIL	
Total 47489:						236.99		
47490								
11/26/2024	47490	COUNTY OF SAN DIEGO,	25HOLTFDN	10-22080-4433	708.00	708.00	FIRE DEPT RADIOS	PW FIRE
11/26/2024	47490	COUNTY OF SAN DIEGO,	25HOLTFDN	12-31620-4433	14.75	14.75	PW RADIOS	
11/26/2024	47490	COUNTY OF SAN DIEGO,	25HOLTFDN	11-31510-44330	14.75	14.75	PW RADIOS	
Total 47490:						737.50		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
47491								
11/26/2024	47491	EMPIRE SOUTHWEST	EMWK38194	11-31510-44300	586.27	586.27	BACKHOE REPAIRS	PW
Total 47491:						586.27		
47492								
11/26/2024	47492	FAILSAFE TESTING	13869	10-22080-4430	885.82	885.82	EQUIPMENT TESTING	FIRE
Total 47492:						885.82		
47493								
11/26/2024	47493	FERGUSON ENTERPRIS	4907811	10-31150-44200	257.81	257.81	FITTINGS, GLOVES, PVC	PW
11/26/2024	47493	FERGUSON ENTERPRIS	4907856	10-31150-44200	522.72	522.72	DRAIN CLEANER	
Total 47493:						780.53		
47494								
11/26/2024	47494	HARTFORD	4817794958	10-31140-42310	19.82	19.82	INSURANCE PREMIUM	ADMIN
11/26/2024	47494	HARTFORD	4817794958	10-21070-4231	4.90	4.90	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-11011-42310	20.01	20.01	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-12001-4231	39.12	39.12	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-14020-4231	33.08	33.08	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-12003-4231	26.16	26.16	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-22080-4231	58.68	58.68	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	10-31150-42310	2.93	2.93	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	11-31530-42310	3.92	3.92	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	11-31510-42310	81.18	81.18	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	11-31520-42310	19.56	19.56	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	12-31610-4231	77.52	77.52	INSURANCE PREMIUM	
11/26/2024	47494	HARTFORD	4817794958	12-31620-4231	94.95	94.95	INSURANCE PREMIUM	
Total 47494:						481.83		
47495								
11/26/2024	47495	HOLT GROUP, THE	24-09-022	22-80047-4430	320.00	320.00	(533) PINE CROSSING LINE ADJUSTM	ADMIN
11/26/2024	47495	HOLT GROUP, THE	24-09-021	22-80042-4430	3,021.75	3,021.75	(513) EAST 9TH ST CMAQ FUNDS	
11/26/2024	47495	HOLT GROUP, THE	24-09-020	22-80043-4430	1,740.00	1,740.00	(512) WEST 9TH ST STBG FUNDS	
11/26/2024	47495	HOLT GROUP, THE	24-09-019	22-80047-4430	3,925.00	3,925.00	(499) PINE CROSSING APARTMENTS	
11/26/2024	47495	HOLT GROUP, THE	24-09-018	22-80050-4430	5,780.00	5,780.00	(489) TRESTLE BRIDGE TRAIL GRANT	
11/26/2024	47495	HOLT GROUP, THE	24-09-017	22-80027-4430	350.00	350.00	(456) WETLANDS GRANT AMDIN AND	
11/26/2024	47495	HOLT GROUP, THE	24-09-016	10-12003-4430	2,934.94	2,934.94	(207) REVIEW BUILDING PERMITS/HO	
11/26/2024	47495	HOLT GROUP, THE	24-09-015	10-12003-4430	317.50	317.50	(047) 815 OLIVE SEWER, ZONING QU	
11/26/2024	47495	HOLT GROUP, THE	24-09-012	22-80049-4430	25,900.00	25,900.00	(532) CITY WIDE STREET MAINTENAN	
Total 47495:						44,289.19		
47496								
11/26/2024	47496	HUMANA	296346486	11-31530-42250	54.62	54.62	INSURANCE	ADMIN
11/26/2024	47496	HUMANA	296346486	11-31510-42250	300.98	300.98	INSURANCE	
11/26/2024	47496	HUMANA	296346486	12-31610-4225	156.08	156.08	INSURANCE	
11/26/2024	47496	HUMANA	296346486	12-31620-4225	285.48	285.48	INSURANCE	
11/26/2024	47496	HUMANA	296346486	10-14020-4225	26.01-	26.01-	INSURANCE	
11/26/2024	47496	HUMANA	296346486	10-22080-4225	234.09	234.09	INSURANCE	
11/26/2024	47496	HUMANA	296346486	10-12003-4225	243.08	243.08	INSURANCE	
11/26/2024	47496	HUMANA	296346486	10-31140-42250	18.20	18.20	INSURANCE	
11/26/2024	47496	HUMANA	296346486	10-13010-4225	156.06	156.06	INSURANCE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/26/2024	47496	HUMANA	296346486	10-12001-4225	399.14	399.14	INSURANCE	
Total 47496:						1,821.72		
47497								
11/26/2024	47497	JOSE SALAZAR	BLS COURS	10-22080-43110	150.08	150.08	BLS COURSE IN SAN DIEGO	FIRE
11/26/2024	47497	JOSE SALAZAR	BLS COURS	10-22080-4313	302.00	302.00	BLS COURSE IN SAN DIEGO	
Total 47497:						452.08		
47498								
11/26/2024	47498	LUIS LOPEZ CONSTRUC	781	10-22080-4430	9,500.00	9,500.00	FIRE DEPT STATION REPAIRS	FIRE
Total 47498:						9,500.00		
47499								
11/26/2024	47499	MARIA CARDENAS	FINAL BILL	11-00000-39620	183.90	183.90	FINAL UTILITY BILL DEPOSIT	UTILITIES
Total 47499:						183.90		
47500								
11/26/2024	47500	MISSIONSQUARE	6561149	12-31620-4240	575.00	575.00	RETIREMENT	ADMIN
11/26/2024	47500	MISSIONSQUARE	6561149	12-31610-4240	466.24	466.24	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	11-31520-42400	399.12	399.12	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	11-31530-42400	32.78	32.78	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-31150-42400	25.33	25.33	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-31140-42400	146.51	146.51	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-21070-4240	42.22	42.22	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-12003-4240	199.44	199.44	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-22080-4240	346.51	346.51	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-14020-4240	56.16	56.16	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-12001-4240	672.01	672.01	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-00000-2027	480.20	480.20	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	10-00000-2026	2,158.72	2,158.72	RETIREMENT	
11/26/2024	47500	MISSIONSQUARE	6561149	11-31510-42400	490.63	490.63	RETIREMENT	
Total 47500:						6,090.87		
47501								
11/26/2024	47501	NATIONAL BAND & TAG C	289098	10-21070-4420	97.03	97.03	DOG TAGS ACO	PW
Total 47501:						97.03		
47502								
11/26/2024	47502	NICHOLAS WELLS	NOVEMBER	10-12001-4429	117.59	117.59	NOVEMBER 2024 MILEAGE	ADMIN
Total 47502:						117.59		
47503								
11/26/2024	47503	ODP BUSINESS SOLUTIO	3910595700	10-22080-4416	98.82	98.82	MARKERS, PENS, HOLDERS	FIRE
11/26/2024	47503	ODP BUSINESS SOLUTIO	3910602220	10-22080-4416	31.94	31.94	PENS	
Total 47503:						130.76		
47504								
11/26/2024	47504	PEOPLEREADY,INC.	28931235	10-31150-41400	626.12	626.12	TEMP WORKER PARKS	PW

