

PLANNING COMMISSION AGENDA
REGULAR MEETING of THE HOLTVILLE PLANNING COMMISSION
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA

Tuesday, February 18, 2025 - 5:30 PM

☐ Georgina Camacho, Vice Chair

☐ Cindy Pacheco, Commissioner

☐ Steve Walker, Legal Counsel

☐ John Britschgi, Commissioner

☐ Ex Officio Member

☐ George Galvan, City Planner

☐ Stacy Britschgi, Appointee

☐ Raylene Tapiceria, Building Inspector

☐ Nick Wells, City Manager /

☐ Devron Gray, Appointee

☐ Yvette Rios, City Clerk

Executive Officer

THIS IS A PUBLIC MEETING

The City of Holtville values public input on issues concerning the Planning Commission. If there is an issue on which you wish to be heard, comments will be accepted for items listed on the agenda and for items of general concern. The Chairman reserves the right to place a limit on each person's comments. Individual are required to provide their name and address for the record. Personal attacks on individuals, comments which are slanderous and/or which may invade an individual's personal privacy are not permitted.

MEETING CALLED TO ORDER

PLEDGE of ALLEGIANCE:

COMMISSION SECRETARY RE: Verification of Posting of the Agenda

SWEARING IN OF NEW COMMISSIONERS

Yvette Rios, City Clerk

PUBLIC COMMENTS: This is time for the public to address the Planning Commission on any item that does not appear on the agenda for this meeting within the subject matter jurisdiction of the Commission. If you wish to speak, the Chairman will recognize you.

1. CONSENT AGENDA:

Items on the Consent Agenda are to be approved without comment. Should any Commission Member or member of the public wish to discuss an 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, December 17, 2024.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

- a. **Discussion/Related Action** to Appoint a New Planning Commission Chairman

Yvette Rios, City Clerk

- b. **Discussion/Related Action to Adopt RESOLUTION PC #25-01** Recommending the Approval of the City of Holtville Draft 2024 General Plan Annual Progress Report

George Galvan City Planner

4. INFORMATION ONLY: *None*

5. STAFF REPORTS

- a. **City Manager Report - *Nick Wells***
- b. Legal Counsel Report - *Steve Walker* *Not included*
- c. Planning Report - *Jeorge Galvan* *Not included*
- d. Building Inspector - *Raylene Tapiceria* *Not included*
- e. Fire Prevention Officer - *Francisco Hernandez* *Not included*

6. Items for future meetings

7. ADJOURNMENT:

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Thursday, February 13, 2025.

NOTICE: *In compliance with the American Disabilities Act (ADA), the City of Holtville will make reasonable efforts to accommodate persons with qualified disabilities. If you require special assistance, please contact the City Clerk's office at (442) 206-0201 at least 48 hours in advance of the meeting. Any writings or documents provided to a majority of the Holtville Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at City Hall, 121 W Fifth Street, during normal business hours.*

THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION

Tuesday, December 17, 2024

MEETING DATE:		2/18/25
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville Planning Commission scheduled for December 16, 2024, was postponed to Tuesday, December 17, 2024, and held at 5:30 PM in the Civic Center. Chairman Ross Daniels was present, as were Commissioners John Britschgi and Cindy Pacheco. Vice Chairman Georgina Camacho was absent. Also present were Assistant Planner Melany Amarillas, Ex Officio Member Mayor Anderson, Legal Counsel Mitch Driskill in the place of Steve Walker, City Manager/Executive Officer Nick Wells, and City Clerk Yvette Rios.

PLANNING COMMISSION MEETING CALLED TO ORDER:

Chairman Daniels called the meeting to order at 5:32 PM.

PLEDGE OF ALLEGIANCE: *Mayor Anderson led the Pledge of Allegiance.*

VERIFICATION OF POSTING OF AGENDA:

Ms. Rios verified that the original agenda was duly posted on Friday, December 13, 2024.

A notice of postponement and a secondary agenda was duly posted on Monday, December 16, 2024.

PUBLIC COMMENTS: *None*

1. CONSENT AGENDA:

a. Approval of the Minutes from the Regular Meeting of Tuesday, November 19, 2024.

A motion was made by Ms. Pacheco and seconded by Mr. Britschgi to approve the Consent Agenda with a correction to the minutes noted by Ms. Pacheco. The motion passed in the form of a roll call vote.

AYES: *Britschgi, Pacheco, Daniels*

NOES: *None*

ABSENT: *Camacho*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Mr. Anderson reported that recently elected Vanessa Ramirez and re-elected incumbents were sworn in at the Council meeting the week prior. A reorganization also took place wherein a new Mayor and Mayor Pro-Tem were selected, Mr. Goodsell and Mr. Pacheco. Anderson spoke fondly of attending the Tree Lighting Ceremony as one of his last duties as Mayor.

Ms. Pacheco, Ms. Camacho, Ms. Ramirez, Mr. Walker, and Ms. Rios had nothing to report.

Mr. Wells deferred to his staff report.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

- a. **PUBLIC HEARING:** **Discussion/Related Action to Adopt RESOLUTION PC #24-07** approving the Initial Study/Mitigated Negative Declaration for submittal to the State Clearinghouse and public review

George Galvan City Planner

Melany Amarillas, Assistant Planner for The Holt Group, came in place for George Galvan to provide context on the item. She explained that the City of Holtville received grant money for the

Alamo River Trail, which is subject to the requirements of CEQA, therefore must be reviewed. Included in the packet is an Initial Study/ Mitigated Negative Declaration of significant environmental impacts for the Commission to authorize submittal to the State Clearinghouse and Public Review.

A Public Hearing was opened by Chairman Daniels at 5:38 PM

No public comments were registered. The Public Hearing was closed at 5:38 PM.

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

AYES: *Britschgi, Pacheco, Daniels*

NOES: *None*

ABSENT: *Camacho*

ABSTAIN: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

- a. City Manager Report -** *Nick Wells provided key updates for projects of interest including the West Ninth Street Project, City-wide streets maintenance project, the Trestle Bridge, and the Public Safety Building. Mr. Wells directed Ms. Rios to post a vacancy notice for the Planning Commission seat left vacant by Councilwoman Ramirez.*
- b. Legal Counsel -** *Steve Walker*
- c. Planning Report -** *George Galvan*
- d. Building Inspector -** *Raylene Tapiceria*

6. Items for Future Meetings: *Board reorganization*

7. ADJOURNMENT: *There being no further business to come before the Commission, Mr. Daniels adjourned the meeting at 5:45 PM.*

Ross Daniels, Chairman

Yvette Rios, City Clerk

City of Holtville
REPORT TO PLANNING COMMISSION

DATE ISSUED: February 13, 2025
FROM: Yvette Rios, City Clerk
SUBJECT: *Chairman Appointment*

Meeting Date	<u>02/18/25</u>
Item Number	<u>3 a</u>
Approvals	City Manager _____
	Finance _____
	City Attorney _____

ISSUE:

Shall the Planning Commission appoint a new Chairman to replace the vacancy left by Commissioner Daniels' resignation?

DISCUSSION:

In December 2022, Vanessa Ramirez was appointed to the Holtville Planning Commission. On November 5, 2024, she was elected to the Holtville City Council in the General Municipal Election. Mrs. Ramirez's seat on the Planning Commission was left vacant as of December 9, 2024, when she was sworn in to the Holtville City Council. Six applications were received for the position to be reviewed at the City Council meeting on January 13, 2025. The day of the Council meeting, staff was notified of the resignation of Planning Commission Chairman Ross Daniels. The City Council appointed Devron Gray and Stacy Britschgi to the Planning Commission for the positions vacated by Vanessa Ramirez and Ross Daniels. Mr. Daniels was Chairman of the Planning Commission, leaving the position vacant.

FISCAL IMPACT:

None.

RECOMMENDED ACTION:

Staff recommends that the Planning Commission appoint a Chairman.

ALTERNATIVES:

Provide alternate direction.