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 47504:						626.12		
47505								
11/26/2024	47505	PITNEY BOWES GLOBAL	3106825609	10-14020-4525	190.80	190.80	POSTAGE	ADMIN
11/26/2024	47505	PITNEY BOWES GLOBAL	3106825609	11-31510-45250	190.80	190.80	PITNEY BOWES DEC 2021	
11/26/2024	47505	PITNEY BOWES GLOBAL	3106825609	12-31620-4525	190.81	190.81	PITNEY BOWES DEC 2021	
Total 47505:						572.41		
47506								
11/26/2024	47506	PITNEY BOWES,INC. (SU	1026437805	10-14020-4416	119.23	119.23	RED INK CARTRIDGE, TAPE STRIPS	ADMIN
11/26/2024	47506	PITNEY BOWES,INC. (SU	1026437805	11-31510-44160	119.23	119.23	RED INK CARTRIDGE, TAPE STRIPS	
11/26/2024	47506	PITNEY BOWES,INC. (SU	1026437805	12-31620-4416	119.24	119.24	RED INK CARTRIDGE, TAPE STRIPS	
Total 47506:						357.70		
47507								
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	10-22080-4417	10.19	10.19	POSTAGE	ADMIN
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	10-12003-4417	.60	.60	POSTAGE	
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	10-12001-4417	13.79	13.79	POSTAGE	
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	12-31610-4417	10.79	10.79	POSTAGE	
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	11-31520-44170	908.42	908.42	POSTAGE	
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	10-14020-4417	61.76	61.76	POSTAGE	
11/26/2024	47507	PURCHASE POWER (PIT	#9843 DEC 2	10-13010-4417	4.20	4.20	POSTAGE	
Total 47507:						1,009.75		
47508								
11/26/2024	47508	PYRAMID CONSTRUCTIO	24204R	22-80042-4430	16,906.43	16,906.43	CONSTRUCTION PAYMENT #3	ADMIN
Total 47508:						16,906.43		
47509								
11/26/2024	47509	SELLERS PETROLEUM	CL39614-IN	10-22080-4427	2,337.40	2,337.40	FIRE DEPT FUEL	FIRE
Total 47509:						2,337.40		
47510								
11/26/2024	47510	SPARKLETTS	9439337 110	10-22080-4420	75.86	75.86	FIRE DEPT WATER	FIRE
Total 47510:						75.86		
47511								
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-31140-42250	9.63	9.63	INSURANCE PREMIUM	ADMIN
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-31150-42250	1.88	1.88	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	11-31530-42250	2.50	2.50	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	11-31510-42250	39.29	39.29	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	11-31520-42250	65.47	65.47	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	12-31610-4225	32.94	32.94	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	12-31620-4225	42.40	42.40	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-13010-4225	12.51	12.51	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-12001-4225	40.45	40.45	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-14020-4225	20.85-	20.85-	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-12003-4225	20.43	20.43	INSURANCE PREMIUM	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-22080-4225	37.53	37.53	INSURANCE PREMIUM	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/26/2024	47511	VISION SERVICE PLAN	821706030	10-21070-4225	3.13	3.13	INSURANCE PREMIUM	
Total 47511:						287.31		
47512								
11/26/2024	47512	VISION TRAFFIC CONTR	632	10-31140-44200	422.18	422.18	STREET SIGNS	PW
Total 47512:						422.18		
47513								
11/26/2024	47513	VISUAL EDGE IT, INC.	24AR223847	12-31620-4416	46.75	46.75	PRINTER	ADMIN
11/26/2024	47513	VISUAL EDGE IT, INC.	24AR223847	11-31510-44160	46.75	46.75	PRINTER	
11/26/2024	47513	VISUAL EDGE IT, INC.	24AR223847	10-14020-4416	46.75	46.75	PRINTER	
11/26/2024	47513	VISUAL EDGE IT, INC.	24AR223847	10-13010-4416	46.75	46.75	PRINTER	
11/26/2024	47513	VISUAL EDGE IT, INC.	24AR223847	10-12001-4416	46.75	46.75	PRINTER	
Total 47513:						233.75		
47514								
11/26/2024	47514	WALKER & DRISKILL	14111	10-16026-4430	2,812.24	2,812.24	ATTORNEY FEES	ADMIN
Total 47514:						2,812.24		
47515								
11/26/2024	47515	WAXIE SANITARY SUPPL	82865113	10-22080-4420	123.44	123.44	CLEANING LIQUIDS	FIRE
11/26/2024	47515	WAXIE SANITARY SUPPL	82839945	10-22080-4420	363.95	363.95	CAR WASH, TIDE PODS	
Total 47515:						487.39		
Grand Totals:						114,468.38		

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



City of Holtville Report to City Council

Meeting Date:	December 9 th , 2024
Item Number:	3 a
Approvals	City Manager
	Finance Manager
	City Attorney

To: City of Holtville City Council
Nicholas D. Wells, City Manager

From: James G. "Jack Holt, City Engineer

Prepared By: Shane Goff, Assistant Project Engineer

Date: December 9th, 2024

Subject: **Award Construction Contract for City Wide Street Maintenance Improvements**

Summary		
Project Location:	Within Holtville City Limits	
Pending Action:	Approval of Award of CON via Resolution 24-29	
Lowest Bid:	American Asphalt South, Inc.	\$1,624,878.49

INTRODUCTION AND BACKGROUND

The City of Holtville Street System consists of 18 miles of streets. The City of Holtville last completed a street maintenance improvement project in the fiscal year 2018/2019. Street maintenance improvement projects are of high importance to maintain the integrity of a street system. It is recommended street sections be maintained every 3 to 5 years to keep the street system in good condition.

ANALYSIS

Project Scope

The City Wide Street Maintenance Improvement Project will consist of the application of an SS-1H fog seal emulsion to designated street sections which have been rehabilitated or constructed in recent years, and crack sealing and slurry seal coating of designated street sections which have been maintained for a number of years. The project will also consist of various striping improvements which include the installation of stop bars, stop legends, parking stalls, crosswalks, centerline striping, raised pavement markers, and similar striping.

Bid Results

Construction Services: The City Engineer was authorized to go out to bid and the project was advertised on October 31, 2024. The City Engineer corresponded with various Plan Holders throughout the bidding process for project clarification purposes. The bids were opened on December 3, 2024. There was a total of three (3) bidders. The bid results have been reviewed and the lowest, responsive, responsible bidder has been verified by the City Engineer. All required paperwork for bid compliance was satisfactorily completed. The lowest, responsive, responsible bid was submitted by American Asphalt South, Inc. Below is the bid result summary which includes the Engineer's Opinion of Probable Cost.

Contractor	Bid Amount
American Asphalt South, Inc.	\$1,624,878.49
Pavement Coatings Company	\$1,840,659.17
Roy Allan Slurry Seal, Inc.	\$2,190,670.99
Engineer's Opinion of Probable Cost	\$1,743,315.65

Fiscal Impact

The City of Holtville intends to utilize its Transportation funds to fund this project. The total available funding for this project is \$2,813,011. The total construction contract award amount for this project is \$1,624,878.49. The remaining Transportation funds budget is \$1,188,132.51 after the award of the construction contract. The City (along with other agencies in the county in varying dollar amounts) issued a bond for \$2.9M to finance various street pavement projects undertaken in 2018. Measure D Sales Tax Revenues were pledged as payment towards the bond. The City of Holtville's debt service obligation for 2025 is \$116,292.00. Bond payments are amortized to the year 2038. Sufficient funds will remain to be able to cover next year's debt service, as well as maintain sufficient reserves to cover emergency road repairs.

RECOMMENDATION AND PENDING ACTION

Construction Contract: The City Engineer recommends that the City award a contract for the City Wide Street Maintenance Improvement Project to American Asphalt South, Inc., in the amount of \$1,624,878.49. Staff is requesting the City Council to consider the following actions:

1. Adopt Resolution 24-29 Authorizing the Award of Construction Contract to American Asphalt South, Inc., in the amount of \$1,624,878.49 (Please see **Attachment A**);

Alternatives

2. Reject Resolution 24-29 Authorizing the Award of Construction Contract to American Asphalt South, Inc., in the amount of \$1,624,878.49.

Attachments:

- A – Resolution 24-29
- B – Bid Price Review
- C – Bid Evaluation Checklist
- D – Letter of Recommendation

SPREADSHEET OF COSTS PER DECEMBER 3, 2024 BID OPENING

City of Holtville - City Wide Street Maintenance Improvement Project - FY
2024/2025 - THG Project No. 116.532

The Holt Group (EOOPC)

American Asphalt South, Inc.

Pavement Coatings Company

Roy Allan Slurry Seal, Inc.

Item No.	Description	Unit	Quantity	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1	Mobilization	LUMP SUM	1	\$200,000.00	<u>\$200,000.00</u>	<u>\$306,550.00</u>	<u>\$306,550.00</u>	\$155,000.00	<u>\$155,000.00</u>	\$100,000.00	<u>\$100,000.00</u>
2	Crack Seal	LBS	140,570	\$2.60	<u>\$365,482.00</u>	<u>\$0.75</u>	<u>\$105,427.50</u>	\$3.22	<u>\$452,635.40</u>	\$2.15	<u>\$302,225.50</u>
3	Slurry Seal	TONS	3,016	<u>\$300.00</u>	<u>\$904,800.00</u>	<u>\$299.47</u>	<u>\$903,201.52</u>	<u>\$287.00</u>	<u>\$865,592.00</u>	<u>\$448.71</u>	<u>\$1,353,309.36</u>
4	Fog Seal	SQYD	24,949	<u>\$1.35</u>	<u>\$33,681.15</u>	<u>\$1.43</u>	<u>\$35,677.07</u>	<u>\$4.00</u>	<u>\$99,796.00</u>	<u>\$2.79</u>	<u>\$69,607.71</u>
5	Paint 1-Foot wide White "Stop" Bar	L.F.	3,123	<u>\$4.50</u>	<u>\$14,053.50</u>	<u>\$7.25</u>	<u>\$22,641.75</u>	<u>\$6.03</u>	<u>\$18,831.69</u>	<u>\$10.27</u>	<u>\$32,073.21</u>
6	Paint White "STOP" Legend	Each	183	<u>\$160.00</u>	<u>\$29,280.00</u>	<u>\$159.50</u>	<u>\$29,188.50</u>	<u>\$297.00</u>	<u>\$54,351.00</u>	<u>\$401.25</u>	<u>\$73,428.75</u>
7	Paint "AHEAD" Legend	Each	1	<u>\$200.00</u>	<u>\$200.00</u>	<u>\$220.00</u>	<u>\$220.00</u>	<u>\$297.00</u>	<u>\$297.00</u>	<u>\$363.80</u>	<u>\$363.80</u>
8	Paint "SLOW" Legend	Each	16	<u>\$180.00</u>	<u>\$2,880.00</u>	<u>\$165.00</u>	<u>\$2,640.00</u>	<u>\$297.00</u>	<u>\$4,752.00</u>	<u>\$337.05</u>	<u>\$5,392.80</u>
9	Paint "SCHOOL" Legend	Each	16	<u>\$240.00</u>	<u>\$3,840.00</u>	<u>\$253.00</u>	<u>\$4,048.00</u>	<u>\$340.00</u>	<u>\$5,440.00</u>	<u>\$454.75</u>	<u>\$7,276.00</u>
10	Paint "XING" Legend	Each	16	<u>\$180.00</u>	<u>\$2,880.00</u>	<u>\$154.00</u>	<u>\$2,464.00</u>	<u>\$297.00</u>	<u>\$4,752.00</u>	<u>\$337.05</u>	<u>\$5,392.80</u>
11	Paint "NO PARKING" Legend	Each	6	<u>\$50.00</u>	<u>\$300.00</u>	<u>\$50.00</u>	<u>\$300.00</u>	<u>\$88.00</u>	<u>\$528.00</u>	<u>\$123.05</u>	<u>\$738.30</u>
12	Paint 1-Foot wide White Crosswalk and Limit Line	L.F.	4,725	<u>\$4.50</u>	<u>\$21,262.50</u>	<u>\$7.15</u>	<u>\$33,783.75</u>	<u>\$6.00</u>	<u>\$28,350.00</u>	<u>\$10.27</u>	<u>\$48,525.75</u>
13	Paint 1-Foot wide Yellow Crosswalk and Limit Line	L.F.	3,783	<u>\$4.50</u>	<u>\$17,023.50</u>	<u>\$7.15</u>	<u>\$27,048.45</u>	<u>\$6.00</u>	<u>\$22,698.00</u>	<u>\$10.27</u>	<u>\$38,851.41</u>
14	Paint 4-inch wide white stripe for parking spaces	L.F.	12,962	<u>\$5.00</u>	<u>\$64,810.00</u>	<u>\$4.10</u>	<u>\$53,144.20</u>	<u>\$2.08</u>	<u>\$26,960.96</u>	<u>\$2.57</u>	<u>\$33,312.34</u>
15	Paint 6-inch double yellow for centerline striping	L.F.	11,530	<u>\$2.20</u>	<u>\$25,366.00</u>	<u>\$2.15</u>	<u>\$24,789.50</u>	<u>\$2.70</u>	<u>\$31,131.00</u>	<u>\$3.85</u>	<u>\$44,390.50</u>