Respectfully Submitted,
Yvette Rios



City of Holtville Report to Planning Commission

Meeting Date:	February 18, 2025
Item Number:	_____
Approvals	City Manager _____
	Finance Manager _____
	City Attorney _____

To: Nicholas D. Wells, City Manager
Holtville Planning Commission

From: George Galvan, AICP, City Planner

Prepared By: Francisco Barba, Associate Planner

Date: February 18, 2025

Project: City of Holtville Draft 2024 General Plan Annual Progress Report

SUMMARY:

Subject of Report: City of Holtville Draft 2024 General Plan Annual Progress Report

Project Location: Citywide

Recommended Action: Review the draft 2024 General Plan Annual Progress Report and make a motion to recommend approval of the report to the City Council

Zoning: N/A

General Plan: N/A

Environmental: Exempt – 15061(b)(3) Common Sense Exemption

BACKGROUND AND HISTORY

California Government Code Section 65300 requires that all cities and counties adopt a comprehensive, long term general plan for the physical development of a city or county. California Government Code Section 65400 further requires that all cities and counties submit an annual progress report on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR), and the Housing and Community Development Department (HCD) each year. The City of Holtville adopted its last comprehensive General Plan update in September of 2017 in compliance with Government Code Section 65300. The draft 2024 General Plan Annual Progress Report (APR) was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400. To assist in the review of the General Plan APR, the report presents the following information:

- Amendments to the General Plan adopted by the City in 2024.
- Actions carried out by the City that further General Plan goals and policies.

- Demographic and development changes in the City’s community profile.
- Housing Element implementation programs that have been completed, are in-progress, or are an on-going activity of the City.
- Housing Element implementation programs that have not yet been initiated but are recommended for initiation within the 6th Housing Element Cycle, or as resources are available.

The purpose of this item is to provide an overview of the draft 2024 General Plan APR to the Planning Commission where upon reviewing all comments and documentation for the report, a recommendation to approve or not approve the draft 2024 General Plan APR will be made to the City Council.

ISSUES FOR DISCUSSION

General Plan Annual Progress Reports. California Government Code Section 65400 mandates that cities and counties submit an annual progress report on the General Plan and progress on its implementation to the City Council, the Governor’s Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year. The main purpose of the APR is to provide the City with an update of the progress in implementing its General Plan vision. This annual assessment grants the City an opportunity to adjust or modify its policies or approach to implementation to ensure that it meets its stated vision. A secondary purpose of the APR is to fulfill housing element statutory requirements regarding the City’s progress in meeting its share of regional housing needs and its efforts to remove governmental constraints to the development of housing in accordance with Government Code Section 65584.3(c) and 65584.5(b)(5).

The draft 2024 General Plan Annual Progress Report was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400. To effectively conduct an in-depth review of the City of Holtville General Plan, the draft 2024 annual progress report consists of the following information:

1. Status of Adopted General Plan Elements. The City of Holtville General Plan is composed of seven mandatory elements consisting of Land Use, Circulation, Housing, Safety, Noise, Conservation, and Open Space Elements. While the City is actively pursuing ways to further its General Plan goals and objectives, none of the seven General Plan Elements were amended in 2024.

While no amendments were completed in 2024, it is important to note that the City began the process to update the Zoning Ordinance which has certain aspects incorporated into the Land Use Element. The proposed updates consist of textual amendments to the Zoning Ordinance to establish an Accessory Dwelling Unit (ADU) ordinance, update the density bonus ordinance, and alleviate constraints for the development of multi-family developments, emergency shelters, permanent supportive housing, residential care homes, and low barrier navigation centers in all residential and downtown zones. The textual amendments were reviewed and approved by the Planning Commission in December of 2024 and a final adoption by the City Council took place on January 27, 2025. The purpose of the textual amendment was to meet the following Housing Element programs:

- Program No. 29 Accessory Dwelling Units/Second Units - The City will update its Zoning Ordinance to reduce development constraints to encourage the production of ADUs in conformance with the state ADU law.
 - Program No. 30 Density Bonus - The City will update Chapter 17.49 of the Zoning Ordinance to comply with the changes made to the State Density Bonus Law via Senate Bill 728.
 - Program No. 31 Zoning Ordinance Update - The City will update its Zoning Ordinance to alleviate constraints for the production of a variety of housing types which include emergency shelters, permanent supportive housing, residential care homes of seven or more people, and low barrier navigation centers.
 - Program No. 33 Maximum Lot Coverage - The City of Holtville will review the maximum allowed lot density for R-3 (Multi-family) zones and make updates to remove constraints to housing production.
2. General Plan Policies and Objectives Progress. The City of Holtville carried out numerous projects furthering the goals of the Land Use, Circulation, Conservation/Open Space and Housing Element. No notable updates, projects, nor actions were taken in 2024 in relation to the Noise and Safety Elements. Please refer to Table 1 for additional information.

Table 1 City of Holtville General Plan Policies and Objectives Progress	
Goal(s) and Objective(s)*	Progress
<ul style="list-style-type: none"> • LU-1: Develop a balanced land use providing a complete range of housing and employment opportunities. • LU-3: Support and enable downtown mixed-use developments. • LU-7: Maintain and accommodate for the development of mixed land uses to meet the diverse needs of the community. • HE-29: Incorporate an ADU Ordinance to the City Zoning Ordinance. • HE-30: Update the City's Density Bonus Ordinance. • HE-31: Adopt various textual amendments to the Zoning Ordinance to facilitate the development of various housing types. • HE-33: Adopt a textual amendment to the zoning ordinance to increase the maximum lot coverage in R-3 zones. 	Initiated textual amendments to the Zoning Ordinance to facilitate affordable housing.
<ul style="list-style-type: none"> • LU-4: Protect riparian and wetland habitats of the Alamo 	Completed and held a grand opening of the City of

<p>River for cultural, recreational, and economic attractions beneficial to the region.</p> <ul style="list-style-type: none"> • COS-1: Promote the conservation of natural, historic, cultural, and open space resources. • COS-3: Provide and maintain a variety of parks and recreational opportunities for all segments of the community. 	Holtville Wetlands.
<ul style="list-style-type: none"> • C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context. • C-2: Promote active modes of transportation network. • C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system. 	Coordinated with the IID on the west 9 th Street Pedestrian and bicycle improvements project.
<ul style="list-style-type: none"> • C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context. • C-2: Promote active modes of transportation network. • C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system. 	Completed the east 9 th Street pedestrian improvements project.
<ul style="list-style-type: none"> • C-2: Promote active modes of transportation network. • COS-1: Promote the conservation of natural, historic, cultural, and open space resources. • COS-3: Provide and maintain a variety of parks and recreational opportunities for all segments of the community. 	Initiated the environmental certification for the Alamo River Trestle Bridge project.

*LU = Land Use Element, HE = Housing Element, C = Circulation Element, COS = Conservation/Open Space Element

3. Community Profile Update. Holtville's future is linked to its growth. Long-range planning can ensure continuity between development and the community's vision, goals, and policies. New patterns of development can sustain and enhance Holtville's economic viability and livability. To assist with the General Plan review and analysis, a record of Holtville's growth since the adoption of the General Plan in 2017 was prepared. The data in Tables 2 through 5 are taken from the United States Census Bureau American Community Survey (ACS) 5-Year Estimate Data Profiles, Estimates E-5 and E-8 from the California Department of Finance, and the California Department of Education's Data Quest for school enrollment data. The tables provide statistics for Holtville on population and household, education and employment, and job sector characteristics, respectively.