				The Holt Group (EOOPC)	American Asphalt South, Inc.	Pavement Coatings Company	Roy Allan Slurry Seal, Inc.				
16	Paint 4-inch wide red stripe for no parking zones	L.F.	407	<u>\$4.50</u>	<u>\$1,831.50</u>	<u>\$4.40</u>	<u>\$1,790.80</u>	<u>\$2.58</u>	<u>\$1,050.06</u>	<u>\$2.68</u>	<u>\$1,090.76</u>
17	Paint 8-inch white stripe for left turn lane	L.F.	305	<u>\$1.50</u>	<u>\$457.50</u>	<u>\$2.75</u>	<u>\$838.75</u>	<u>\$2.88</u>	<u>\$878.40</u>	<u>\$3.85</u>	<u>\$1,174.25</u>
18	Paint 12-inch wide yellow stripe for loading and unloading zones	L.F.	637	<u>\$3.50</u>	<u>\$2,229.50</u>	<u>\$11.50</u>	<u>\$7,325.50</u>	<u>\$6.03</u>	<u>\$3,841.11</u>	<u>\$10.27</u>	<u>\$6,541.99</u>
19	Paint 6-inch wide white stripe	L.F.	21	<u>\$2.50</u>	<u>\$52.50</u>	<u>\$1.65</u>	<u>\$34.65</u>	<u>\$3.20</u>	<u>\$67.20</u>	<u>\$5.22</u>	<u>\$109.62</u>
20	Paint Face and Top of Curb - Red Paint	L.F.	4,879	<u>\$3.00</u>	<u>\$14,637.00</u>	<u>\$4.45</u>	<u>\$21,711.55</u>	<u>\$3.06</u>	<u>\$14,929.74</u>	<u>\$3.18</u>	<u>\$15,515.22</u>
21	Paint Face and Top of Curb - Yellow Paint	L.F.	397	<u>\$3.00</u>	<u>\$1,191.00</u>	<u>\$4.45</u>	<u>\$1,766.65</u>	<u>\$3.50</u>	<u>\$1,389.50</u>	<u>\$3.64</u>	<u>\$1,445.08</u>
22	Paint Face and Top of Curb - Blue Paint	L.F.	269	<u>\$3.00</u>	<u>\$807.00</u>	<u>\$4.45</u>	<u>\$1,197.05</u>	<u>\$3.50</u>	<u>\$941.50</u>	<u>\$3.64</u>	<u>\$979.16</u>
23	Paint 4-inch wide blue stripe for Handicap Parking Spaces	L.F.	680	<u>\$2.50</u>	<u>\$1,700.00</u>	<u>\$4.10</u>	<u>\$2,788.00</u>	<u>\$2.58</u>	<u>\$1,754.40</u>	<u>\$2.68</u>	<u>\$1,822.40</u>
24	Paint Handicap Symbol with Box	Each	12	<u>\$110.00</u>	<u>\$1,320.00</u>	<u>\$137.50</u>	<u>\$1,650.00</u>	<u>\$193.64</u>	<u>\$2,323.68</u>	<u>\$224.70</u>	<u>\$2,696.40</u>
25	Paint White Type I Arrow	Each	2	<u>\$150.00</u>	<u>\$300.00</u>	<u>\$100.00</u>	<u>\$200.00</u>	<u>\$159.65</u>	<u>\$319.30</u>	<u>\$176.55</u>	<u>\$353.10</u>
26	Paint White Type IV (L) Arrow	Each	1	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$115.00</u>	<u>\$115.00</u>	<u>\$141.00</u>	<u>\$141.00</u>	<u>\$200.09</u>	<u>\$200.09</u>
27	Paint White Type IV (R) Arrow	Each	6	<u>\$150.00</u>	<u>\$900.00</u>	<u>\$110.00</u>	<u>\$660.00</u>	<u>\$141.00</u>	<u>\$846.00</u>	<u>\$171.20</u>	<u>\$1,027.20</u>
28	Install Channelizing Chevron at Ninth Street and Towland	Each	4	<u>\$150.00</u>	<u>\$600.00</u>	<u>\$192.50</u>	<u>\$770.00</u>	<u>\$216.00</u>	<u>\$864.00</u>	<u>\$261.08</u>	<u>\$1,044.32</u>
29	Paint "NO PARKING" Legend	Each	1	<u>\$3,500.00</u>	<u>\$3,500.00</u>	<u>\$750.00</u>	<u>\$750.00</u>	<u>\$566.00</u>	<u>\$566.00</u>	<u>\$588.50</u>	<u>\$588.50</u>
30	Install Two-Way Yellow Reflective Raised Pavement Markers	Each	1,514	<u>\$6.00</u>	<u>\$9,084.00</u>	<u>\$6.60</u>	<u>\$9,992.40</u>	<u>\$8.36</u>	<u>\$12,657.04</u>	<u>\$8.69</u>	<u>\$13,156.66</u>
31	Install Blue Reflective Raised Pavement Markers	Each	121	<u>\$13.00</u>	<u>\$1,573.00</u>	<u>\$27.50</u>	<u>\$3,327.50</u>	<u>\$25.75</u>	<u>\$3,115.75</u>	<u>\$26.75</u>	<u>\$3,236.75</u>
32	Install Two-Way White Reflective Raised Pavement Markers	Each	309	<u>\$6.00</u>	<u>\$1,854.00</u>	<u>\$6.60</u>	<u>\$2,039.40</u>	<u>\$8.36</u>	<u>\$2,583.24</u>	<u>\$8.69</u>	<u>\$2,685.21</u>
33	Install Type G One-Way Clear Retro-Reflective White Pavement Markers	Each	2,545	<u>\$6.00</u>	<u>\$15,270.00</u>	<u>\$6.60</u>	<u>\$16,797.00</u>	<u>\$8.36</u>	<u>\$21,276.20</u>	<u>\$8.69</u>	<u>\$22,116.05</u>
Totals				<u>\$1,743,315.65</u>	<u>\$1,624,878.49</u>	<u>\$1,840,659.17</u>	<u>\$2,190,670.99</u>				

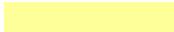
The Holt Group (EOOPC)

American Asphalt South, Inc.

Pavement Coatings Company

Roy Allan Slurry Seal, Inc.

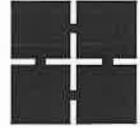
Forms Reviewed - Reviewed 09/10/2021



American Asphalt South,
Inc.

Pavement Coatings Co.

Roy Allan Slurry Seal, Inc.



December 3, 2024

Mr. Nick Wells
City Manager
City of Holtville
121 W. Fifth Street
Holtville, California 92250

Re: City of Holtville – City Wide Street Maintenance Improvement Project – FY 2024/2025
– THG Project Number 116.532

Dear Mr. Wells,

The latest bid opening for the City of Holtville City Wide Street Maintenance Improvement Project was conducted on December 3rd, 2024. A total of three bids were received. A listing of the bids, including the Engineers Estimate is as follows:

City Wide Street Maintenance Improvement Project
Bid Opening Results – December 3rd, 2024

1. Engineer's Estimate	\$1,743,315.65
2. American Asphalt South, Inc.	\$1,624,878.49
3. Pavement Coatings Company	\$1,840,659.17
4. Roy Allan Slurry Seal, Inc.	\$2,190,670.99

American Asphalt South, Inc. was the apparent low bidder. American Asphalt South's bid was \$118,437.16 (6.79%) below the Engineers Estimate and \$79,487.46 (11.72%) below the next lowest bidder, Pavement Coatings Company.

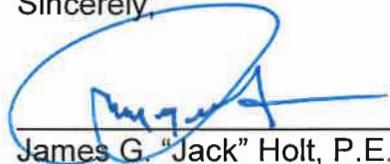
Instruction for Bidders Item G on page 5 of the Specifications states, *"The contract will be awarded to the lowest, responsive, responsible bidder, provided that all bidders acknowledge the right of the City to accept or reject any and all bids and to waive any informality or irregularity in any bid received."*

This letter is a summarization of the review of the apparent low bidder's proposal form (American Asphalt South) to determine whether the submitted proposal form was responsive, and the bidder is responsible in its ability to construct the project.

The proposal (bid) was reviewed to determine whether it was responsive (as to complying with the Invitation for Proposals, Instruction for Bidders, Proposal Form requirements and the remainder of the specifications). A "Bid Responsive Review Chart" dated December 3rd, 2024, was prepared after the proposal of each bidder was reviewed. Items reviewed included whether the Contractor possessed a valid California Contractor's License, whether the Contractor possessed a valid and current Department of Industrial Relations registration, the proposal forms were fully completed, required proposal certificates had been completed and signed, whether the bid form items were mathematically correct, whether major subcontractors and material suppliers participating in the project were listed and similar items. The "Bid Responsive Review Chart" is an attachment to this letter.