Table 2 City of Holtville Population and Household Characteristics 2017-2023				
Characteristic*	2017	2019	2021	2023
Population	6,355	6,527	5,672	5,606
Hispanic (%)	83	82	83	85
Non-Hispanic White (%)	16	17	14	13
Non-Hispanic Asian (%)	0	0	1	1
Non-Hispanic African American (%)	1	1	2	1
Non-Hispanic Other Race (%)	0	0	0	0
Median Age	26.5	32.9	35.3	37.0
Household Size	3.91	3.88	3.74	3.51
Median Household Income (\$)	43,341	46,161	45,759	63,438
Median Household Income Imperial County (\$)	44,779	47,622	49,078	56,393

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023

Table 3 City of Holtville Housing Characteristics 2017-2023				
Characteristic	2017	2019	2021	2023
Number of Housing Units*	1,627	1,682	1,518	1,579
Owner Occupied (%)*	56.5	58.1	50	51.9
Renter Occupied (%)*	43.5	41.9	50	48.1
Single-Family Units (%)**	71	71	71	69
Multi-Family Units (%)**	19	19	19	21
Mobile Homes (%)**	10	10	10	10
Built After 1960 (%)*	88	85	85	85
Median Owner-Occupied Home Value (\$)*	160,800	166,800	173,300	328,600
Renters Paying 30% or more of gross monthly income (%)*	58	35	42	32
Homeowners Paying 30% or more of gross monthly income (%)*	22	27	29	15

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023, **CA Dept. Finance E-5 and E-8 Estimates

Table 4 City of Holtville Educational Characteristics 2017-2023				
Characteristic	2017	2019	2021	2023
Public School Student Enrollment (K-12)*	1,554	1,573	1,595	1,582
High School Graduate or Higher (%)**	58	67	62	64
Bachelor's Degree or Higher (%)**	10	10	9	11
Graduate or Professional Degree (%)**	6	7	7	7

*Data Quest, **ACS 5 Year Estimates 2017, 2019, 2021, & 2023

Table 5 City of Holtville Employment Characteristics 2017-2023				
Sector*	2017	2019	2021	2023
Employed Population 16 years and over	2,057	2,001	1,901	1,949
Education	340	385	262	325
Retail	190	113	124	109
Recreation	152	204	214	199
Public Administration	182	205	219	242
Construction	100	83	90	104
Transportation	77	145	168	128
Manufacturing	133	55	33	11
Finance	111	113	14	29
Professional	224	151	105	99
Wholesale	56	131	202	205
Information	0	0	0	0
Agriculture	436	380	435	469
Other	56	36	35	29
Drove Alone to Work (%)	77	83	81	79
Mean Travel Time to Work (minutes)	26.2	23.2	23.3	23.8
Median Earnings (\$)	31,022	33,073	30,811	38,906
Unemployment (%)	16.9	17.8	15.6	9.6

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023

4. Housing Element Progress. State law requires that each jurisdiction in California includes a Housing Element in its General Plan that establishes specific actions, objectives, and timelines for meeting its state mandated Regional Housing Needs Assessment (RHNA) for each income level. The RHNA is provided to jurisdictions in eight-year cycles. The current cycle is Cycle 6, which covers the time period of 2021 through 2029. Every year the City prepares an annual Housing Element Progress Report that it submits to California Housing & Community Development (HCD) and State Office of Planning and Research (OPR).

Table 6 shows the City's progress in meeting the current RHNA 6th Cycle (October 15, 2021 to October 15, 2029). The 2024 Housing Element Annual Report also includes

newly required data on the number of applications submitted to the City, the production of housing units, the number of applications that were approved by the Planning Commission or City Council, and the number of building permits that were issued. The intention is to monitor whether cities are limiting housing production through their approval processes by comparing the number of housing units applied for to the number of housing units that were constructed. Table 7 shows that 51 residential units have been approved for development and are in the near future construction pipeline.

Table 6 City of Holtville Cycle 6 RHNA Progress (Planning Period 10/15/21 to 10/15/2029)								
Income Level		RHNA Allocation	2021	2022	2023	2024	Total Units to Date	Total Remaining RHNA
Very Low	Deed Restricted	41	-	-	-	-	76	-
	Non-Deed Restricted		-	-	32	44		
Low	Deed Restricted	33	-	-	-	-	8	25
	Non-Deed Restricted		2	-	1	5		
Moderate	Deed Restricted	26	-	-	-	-	1	25
	Non-Deed Restricted		-	1	-	-		
Above Moderate		71	-	-	2	2	4	67
Total RHNA		171						
Total Units			2	1	35	51	89	117

Table 7 Submitted Housing Entitlement Applications 2024 Summary	
Total Housing Entitlement Applications	7
Number of Proposed Units in All Applications Received	51
Total Housing Units Approved	51
Total Pending Approval	0

ENVIRONMENTAL

The General Plan Annual Progress Report is exempt from the California Environmental Quality Act (CEQA) via Section 15061(b)(3) of the California Code of Regulations. Under this section, projects that can be seen with certainty to have no potential for causing a significant effect on the environment are not subject to CEQA. The report is a summary of the progress the City has made towards achieving its General Plan goals and objectives in the past year. Therefore, the

item does not constitute a “project” as defined by the California Code of Regulations and can be seen with certainty to have no potential for causing a significant effect on the environment.

PENDING ACTION

Upon reviewing and considering all pertinent information, the Planning Commission may motion for either of the following actions:

- Adopt Resolution No. PC 25-01 recommending approval of the draft 2024 General Plan Annual Progress Report to the City Council;

or

- Adopt Resolution No. PC 25-01 recommending approval of the draft 2024 General Plan Annual Progress Report to the City Council with modifications as deemed necessary by the Planning Commission;

or

- Not Adopt Resolution No. PC 25-01 and not recommend the approval of the draft 2024 General Plan Annual Progress Report to the City Council.

Attachments: Attachment A – Draft 2024 General Plan Annual Progress Report
 Attachment B – Resolution No. PC 25-01

Attachment A – **Draft 2024 General Plan Annual Progress Report**



CITY OF HOLTVILLE GENERAL PLAN

DRAFT

GENERAL PLAN 2024 ANNUAL PROGRESS REPORT FEBRUARY 2025

**City of Holtville
121 West 5th Street
Holtville, CA 92250**



Prepared by:
The Holt Group, Inc.

Engineering and Planning
1601 North Imperial Avenue
El Centro, CA 92243
Office: 760.337.3883
Fax: 760.337.5997

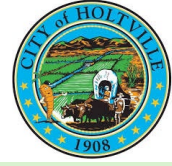


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City of Holtville Annual General Plan Progress Report

SECTION 1 – INTRODUCTION

A. Purpose of a General Plan

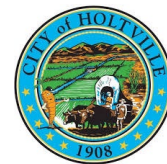
California law requires each city to adopt a comprehensive, long-term General Plan to guide the physical development of the incorporated area and land outside municipal boundaries that bear a relationship to its planning activities. In essence, a city's General Plan serves as the blueprint for future growth and development. The General Plan presents a vision for a city's future, and embodies goals, policies, and strategies to turn that vision into a reality. The City of Holtville intends for these policies to facilitate better, faster, and cost-effective implementation tools to build a healthier, equitable, resilient, and economically vibrant future for its citizens.

The General Plan includes seven mandatory elements consisting of Land Use, Circulation, Housing, Noise, Conservation, Open Space, and Safety elements. Each of the elements describes its purpose, its issues and opportunities, the background information and context for the various topics in the element, its goals and policies, and the implementation programs needed to achieve those goals. Incorporated within each element was Holtville's vision for the future to create an economically sound and sustainable community with a diverse economy, expanded economic opportunities, and a balanced approach to business and development while meeting the housing, recreation, and quality of life needs of its residents.

B. Purpose of a General Plan Annual Report

California Government Code Section 65400 mandates that cities and counties submit an annual progress report (APR) on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year. This document fulfills that mandate and was reviewed by the Planning Commission at its meeting of February 18, 2025, and approved by the City Council at its meeting of [REDACTED], 2025. The previous General Plan Compliance Report submitted to the Governor's Office of Planning and Research (OPR) incorporated data from the period of January 2023 to December 2023. The current report will include a period from January 2024 to December 2024.

The main purpose of the APR is to provide the City Council with an update of the City's progress in implementing its General Plan vision. This annual assessment grants the City an opportunity to adjust or modify its policies or approach to implementation to ensure that the City meets its stated vision. A secondary purpose of the APR is to fulfill housing element statutory requirements regarding the City's progress in meeting its share of regional housing needs and its efforts to remove governmental constraints to the development of housing in accordance with Government Code Section 65584.3(c) and 65584.5(b)(5). These have



City of Holtville Annual General Plan Progress Report

separate reporting requirements and forms, which have been submitted electronically by the city prior to April 1st of each year.