A review of American Asphalt South's proposal form resulted in the finding that the proposal complied with all requirements. It is therefore recommended that the City of Holtville award the contract for the construction of the City of Holtville City Wide Street Maintenance Improvement Project – FY 2024/2025 to American Asphalt South, Inc. in the amount of \$1,624,878.49.

Sincerely,



James G. "Jack" Holt, P.E.
The Holt Group, Inc.

cc: Yvette Rios, City Clerk, City of Holtville
Steve Walker, City Attorney, City of Holtville
George Galvan, Consulting City Planner, The Holt Group, Inc.

Attachments:

1. Bid Responsiveness Review checklist dated December 3rd, 2024
2. Bid Differential Cost Spreadsheet dated December 3rd, 2024

RESOLUTION NO. 24-29

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE APPROVING THE
AWARD OF CONSTRUCTION CONTRACT FOR THE CITY WIDE STREET MAINTENANCE
IMPROVEMENT PROJECT – FY 2024/2025**

WHEREAS, the City of Holtville receives funding through the Measure D Tax Funds and Local Transportation Authority (LTA) which collects a half-cent of local gas sales tax to be used for local transportation projects; and

WHEREAS, funds may be used for various street projects including the repair and rehabilitation of existing roadways; projects that reduce congestion and improve roadway safety; and construction of new roadway facilities; and similar roadway improvements; and

WHEREAS, the City of Holtville has a current balance of \$2,813,011 cash in hand and an estimated total of \$430,000 in LTA/General Gas Tax revenues for the FY 2024/25, to allocate towards street improvement projects; and

WHEREAS, the City went out to bid on October 31st, 2024 and received three (3) bids with the lowest, responsive, responsible bidder being in the amount of **\$1,624,878.49**; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Holtville hereby;

1. Certifies that the above recitals are true and correct;
2. Approve an Award of Contract to American Asphalt South, Inc. in the amount of \$1,624,787.49 to construct the City Wide Street Maintenance Improvement Project – FY 2024/2025; and
3. Delegates and authorizes the City Manager to sign, execute and submit all documents including, but not limited to agreements, payment requests, change orders and amendments which may become necessary for the completion of the project; and

PASSED and APPROVED this 9th day of December 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Murray Anderson, Mayor

ATTEST: _____

Yvette Rios, City Clerk

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>12/09/24</u>	
ITEM NUMBER	<u>3 b</u>	
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

DATE ISSUED: December 6, 2024

FROM: Yvette Rios, City Clerk

SUBJECT: *Resolution No. 24-30 Reciting the Facts of the General Election Held on November 5, 2024, Declaring the Result and Such Other Matters as Provided by Law*

ISSUE:

Shall the City Council approve Resolution No. 24-30, reciting the facts of the General Election held November 5, 2024, declaring the result and such other matters as provided by law?

DISCUSSION:

With three four-year terms on this board and that of the City Treasurer position scheduled to expire as of January 1, 2025, the City Council adopted Resolution No. 24-18 at the June 6, 2024, regular meeting calling for an election. It was further requested through the Board of Supervisors that the County of Imperial conduct that election in consolidation with the federal General Election to be held on November 5, 2024.

Six individuals filed the proper documents to run for City Council: two of three of the incumbents (Michael Pacheco and Murray Anderson) and four additional challengers, Teresa Castillo Munger, Stacy Britschgi, Vanessa Ramirez, and Bryan Vega. Those six names were therefore listed on the ballot. No individuals filed for the City Treasurer position, so that position was not listed on the ballot.

The Imperial County Registrar of Voters announced the release of the Final Official Results for the election on Tuesday, December 3, 2024. Those results are attached as Exhibit A to Resolution 24-30.

FISCAL IMPACT:

None

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the resolution be adopted and the results recorded in City records.

ALTERNATIVE:

Not to adopt.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 24-30**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL RECITING THE FACTS OF
THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024,
DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW**

WHEREAS, a General Municipal Election was held and conducted in the City of Holtville, California, on Tuesday, November 5, 2024, as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the Imperial County Election Department canvassed the returns of the election and has certified the results to this City Council, the results are received, attached and made a part hereof as "Exhibit A".

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

SECTION 1. That the names of persons voted for at the election for Member of the City Council are as follows:

Murray Anderson	Michael A. Pacheco
Stacy L. Britschgi	Vanessa Ramirez
Teresa Castillo Munger	Bryan Vega

SECTION 2. That the number of votes given at each precinct and the number of votes given in the City to each of the persons above named for the respective offices for which the persons were candidates were as listed in Exhibit "A" attached.

SECTION 3. That the City Council does declare and determine that:

Murray Anderson was elected as Member of the City Council for the full term of four years; Michael A. Pacheco was elected as Member of the City Council for the full term of four years; and Vanessa Ramirez was elected as Member of the City Council for the full term of four years

No candidates filed for the City Treasurer position, therefore, it was not placed on the ballot.

SECTION 4. That the City Clerk shall enter on the records of the City Council of the City, a statement of the result of the election, showing:

- (1) The whole number of votes cast in the City
- (2) The names of the persons voted for
- (3) For what office each person was voted for
- (4) The number of votes given at each precinct to each person
- (5) The total number of votes given to each person

SECTION 5. That the City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the city Clerk and authenticated; that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the City's book of original resolutions.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 09th of December, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Murray Anderson, Mayor

Attest: _____

Yvette Rios, City Clerk

Exhibit A
Certified Election Results

CERTIFICATE OF ELECTION RESULTS

November 5, 2024
GENERAL ELECTION

Holtville City Council

I, LINSEY J. DALE, Registrar of Voters, County of Imperial, State of California, having jurisdiction over the conduct of the election held in the County of Imperial, hereby certify that commencing at 9:00 am on Wednesday, November 6, 2024, at the Imperial County Administration Center, Room 206, Elections Department, being the day, hour and place specified in the Notice of Election, the returns of the election held in said County at the November 5, 2024 General Election were publicly canvassed in the manner prescribed by law; and that the following are the results of votes cast:

<u>Candidate</u>	<u>Votes</u>	<u>Percentage</u>
Vanessa Ramirez	908	25.88%
Michael A. Pacheco	664	18.93%
Murray Anderson	544	15.51%
Teresa Castillo Munger	514	14.65%
Bryan Vega	449	12.80%
Stacy L. Britschgi	429	12.23%

I further certify that the statement of votes cast, to which this certificate is attached shows the whole number of votes cast at said election in said County and in each precinct therein, and that the totals are full, true and correct. I further certify that one copy of this certificate and the results have been placed in the permanent files of my office.

Date: December 3, 2024



Linsey J. Dale
Registrar of Voters



City of Holtville

REPORT TO COUNCIL

DATE ISSUED: December 6, 2024
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>12/09/24</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

ADMINISTRATION

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, wherein iterative documents were discussed and revised. Pursuant to discussions between Council, 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. Mr. Medina moved 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 may be brought to Council in the future. More solid delineation of cost estimates for the phasing of the project were presented in August and presented to Council for consideration. *A status update meeting with Mr. Medina is currently being scheduled for the week of 12/16.*

Staff met with representatives of USDA Rural Development in September to discuss financing the remaining unfunded portion of the project. Unfortunately, although their website notes capability of disadvantaged communities with populations under 12,000 to apply for 50% grant, 50% loan funding, that program is capped at \$50,000 for grants, so any hope that grant funding may be available is not there. Rates were adjusted on October 1, from 4% down to 3.75%, so the loan payment calculation improved, but not drastically.

Multiple conversations regarding augmented funding have taken place with staff, Council, and various entities. 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. Although we received word that the project is on track to receive some funding, the amount projected to be received will likely be a fraction of the amount requested, so sizing the project down is probably on the horizon.

Staff continues to pursue additional funding sources. At the recent League of Cities Annual Conference, Mayor Anderson, Councilman Goodsell and the CM had multiple conversations with firms and organizations that show promise as potential funding sources. We have followed up with some and will continue to attempt to develop those leads. One proposal has been received. Council has requested further research in the proposed service.

EVENTS – Multiple events are on tap for both the City and the Chamber of Commerce for Christmas and the Holiday season. *Please see the final page of this report for upcoming events. The Tree Lighting event was well attended and went off with without any significant surprises. Staff is compiling RSVP lists for some of the various parties and events for the Holiday season.*

PUBLIC WORKS

TRANSPORTATION PROJECTS

Citywide Pavement Maintenance Project – a Streets Assessment report was prepared by the City Engineer earlier this year reporting the general condition of the over 16 miles of streets maintained by the City. Nearly all of the system is in good condition, requiring maintenance rather rehabilitation or construction. A recommendation has been made to perform crack sealing and slurry coat to the bulk of the system to prolong life of the system and forestall major work to a future date. At the July Council meeting, direction was given to proceed with preparation of specifications for the project. In October, Council approved moving the project forward with advertisement for construction bidding. ***Bids were received early this week with the low bidder coming in under the estimated cost. Action is on the current agenda to engage the preferred contractor.***

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. 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. Action was taken in early November to fund installation of water infrastructure to serve the affected residents that are moving off of IID service. ***Work has begun on this function with significant progress this week. Unfortunately, due to a paperwork holdup with Caltrans, the IID undergrounding operation needed to be pushed forward a week. At the time of this report, there was still no answer on the issue.***

A new wrinkle developed wherein the dedicated Congressional funding IID procured is not immediately accessible. 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. Due to its ongoing relationship for project funding with Caltrans, the Congressional funding and its administration were transferred to the City. In a significant development late in the process, it was relayed to staff that by taking on administration of the funding, the City would now be responsible for paying the 11.47% matching funds necessary for the grant, which could be in the neighborhood of \$100k. Nevertheless, an agreement was approved with IID to administer the funding in October.

A web conference was held in September to clarify the need to move a portion of the funding for the street project into the current fiscal year.

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, 2023, 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, including securing funding to bridge the gap to pay for construction. That funding was officially awarded in early February, 2023, and the construction contract was awarded in March, a pre-con meeting held in early May, with the contractor onsite performing various activities simultaneously.

Another substantial holdup cropped up in late 2023 with a permit from the Army Corps of Engineers (USACE). Originally applied for as a renewal in October, 2023, a new analyst required much more information than previously required. Through various meetings and multiple iterations, THG completed work on additional documents requested by USACE and the permit was finally approved in June and officially issued in early August.

The long wait for the USACE permit necessitated a time extension request in January, which was granted. The new completion deadline was pushed to September, 2024, then again to December 31, when the planting time was pushed to the summer and it was recognized that the potential success of establishing foliage during the Imperial Valley summer months is a difficult endeavor.

A ribbon cutting ceremony was held in November with many project partners and members of the community coming out to celebrate the completion of the project. ***Construction activities are now complete, including planting of the various species to help clean the river water. Closeout paperwork is in process and should be complete by the end of the month.***

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. Eventually, 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. Ginger Ward volunteered to sit in on meetings for this project when possible, so she and staff met multiple times with the design team via Zoom to discuss design concepts. Multiple ideas to control costs and stretch the project dollars were decided upon. The decision was made to proceed with the general direction of keeping the original character of the structure, while making concessions to keep costs under control.

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. Pursuant to a periodic plan check, reprioritization of the elements to be completed vis a vis available funding was amended in May. Kleinfelder provided 90% plans in late September, so this phase nears completion. Included in that plan set were construction estimates. After some analysis, staff will be bringing this to

Council to approve advertising and bidding. THG reviewed the plans and sent them back to Kleinfelder for clarification and/or correction. ***The revised plans were expected by the end of this week for additional review.***

Holtville East Trail Link - The City Manager had multiple discussions in recent years 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 has been well received by SCAG staff and the head of County Public Works. An application for Active Transportation funding was developed in mid-2024 and a grant application was submitted in June to fund design of the project.

Mellinger Alamo River Trail - A grant was awarded in early 2024 to River Partners, a non-profit that deals in habitat restoration, for a project that would include a Wetlands trail spur. RP met with the City Manager and toured the site, then engaged Nicklaus Engineering to design the project. Staff was contacted by NEI in March to discuss design elements. River Partners staff continued to meet with the CM throughout the Spring and early Summer, performing a few physical “scouting” trips to decide the best path for the trail extension. They have done some preliminary exploration and soil sampling and continue to move the project forward. A tentative map was forwarded to the City this week. The original template is aggressive (i.e. “Expensive”), so it is assumed that discussions and concessions will be forthcoming. River Partners presented a slightly revised plan to the Council in early October to get feedback on the direction of the project.

BUILDING DEPT - The City issued **113** building permits in 2024. A list of permits issued by month is available on the City’s website at <https://www.holtville.ca.gov/building-planning/building-and-planning/building-department/>

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 moving 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 the 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 denser 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 and again in July. A conversation with Mr. Hawk in early October revealed that he is still pursuing developer investment. We discussed the coming timeline with the undergrounding and the street project. He hopes to have some momentum by the time those things are complete.

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. The CM had a recent conversation with AMG to express disappointment over the lack of information flow. It was promised that more updates would begin to flow.

Staff was recently apprised of the fact that a contractor has been engaged to begin earth moving to build up pads to start construction. We have communicated the need to schedule a pre-construction meeting to the developer and expect that soon

AMG Pine Crossing Apartments (± 64) – This is a proposed mirror image project across from Fern Crossing complex. The Building Inspector and City Engineer have coordinated with a plan check firm on the plans that were first submitted in June. After a few iterations and resubmissions, the building plans were approved in early October. AMG is still working with The City Engineer and staff on finalizing all site work and off-site plans for utilities and stormwater handling. There continues to be back and forth regarding these issues now, particularly the abandonment of the Artesian well on the property.