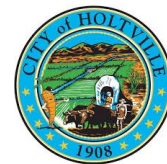
To assist in the review of the General Plan APR, this report presents the following information:

- Amendments to the General Plan adopted by the City in 2024.
- Actions carried out by the City that further General Plan goals and policies.
- Demographic and development changes that update the City's community profile.
- Housing Element implementation programs that have been completed, are in-progress, or are an on-going activity of the City.
- Housing Element implementation programs that have not yet been initiated but are recommended for initiation within the 6th Housing Element Cycle, or as resources are available.

SECTION 2 – STATUS OF THE ADOPTED ELEMENTS OF THE CITY'S GENERAL PLAN

As previously mentioned, state law requires that the General Plan includes seven elements. These mandatory elements must cover the following topics: Land Use, Circulation, Housing, Safety, Noise, Conservation, and Open Space. State law allows the cities to adopt any additional general plan elements that it deems necessary. Additionally, the elements of the General Plan may be combined as necessary. The City of Holtville General Plan combines its Conservation and Open Space elements into a single element. None of the individual Elements were amended in 2024. The following is a breakdown of the City's General Plan:

Table 1 City of Holtville General Plan Elements	
General Plan Element	Topics Covered
Land Use Element	The Land Use Element is a guide to how land will be used within the City of Holtville and identifies the type and location of future land uses within the city. The element also incorporates aspects of other relevant local and regional plans such as the California Environmental Quality Act (CEQA) and Guidelines, Imperial County Airport Land Use Compatibility Plan, City of Holtville Zoning Ordinance, and the City of Holtville Service Area Plan to name a few.
Circulation Element	The purpose of the Circulation Element is to provide a safe, efficient, and adequate circulation system for the city. To meet this purpose, the Circulation Element addresses the circulation improvements



City of Holtville Annual General Plan Progress Report

	needed to provide adequate capacity with a variety of multimodal options supporting land use policies identifying Holtville's urban (downtown), suburban (neighborhoods), and rural (agriculture) context.
Conservation/Open Space Element	The Conservation/Open Space Element expresses community goals to protect environmental and historic resources and open space. Resources addressed in this element include natural resources and open space, agricultural and soils conservation, parks and recreation, community and historic resources, water supply and quality, air quality, energy conservation, and waste disposal and recycling.
Safety Element	The purpose of the Safety Element is to identify and address those features or characteristics existing in or near Holtville that represent a potential hazard to the community's citizens, sites, structures, public facilities, infrastructure, and wildlife for areas along the Alamo River. The Safety Element establishes policies to minimize the danger to residents, workers, and visitors, while identifying actions needed to manage crisis situations such as earthquakes, fires, and floods.
Noise Element	The purpose of the Noise Element is to identify and appraise existing noise problems in the community, and to provide guidance to avoid noise and land use incompatibility problems in the future. This Element addresses noise sources in the community and identifies ways to reduce existing and potential noise impacts.

SECTION 3 – GENERAL PLAN AMENDMENTS

State law allows the General Plan to be amended four times annually. This allows the General Plan to remain responsive to the community's needs. Requests for amendments may be submitted by individuals or initiated by the City. Each General Plan Amendment is evaluated to ensure that they are in the public interest, are not detrimental to the public health, safety and welfare, and are deemed consistent with the overall vision, goals, and objectives contained in the General Plan.

None of the City's individual Elements were updated in 2024; however, the City began the process to update the Zoning Ordinance which has certain aspects incorporated into the Land Use Element. The proposed updates consist of textual amendments to the Zoning Ordinance to establish an Accessory Dwelling Unit (ADU) ordinance, update the density bonus ordinance, and alleviate constraints for the development of multi-family developments, emergency shelters, permanent supportive housing, residential care homes,



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and low barrier navigation centers in all residential and downtown zones. The textual amendments were reviewed and approved by the Planning Commission in December of 2024 and a final adoption by the City Council took place in January of 2025. The purpose of the textual amendment is to meet the following Housing Element programs:

- Program No. 29 Accessory Dwelling Units/Second Units - The City will update its Zoning Ordinance to reduce development constraints to encourage the production of ADUs in conformance with the state ADU law.
- Program No. 30 Density Bonus - The City will update Chapter 17.49 of the Zoning Ordinance to comply with the changes made to the State Density Bonus Law via Senate Bill 728.
- Program No. 31 Zoning Ordinance Update - The City will update its Zoning Ordinance to alleviate constraints for the production of a variety of housing types which include emergency shelters, permanent supportive housing, residential care homes of seven or more people, and low barrier navigation centers.
- Program No. 33 Maximum Lot Coverage - The City of Holtville will review the maximum allowed lot density for R-3 (Multi-family) zones and make updates to remove constraints to housing production.

SECTION 4 – GENERAL PLAN POLICIES AND OBJECTIVES PROGRESS

A. Land Use Element

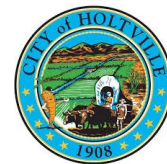
The Land Use Element is a guide to how land will be used within the City of Holtville and affects many of the issues addressed in the other General Plan elements. It identifies the type and location of future land uses within the city. The specific land uses and their location within the community in turn affect the remaining General Plan elements. For example, the location and type of land uses outlined in the Land Use Element affect the circulation system described in the Circulation Element, and the open space facilities identified in the Land Use Element are directly related to the Conservation Element and Open Space Element policies.

The land uses identified in the Land Use Element also reflect the community's goals for its future form and character by focusing on how vacant land will be allowed to develop, as well as how certain developed land may be redeveloped for other uses. These planning policies and goals are intended to promote more sustainable development patterns that lead to a more socially equitable, environmentally just and economically balanced city. The following table provides a list of the Land Use Element's goals and policies the City has made progress towards achieving in the past year.



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Table 2 City of Holtville 2024 Land Use Element Progress		
Goal No.	Objective	Progress
LU-1	Develop a balanced land use pattern that provides a complete range of housing and employment opportunities, from its agricultural industry edge to its mixed-use center, to ensure that revenue generation matches the City's responsibility for provision and maintenance of public services and facilities.	The City of Holtville began the process of a textual amendment to facilitate the development of various types of housing across all residential and commercial zones in the city. The amendment was finalized in early 2025.
LU-3	Support and enable downtown mixed-use developments that complement economic, housing, and General Plan goals.	The City of Holtville began the process of a textual amendment to facilitate the development of various types of housing across all residential and commercial zones in the city. These developments open the door for more residential developments in the downtown zones further expanding the possibility of mixed-use developments. The amendment was finalized in early 2025.
LU-4	Protect riparian and wetland habitats of the Alamo River to be transformed into a cultural, recreational, and economic attraction beneficial to the region.	The City completed the Holtville Wetlands project which is designed to improve water quality in the Alamo River and create a thriving habitat for local wildlife.
LU-7	Maintain and accommodate for the development of a mix of land uses that meet the diverse needs of residents, businesses, with places to live, work, shop, be culturally enriched, and engage in healthy lifestyles.	The City of Holtville began the process of a textual amendment to facilitate the development of various types of housing across all residential and commercial zones in the city. These developments open the door for more residential developments in the downtown zones further expanding the possibility of mixed-use



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		developments. The amendment was finalized in early 2025.
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B. Circulation Element

The Circulation Element contains goals, policies, and implementation programs to improve the overall circulation in Holtville. For vehicular transportation, a hierarchical roadway network is established with designated roadway types and design standards. The roadway types are linked to anticipated traffic levels, and acceptable levels of service are established to determine when capacity improvements are necessary. These are also linked to the hierarchy of planned development intensity and characteristics, such as downtown streets having more urban characteristics than edge of town roads. Alternative transportation modes are also emphasized in this element. These transit, bicycle and pedestrian facilities are intended to reduce citizen's dependency on the automobile and thereby improve environmental, economic, and social quality.

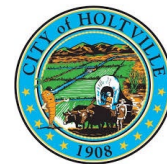
Holtville has a well-connected circulation system with sufficient network capacity to support vehicle, public transit, bicycle, and pedestrian components. A safe and convenient circulation system supports the variety of land uses in the community. Holtville's stable population, well-connected circulation system, and goals to build towards a more sustainable future are in alignment with Caltrans state and regional goals to preserve transportation corridors for future system improvements. The following table provides a list of the Circulation Element's goals and policies the city has made progress towards achieving in the past year.