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 :

- 11/25/24 Department Head Meeting City Hall
- 11/25/24 Holtville City Council Meeting City Hall
- 11/28/24 Thanksgiving Day *(City Hall Closed)*
- 11/29/24 Thanksgiving Observed *(City Hall Closed)*
- 12/02/24 Department Head Meeting City Hall
- 12/02/24 Ninth Street Undergrounding/Water Service Project Check In Project Site
- 12/03/24 Alamo River Trail (Wetlands Spur) Check-in Meeting Web Conference
- 12/03/24 BOOST Assistance Strategy Session Web Conference
- 12/03/24 Citywide Pavement Project Bid Opening City Hall
- 12/05/24 Meeting w/ County Elections County Admin Building
- 12/05/24 Tree Lighting Ceremony Holt Park
- 12/06/24 Holtville Rotary Club Meeting St. Paul's Lutheran Church

UPCOMING EVENTS :

- 12/09/24 Department Head Meeting City Hall
- 12/09/24 Holtville City Council Reorganization Meeting City Hall
- 12/10/24 MTC IRDF Community Partners Luncheon
- 12/10/24 Alamo River Trail (Wetlands Spur) Check-in Meeting Web Conference
- 12/11/24 ICTC Management/CCMA Meetings ICTC Offices
- 12/13/24 Holtville Rotary Club Christmas Party Rural Holtville
- 12/16/24 Holtville Planning Commission Meeting City Hall
- 12/17/24 BOOST Assistance Strategy Session Web Conference
- 12/18/24 SiteLogiq Christmas Party Stockmen's Club (Brawley)
- 12/19/24 Employee Christmas Luncheon Hot Rods & Beer
- 12/19/24 Holtville CofC Christmas in the Park Holt Park
- 12/20/24 Holtville Rotary Club Meeting St. Paul's Lutheran Church
- 12/23/24 Holtville City Council Meeting *(Likely Dark)* City Hall
- 12/25/24 Christmas Day Observed *(City Hall Closed)*
- 12/26 - 27/2024 Christmas Observed *(City Hall Closed)*
- 01/01/24 New Years Day Observed *(City Hall Closed)*
- 01/15/25 Imperial-Mexicali Bi-National Alliance Meeting Imperial County
- 01/15/25 IV Foreign Trade Zone Meeting IC Workforce Development (EC)
- 01/25/25 IV Leadership Luncheon NAF El Centro
-
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If you have any questions about any of the items presented, please feel free to contact me directly.

Respectfully submitted,



Nicholas D. Wells, City Manager



MEETING DATE:	<u>12/9/24</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville Report to Council

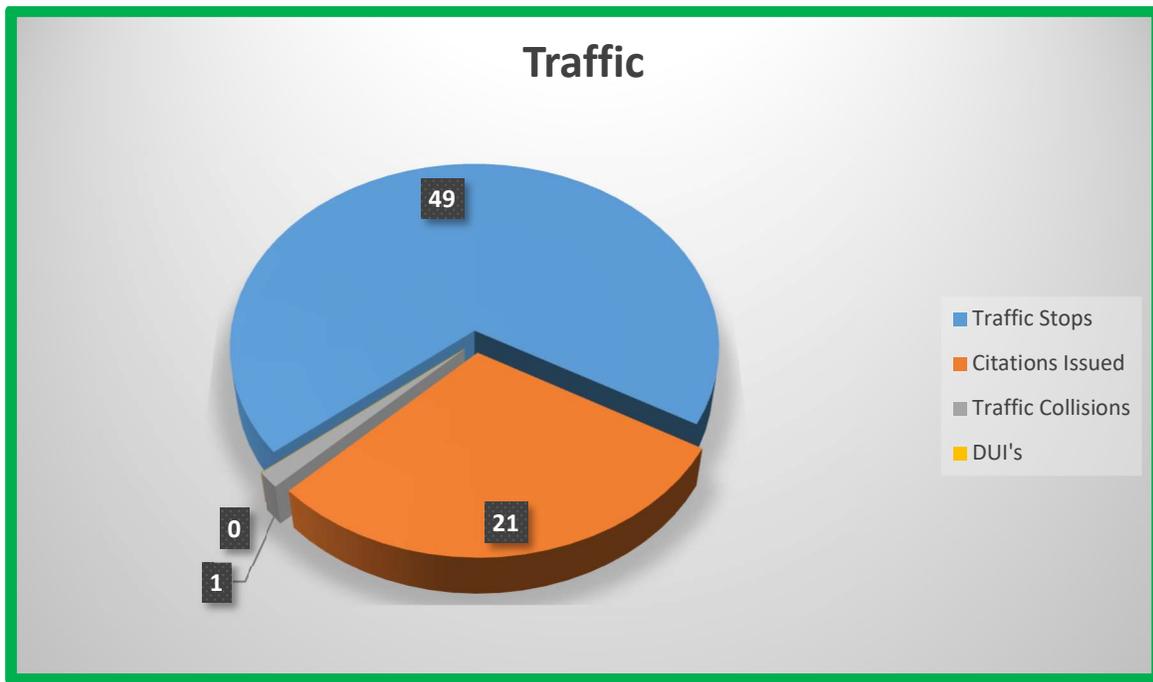
Date Issued: December 03, 2024
From: Sergeant Joseph Conkey, Chief of Police
Subject: Holtville Sheriff's Monthly Report – **November 2024**

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

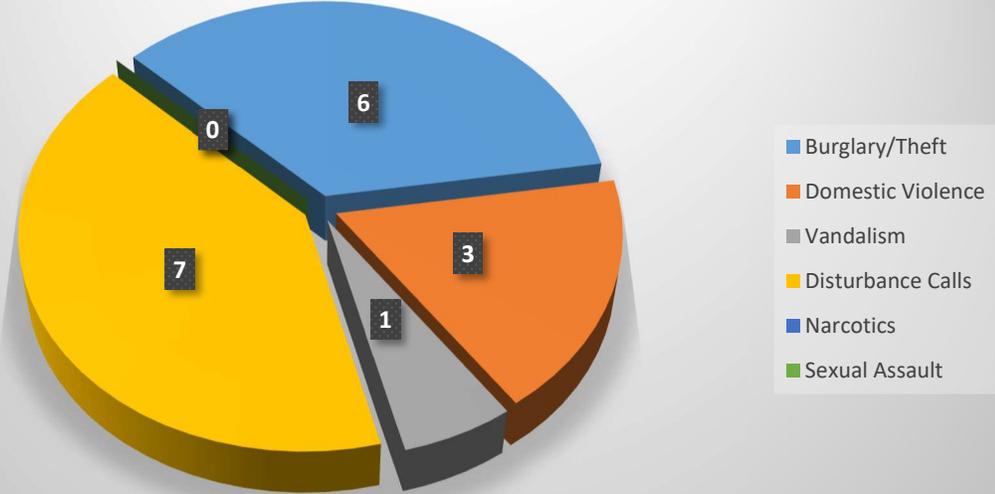
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of
November 2024.

Calls for Service:

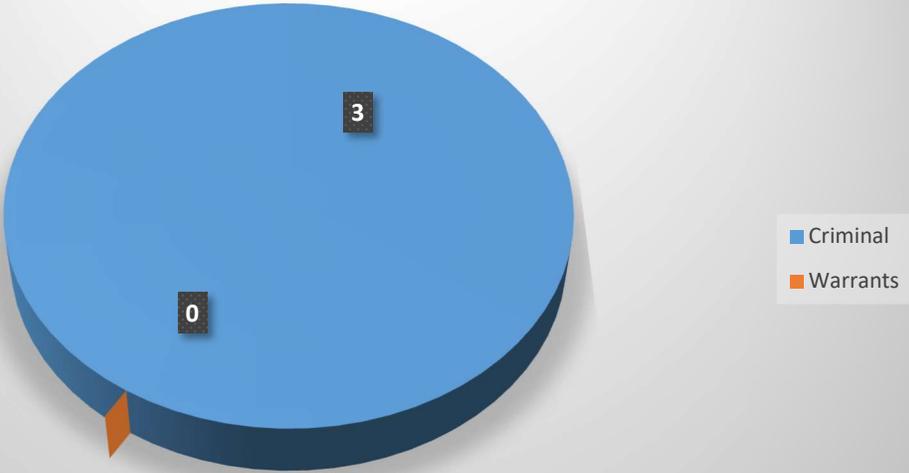
- **263** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