Table 3		
City of Holtville 2024 Circulation Element Progress		
Goal No.	Objective	Progress
C-1	Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context.	<p>The City coordinated with the Imperial Irrigation District (IID) for the 9th Street Pedestrian & Bicycle Improvement between Melon Road and Olive Avenue. The IID finished undergrounding the existing canal and work on the construction packet began and is expected to be submitted in early 2025.</p> <p>The 9th Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed.</p>



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		Work on the closeout packet is underway and expected to be submitted in early 2025.
C-2	Promote active modes of transportation network.	<p>The environmental documentation for the Alamo River Trail Trestle Bridge project was initiated and submitted to the State for review. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail. The environmental phase is expected to be completed in early 2025.</p> <p>The City coordinated with the IID for the 9th Street Pedestrian & Bicycle Improvement between Melon Road and Olive Avenue. The IID finished undergrounding the existing canal and work on the construction packet began and is expected to be submitted in early 2025.</p> <p>The 9th Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed. Work on the closeout packet is underway and expected to be submitted in early 2025.</p>
C-4	Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.	<p>The City coordinated with the IID for the 9th Street Pedestrian & Bicycle Improvement between Melon Road and Olive Avenue. The IID finished undergrounding the existing canal and work on the construction packet began and is expected to be submitted in early 2025.</p> <p>The 9th Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed.</p>



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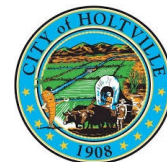
		Work on the closeout packet is underway and expected to be submitted in early 2025.
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C. Conservation/Open Space Element

Holtville is surrounded by fertile agricultural land. In addition, there are several parks and open spaces, as well as numerous community and historical resources important to residents of Holtville. The Conservation/Open Space Element focuses on the protection and enhancement of these agricultural, open space, and natural and historic resources to ensure a high-quality living environment in Holtville.

Holtville contains valuable resources that include agricultural land, wetlands, historic resources, and water supply. Conservation and enhancement of these assets can be accomplished by addressing certain issues affecting the city. Holtville's inherently walkable, bikeable, and transit supported mobility choices built within its development pattern reduce air pollution and energy consumption rates by conserving resources and open space.

Table 4 City of Holtville 2024 Circulation Element Progress		
Goal No.	Objective	Progress
COS-1	Promote the conservation of natural, historic, cultural, and open space resources so that existing and future residents can continue to enjoy the many benefits of these resources.	<p>The City completed the Holtville Wetlands project which is designed to improve water quality in the Alamo River and create a thriving habitat for local wildlife.</p> <p>The environmental documentation for the Alamo River Trail Trestle Bridge project was initiated and submitted to the State for review. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail. The environmental phase is expected to be completed in early 2025.</p>
COS-3	Provide and maintain a variety of parks and recreational opportunities for all segments of the community.	The City completed the Holtville Wetlands project which is designed to improve water quality in the Alamo



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		<p>River and create a thriving habitat for local wildlife.</p> <p>The environmental documentation for the Alamo River Trail Trestle Bridge project was initiated and submitted to the State for review. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail. The environmental phase is expected to be completed in early 2025.</p>
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D. Safety Element

The purpose of the Safety Element is to identify and address those features or characteristics existing in or near Holtville that represent a potential hazard to the community's citizens, sites, structures, public facilities, infrastructure, and wildlife for areas along the Alamo River. The Safety Element establishes policies to minimize the danger to residents, workers, and visitors, while identifying actions needed to manage crisis situations such as earthquakes, fires, and floods. The Element also focuses on preventing criminal activity and violence before they occur. Additionally, the Safety Element contains specific policies and programs to regulate existing and proposed development in hazard prone areas. Continuing education of city officials and citizens about emergency preparedness are also addressed. No notable updates, projects, or actions were taken in 2024 in relation to the Safety Element.

E. Noise Element

The purpose of the Noise Element is to identify and appraise existing noise problems in the community, and to provide guidance to avoid noise and land use incompatibility problems in the future. This Element addresses noise sources in the community and identifies ways to reduce existing and potential noise impacts. In particular, the Noise Element contains policies and programs to achieve and maintain noise levels compatible with various types of land uses. These policies and programs emphasize the need to control noise through land use regulation, as well as enforcement of city ordinances related to noise. Human activities in the community create noise levels that can affect overall quality of life. No notable updates, projects, or actions were taken in 2024 in relation to the Noise Element.



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F. Housing Element

The Housing Element represents Holtville's commitment to providing housing opportunities to meet the needs of all economic segments of the community. The Housing Element was developed to establish a coordinated and comprehensive strategy for promoting the production of safe, decent, and affordable housing for all current and future residents of Holtville. The 6th-Cycle Housing Element establishes policies that will guide the City's decision-making process and establishes an implementation program to achieve housing goals through the year 2029. Please refer to Section 6 – Housing Element Progress for additional information on the City of Holtville 6th Cycle Housing Element.

SECTION 5 – COMMUNITY PROFILE UPDATE

Holtville's future is linked to its growth. Long-range planning can ensure continuity between development and the community's vision, goals, and policies. New patterns of development can sustain and enhance Holtville's economic viability and livability. To assist decisionmakers in its General Plan review and analysis, this section presents a record of Holtville's growth since the adoption of the General Plan in 2017. The data in Tables 5 through 8 are taken from the United States Census Bureau American Community Survey (ACS) 5-Year Estimate Data Profiles, Estimates E-5 and E-8 from the California Department of Finance, and the California Department of Education's Data Quest for school enrollment data. The tables provide statistics for Holtville on population and household, education and employment, and job sector characteristics respectively.

Table 5				
City of Holtville Population and Household Characteristics 2017-2023				
Characteristic*	2017	2019	2021	2023
Population	6,355	6,527	5,672	5,606
Hispanic (%)	83	82	83	85
Non-Hispanic White (%)	16	17	14	13
Non-Hispanic Asian (%)	0	0	1	1
Non-Hispanic African American (%)	1	1	2	1
Non-Hispanic Other Race (%)	0	0	0	0
Median Age	26.5	32.9	35.3	37.0
Household Size	3.91	3.88	3.74	3.51
Median Household Income (\$)	43,341	46,161	45,759	63,438
Median Household Income Imperial County (\$)	44,779	47,622	49,078	56,393

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023



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Table 6				
City of Holtville Housing Characteristics 2017-2023				
Characteristic	2017	2019	2021	2023
Number of Housing Units*	1,627	1,682	1,518	1,579
Owner Occupied (%)*	56.5	58.1	50	51.9
Renter Occupied (%)*	43.5	41.9	50	48.1
Single-Family Units (%)**	71	71	71	69
Multi-Family Units (%)**	19	19	19	21
Mobile Homes (%)**	10	10	10	10
Built After 1960 (%)*	88	85	85	85
Median Owner-Occupied Home Value (\$)*	160,800	166,800	173,300	328,600
Renters Paying 30% or more of gross monthly income (%)*	58	35	42	32
Homeowners Paying 30% or more of gross monthly income (%)*	22	27	29	15

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023, **CA Dept. Finance E-5 and E-8 Estimates

Table 7				
City of Holtville Educational Characteristics 2017-2023				
Characteristic	2017	2019	2021	2023
Public School Student Enrollment (K-12)*	1,554	1,573	1,595	1,582
High School Graduate or Higher (%)**	58	67	62	64
Bachelor's Degree or Higher (%)**	10	10	9	11
Graduate or Professional Degree (%)**	6	7	7	7

*Data Quest, **ACS 5 Year Estimates 2017, 2019, 2021, & 2023

Table 8				
City of Holtville Employment Characteristics 2017-2023				
Sector*	2017	2019	2021	2023
Employed Population 16 years and over	2,057	2,001	1,901	1,949
Education	340	385	262	325
Retail	190	113	124	109
Recreation	152	204	214	199
Public Administration	182	205	219	242
Construction	100	83	90	104
Transportation	77	145	168	128
Manufacturing	133	55	33	11
Finance	111	113	14	29
Professional	224	151	105	99
Wholesale	56	131	202	205



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Information	0	0	0	0
Agriculture	436	380	435	469
Other	56	36	35	29
Drove Alone to Work (%)	77	83	81	79
Mean Travel Time to Work (minutes)	26.2	23.2	23.3	23.8
Median Earnings (\$)	31,022	33,073	30,811	38,906
Unemployment (%)	16.9	17.8	15.6	9.6

*ACS 5 Year Estimates 2017, 2019, 2021, & 2023

SECTION 6 – HOUSING ELEMENT PROGRESS

State law requires that each jurisdiction in California includes a Housing Element in its General Plan that establishes specific actions, objectives, and timelines for meeting its state mandated Regional Housing Needs Assessment (RHNA) for each income level. The RHNA is provided to jurisdictions in eight-year cycles. The current cycle is Cycle 6, which covers the time period of 2021 through 2029. Every year the city prepares an annual Housing Element Progress Report that it submits to California Housing & Community Development (HCD) and State Office of Planning and Research (OPR).

Table 9 on the following page is the City's progress in meeting the current RHNA 6th Cycle (October 15, 2021 to October 15, 2029). Table 12 reports on the city's progress in implementing its housing related programs, taken from the summary of the 2024 Housing Element Annual Report. The 2024 Housing Element Annual Report also includes newly required data on the number of applications submitted to the city, the production of housing units, the number of applications that were approved by the Planning Commission or City Council, and the number of building permits that were issued. The intention is to monitor whether cities are limiting housing production through their approval processes by comparing the number of housing units applied for to the number of housing units that were constructed. Table 10 shows that 51 residential units have been approved for development and are in the near future construction pipeline.



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Table 9 City of Holtville Cycle 6 RHNA Progress (Planning Period 10/15/21 to 10/15/2029)													
Income Level		RHNA Allocation	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Remaining RHNA
Very Low	Deed Restricted	41	-	-	-	-						76	-
	Non-Deed Restricted		-	-	32	44							
Low	Deed Restricted	33	-	-	-	-						8	25
	Non-Deed Restricted		2	-	1	5							
Moderate	Deed Restricted	26	-	-	-	-						1	25
	Non-Deed Restricted		-	1	-	-							
Above Moderate		71	-	-	2	2						4	67
Total RHNA		171											
Total Units			2	1	35	51						89	117

Table 10 Submitted Housing Entitlement Applications 2024 Summary	
Total Housing Entitlement Applications	7
Number of Proposed Units in All Applications Received	51
Total Housing Units Approved	51
Total Pending Approval	0



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Table 11 2024 City of Holtville Housing Development Applications Submitted										
Project Identifier		Proposed Units Affordability by Household Income Level								
APN	Address	Very Low Deed Restricted	Very Low Non-Deed Restricted	Low Deed Restricted	Low Non- Deed Restricted	Moderate Deed Restricted	Moderate Non-Deed Restricted	Above Moderate	Total Proposed Units	Total Approved Units
045-202-003	663 Cedar Avenue	-	-	-	1	-	-	-	1	1
045-273-021	520 Figueroa Avenue	-	-	-	-	-	-	1	1	1
045-131-005	829 Fern Avenue Unit B	-	-	-	1	-	-	-	1	1
045-221-032	524 East 7 th Street	-	-	-	1	-	-	-	1	1
045-610-025	820 East 5 th Street	-	-	-	1	-	-	1	2	2
045-354-010	817 East 7 th Street	-	-	-	1	-	-	-	1	1
045-284-013	410 Pine Avenue	-	44	-	-	-	-	-	44	44

Table 12 City of Holtville Housing Element Program Implementation		
Name of Program	Objective	Status of Program Implementation
First-Time Homebuyer Program	The City will actively search for and apply for funds every two years in order to continue implementing the First-Time Homebuyer program. The City will also provide pamphlets for	The City is searching for funding opportunities.



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
	the program at City Hall and the local library at the start of 2022. If funds are awarded the City will hold workshops for first-time homebuyers. The City expects to assist a minimum of 68 residents by 2025.	
Self-Help Housing Program	The City will continue to contact Campesinos Unidos and any nonprofits outside the region that participate in self-help projects that may be interested in pursuing a local project at least every two years during the planning period. Once interested nonprofit developers are identified, the city will support and assist in the applications for funding.	The City is in the process of contacting nonprofit organizations.
RHS Housing and Community Facilities Programs, (Section 502) Direct Loans	When funding is available, the City will work with HCFP administrators to promote the Direct Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. The City will work toward a goal of providing home loans through HCFP to five households during the planning period. The City will promote the program by providing brochures at City Hall and the public library.	The City is in the process of contacting HCFP administrators.
RHS Housing and Community Facilities Programs, (Section 502) Guaranteed Loan	The City will work with HCFP administrators to promote the Guaranteed Loan program to residents and developers in order to increase the homeownership opportunities of lower-income households. Within six months of adoption of this element, the City will meet with HCFP administrators and obtain information program brochures for residents and interested developers that can be distributed through the mail. The City will work toward	The City is in the process of contacting HCFP administrators.



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
	the goal of providing home loan guarantees through the HCFP to five households during the planning period. In addition, brochures will be made available at City Hall and the public library. The City will increase its advertising efforts to inform residents of the program's existence. Advertising methods will involve the disbursement of informational pamphlets in public facilities and the inclusion of flyers on the City's website.	
Pursue Key Federal Funding Sources for Affordable Housing	The City will coordinate with developers starting in June 2022 to continue supporting or pursuing additional funding sources for affordable housing developments in the city. It is vital that the City acquire funding for future developments to meet the anticipated demand of all the previously mentioned populations. The City will look to secure funding by the end of 2023. Efforts and successes will be incorporated into the City's annual reports.	The City applied for Local Partnership Program (LPP) funding to help with the development of a new affordable multi-family project and continues to search for new funding opportunities.
Housing for Extremely Low-Income Households	Upon developer interest, the City will apply for funding as Notices of Funding Availability are released and will provide assistance as projects are processed through the Planning Department. Given the importance of this program, the City will annually reach out to potential developers and search for funding sources starting on June 2022. This process will be repeated on a yearly basis.	The City of Holtville applied for and was granted funding from the Permanent Local Housing Allocation (PLHA) Program to help fund the Pine Crossing apartment complex.
Provide Assistance for Persons with	The City will develop an outreach program before the end of 2022 to assist persons with development disabilities and annually monitor demand for services within the city. The City	The City is in the process of developing an outreach program and is coordinating



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
Developmental Disabilities	will contact potential developers on a yearly basis to discuss possible developments for persons with disabilities and ensure that all development projects are suitable for persons with disabilities. The City will actively seek and apply for funding sources to assist homeowners with retrofitting on a yearly basis. The goal will be to work with local nonprofits to meet the demand for disability services in Holtville and have all existing deteriorating homes retrofitted by 2029.	with housing developers about searching for funding opportunities.
Provide Assistance for Elderly Housing	While there have been no signs of the developer halting the development of the Sunset Rose Senior Apartments, the City will maintain contact with AMG and Associates and coordinate with them in order to ensure the development of phase two of Sunset Rose. The City will also actively search for grants to help promote the production of additional units throughout the city. The City expects to have the Sunset Rose Senior Apartments completed by the end of 2023. Additional goals will be to work with local nonprofit organizations to help provide assistance to at least 50 percent of elderly households by 2025 and 100 percent by 2029.	The City of Holtville has completed the building permit process for the Sunset Rose apartments which will add 42 affordable elderly housing units to the housing stock.
Large Households	The City will contact developers to gather input on the feasibility of developing multiple large family units. Based on developer input, the City will look at the possibility of offering incentives for the production of these units. Given that over 10 percent of households are overcrowded, and 70 percent of the existing households are family households, it is imperative that the City	The City has spoken with AMG & Associates and continues to speak with new developers about the construction of large units.



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
	begin gathering developer input and conduct a full evaluation no later than June 2022 and continue contact through 2029. The City expects to have developers of future multi-family projects agree to make at least 10 percent of all units consist of large units. Through this objective, the number of overcrowded and severely overcrowded households is expected to be eliminated by 2029.	
Farmworker Housing	The City will cooperate with local organizations such as Campesinos Unidos to develop a farmworker assistance program. If a suitable program is already in place, the City will work with Campesinos Unidos to modify the program to assist as many farmworkers as possible. The City will contact organizations starting in June 2022 and have a program implemented by the start of 2023.	The City is in the process of contacting Campesinos Unidos and is working with a developer to assist in the construction of a new affordable farmworker housing project.
Special Needs Households	The City will coordinate with potential developers starting on June 2022 to help address the unique needs of special needs households in future developments. The City will also pursue funding sources on a yearly basis to help provide nonprofits with the resources needed to assist these households.	The City met with housing developers interested in developing affordable housing projects in Holtville.
Tax Credit Rental Projects	City of Holtville staff will coordinate with current and prospective developers to pursue tax credits to fund the construction of multi-family rental units in the city as applications are completed. The City plans to have at least one new multi-family project funded through federal funding	The City is coordinating with the developers of two multi-family apartment complexes and assisting them with their tax credit applications.



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
	sources by 2029. An analysis on the program's effectiveness will be conducted on a 4-year basis.	
Mixed-Uses Developments	The City will work with developers interested in commercial developments within the Downtown zone on the feasibility of mixed-use developments. Through this cooperation, the City expects to prevent the loss of downtown sites to commercial only developments and increase the affordable housing stock. Discussions will begin in June 2022 and continue throughout the 6th Housing Element Cycle.	The City continues to coordinate with developers on the feasibility of mixed-use developments.
Housing Rehabilitation Program	The City will review and amend its Housing Rehabilitation program guidelines by the end of 2021. When funding is available, the City will assist lower-income households over the 2021–2029 planning period. The goal will be accomplished by pursuing aggressively both funds and applicants for the program. The City will apply to the HCD for CDBG and HOME funds through the state's annual funding cycle as Notices of Funding Availability are released. The City will also improve its advertisement of the program in order to encourage more residents to utilize the program. The goal will be to eliminate half of the households with one of the four housing problems by 2025 and eliminate all households with one of the four housing problems by 2029. An analysis of the time it takes to rehabilitate each home, and the estimated earned value will be made to determine program effectiveness and make modifications as needed. Additional attention will be placed on the central and	The City is in the process of reviewing its rehabilitation program.



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Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
	northwestern region since that is where most of the older homes are located.	
Mobile Home Park Assistance (Park Owners)	The City will aid mobile home park owners by referring them to the available County mobilehome programs, such as the Owner-Occupied Rehabilitation Program. The City will provide information on the City's website regarding the County's available programs.	The City has not received any inquiries from interested owners and is working on an informational flyer to post on the website.
Weatherization Program	The City will assist with improving housing affordability through the reduction of energy costs and promote weatherization services. Specifically, the City will continue to advertise the weatherization program utility bills, as well as provide information on the City's web page and at City Hall. The City will require energy-efficient appliances in all city-sponsored housing projects.	The City currently has fliers for the program at City Hall and is working on including them to utility bills and the city website.
Section 8 Rental Assistance Certificate/Voucher Program	The City of Holtville will work with IVHA to provide regular training for landlords on requirements under fair housing law. The city will also work with IVHA to help conserve and expand the 78 existing rent subsidies for very low-income households in the city, and support IVHA's efforts in pursuing additional allocation of Section 8 funds. Support may take the form of providing letters of support to be included in the IVHA's application package to HUD, and the city's commitment to assist IVHA with noticing requirements within 3 years, 12 months, and 6 months of the affordability expiration date per Government Codes 65863.10, 65863.11, and 65863.13. The	The City of Holtville is in the process of communicating with IVHA.



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Table 12 City of Holtville Housing Element Program Implementation		
Name of Program	Objective	Status of Program Implementation
	City expects to begin assisting IVHA by June 2022 to see an increase of at least 10 to 20 vouchers by 2024. The City will also decrease displacement and improve housing mobility by increasing the number of vouchers in Holtville and by helping low-income families, elderly, and disabled persons use housing vouchers to move from low opportunity neighborhoods to neighborhood that are much better resourced.	
Preservation of Publicly Assisted Low-Income Housing	The City will assist the IVHA as needed if conversion of the 42 existing units is initiated.	The City is in the process of contacting the property owner.
Land Use Plan Update	The City will continue to monitor its sites inventory on an annual basis to ensure there is adequate land to meet its Regional Housing Needs Allocation.	The City has sufficient capacity to meet its regional housing needs for the 6th Housing Element Cycle.
Building Code Enforcement	The City will adopt updates to the California Building Code for adoption prior to 2023 and revise as necessary thereafter. The City of Holtville will continue to ensure development standards are met and inspect older properties for damage on a yearly basis. The City will also notify property owners of its Housing Rehabilitation program and of any other potential resources that may be available to assist them in the elimination of any unsafe living conditions resulting from structural deterioration. The City expects to reduce the number of households with severe housing problems from 27 percent to zero by the end of the 6th Housing Element Cycle.	The City building department utilizes the most recent California Building Code and continues to monitor properties in Holtville to ensure development standards are met.



City of Holtville Annual General Plan Progress Report

Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
Water and Sewer Priority	The City will establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households per Government Code 65589.7. The City will establish and utilize these procedures prior to January of 2022.	Procedures have already been implemented.
School Bus Routes	Starting on June 2022, the City will contact the Holtville Unified School District to ensure that the central region in the city has an established bus route. If an adequate bus route is already in place, the City will maintain contact with HUSD to ensure that school bus services are provided for all future developments. The process will be repeated each time a multi-family development is proposed. The main goal will be to increase the education score of the central region to make it on par with the rest of the city. Educational scores will be analyzed each year to ensure the program's effectiveness and make modifications if necessary.	All existing properties currently have access to a school bus route.
Air Quality	The City of Holtville will work with ICAPCD to develop an awareness program informing residents of the air quality and of the AQI tool that provides residents with the daily air quality.	The City is in the process of contacting ICAPCD to advertise the air quality in the County.
Displacement	The City will contact IVHA to work on developing a program to assist and connect lower-income residents with affordable housing opportunities by the end of 2022. Promote the availability of this service and other fair housing information on the City's website by the end of 2023.	The City is in the process of contacting IVHA to develop a program.



City of Holtville Annual General Plan Progress Report

Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
Fair Housing	The City will continue to refer fair housing complaints to the CRLA or the Civil Rights Division of HUD as appropriate. The City will also look to implement an informational campaign by June 2022 specifically targeting fair housing complaints within the city. The City will also continue to promote equal housing laws, housing programs, and resources through educational and marketing material attached to building permits, code violations, utility bills, City Hall, city website and the public library. Input from low-income and households with disabilities will also be collected through cooperation with local nonprofits, interviews with stakeholders, and questionnaires. The data will be collected once every 4 years in order to gain an understanding of the needs of lower- income and special needs households. The data will also be utilized to update future iterations of the Housing Element.	The City did not receive a housing complaint in 2024 and is working on developing an informational campaign.
Homelessness Referral Program	The City will continue to participate in the Imperial Valley Regional Task Force on Homelessness and provide volunteer notices to residents for the Imperial Valley Continuum of Care Councils' annual Point in Time Count.	The City already contacts the Continuum of Care Commission and will continue to do so throughout the 6th Housing Element Cycle.
Performance Monitoring Program	The City will monitor program success and shortfalls on an annual basis, starting April 2022. The report's findings will be presented to the Holtville City Council for discussion and action, if necessary.	The City has yet to find any shortfalls with the current housing element programs.



City of Holtville Annual General Plan Progress Report

Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
Conditional Use Permit Process	Annually monitor starting June 2022.	The City did not receive any Conditional Use Permit applications in 2024.
Accessory Dwelling Units/Second Units	Concurrently with the adoption of the Housing Element, the City will evaluate its second unit ordinance for compliance with Government Code Section 65852.2 and make changes as appropriate, including making provisions for converting existing space to second units and revising findings of approval to be ministerial (e.g., neighborhood character) and ongoing technical assistance as projects are processed through the Planning Department. The City plans to implement said changes by February 2023.	An ordinance update was prepared and approved by the Planning Commission on November 19, 2024, and was approved by the City Council in January 2025.
Density Bonus	The City will update its Zoning Ordinance to comply with Senate Bill 728 prior to February of 2023. These changes will be made concurrently with the Zoning Ordinance update listed on Program Number 29.	An ordinance update was prepared and approved by the Planning Commission on November 19, 2024, and was approved by the City Council in January 2025.
Zoning Ordinance Update	Concurrently with the adoption of the Housing Element, the City will evaluate its Zoning Ordinance for compliance with Government Code Section 65583 and make the changes stated above by February 2023.	An ordinance update was prepared and approved by the Planning Commission on November 19, 2024, and was approved by the City Council in January 2025.



City of Holtville Annual General Plan Progress Report

Table 12
City of Holtville Housing Element Program Implementation

Name of Program	Objective	Status of Program Implementation
Maximum Allowed Densities	The City of Holtville will review all developer inquiries about higher densities at the end of every year. Once all inquiries are compiled, an analysis on the maximum allowed densities will be conducted and an Ordinance to increase the densities will be adopted if found to be a deterrent to the production of affordable housing. This analysis will be conducted on a yearly basis. If very little inquiries are received, the number will be added to next year's analysis.	The City did not receive any inquiries from developers looking to develop past the maximum allowed densities.
Maximum Lot Coverage	The City of Holtville will review the maximum allowed lot density for R-3 zones and make updates to remove the constraint to housing production.	An ordinance update was prepared and approved by the Planning Commission on November 19, 2024, and was approved by the City Council in January 2025.

Attachment B – Resolution No. PC 25-01

RESOLUTION NO. PC 25-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HOLTVILLE RECOMMENDING THE APPROVAL OF THE DRAFT 2024 GENERAL PLAN ANNUAL PROGRESS REPORT TO THE CITY COUNCIL

WHEREAS, California Government Code Section 65400 mandates that cities and counties submit an annual progress report (APR) on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year; and

WHEREAS, the draft 2024 General Plan Annual Progress Report was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400; and

WHEREAS, the draft 2024 General Plan Annual Progress Report was reviewed by the Planning Commission during a regularly scheduled meeting held on February 18, 2025; and

WHEREAS, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written and oral comments received, the Planning Commission of the City of Holtville considered all facts relating to the draft 2024 General Plan Annual Progress Report.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Holtville as follows:

- A) That the foregoing recitations are true and correct; and
- B) That the draft 2024 General Plan Annual Progress Report is exempt from CEQA via Section 15061 (b)(3) of the CEQA Guidelines for Implementation under the California Code of Regulations; and
- C) That the draft 2024 General Plan Annual Progress Report is consistent with the intent of the City of Holtville General Plan; and
- D) That based on the evidence presented at the February 18, 2025, Planning Commission meeting, the Planning Commission hereby recommends adoption of the draft 2024 General Plan Annual Progress Report, to the City Council of the City of Holtville.

PASSED, APPROVED AND ADOPTED by Planning Commission of the City of Holtville at a regularly scheduled meeting held on this 18th day of February 2025, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:


_____, Chairperson

Attest: _____
Yvette Rios, City Clerk

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: February 24, 2025
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>02/18/25</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 was held via Zoom in late January. Chief Silva and the CM got an update, wherein Medina estimated submission of plans for first plan check to be middle to late February. ***Chief Silva also met virtually with a subconsultant on Fire Alerting this past week.***

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. ***An onsite meeting with representatives of the leading firm met with staff on Manday, 1/27, then spoke with Council at the meeting that evening. Proposed action is on the current agenda to engage that firm.***

EVENTS – Staff is working with the Chamber of Commerce on preparations for the annual Carrot Festival. *Action was taken in January to alleviate problems with parade seating, but predictably, some residents were not satisfied. A “watch and see” approach was employed for this year.*

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 in early December and the low bidder, American Asphalt South, was approved by Council. A pre-construction meeting was held in late January. *Crack sealing work began on Tuesday, 1/28, and continues around the northeast quadrant of town.*

Pear Canal Undergrounding/Ninth Street Improvements (Olive to Melon) – Initial action to proceed with this project 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.

IID had procured Congressional funding for the project that the City was asked to administer. 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. The closing financial paperwork with Caltrans remains.

The City was awarded funding through ICTC for the resulting necessary sidewalk and roadway improvements early in the process. LC Engineering was awarded the contract for design in February, 2024. Delays with the undergrounding project pushed back the start of the sidewalk project, necessitating a time extension. 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. With the undergrounding project complete, staff will prepare an RFP to begin the construction of the curb, gutter and sidewalk, along with the minor pavement necessary to widen the roadway. Staff began discussion with the City Engineer this week to develop the RFP for this project for release in February.

Pine Avenue Sidewalks – Subsequent to the awards of funding for streets projects utilizing Federal Highways dollars through ICTC in early 2022, another year of projects was quickly requested to be added. Holtville submitted a project to capture CMAQ dollars to add sidewalks to either side of Pine Avenue between Fourth and Fifth Streets. Action to approve was taken in October, 2023. Staff began discussion with the City Engineer this week to develop a Design RFP for this project for release in February.

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

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 resubmitted and further comments were sent back by THG. ***The final documents are expected on Monday, 2/10, and the project will likely go to bid within the next month.***

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. Staff met virtually with River Partners in mid-December, with some minor adjustments to the plans discussed. A regrouping meeting is planned for next week.

BUILDING DEPT - The City issued **115** building permits in 2024, and **8** have been issued in 2025. 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.

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. A pre-construction meeting with the developer and City was held in January. The Building Inspector is overseeing progress. ***A foundation has been poured and vertical construction is beginning.***

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. Dirt work on the project has begun. Staff met with the City Engineer to discuss issues with handling of stormwater for the property multiple times. A property boundary issue has surfaced with the lot to the north that will require examination. ***The developer is working on scheduling a meeting with staff for next week to clarify some issues on these fronts.***

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 a subsequent 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 :

- 01/27/25 Department Head Meeting *City Hall*
- 01/27/25 Meeting w/ Potential Public Safety Grant Consultant *City Hall*
- 01/27/25 Holtville City Council Meeting *City Hall*
- 01/28/25 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 01/29/25 Meet w/ Local Business Owners re: *Expansion Requirements* *Man Street (Holtville)*
- 01/30/25 Logistics Call w/ Potential Public Safety Grant Consultant *Phone Conference*
- 01/31/25 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 01/31/25 Carrot Royalty Coronation/Citizen of the Year Banquet: *IV Swiss Club*
- 02/03/25 Department Head Meeting *City Hall*
- 02/04/25 Development Project Status Meeting *IC Planning Department (EC)*
- 02/04/25 Status Meeting w/ City Planner re: *Various Projects* *THG Offices (EC)*
- 02/05/25 NW Vacation Day (*Out of Office*) *Carlsbad, CA*
- 02/07/25 CA FFA Foundation Board Meeting *Web Conference*
- 02/07/25 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
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UPCOMING EVENTS :

- 02/07/25 Holtville Carrot Festival Kickoff Concert *Holt Avenue at Fifth Street*
- 02/08/25 Holtville Carrot Relays *Holtville*
- 02/08/25 Holtville Carrot Festival Parade *Fifth Street*
- 02/10/25 Department Head Meeting *City Hall*
- 02/10/25 Holtville City Council Meeting *City Hall*
- 02/11/25 BOOST Assistance Strategy Session *Web Conference*
- 02/12/25 ICTC Management/CCMA Meetings *City of Westmorland*
- 02/14/25 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 02/17/25 Presidents Day Observed (*City Hall Closed*)
- 02/18/25 Department Head Meeting *City Hall*
- 02/18/25 Holtville Planning Commission Meeting *City Hall*
- 02/24/25 Holtville City Council Meeting *City Hall*
- 02/25/25 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 02/26/25 SiteLogiq Meeting re: City Building Efficiency *City Sites*
- 02/28 - 03/16/25 California Mid-Winter Fair Valley Gras *IV Fairgrounds (Imperial, CA)*
- 03/19/25 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 03/20/25 Holtville Farmers Market & Street Fair (*Tentative*) *Holt Park*
- 05/01 - 05/02/23 SCAG Regional Conference & General Assembly *JW Marriott (Palm Desert, CA)*
- 10/08-10/2025 CA League of Cities Annual Conference *Long Beach, CA*
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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