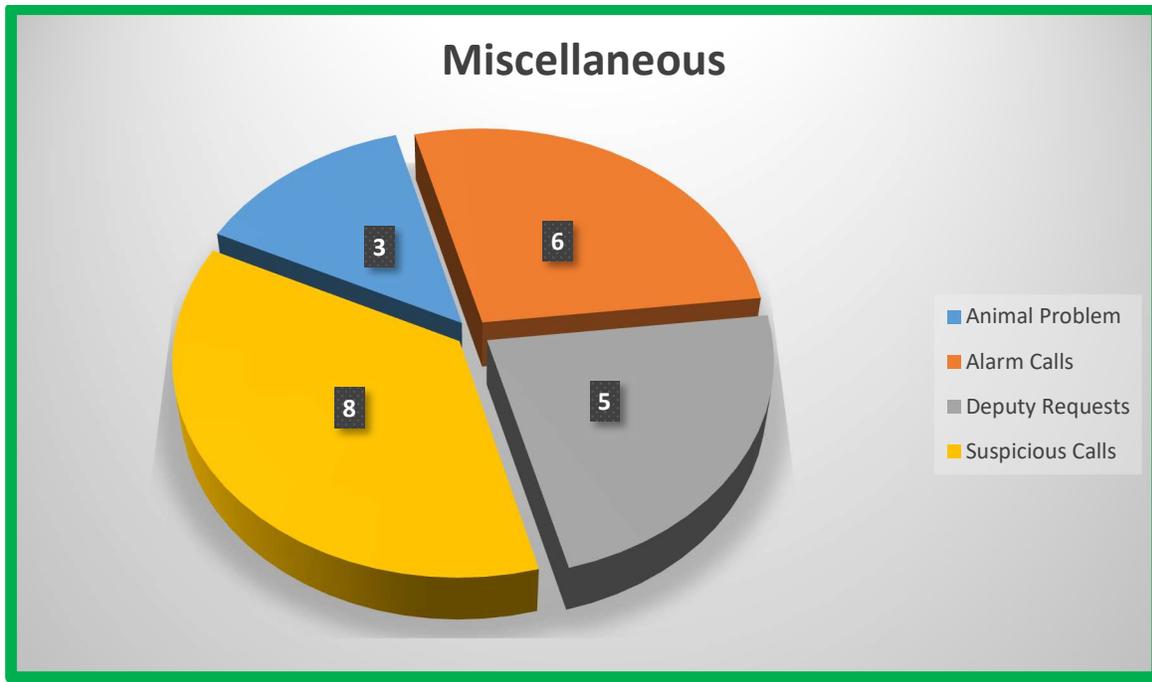


Criminal Activity



Arrests





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

24-33955 – Attempt to contact in the 600 Block of Palm Avenue

Deputy contacted a subject in the area who had an active warrant for his arrest. Subject was cited and released with court date.

24-33978 – Suspicious in the 900 Block of Walnut Avenue

Multiple reporting persons called in to report suspicious male subject in the area walking and yelling. Subject was later located in backyard of nearby residence and detained. Subject was arrested and booked into county jail for trespassing.

24-34202 – Assault on school bus

Reporting person called to report their child was assaulted on the school bus. Contact was made with reporting person and school officials handled the incident and suspended child.

24-34505 – Suspicious in the 800 Block of Chestnut Avenue

Reporting person called to report a male subject looking into his vehicle. Deputy arrived on scene and checked the area. Deputy was not able to locate anyone in the area and checked the vehicle, which was locked and secured. Reporting person stated he did not see if the subject tried to open the vehicle only noticed he was looking at the vehicle.

24-34917 – Suspicious in the 500 Block of West 7th Street

Reporting person called in to report an unknown male subject in her vehicle. Deputy arrived on scene and located the male subject who was still inside the vehicle. Subject stated he was waiting for his wife. Male subject was arrested and booked into jail for vehicle tampering.

24-35429 – Assist Other Agency in the Spanish Trails

El Centro Police requested we attempt to make contact at a residence and look for damage on their vehicle as the vehicle was involved in a hit and run in El Centro. Contact was made and damages were located on vehicle. El Centro Police was advised of vehicle driver and registered owner.

24-35607 – Disturbance in the 1200 block of East 7th Street

Reporting person called to report her grandson is causing a disturbance and not taking his medication. Contacted both parties and advised of options. Negative crime.

24-35690 – Theft at the 711

Three juveniles came into the store and stole 3 12 packs of twisted teas. Reporting person did not know the juveniles but stated they could identify them if they returned. Report was taken.

24-35995 – Fire in the area of Orchard View Apartments

Two vehicles on fire in the parking lot. Fire and deputy arrived and extinguished fire. Appeared fire started due to electrical issues. Negative arson.

24-36174 – Patrol check in the 800 Block of Palm

Reporting person called to report students driving fast in the area. Deputy conducted patrol checks of the area as well as the School Resource Officer.

24-36208 – Harrassment in the 700 Block of East 4th Street

Reporting person called to report a male subject calling and harrassing her on the telephone. Report was taken.

24-36408 – Disturbance in the 700 Block of East 4th Street

Reporting person called to report her brother threatening her. Deputy arrived and took a report for threats. Brother was not on scene and report was filed with DA's office.

24-36545 – Disturbance in the 900 Block of Walnut Avenue

Reporting person called to report loud music in the area. Deputy contacted homeowner of loud music and they agreed to lower the music. No further calls.

24-36780 – Juvenile Problem in the area of 7th and Beale

Small child walking by himself. Deputy contacted child and stated he was walking to find his mother and his siblings were at home. Deputy took child and conducted a welfare check at the residence and found two small children home alone. Mother was not located and CPS was called. Mother returned home approximately 2 hours later and was arrested for child endangerment, neglect and abandonment.

Respectfully submitted,

Sergeant Joseph Conkey

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>12/9/24</u>	
ITEM NUMBER	<u>5 d</u>	
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

DATE ISSUED: December 3rd, 2024

FROM: Frank Cornejo
Water/Wastewater Operations Supervisor

SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water & Wastewater treatment facilities during the period between 11/20/2024 thru 12/03/2024.

WATER PLANT:

- Staff completed sediment removal and cleaning operations on Raw Water Ponds #1 (*see attached photos*)

WASTEWATER PLANT:

- Staff completed repairs to the portable emergency backup generator for the sewer pump stations (*see attached photo*).

Respectfully Submitted,



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



Raw Water Pond #1 undergoing annual cleaning operations.



Raw Water Pond #1 cleaning operations completed on November 27th, and put reservoir placed back into service.



Portable emergency generator for sewer pump stations ready for service.

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:	<u>12/9/24</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED December 6th, 2024.
FROM: Public Works Supervisor
SUBJECT: Bimonthly Report.

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

The purpose of this report is to inform the Council of Public Works activities since the last council meeting.

Public Works has been actively working on or completed the following:

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Cleaning up all burnt salt cedars south of the skate park.
- Repaired 6-inch water break in the 600 Block alley of Fern and Holt Ave.
- Put up Christmas lights at Holt Park.
- Repaired sewer lateral on the 9th St. undergrounding of canal project.
- Assisted Andy Hoyt Engineering with the Underwood water line project.
- Replaced 4 1-inch meters.
- Replaced 2 ¾- inch meters.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville