

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

**Monday, July 28, 2025**

<input type="checkbox"/> Mike Goodsell, Mayor	<input type="checkbox"/> George Morris, City Treasurer	<input type="checkbox"/> Alex Silva, Fire Chief
<input type="checkbox"/> Michael Pacheco, Mayor Pro Tem	<input type="checkbox"/> Nick Wells, City Manager	<input type="checkbox"/> Damian Martinez, Police Chief
<input type="checkbox"/> Murray Anderson, Council Member	<input type="checkbox"/> Chandler Sinclair, Finance Supervisor	<input type="checkbox"/> Jack Holt, City Engineer
<input type="checkbox"/> John Munger, Council Member	<input type="checkbox"/> Steve Walker, City Attorney	<input type="checkbox"/> George Galvan, City Planner
<input type="checkbox"/> Vanessa Ramirez, Council Member	<input type="checkbox"/> Yvette Rios, City Clerk	<input type="checkbox"/>

**THIS IS A PUBLIC MEETING**

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

**CITY COUNCIL**

**MEETING CONVENED - 5:30**

**CLOSED SESSION PUBLIC COMMENTS:** This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting.

**ADJOURN TO CLOSED SESSION**

**CONFERENCE WITH LABOR NEGOTIATORS:**

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957)*

City Manager Evaluation

Evaluation Criteria

**RECONVENE OPEN SESSION - 6:00 PM**

**PLEDGE of ALLEGIANCE:**

**INVOCATION:**

**CITY CLERK RE: Verification of Posting of the Agenda**

**EXECUTIVE SESSION ANNOUNCEMENTS:**

**PRESENTATION:**

*Robert Amparano  
Imperial Valley 9/11 Stair Climb Committee*

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

**1. CONSENT AGENDA:**

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

- a. Approval of the Minutes from the Regular Meeting of Monday, June 23, 2025.
- b. Current Demands #48238 through #48321.

**REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUEs:****2. UNFINISHED BUSINESS:** *None***3. NEW BUSINESS:**

- # a. **Discussion/Related Action** Regarding Sponsorship of the 9/11 Memorial Stair Climb  
*Nick Wells, City Manager*
- # b. **Discussion/Related Action to Adopt RESOLUTION #25-21** Authorizing to Advertise Invitation for Bids - Pedestrian and Bicycle Improvements on Ninth between Melon Road and Olive Avenue  
*George Galvan, City Planner*
- # c. **Discussion/Related Action to Adopt RESOLUTION #25-22** Approving the Extension of Sewer Services Outside of City Limits to the Property Located at 1670 Alamo Road (APN 045-080-020)  
*Nick Wells, City Manager*

**4. INFORMATION ONLY:**

- a. **Discussion Only** to Review Audited Financial Statements for Fiscal Year 2023-24 as prepared by auditors from Moss, Levy & Hartzheim.

**5. STAFF REPORTS**

- a. **City Manager Report - Nick Wells**
- b. Finance Supervisor - *Chandler Sinclair*
- c. ~~Fire Chief - Alex Silva~~ *Not Submitted*
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*
- f. Building Inspector - *Raylene Tapiceria*
- g. ~~Fire Prevention Officer - Francisco Hernandez~~ *Not Submitted*

**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 Friday, July 25, 2025.

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

Monday, June 23, 2025

MEETING DATE:		7/28/25
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Monday, June 23, 2025, at 5:30 pm in the Civic Center. Mayor Mike Goodsell was present, as were Council Members Murray Anderson, John Munger, Mike Pacheco, and Vanessa Ramirez. Also present were Finance Supervisor Chandler Sinclair, Fire Chief Alex Silva, City Treasurer George Morris, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

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

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

## **CONFERENCE WITH LABOR NEGOTIATORS:**

*(Government Code Section 54957.6)*

Agency Negotiator: City Manager/City Attorney

*No Reportable Action Taken*

## **PUBLIC EMPLOYMENT:**

*(Government Code Section 54957)*

City Manager Evaluation

*Evaluation Criteria*

## **CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:**

*Mayor Goodsell called the Open Session meeting to order at 6:10 PM.*

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

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

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

*City Clerk Yvette Rios verified that the agenda was duly posted on Thursday, June 19, 2025.*

## **EXECUTIVE SESSION ANNOUNCEMENTS:**

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

## **RECOGNITION:**

*Holtville Little League Girls 8-10 Softball Team  
Julie Browning, President*

*Julie Browning, President of the Holtville Little League, expressed her gratitude to the Council for their assistance in the restoration of the parks, which has allowed them to begin hosting games. Ms. Browning introduced the Girls 8-10 Softball team and coaches for recognition. She explained that the team is the first in District 22 to go on to compete at the state level.*

## **GENERAL PUBLIC COMMENTS:**

*Laura Goodsell, Holtville representative for the Imperial Valley Health Care District Initial Board of Directors, came to update the Council regarding the unified health care district. She was happy to report good news; a joint powers agreement was approved between IVHD and UCSD. The board has a meeting this Thursday where she hopes an asset transfer agreement will be approved with ECRMC.*

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

- a. Approval of the Minutes from the Regular Meeting of Tuesday, June 10, 2025.
- b. Current Demands #48160 through #48237

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

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

*Ms. Rios reported that she has an IVRMA TAC meeting this Thursday and reviewed recent activity with social media and community engagement, including informational TikToks and TextMyGov alerts.*

*Mr. Wells reported that he attended the IV Economic Summit last week at the Cambria Hotel where he could network and discuss valley topics like lithium. He reported that project scoring was completed with ICTC with the involvement of Ms. Sinclair.*

*Mr. Walker reported that he attended an ALUC meeting in the place of Mr. Goodsell.*

*Mrs. Ramirez apologized for her recent absence and expressed appreciation for support for her mom. Recently she has taken her kids to visit the public pool and to walk at the Holtville Wetlands.*

*Mr. Anderson shared that he has been recovering from a health issue and had nothing to report.*

*Mr. Pacheco, Mr. Munger, and Mr. Morris had nothing to report.*

*Chief Silva reported that the department has officially switched vendors for reporting software and listed upcoming community events related to Independence day and trainings for his department.*

*Ms. Sinclair reported that she attended the ICTC meeting where imperial valley projects were scored for funding from SCAG. She will attend the ICTC TAC meeting on Thursday.*

*Mayor Goodsell reported on the SCAG Executive Administration Committee meeting he attended where plans for the upcoming year were outlined.*

## **2. UNFINISHED BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION #25-10** Authorizing an Agreement with SitelogiQ to Analyze and Design Energy Efficiency Strategies and Solutions for City Buildings and Facilities

**Nick Wells, City Manager**

*Mr. Wells explained that this item was tabled in April, where the Council decided to revisit the item at a later date. The item was presented again at the previous meeting earlier in the month, where the motion to approve the agreement failed. Procedurally, he presented the item again at the request of some of the members of the Council. Present to help address concerns of the Council was Josh Steeber from SitelogiQ. Mr. Wells and Mr. Steeber reviewed a projection of potential costs to be saved after implementing strategies and solutions designed by SitelogiQ. They both explained that beginning a full analysis will help ensure the eligibility for grant funding that is hoped to be accessed by this program.*

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

## **3. NEW BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION #25-19** Establishing an Appropriations Limit for the 2025-26 Fiscal Year

**Nick Wells, City Manager**

*Mr. Wells explained that the Gann limit is the maximum amount of taxes that a City can levy on its citizens and prohibits a significant raise in local taxes. The limit last year was 5.28M and 6.08M this year. The previous year the City did not impose the full limit and was able to raise this amount.*

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**b. Discussion/Related Action to Adopt RESOLUTION #25-20 Adopting a Budget for the 2025-26 Fiscal Year**

***Nick Wells, City Manager***

*Mr. Wells delineated projected revenue and expenditures of the general fund and water, sewer, and trash enterprises. After analyzing and planning, the finance department project to be \$57k over budget for the 2025-26 FY General Fund and \$83k negative for the water enterprise. The sewer and trash enterprises are projected to have a positive net income. Mr. Wells noted that these projections are always conservatively calculated in regards to revenue and expenses.*

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

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

**5. STAFF REPORTS:**

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

*Mr. Wells summarized updates with ongoing projects.*

**b. ~~Finance Supervisor - Chandler Sinclair~~**

*Not Submitted*

**c. Fire Chief - Alex Silva**

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

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

**6. Items for Future Meetings:**

**7. ADJOURNMENT:** *There being no further business to come before the Council, Mayor Goodsell adjourned the meeting at 7:31 PM.*

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**Mike Goodsell, Mayor**

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**Yvette Rios, City Clerk**



<b>MEETING DATE:</b>		<u>7/28/25</u>
<b>ITEM NUMBER</b>		<u>1 b</u>
<b>Approvals</b>	<b>CITY MANAGER</b>	_____
	<b>FINANCE MANAGER</b>	_____
	<b>CITY ATTORNEY</b>	_____

Report Criteria:

Report type: GL detail

Check Type = {<-} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
<b>48238</b>							
06/30/2025	48238	ACE HARDWARE	F19458	10-22080-4420	21.53	21.53	PRESSURE GAUGE
06/30/2025	48238	ACE HARDWARE	F19558	10-22080-4420	9.47	9.47	SPARK PLUG
06/30/2025	48238	ACE HARDWARE	F21017	10-22080-4420	30.12	30.12	BOTTLED WATER
06/30/2025	48238	ACE HARDWARE	F21141	10-31150-44210	38.77	38.77	RAKE
06/30/2025	48238	ACE HARDWARE	F21201	10-22080-4420	32.30	32.30	TOWELS
06/30/2025	48238	ACE HARDWARE	F21646	10-22080-4420	47.39	47.39	FILTERS
06/30/2025	48238	ACE HARDWARE	F21792	10-31158-44200	8.61	8.61	AIR FRESHNER
06/30/2025	48238	ACE HARDWARE	F22038	10-22080-4420	43.08	43.08	CHARGERS
06/30/2025	48238	ACE HARDWARE	F22119	11-31520-44200	29.30	29.30	CABLE TIES
06/30/2025	48238	ACE HARDWARE	F22250	10-31140-44200	23.69	23.69	TAPE
06/30/2025	48238	ACE HARDWARE	F22329	10-31140-44200	66.93	66.93	BATTERIES
06/30/2025	48238	ACE HARDWARE	F22336	11-31530-44200	17.97	17.97	SEALANT
06/30/2025	48238	ACE HARDWARE	F22389	10-31150-44200	3.87	3.87	KEYS
06/30/2025	48238	ACE HARDWARE	F22782	10-21070-4420	48.48	48.48	DOG FOOD FOR POUND
06/30/2025	48238	ACE HARDWARE	F22991	10-22080-4420	113.04	113.04	GLOVES, DRINK MIX
06/30/2025	48238	ACE HARDWARE	F23009	10-31158-44200	323.22	323.22	LED LIGHTS
06/30/2025	48238	ACE HARDWARE	F23107	10-22080-4420	94.69	94.69	BOTTLED WATER, DRINK MIXES
06/30/2025	48238	ACE HARDWARE	F23315	10-31150-44200	52.78	52.78	PAINT SUPPLIES
06/30/2025	48238	ACE HARDWARE	F23383	10-31140-44200	27.84	27.84	DRIVE WALL, BATTERIES
06/30/2025	48238	ACE HARDWARE	F23477	10-31150-44210	24.77	24.77	MACHETE
06/30/2025	48238	ACE HARDWARE	F23537	12-31610-4420	226.08	226.08	CORDSM RAKES, BAGS, TUBES
06/30/2025	48238	ACE HARDWARE	F23576	10-22080-4420	35.53	35.53	WOOL PADS, HOOKS, LINSEED OIL
06/30/2025	48238	ACE HARDWARE	I54495	12-31610-4420	299.50	299.50	WWTP SUPPLIES
Total 48238:						1,618.96	
<b>48239</b>							
06/30/2025	48239	AIRWAVE COMMU	450858	10-22080-4431	591.16	591.16	RADIO BATTERY
Total 48239:						591.16	
<b>48240</b>							
06/30/2025	48240	AKESO OCCUPATI	EM013038	10-22080-4430	300.00	300.00	PRE EMPLOYMENT PHYSICAL
06/30/2025	48240	AKESO OCCUPATI	EM017362	10-22080-4430	462.00	462.00	PRE EMPLOYMENT PHYSICAL
Total 48240:						762.00	
<b>48241</b>							
06/30/2025	48241	ALEJANDRO ESTR	1543	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES
06/30/2025	48241	ALEJANDRO ESTR	1543	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM
06/30/2025	48241	ALEJANDRO ESTR	1543	11-31520-45200	300.00	300.00	WTP CONSULTING
06/30/2025	48241	ALEJANDRO ESTR	1543	12-31610-4520	1,650.00	1,650.00	WWTP CONSULTING
06/30/2025	48241	ALEJANDRO ESTR	1543	10-31158-45200	300.00	300.00	PW CONSULTING
06/30/2025	48241	ALEJANDRO ESTR	1543	10-12001-4520	300.00	300.00	CITY MANAGER CONSULTING

PW  
FIRE DEPT

FIRE DEPT

FIRE DEPT

ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48241:						3,420.00		
<b>48242</b>								
06/30/2025	48242	AUTO ZONE COM	5648092109	11-31520-44200	19.37	19.37	ARMOR GARDENT BELT	PW
Total 48242:						19.37		
<b>48243</b>								
06/30/2025	48243	BABCOCK LABORA	CF51412-22	11-31520-44301	19.81	19.81	ALUMINUM	PW
06/30/2025	48243	BABCOCK LABORA	CF51414-22	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
06/30/2025	48243	BABCOCK LABORA	CF51430-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
Total 48243:						236.57		
<b>48244</b>								
06/30/2025	48244	BAVCO	331310	11-31530-44200	2,178.78	2,178.78	REPAIR KITS	PW
Total 48244:						2,178.78		
<b>48245</b>								
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-13010-4230	618.42	618.42	MEDICAL INSURANCE PREMIUM	ADMIN
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-12001-4230	1,859.82	1,859.82	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-14020-4230	940.82	940.82	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-22080-4230	1,290.64	1,290.64	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-31140-42300	443.17	443.17	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	10-12003-4230	1,093.76	1,093.76	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	11-31530-42300	191.42	191.42	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	11-31510-42300	1,753.77	1,753.77	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	12-31610-4230	672.22	672.22	MEDICAL INSURANCE PREMIUM	
06/30/2025	48245	BLUE SHIELD OF	2516400050	12-31620-4230	1,861.29	1,861.29	MEDICAL INSURANCE PREMIUM	
Total 48245:						10,725.33		
<b>48246</b>								
06/30/2025	48246	BORDER TACTICA	A216594	10-22080-4314	7.00	7.00	EMBROIDERY	FIRE DEPT
06/30/2025	48246	BORDER TACTICA	A217300	10-22080-4314	13.00	13.00	PATCHES, EMBROIDERY	
Total 48246:						20.00		
<b>48247</b>								
06/30/2025	48247	CALIFORNIA DEPT	665081104	11-31520-44301	5,507.38	5,507.38	GENERATION AND HANDLING FEE	PW
Total 48247:						5,507.38		
<b>48248</b>								
06/30/2025	48248	EUROFINS ENVIR	5500145575	12-31610-4420	150.00	150.00	PAINT FILTER	PW
Total 48248:						150.00		
<b>48249</b>								
06/30/2025	48249	EXQUISITE POOL	5982	10-31152-44200	1,279.93	1,279.93	MURIATIC ACID	PW
Total 48249:						1,279.93		



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>48250</b>								
06/30/2025	48250	FEDERAL EXPRES	8-900-32418	12-31610-4417	164.83	164.83	WWTP POSTAGE	PW
Total 48250:						164.83		
<b>48251</b>								
06/30/2025	48251	GREEN DIAMOND	1057	10-13050-4430	640.00	640.00	RESTROOM RENTALS	FARMERS MKT
Total 48251:						640.00		
<b>48252</b>								
06/30/2025	48252	HINDERLITER deL	SIN050914	10-14020-4430	300.00	300.00	SALES TAX CONTRACT SERVICES	ADMIN
Total 48252:						300.00		
<b>48253</b>								
06/30/2025	48253	HOME DEPOT/GE	5081865	10-31150-44200	474.10	474.10	BERMUDA GRASS	PW
06/30/2025	48253	HOME DEPOT/GE	7022687	10-31140-44200	224.25	224.25	BRENTWOOD STREET SUPPLIES	
06/30/2025	48253	HOME DEPOT/GE	7081738	10-31150-44200	457.85	457.85	MULCH, GRASS	
Total 48253:						1,156.20		
<b>48254</b>								
06/30/2025	48254	HUMANA	296346602	10-13010-4225	78.03	78.03	DENTAL INSURANCE	ADMIN
06/30/2025	48254	HUMANA	296346602	10-12001-4225	199.57	199.57	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	10-14020-4225	104.04	104.04	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	10-22080-4225	234.09	234.09	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	10-12003-4225	121.54	121.54	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	10-31140-42250	35.11	35.11	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	11-31530-42250	27.31	27.31	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	11-31510-42250	176.50	176.50	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	12-31610-4225	78.04	78.04	DENTAL INSURANCE	
06/30/2025	48254	HUMANA	296346602	12-31620-4225	168.75	168.75	DENTAL INSURANCE	
Total 48254:						1,222.98		
<b>48255</b>								
06/30/2025	48255	I.C. PUBLIC HEALT	24949	11-31520-44301	295.00	295.00	COLIFORM WATER ANALYSIS	PW
Total 48255:						295.00		
<b>48256</b>								
06/30/2025	48256	I.V. FAMILY CARE	3000946	10-22080-4430	300.00	300.00	ANTHONY FLORES	FIRE DEPT
06/30/2025	48256	I.V. FAMILY CARE	3073665	10-22080-4430	300.00	300.00	FERNANDO MOLINA	
Total 48256:						600.00		
<b>48257</b>								
06/30/2025	48257	IMPERIAL IRRIGAT	#9717 JUNE	12-31610-4424	6,339.48	6,339.48	ELECTRIC UTILITIES	ADMIN
Total 48257:						6,339.48		
<b>48258</b>								
06/30/2025	48258	IV WATER SPECIA	62025	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WASTEWAT	PW
06/30/2025	48258	IV WATER SPECIA	62025	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WASTEWAT	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48258:						4,650.00		
<b>48259</b>								
06/30/2025	48259	JOHN MUNGER	SCAG 2025	10-11011-43110	252.00	252.00	SCAG 2025 CONFERENCE	ADMIN
Total 48259:						252.00		
<b>48260</b>								
06/30/2025	48260	JOSE HERRERA	BOOTS 2024	12-31610-4314	200.00	200.00	JOSE HERRERA WWTP BOOTS	PW
Total 48260:						200.00		
<b>48261</b>								
06/30/2025	48261	JOSHUA L. OSUNA	2024-25 BO	11-31520-43140	118.47	118.47	JOSH OSUNA WTP BOOTS 1/2	PW
06/30/2025	48261	JOSHUA L. OSUNA	2024-25 BO	11-31520-43140	69.99	69.99	JOSH OSUNA WTP BOOTS 2/2	
Total 48261:						188.46		
<b>48262</b>								
06/30/2025	48262	K-C WELDING & R	214587	10-31140-44200	594.13	594.13	CHAIN	PW
Total 48262:						594.13		
<b>48263</b>								
06/30/2025	48263	LUIS M. ESTRADA	666	12-31610-4428	660.00	660.00	B10-BARGE CRANE	PW
06/30/2025	48263	LUIS M. ESTRADA	667	12-31610-4430	1,360.00	1,360.00	BACK HOE REPAIRS	
Total 48263:						2,020.00		
<b>48264</b>								
06/30/2025	48264	MARLIN LEASING	40637207	10-12001-4525	94.45	94.45	PRINTER LEASE	ADMIN
06/30/2025	48264	MARLIN LEASING	40637207	10-13010-4525	94.45	94.45	PRINTER LEASE	
06/30/2025	48264	MARLIN LEASING	40637207	10-14020-4525	94.45	94.45	PRINTER LEASE	
06/30/2025	48264	MARLIN LEASING	40637207	11-31510-45250	94.45	94.45	PRINTER LEASE	
06/30/2025	48264	MARLIN LEASING	40637207	12-31620-4525	94.45	94.45	PRINTER LEASE	
Total 48264:						472.25		
<b>48265</b>								
06/30/2025	48265	METRON - FARNIE	992401084	11-31530-47950	52,720.00	52,720.00	METERS	PW
Total 48265:						52,720.00		
<b>48266</b>								
06/30/2025	48266	MISSIONSQUARE	6558974	10-00000-2026	2,154.59	2,154.59	RETIREMENT PREMIUM	ADMIN
06/30/2025	48266	MISSIONSQUARE	6558974	10-00000-2027	667.72	667.72	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-12001-4240	672.01	672.01	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-14020-4240	255.04	255.04	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-22080-4240	351.81	351.81	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-12003-4240	199.44	199.44	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-21070-4240	42.23	42.23	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-31140-42400	116.25	116.25	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	10-31150-42400	25.33	25.33	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	11-31530-42400	17.19	17.19	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	11-31510-42400	440.71	440.71	RETIREMENT PREMIUM	

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06/30/2025	48266	MISSIONSQUARE	6558974	11-31520-42400	408.64	408.64	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	12-31610-4240	466.24	466.24	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6558974	12-31620-4240	525.08	525.08	RETIREMENT PREMIUM	
06/30/2025	48266	MISSIONSQUARE	6968127	10-00000-2029	320.00	320.00	RETIREMENT PREMIUM	
Total 48266:						6,662.28		
<b>48267</b>								
06/30/2025	48267	NAPA AUTO PARTS	318830	10-31140-44200	46.71	46.71	IMPACT SOCKETS	PW
06/30/2025	48267	NAPA AUTO PARTS	318999	10-31150-44280	106.18	106.18	BRAKE MASTER CYLINDER	
06/30/2025	48267	NAPA AUTO PARTS	318999	11-31510-44280	15.17	15.17	BRAKE MASTER CYLINDER	
06/30/2025	48267	NAPA AUTO PARTS	318999	12-31620-4428	30.33	30.33	BRAKE MASTER CYLINDER	
06/30/2025	48267	NAPA AUTO PARTS	319154	10-31140-44200	46.71-	46.71-	IMPACT SOCKETS	
Total 48267:						151.68		
<b>48268</b>								
06/30/2025	48268	PEOPLEREADY,IN	29171443	12-31610-4140	873.00	873.00	TEMP WORKER WWTP	PW
06/30/2025	48268	PEOPLEREADY,IN	29180861	10-31150-41400	931.20	931.20	TEMP WORKER PARKS	
06/30/2025	48268	PEOPLEREADY,IN	29180862	12-31610-4140	873.00	873.00	TEMP WORKER WWTP	
06/30/2025	48268	PEOPLEREADY,IN	29188315	10-31150-41400	953.03	953.03	TEMP WORKER PARKS	
06/30/2025	48268	PEOPLEREADY,IN	29188316	12-31610-4140	873.00	873.00	TEMP WORKER WWTP	
06/30/2025	48268	PEOPLEREADY,IN	CF50922-22	11-31520-44301	832.44	832.44	COPPER/LEAD	
Total 48268:						5,335.67		
<b>48269</b>								
06/30/2025	48269	PITNEY BOWES,IN	1027625681	10-14020-4416	209.01	209.01	SUPPLIES	ADMIN
06/30/2025	48269	PITNEY BOWES,IN	1027625681	11-31510-44160	209.01	209.01	SUPPLIES	
06/30/2025	48269	PITNEY BOWES,IN	1027625681	12-31620-4416	209.02	209.02	SUPPLIES	
Total 48269:						627.04		
<b>48270</b>								
06/30/2025	48270	POOL ELECTRICAL	20812757-00	11-31520-44200	124.02	124.02	SKIMMER BASKET	PW
06/30/2025	48270	POOL ELECTRICAL	21090315-00	10-31152-44200	138.73	138.73	PHOSPHATE REMOVER	
06/30/2025	48270	POOL ELECTRICAL	21454322-00	10-31152-44200	502.10	502.10	PHOSPHATE REMOVER	
Total 48270:						764.85		
<b>48271</b>								
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	10-13010-4417	8.36	8.36	POSTAGE	ADMIN
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	10-14020-4417	122.12	122.12	POSTAGE	
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	10-22080-4417	51.02	51.02	POSTAGE	
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	10-12003-4417	.84	.84	POSTAGE	
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	10-12001-4417	12.55	12.55	POSTAGE	
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	12-31620-4417	16.73	16.73	POSTAGE	
06/30/2025	48271	PURCHASE POWE	#9843 JUNE	11-31510-44170	1,305.62	1,305.62	POSTAGE	
Total 48271:						1,517.24		
<b>48272</b>								
06/30/2025	48272	QUILL CORPORATI	44426664	10-14020-4416	65.92	65.92	FINANCE DEPT STAMPS	ADMIN
06/30/2025	48272	QUILL CORPORATI	44494915	10-12001-4416	11.89	11.89	HANGING FOLDERS	
06/30/2025	48272	QUILL CORPORATI	44494915	10-12003-4416	11.89	11.89	HANGING FOLDERS	
06/30/2025	48272	QUILL CORPORATI	44494915	10-14020-4416	11.89	11.89	HANGING FOLDERS	

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06/30/2025	48272	QUILL CORPORATI	44494915	11-31510-44160	11.88	11.88	HANGING FOLDERS	
06/30/2025	48272	QUILL CORPORATI	44494915	12-31620-4416	11.88	11.88	HANGING FOLDERS	
06/30/2025	48272	QUILL CORPORATI	44495653	10-12001-4416	15.25	15.25	OFFICE SUPPLIES	
06/30/2025	48272	QUILL CORPORATI	44495653	10-12003-4416	15.25	15.25	OFFICE SUPPLIES	
06/30/2025	48272	QUILL CORPORATI	44495653	10-14020-4416	15.25	15.25	OFFICE SUPPLIES	
06/30/2025	48272	QUILL CORPORATI	44495653	11-31510-44160	15.25	15.25	OFFICE SUPPLIES	
06/30/2025	48272	QUILL CORPORATI	44495653	12-31620-4416	15.25	15.25	OFFICE SUPPLIES	
Total 48272:						201.60		
<b>48273</b>								
06/30/2025	48273	REDDY ICE	1060447560	10-22080-4420	101.82	101.82	ICE	FIRE DEPT
Total 48273:						101.82		
<b>48274</b>								
06/30/2025	48274	ROBERT S. NELSO	15268	10-31150-44280	266.54	266.54	COILS, AND DOOR MOTOR	PW
06/30/2025	48274	ROBERT S. NELSO	15268	11-31510-44280	38.08	38.08	COILS, AND DOOR MOTOR	
06/30/2025	48274	ROBERT S. NELSO	15268	12-31620-4428	76.15	76.15	COILS, AND DOOR MOTOR	
06/30/2025	48274	ROBERT S. NELSO	15298	10-31150-44280	110.88	110.88	BRAKE REPAIRS	
06/30/2025	48274	ROBERT S. NELSO	15298	11-31510-44280	15.84	15.84	BRAKE REPAIRS	
06/30/2025	48274	ROBERT S. NELSO	15298	12-31620-4428	31.68	31.68	BRAKE REPAIRS	
Total 48274:						539.17		
<b>48275</b>								
06/30/2025	48275	SIMNSA HEALTH P	140477	10-22080-4230	150.37	150.37	MEDICAL HEALTH INSURANCE	ADMIN
06/30/2025	48275	SIMNSA HEALTH P	140477	10-21070-4230	89.23	89.23	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-31140-42300	120.50	120.50	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-31150-42300	53.54	53.54	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	11-31510-42300	287.91	287.91	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	11-31520-42300	283.47	283.47	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	12-31610-4230	718.81	718.81	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	12-31620-4230	475.39	475.39	MEDICAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-22080-4225	18.93	18.93	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-21070-4225	10.58	10.58	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-31140-42250	11.47	11.47	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	10-31150-42250	6.35	6.35	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	11-31510-42250	24.28	24.28	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	11-31520-42250	18.93	18.93	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	12-31610-4225	84.64	84.64	DENTAL HEALTH INSURANCE	
06/30/2025	48275	SIMNSA HEALTH P	140477	12-31620-4225	40.87	40.87	DENTAL HEALTH INSURANCE	
Total 48275:						2,395.27		
<b>48276</b>								
06/30/2025	48276	SUPERIOR READY	9500004328	10-31140-44200	596.25	596.25	BOOM PUMP	PW
Total 48276:						596.25		
<b>48277</b>								
06/30/2025	48277	TROJAN TECHNOL	200/36894	12-31610-4784	82,508.76	82,508.76	WWTP UV LIGHTS	PW
Total 48277:						82,508.76		

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<b>48278</b>								
06/30/2025	48278	USA BLUEBOOK	INV0073512	11-31520-44200	2,055.13	2,055.13	FLEXFLO PUMP	PW
06/30/2025	48278	USA BLUEBOOK	INV0073528	11-31520-44200	84.48	84.48	INJECTION VALVE	
Total 48278:						2,139.61		
<b>48279</b>								
06/30/2025	48279	VALLEY TESTING	39352	10-31152-44300	140.70	140.70	EMPLOYEE DRUG TESTING	PW
Total 48279:						140.70		
<b>48280</b>								
06/30/2025	48280	VISION SERVICE P	823098252	10-13010-4225	12.51	12.51	VISION HEALTH INSURANCE	ADMIN
06/30/2025	48280	VISION SERVICE P	823098252	10-12001-4225	40.45	40.45	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-14020-4225	16.68	16.68	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-12003-4225	20.43	20.43	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-22080-4225	37.53	37.53	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-21070-4225	3.13	3.13	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-31140-42250	9.63	9.63	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	10-31150-42250	1.88	1.88	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	11-31530-42250	2.50	2.50	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	11-31510-42250	39.29	39.29	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	11-31520-42250	32.53	32.53	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	12-31610-4225	32.94	32.94	VISION HEALTH INSURANCE	
06/30/2025	48280	VISION SERVICE P	823098252	12-31620-4225	42.40	42.40	VISION HEALTH INSURANCE	
Total 48280:						291.90		
<b>48281</b>								
06/30/2025	48281	VISUAL EDGE IT, I	24AR274087	10-12001-4416	54.10	54.10	PRINTER	ADMIN
06/30/2025	48281	VISUAL EDGE IT, I	24AR274087	10-13010-4416	54.10	54.10	PRINTER	
06/30/2025	48281	VISUAL EDGE IT, I	24AR274087	10-14020-4416	54.10	54.10	PRINTER	
06/30/2025	48281	VISUAL EDGE IT, I	24AR274087	11-31510-44160	54.10	54.10	PRINTER	
06/30/2025	48281	VISUAL EDGE IT, I	24AR274087	12-31620-4416	54.10	54.10	PRINTER	
Total 48281:						270.50		
<b>48282</b>								
06/30/2025	48282	WALKER & DRISKI	14640	10-16026-4430	1,665.00	1,665.00	ATTORNEY FEES	ADMIN
Total 48282:						1,665.00		
<b>48283</b>								
06/30/2025	48283	WYMORE, INC.	1240784	11-31520-44200	2,178.87	2,178.87	PUMP COUPLING MOBILE	PW
Total 48283:						2,178.87		
<b>48284</b>								
07/10/2025	48284	8x8, INC.	5078159	10-12003-4425	53.70	53.70	TELEPHONE	ADMIN
07/10/2025	48284	8x8, INC.	5078159	10-12001-4425	53.70	53.70	TELEPHONE	
07/10/2025	48284	8x8, INC.	5078159	10-14020-4425	53.70	53.70	TELEPHONE	
07/10/2025	48284	8x8, INC.	5078159	11-31510-44250	53.70	53.70	TELEPHONE	
07/10/2025	48284	8x8, INC.	5078159	12-31620-4425	53.71	53.71	TELEPHONE	
Total 48284:						268.51		

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48285								
07/10/2025	48285	AA ELECTRIC	2465	10-31150-44300	435.00	435.00	PARK SPRINKLER REPAIRS	PW
07/10/2025	48285	AA ELECTRIC	2496	10-31158-44300	155.00	155.00	CITY HALL ELECTRIC REPAIRS	
Total 48285:						590.00		
48286								
07/10/2025	48286	ACE HARDWARE	F24107	10-31158-44200	41.76	41.76	FILTERS	PW
07/10/2025	48286	ACE HARDWARE	F24110	10-31150-44200	130.88	130.88	BROOM, TOOLSET	
07/10/2025	48286	ACE HARDWARE	F24110	11-31510-44200	18.69	18.69	BROOM, TOOLSET	
07/10/2025	48286	ACE HARDWARE	F24110	12-31620-4420	37.38	37.38	BROOM, TOOLSET	
07/10/2025	48286	ACE HARDWARE	F24296	11-31530-44200	15.07	15.07	INSECT KILLER	
07/10/2025	48286	ACE HARDWARE	F24354	10-31140-44200	28.98	28.98	OIL	
07/10/2025	48286	ACE HARDWARE	F24354	10-31140-44160	2.13	2.13	MARKERS	
07/10/2025	48286	ACE HARDWARE	F24519	10-31158-44200	34.53	34.53	SCREWS, FILLERS, KNIFE	
07/10/2025	48286	ACE HARDWARE	F24520	10-31158-44200	3.87	3.87	DROPCLOTH	
07/10/2025	48286	ACE HARDWARE	F24529	10-31152-44200	70.72	70.72	SCREWDRIVERS, RISERS	
07/10/2025	48286	ACE HARDWARE	F24543	10-31150-44200	23.99	23.99	COUPLERS	
07/10/2025	48286	ACE HARDWARE	F24738	10-31152-44200	90.11	90.11	DRILL BITS, WASHERS, PLYWOOD	
Total 48286:						498.11		
48287								
07/10/2025	48287	BABCOCK LABORA	CF50922-22	11-31520-44301	832.44	832.44	COPPER/LEAD ONLY	PW
07/10/2025	48287	BABCOCK LABORA	CF51818-22	12-31610-4430	196.94	196.94	TOTAL DISSOLVED SOLIDS	
07/10/2025	48287	BABCOCK LABORA	CG50053-22	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
07/10/2025	48287	BABCOCK LABORA	CG50055-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
07/10/2025	48287	BABCOCK LABORA	CG50079-22	11-31520-44301	19.81	19.81	ALUMINUM	
Total 48287:						1,265.95		
48288								
07/10/2025	48288	BAJA DESERT TIR	S21-25072	10-22080-4428	502.76	502.76	TIRE SERVICE	FIRE DEPT
Total 48288:						502.76		
48289								
07/10/2025	48289	CASELLE, INC.	INV-08464	10-14020-4520	1,974.00	1,974.00	CONTRACT SUPPORT AND MAINTENANCE	ADMIN
Total 48289:						1,974.00		
48290								
07/10/2025	48290	COUNTY OF SAN	25HOLTFDN	10-22080-4433	649.00	649.00	FIRE DEPT RADIOS	PW FIRE DEPT
07/10/2025	48290	COUNTY OF SAN	25HOLTFDN	11-31510-44330	14.75	14.75	PUBLIC WORKS RADIOS	
07/10/2025	48290	COUNTY OF SAN	25HOLTFDN	12-31620-4433	14.75	14.75	PUBLIC WORKS RADIOS	
Total 48290:						678.50		
48291								
07/10/2025	48291	CR&R INCORPORATED	JUNE 2025	13-31710-4430	26,707.05	26,707.05	ADJUSTED GROSS	ADMIN
07/10/2025	48291	CR&R INCORPORATED	JUNE 2025	10-00000-3145	3,204.85	3,204.85	FRANCHISE FEES	
07/10/2025	48291	CR&R INCORPORATED	JUNE 2025	13-00000-3849	1,602.42	1,602.42	ABA 939	
07/10/2025	48291	CR&R INCORPORATED	JUNE 2025	10-00000-3848	1,335.35	1,335.35	VEHICLE IMPACT FEE	
Total 48291:						20,564.43		

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48292									
07/10/2025	48292	DEPARTMENT OF	APRIL-JUNE	10-12003-4430	13.15	13.15	STRONG MOTION & SEISMIC HAZA	ADMIN	
Total 48292:						13.15			
48293									
07/10/2025	48293	ENVIRONMENTAL	308144	12-31610-4784	55,520.00	55,520.00	SW INSTALLATION	PW	
Total 48293:						55,520.00			
48294									
07/10/2025	48294	ESO SOLUTIONS, I	ESO-171485	10-22080-4510	6,741.75	6,741.75	FIRE DEPT SOFTWARE	FIRE DEPT	
Total 48294:						6,741.75			
48295									
07/10/2025	48295	FERNANDO RUIZ, I	170733	10-31140-43150	87.50	87.50	SAFETY SERVICES	PW	
07/10/2025	48295	FERNANDO RUIZ, I	170733	10-31150-43150	87.50	87.50	SAFETY SERVICES		
07/10/2025	48295	FERNANDO RUIZ, I	170733	11-31510-43150	87.50	87.50	SAFETY SERVICES		
07/10/2025	48295	FERNANDO RUIZ, I	170733	12-31620-4315	87.50	87.50	SAFETY SERVICES		
07/10/2025	48295	FERNANDO RUIZ, I	170733	11-31520-43150	87.50	87.50	SAFETY SERVICES		
07/10/2025	48295	FERNANDO RUIZ, I	170733	12-31610-4315	87.50	87.50	SAFETY SERVICES		
Total 48295:						525.00			
48296									
07/10/2025	48296	HARTFORD	4817782714	10-11011-42310	51.05	51.05	INSURANCE PREMIUM	ADMIN	
07/10/2025	48296	HARTFORD	4817782714	10-12001-4231	39.12	39.12	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-14020-4231	26.08	26.08	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-12003-4231	26.16	26.16	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-22080-4231	58.68	58.68	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-31140-42310	19.82	19.82	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-21070-4231	4.90	4.90	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	10-31150-42310	16.62	16.62	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	11-31530-42310	3.92	3.92	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	11-31510-42310	83.14	83.14	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	11-31520-42310	19.56	19.56	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	12-31610-4231	77.52	77.52	INSURANCE PREMIUM		
07/10/2025	48296	HARTFORD	4817782714	12-31620-4231	98.86	98.86	INSURANCE PREMIUM		
Total 48296:						525.43			
48297									
07/10/2025	48297	HIGHLINE COOLIN	JULY 2025 R	10-22080-4438	1,000.00	1,000.00	OFFICE RENT	ADMIN	
07/10/2025	48297	HIGHLINE COOLIN	JULY 2025 R	10-21040-4438	1,000.00	1,000.00	OFFICE RENT		
Total 48297:						2,000.00			
48298									
07/10/2025	48298	HOLTVILLE FIREFI	PP#7-12 202	10-00000-2028	780.00	780.00	PP#7-12 2025 FD DUES	FIRE DEPT	
Total 48298:						780.00			
48299									
07/10/2025	48299	HUMANE SOCIETY	APRIL-JUNE	10-21070-4432	900.00	900.00	ANIMAL CARE EXPENSES	ADMIN	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48299:						900.00		
48300								
07/10/2025	48300	I.C. SHERIFF'S DE	JUNE 2025	10-21050-4430	8,255.83	8,255.83	DISPATCH SERVICES	ADMIN
07/10/2025	48300	I.C. SHERIFF'S DE	JUNE 2025	10-21040-4430	76,836.36	76,836.36	SHERIFF SERVICES	
Total 48300:						85,092.19		
48301								
07/10/2025	48301	IMPERIAL PRINTE	25-1727	10-22080-4420	191.78	191.78	MEDICAL BILLING INVOICES	FIRE DEPT
Total 48301:						191.78		
48302								
07/10/2025	48302	JASPER JOHN TO	FINAL BILL	11-00000-39610	143.28	143.28	FINAL BILL	UTILITIES
Total 48302:						143.28		
48303								
07/10/2025	48303	K-C WELDING & R	H06939	10-31140-43140	40.00	40.00	ALEX CHAVEZ BOOTS	PW
07/10/2025	48303	K-C WELDING & R	H06939	11-31510-43140	80.00	80.00	ALEX CHAVEZ BOOTS	
07/10/2025	48303	K-C WELDING & R	H06939	12-31620-4314	80.00	80.00	ALEX CHAVEZ BOOTS	
Total 48303:						200.00		
48304								
07/10/2025	48304	LABOR COMPLIAN	1222	10-70003-4430	6,756.68	6,756.68	LABOR COMPLIANCE MONITORING	ADMIN
Total 48304:						6,756.68		
48305								
07/10/2025	48305	LEAF	18510250	10-22080-4525	118.53	118.53	PRINTER LEASE	ADMIN
Total 48305:						118.53		
48306								
07/10/2025	48306	METRON - FARNIE	992398336	11-31530-47950	1,981.76	1,981.76	METERS	PW
Total 48306:						1,981.76		
48307								
07/10/2025	48307	METROPLOTAN C	19832-IN	10-22080-4420	452.05	452.05	WIPES	FIRE DEPT
Total 48307:						452.05		
48308								
07/10/2025	48308	MISSIONSQUARE	6577575	10-00000-2026	2,154.60	2,154.60	RETIREMENT	ADMIN
07/10/2025	48308	MISSIONSQUARE	6577575	10-00000-2027	667.72	667.72	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-12001-4240	672.00	672.00	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-14020-4240	255.04	255.04	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-22080-4240	351.81	351.81	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-12003-4240	199.44	199.44	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-21070-4240	42.23	42.23	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-31140-42400	116.25	116.25	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	10-31150-42400	25.33	25.33	RETIREMENT	



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
07/10/2025	48308	MISSIONSQUARE	6577575	11-31530-42400	17.19	17.19	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	11-31510-42400	440.71	440.71	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	11-31520-42400	408.64	408.64	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	12-31610-4240	466.24	466.24	RETIREMENT	
07/10/2025	48308	MISSIONSQUARE	6577575	12-31620-4240	525.08	525.08	RETIREMENT	
Total 48308:						6,342.28		
<b>48309</b>								
07/10/2025	48309	NAPA AUTO PARTS	318829	10-22080-4420	46.71	46.71	IMPACT SOCKETS	FIRE DEPT
Total 48309:						46.71		
<b>48310</b>								
07/10/2025	48310	PEOPLEREADY,IN	29197233	10-31150-41400	698.40	698.40	TEMP WORKER PARKS	PW
07/10/2025	48310	PEOPLEREADY,IN	29197234	12-31610-4140	873.00	873.00	TEMP WORKER WWTP	
Total 48310:						1,571.40		
<b>48311</b>								
07/10/2025	48311	PITNEY BOWES G	3107291496	10-14020-4525	146.69	146.69	INSERTING MACHINE LEASE	ADMIN
07/10/2025	48311	PITNEY BOWES G	3107291496	11-31510-45250	146.69	146.69	INSERTING MACHINE LEASE	
07/10/2025	48311	PITNEY BOWES G	3107291496	12-31620-4525	146.69	146.69	INSERTING MACHINE LEASE	
07/10/2025	48311	PITNEY BOWES G	3107296246	10-14020-4525	198.48	198.48	SENDPRO LEASE	
07/10/2025	48311	PITNEY BOWES G	3107296246	11-31510-45250	198.49	198.49	SENDPRO LEASE	
07/10/2025	48311	PITNEY BOWES G	3107296246	12-31620-4525	198.49	198.49	SENDPRO LEASE	
Total 48311:						1,035.53		
<b>48312</b>								
07/10/2025	48312	QUILL CORPORATI	44633067	10-14020-4416	9.44	9.44	OFFICE SUPPLIES	ADMIN
07/10/2025	48312	QUILL CORPORATI	44633067	12-31620-4416	9.44	9.44	OFFICE SUPPLIES	
07/10/2025	48312	QUILL CORPORATI	44633067	11-31510-44160	9.44	9.44	OFFICE SUPPLIES	
07/10/2025	48312	QUILL CORPORATI	44669020	10-31152-44200	37.51	37.51	CASH BOX	
07/10/2025	48312	QUILL CORPORATI	44669020	10-12001-4416	6.51	6.51	PAPER	
07/10/2025	48312	QUILL CORPORATI	44669020	10-12003-4416	6.50	6.50	PAPER	
07/10/2025	48312	QUILL CORPORATI	44669020	10-14020-4416	6.50	6.50	PAPER	
07/10/2025	48312	QUILL CORPORATI	44669020	11-31510-44160	6.50	6.50	PAPER	
07/10/2025	48312	QUILL CORPORATI	44669020	12-31620-4416	6.50	6.50	PAPER	
Total 48312:						98.34		
<b>48313</b>								
07/10/2025	48313	REDDY ICE	1060439137	10-22080-4420	90.51	90.51	ICE	FIRE DEPT
Total 48313:						90.51		
<b>48314</b>								
07/10/2025	48314	ROTO ROOTER	218047	10-22080-4430	140.00	140.00	FIRE DEPT REPAIRS	FIRE DEPT
Total 48314:						140.00		
<b>48315</b>								
07/10/2025	48315	SANDRA MANDUJ	POOL 7/3/20	10-31152-44200	74.65	74.65	POOL SUPPLIES REIMBURSEMENT	ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48315:						74.65		
<b>48316</b>								
07/10/2025	48316	SELLERS PETROL	CL45388	10-22080-4427	1,260.90	1,260.90	FIRE DEPT FUEL	PW FIRE DEPT
07/10/2025	48316	SELLERS PETROL	CL45389	10-12003-4427	51.47	51.47	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	10-21070-4427	232.26	232.26	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	10-31150-44270	823.99	823.99	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	11-31510-44270	274.61	274.61	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	11-31530-44270	258.40	258.40	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	11-31520-44270	135.08	135.08	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	12-31610-4427	119.00	119.00	PW FUEL	
07/10/2025	48316	SELLERS PETROL	CL45389	12-31620-4427	273.44	273.44	PW FUEL	
Total 48316:						3,429.15		
<b>48317</b>								
07/10/2025	48317	STEVE HALL	BOOTS 2025	10-22080-4314	425.87	425.87	FIRE DEPT BOOTS	FIRE DEPT
Total 48317:						425.87		
<b>48318</b>								
07/10/2025	48318	TARGETSOLUTION	INV121931	10-22080-4313	214.40	214.40	TRAINING PLATFORM	FIRE DEPT
Total 48318:						214.40		
<b>48319</b>								
07/10/2025	48319	THE CRISCOM CO	271544	10-11011-44300	4,500.00	4,500.00	ADVOCACY GRANT WRITING	ADMIN
Total 48319:						4,500.00		
<b>48320</b>								
07/10/2025	48320	UNDERGROUND S	620250339	10-31140-44300	22.95	22.95	DIG ALERT FEES	PW
Total 48320:						22.95		
<b>48321</b>								
07/10/2025	48321	VISUAL EDGE IT, I	24AR271239	10-22080-4416	1.37	1.37	OFFICE COPIES - B/W AND COLOR	FIRE DEPT
Total 48321:						1.37		
Grand Totals:						412,690.04		

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



## City of Holtville Report to City Council

Meeting Date:	July 28, 2025
Item Number:	1 c
Approvals	City Manager _____
	Finance Manager _____
	City Attorney _____

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

**From:** George Galvan, AICP, City Planner

**Prepared By:** Francisco Barba, Associate Planner

**Revised By:** Chandler Sinclair, Finance Supervisor

**Date:** June 9, 2025

**Project:** Congestion Mitigation and Air Quality (CMAQ) Improvement Program  
Application for the Melon Road Pedestrian Improvements Phase 1 between  
9<sup>th</sup> Street and 8<sup>th</sup> Street

### SUMMARY:

**Subject of Report:** Congestion Mitigation and Air Quality (CMAQ) Improvement Program  
Application for the Melon Road Pedestrian Improvements Phase 1 between  
9<sup>th</sup> Street and 8<sup>th</sup> Street

**Project Location:** Eastern portion of Melon Road between 9<sup>th</sup> Street and 8<sup>th</sup> Street (Refer to  
**Attachment A – Project Maps**)

**Pending Action:** Adopt a resolution approving an application submission to obtain funding  
through FY 26/27 and 27/28 under ICTC's Congestion Mitigation and Air  
Quality (CMAQ) program for Melon Road Pedestrian Improvements Phase  
1 between 9<sup>th</sup> Street and 8<sup>th</sup> Street

*This resolution is being amended to show adjustments as result of the  
ICTC Technical Advisory Committee's Project Scoring outcomes.  
Through this process, the City of Holtville has committed to take on the  
total amount of PS&E costs in the amount of \$63,460, which includes the  
original \$7,279 previous local match commitment. In addition, for this  
project, the City of Holtville will complete the PS&E portion in FY 2025-  
2026 and the construction portion in FY 2026-2027 See the table below.*

**Zoning:** N/A

**General Plan:** N/A

## **INTRODUCTION & BACKGROUND**

On March 31, 2025, the Southern California Association of Governments (SCAG) initiated a call for project nominations for the Congestion Mitigation and Air Quality (CMAQ) Improvement Program for federal fiscal years 2026-2027 and 2027-2028. The CMAQ Program is a federal transportation funding source for projects and programs that reduce traffic and improve air quality for areas that do not meet the National Ambient Air Quality Standards for ozone, carbon monoxide or particulate matter (nonattainment areas) and for former nonattainment areas that are now in compliance (maintenance areas). In response to the call for project nominations, the City of Holtville applied for CMAQ funding for Phase 1 of the Melon Road Pedestrian Improvement Project. To proceed with the application, applicants are required to submit a resolution, from their governing bodies, authorizing the application submittal. Draft resolutions are permitted on the condition that an executed resolution be provided soon upon submittal.

The purpose of this item is to present the CMAQ application for Phase 1 of the Melon Road Pedestrian Improvement Project to the City Council where they will review all pertinent information and motion to either adopt or not adopt a resolution authorizing the submittal of a CMAQ application for federal funding.

## **PROJECT SCOPE**

The project proposes the construction of approximately 539 linear feet of sidewalk between 9<sup>th</sup> and 8<sup>th</sup> Street connecting the surrounding residential properties with the existing sidewalk along 8<sup>th</sup> Street adjacent to the Holtville High School. Both students and residents utilize the dirt segment of the project site as a pedestrian travel route to attend the adjacent high school. As a major collector, Melon Road is utilized by freight trucks and agriculture vehicles daily which creates significant safety concerns for pedestrians. The project site also gathers stormwater restricting accessibility and forcing pedestrians to walk on the roadway during rain events. The project will make the area safer for pedestrians and keep them away from the edges of the adjacent agricultural canal.

The existing asphalt concrete (A.C.) pavement, Portland cement concrete (P.C.C.) curb and gutter, sidewalk, and barrier curbs will be sawcut and fully removed, along with any native and underlying materials to prepare the subbase for new construction. Cold planning of the existing A.C. pavement to a minimum depth of 0.20 feet will also be performed. Improvements will include the installation of Class 2 base material and granular sand beneath the new sidewalks. A new 6-inch P.C.C. curb and gutter system will be constructed alongside a 4-inch thick P.C.C. sidewalk. The installation of ADA-compliant P.C.C. handicap ramps, complete with truncated domes for tactile warning surfaces, as well as new P.C.C. driveways are also proposed. Sidewalk drains and drop inlet catch basins to improve stormwater management and reduce surface runoff

will be installed. Existing signage will be temporarily removed, stored, and reinstalled upon project completion. The back of the sidewalk will be regraded for smooth transitions, and full traffic control measures will be implemented throughout construction to ensure public safety and minimize disruptions.

The proposed Phase 1 of the Melon Road Pedestrian Improvement Project consists of the following funding amounts:

**Table 1 – CMAQ Funding Information (Phase I ONLY)**

<b>Fiscal Year</b>	<b>Fund Type</b>	<b>PS&amp;E</b>	<b>CON</b>	<b>Total</b>
<b>2025-26</b>	<b>CMAQ</b>	-	-	-
<b>2025-26</b>	<b>Local Match</b>	\$63,460	-	\$63,460
<b>2026-27</b>	<b>CMAQ</b>		\$374,538	\$374,538
<b>2026-27</b>	<b>Local Match</b>		\$48,525	\$48,525
<b>Fiscal Year 2026</b>		\$63,460	-	\$63,460
<b>Fiscal Year 2027</b>		-	\$423,063	\$423,063
<b>Local Match</b>		\$63,460	\$48,525	\$111,985
<b>Total Requested</b>		-	\$374,538	\$430,719
<b>Grand Total</b>		<b>\$63,460</b>	<b>\$423,063</b>	<b>\$486,523</b>

## FOR REFERENCE

**Table 2 – CMAQ Funding Information (Phase I, II, III)**

<b>Fiscal Year</b>	<b>Fund Type</b>	<b>PS&amp;E</b>	<b>CON</b>	<b>Total</b>
<b>2025-26</b>	<b>CMAQ</b>	-	-	-
<b>2025-26</b>	<b>Local Match</b>	\$63,460	-	\$63,460
<b>2026-27</b>	<b>CMAQ</b>	\$109,742	-	\$109,742
<b>2026-27</b>	<b>Local Match</b>	\$14,218	-	\$14,218
<b>2027-28</b>	<b>CMAQ</b>	-	\$1,106,141	\$1,106,141
<b>2027-28</b>	<b>Local Match</b>	-	\$143,313	\$143,313
<b>Fiscal Year 2026</b>		\$63,460	-	\$63,460
<b>Fiscal Year 2027</b>		\$123,960	-	\$123,960
<b>Fiscal Year 2028</b>		-	\$1,249,454	\$1,249,454
<b>Local Match</b>		\$77,678	\$143,313	\$220,991
<b>Total Requested</b>		\$109,742	\$1,249,454	\$1,359,196
<b>Grand Total</b>		<b>\$187,420</b>	<b>\$1,249,454</b>	<b>\$1,436,874</b>

## PENDING ACTION

After reviewing all pertinent information, the City Council may motion for one of the following actions:

- Adopt a revised resolution approving an application submission to obtain funding through FY 25/26, FY 26/27 and 27/28 under ICTC's Congestion Mitigation and Air Quality (CMAQ) program for Melon Road Pedestrian Improvements Phase 1 between 9<sup>th</sup> Street and 8<sup>th</sup> Street

or

- Not adopt a revised resolution to approve an application submission to obtain funding through FY 25/26, FY 26/27 and 27/28 under ICTC's Congestion Mitigation and Air Quality (CMAQ) program for Melon Road Pedestrian Improvements Phase 1 between 9<sup>th</sup> Street and 8<sup>th</sup> Street

**RESOLUTION NO. 25-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE  
APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING THROUGH  
THE FY 26/27 AND 27/28 UNDER ICTC'S CONGESTION MITIGATION AND AIR  
QUALITY (CMAQ) PROGRAM FOR MELON ROAD PEDESTRIAN  
IMPROVEMENTS PHASE 1 BETWEEN 9TH STREET AND 8TH STREET**

**WHEREAS**, AB 1012 has been enacted into State Law in part to provide for the timely use of State and Federal funds; and

**WHEREAS**, the City of Holtville is able to apply for and receive Federal and State funding including Congestion Mitigation and Air Quality (CMAQ) funds; and

**WHEREAS**, the City of Holtville desires to ensure that its projects are delivered in a timely manner to preclude losing funds for non-delivery; and

**WHEREAS**, it is understood by the City of Holtville that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding in the Region; and

**WHEREAS**, the City of Holtville will submit an application to fund the construction (CON) phase of the Melon Road Pedestrian Improvements Phase 1 between 9th Street and 8th Street with a total estimated cost of \$424,000 for the CON phase; and

**WHEREAS**, a minimum 11.47% of local matching funds are required for CMAQ participation, and the City of Holtville commits a total local match of \$49,000 (13.06%) from the City of Holtville's streets fund; and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Holtville hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded, and:

A) The opportunity for public comment was provided at a public meeting; and

B) Local funds in the amount of \$49,000 (13.06%) from the City of Holtville streets fund (Local Transportation Authority (LTA) - Measure D) will be used to leverage the federal funds for the project; and

C) Project is consistent with the Circulation Element of the General Plan of the City of Holtville; and

D) Project is consistent with the adopted pavement management plan

E) The Holtville City Council hereby designates and authorizes the City Manager or his/her designee to sign, execute and submit all documents including, but not limited to:

Applications, fund transfer agreements, payment requests, and amendments which may become necessary for the completion of the grant application and approval process for the program.

**BE IT FURTHER RESOLVED**, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency's project and reprogram Federal/State funds as deemed necessary; and

That the City of Holtville City Council does direct its management and engineering staff to ensure all federal and state-funded projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the City of Holtville City Council.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Holtville, this \_\_\_\_ day of \_\_\_\_\_ 2025.

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Mike Goodsell, Mayor

I, Yvette Rios, City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Holtville at a meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_ 2025 based on the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

---

Yvette Rios, City Clerk





## City of Holtville Report to City Council

Meeting Date:	July 28, 2025
Item Number:	_____ 1 d _____
City Manager	_____
Finance Manager	_____
City Attorney	_____

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

**From:** George Galvan, AICP, City Planner

**Prepared By:** Francisco Barba, Associate Planner

**Revised By:** Chandler Sinclair, Finance Supervisor

**Date:** June 9, 2025

**Project:** Surface Transportation Block Grant Program Application for the Cedar Avenue Road Rehabilitation Project between 4<sup>th</sup> Street and 5<sup>th</sup> Street

### SUMMARY:

**Subject of Report:** Surface Transportation Block Grant Program Application for the Cedar Avenue Road Rehabilitation Project between 4<sup>th</sup> Street and 5<sup>th</sup> Street

**Project Location:** Portion of Cedar Avenue between 4<sup>th</sup> Street and 5<sup>th</sup> Street (Refer to **Attachment A – Project Maps**)

**Pending Action:** Adopt a resolution of the City Council of the City of Holtville approving an application submission to obtain funding through FY 26/27 and 27/28 under the Surface Transportation Block Grant (STBG) program for the Cedar Avenue Road Rehabilitation Project between 4<sup>th</sup> Street and 5<sup>th</sup> Street

*This resolution is being amended to show adjustments as result of the ICTC Technical Advisory Committee's Project Scoring outcomes. Through this process, the City of Holtville has committed to take on the total amount of PS&E costs in the amount of \$68,000, which includes the original \$7,800 previous local match commitment. See the table below.*

**Zoning:** N/A

**General Plan:** N/A

**Environmental:** Categorically Exempt – 15301 Existing Facilities

## **INTRODUCTION & BACKGROUND**

On March 31, 2025, the Southern California Association of Governments (SCAG) initiated a call for project nominations for the Surface Transportation Block Grant (STBG) for federal fiscal years 2026-2027 and 2027-2028. The STBG Program is a federal transportation funding source for projects that preserve and improve the conditions and performance of highways, bridges, and public roads; pedestrian and bicycle infrastructure; and transit capital projects. In response to the call for project nominations, the City of Holtville applied for STBG funding for the Cedar Avenue Road Rehabilitation Project between 4<sup>th</sup> Street and 5<sup>th</sup> Street. To proceed with the application, applicants are required to submit a resolution, from their governing bodies, authorizing the application submittal. Draft resolutions are permitted on the condition that an executed resolution be provided soon upon submittal.

The purpose of this item is to present the STBG application for the Cedar Avenue Rehabilitation Project to the City Council where they will review all pertinent information and motion to either adopt or not adopt a resolution authorizing the submittal of an STBG application for federal funding.

## **PROJECT SCOPE**

The proposed project is an approximate 600 foot long and 52-foot-wide segment of Cedar Avenue between 5th Street (State Highway 115) and 4th Street. The project site is located within the City of Holtville and provides access to an existing general store, religious institution, and agricultural company. The site is also the start of a principal arterial road connecting vehicles traveling from 5th Street to Interstate Highway 8 via Orchard Road approximately 2.36 miles south of the project site. 2022 Caltrans Traffic Census Data indicates that the nearby intersection of 5th Street and Holt Avenue has an estimated Annual Average Daily Traffic (AADT) of 5,800 vehicles traveling south and west, and an estimated AADT of 4,900 vehicles traveling north and east. A significant number of the AADT are freight and passenger vehicles travelling onto the project site from 5th Street to travel south towards Interstate 8 which wears down the road segment.

The City of Holtville has been maintaining the pavement surface of this section periodically; however, this roadway section is overdue for rehabilitation as the maintenance treatment can no longer repair the roadway section due to the alligator cracks and pavement failures evident on the roadway surface. This proposed project consists of sawcutting, removing and disposing of the failed A.C. pavement areas from the west edge of pavement to the 10-foot west of the east edge of pavement. Headercut (T-cut) along the sawcut edge will be required to maintain a smooth pavement transition from the full depth pavement rehabilitation area to the existing pavement to remain. 4 inches of Asphalt Rubberized Hot Mix or Superpave A.C. pavement will be placed within the pavement failure areas over 12 inches of Class 2 Base. The existing paved surface to remain will be crack-sealed and slurry seal coated. Pavement striping is to be placed after the slurry seal coat on the paved surface is completed.

The proposed Cedar Avenue Road Rehabilitation Project consists of the following funding amounts:

**Table 1 – STBG Funding Information**

<b>Fiscal Year</b>	<b>Fund Type</b>	<b>PS&amp;E</b>	<b>CON</b>	<b>Total</b>
<b>2026-27</b>	<b>STBG</b>	-	-	-
<b>2026-27</b>	<b>Local Match</b>	\$68,000	-	\$68,000
<b>2027-28</b>	<b>STBG</b>	-	\$400,814	\$400,814
<b>2027-28</b>	<b>Local Match</b>	-	\$51,930	\$51,930
<b>Fiscal Year 2027</b>		\$68,000	-	\$68,000
<b>Fiscal Year 2028</b>		-	\$452,744	\$452,744
<b>Local Match</b>		\$68,000	\$51,930	\$119,930
<b>Total Requested</b>		-	\$400,814	\$400,814
<b>Grand Total</b>		<b>\$68,000</b>	<b>\$452,744</b>	<b>\$520,744</b>

## **PENDING ACTION**

After reviewing all pertinent information, the City Council may motion for one of the following actions:

- Adopt a revised resolution of the City Council of the City of Holtville approving an application submission to obtain funding through FY 26/27 and 27/28 under the Surface Transportation Block Grant (STBG) program for the Cedar Avenue Road Rehabilitation Project between 4th Street and 5th Street

or

- Not adopt a revised resolution of the City Council of the City of Holtville and not approving an application submission to obtain funding through FY 26/27 and 27/28 under the Surface Transportation Block Grant (STBG) program for the Cedar Avenue Road Rehabilitation Project between 4th Street and 5th Street

**RESOLUTION NO. 25-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE  
APPROVING AN APPLICATION SUBMISSION TO OBTAIN FUNDING THROUGH  
THE FY 26/27 AND 27/28 UNDER THE SURFACE TRANSPORTATION BLOCK  
GRANT (STBG) PROGRAM**

**WHEREAS**, AB 1012 has been enacted into State Law in part to provide for the timely use of State and Federal funds; and

**WHEREAS**, the City of Holtville is able to apply for and receive Federal and State funding including Surface Transportation Block Grant (STBG) funds; and

**WHEREAS**, the City of Holtville desires to ensure that its projects are delivered in a timely manner to preclude losing funds for non-delivery; and

**WHEREAS**, it is understood by the City of Holtville that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding in the Region; and

**WHEREAS**, the City of Holtville will submit an application for the construction (CON) phase of the Cedar Avenue Road Rehabilitation project between 4th Street and 5th Street inside City Limits and with a total estimated cost of \$453,000 for the CON phase; and

**WHEREAS**, a minimum of local matching funds is required for STBG participation, and the City of Holtville commits a total local match of \$52,000 (11.47%) from the City of Holtville's streets fund; and

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Holtville hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded, and:

- A) The opportunity for public comment was provided at a public meeting; and
- B) Local funds in the amount of \$52,000 (11.47%) from the City of Holtville streets fund (Local Transportation Authority (LTA) - Measure D) will be used to leverage the federal funds for the project; and
- C) Project(s) is consistent with the Circulation Element of the City of Holtville General Plan; and
- D) Project(s) is consistent with the adopted pavement management plan.
- E) The Holtville City Council hereby designates and authorizes the City Manager or his/her designee to sign, execute and submit all documents including, but not limited to:

Applications, fund transfer agreements, payment requests, and amendments which may become necessary for the completion of the grant application and approval process for the program.

**BE IT FURTHER RESOLVED**, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency's project and reprogram Federal/State funds as deemed necessary; and

That the City of Holtville City Council does direct its management and engineering staff to ensure all federal and state-funded projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the City of Holtville City Council.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Holtville, this \_\_\_\_ day of \_\_\_\_\_ 2025.

---

Mike Goodsell, Mayor

I, Yvette Rios, City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Holtville at a meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_ 2025 based on the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

---

Yvette Rios, City Clerk

# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:	<u>07/28/25</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** July 25, 2025  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** *Sponsorship of the 9/11 Memorial Stair Climb*

### **ISSUE:**

Shall the City Council authorize an expenditure to sponsor the 9/11 Memorial Stair Climb, held annually at the IV Fairgrounds?

### **DISCUSSION:**

In recent years, the Imperial Valley 9/11 Stair Climb Committee has hosted an event at the IV Fairgrounds commemorating the stairs walked by first responders to try to reach survivors during the World Trade Center terrorist attack of September 11, 2001. In recent years IV 9/11 Board Member Edgar Quinones has addressed the Holtville City Council to encourage community participation and, more recently, to solicit sponsorships for the event.

This year, the annual event is scheduled to be held on Saturday, September 6, 2025, once again at the IV Fairgrounds. Last year the City Council authorized a City sponsorship for the event. The sponsorship levels are wide ranging and more extensively described in the attached flyer. The City participated at the median "Silver" level of sponsorship, at cost of \$413, a number that signifies the number of first responders that perished in the 9/11 terrorist attack.

### **FISCAL IMPACT:**

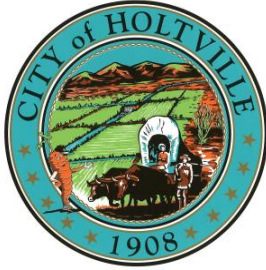
An expenditure for the selected amount from the General Fund.

### **ALTERNATIVES:**

Various levels are available, listed in the attached literature.

### **CITY MANAGER RECOMMENDATION:**

Authorize a sponsorship similar to last year.



# City of Holtville Report to City Council

Meeting Date:	July 28, 2025
Item Number:	3 b
<b>Approvals</b>	City Manager _____
	Finance Manager _____
	City Attorney _____

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

**From:** George Galvan, AICP, City Planner

**Prepared By:** Patricia Ramirez, Assistant Planner

**Date:** July 28, 2025

**Project:** Authorization to Advertise Invitation for Bids – Pedestrian and Bicycle Improvements on 9th between Melon Road and Olive Avenue (STBG funded)

## SUMMARY:

<b>Project Location:</b>	9 <sup>th</sup> Street between Melon Road and Olive Avenue.
<b>Pending Action:</b>	Adopt a resolution approving authorization to advertise invitation for bids FY 2024/2025 for the Pedestrian and Bicycle Improvements on 9th between Melon Road and Olive Avenue
<b>Total Estimated Construction Cost:</b>	\$676,000 (Construction & Construction Management)
<b>Funding Source:</b>	Surface Transportation Block Grant (STBG): \$587,000.00 State – Local Partnership Program (SLPP) Grant: \$89,000.00

## INTRODUCTION & BACKGROUND

The City of Holtville received funding through the Surface Transportation Block Grant (STBG) Program for street improvements along 9th Street between Melon Road and Olive Avenue. The City received \$53,000 for Preliminary Engineering (PE) during FY 2022/2023 with a local match of \$7,000 to be covered with State Local Partnership Program (SLPP) funds and \$587,000 for Construction (CON) for FY 2023/2024 with a local match of \$89,000 totaling \$736,000 in available funds.

## PROJECT SCOPE

The proposed project involves the construction of a sidewalk with a curb and gutter on the north side of a 1,130 foot segment of 9<sup>th</sup> Street between Melon Road and Olive Avenue. The proposed project also includes expanding the road width for the construction of a new bicycle lane. This project would be the fifth phase of 9th Street that would be receiving grant funds, and all portions of 9th Street will be completely improved with full pavement and sidewalk.

Although funding from the grant programs was scheduled for FY 23/24, the City received a time extension in order to complete the undergrounding of the Pear Canal. The City, in collaboration with the IID, was also able to obtain grant funding for the canal project. Undergrounding was completed in 2024 allowing the City to proceed with construction of the sidewalk and related improvements.

Professional services of a qualified Construction Management consulting is required to perform resident engineering activities to ensure adherence to improvement plans, specifications, construction details, and construction contract documents. The City Council's action also includes authorization to advertise a Request for Proposal (RFP) for Construction Management services.

The project timeline for the City of Holtville Pedestrian and Bicycle Improvements on 9<sup>th</sup> Street between Melon Road and Olive Avenue is as follows:

The advertisement for bids will be published in the Imperial Valley Press on July 31 and August 7th. Following that, a bid opening will be conducted at City Hall on September 2nd. The City Council will meet on September 8 to approve the award of the construction contract. Once approved, a Notice to Proceed will be issued on September 26, officially authorizing the contractor to begin work. Construction activities are scheduled to begin on October 6 through December 4, which is during the 45 calendar day construction window. Finally, the project is anticipated to file the Notice of Completion on December 8. Please refer to Attachment A – Schedule of Events for a more detailed breakdown.

## FISCAL IMPACT

An Engineer's Opinion of Probable Cost prepared by LC Engineering Consultants (Attachment B) for the proposed project scope and estimated a total project cost of **\$676,000.00** as shown in the table below. Funding sources are also shown below. Should it be the bids come in higher than the estimated costs, funding from the City's Measure D funds can be utilized.



### CONSTRUCTION COST BREAKDOWN

	COST
Construction Management	\$80,000.00
Construction Costs	\$596,000.00
<b>TOTAL IMPROVEMENT COSTS</b>	<b>\$676,000.00</b>

LC Engineering Consultants prepared an Engineer's Opinion of Probable Cost which includes but is not limited to installing 1.5 inches of A.C. pavement overlay, 9 inches of Class 2 Base for roadway, new P.C.C. curb and gutter, new 4 inch P.C.C. sidewalk over 6 inches of sand, new concrete driveway, and striping and signage. LC Engineering's estimate also includes geotechnical testing and a time-and-materials contingency.

		Funding Sources	
	Cost	STBG	SLPP
Construction	\$596,000	\$520,000	\$76,000
Construction Management	\$80,000	\$67,000	\$13,000
<b>Total</b>	<b>\$676,000</b>	<b>\$587,000</b>	<b>\$89,000</b>

### PENDING ACTION

Staff is requesting Council to consider the following actions for the City of Holtville Pedestrian and Bicycle Improvements on 9th between Melon Road and Olive Avenue:

1. Authorize the City Engineer to advertise for bids and direct the City Manager to procure construction management services via Resolution 25-21.

**Attachments:** Attachment A – Schedule of Events

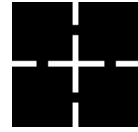
Attachment B – Engineers Opinion of Probable Cost

Attachment C – City Council Resolution 25-21

# **Attachment A – Schedule of Events**

# The Holt Group

Engineering Department



Municipal Design ■ Infrastructure Engineering ■ Construction Management ■ Land Surveying

## City of Holtville

### Pedestrian and Bicycle Improvements on 9<sup>th</sup> Street Between Melon Road and Olive Avenue

THG Project No. 116.512E/P

CML 5174 (034)

#### Schedule of Events

Date: JULY 21, 2025

<u>ITEM NO.</u>	<u>ITEM</u>	<u>SCHEDULE</u>
1.	Prepare Cover Letter transmitting Legal Advertisement to the Holtville Tribune for construction. The Holtville Tribune requires the Legal Advertisement 48 hours or 2 business days prior to the Advertising of the Project.	Tuesday, July 29, 2025
2.	Complete printing of bid set plans, specifications and contract documents.	Wednesday, July 30, 2025
3.	Contact local contractors, subcontractors and material suppliers regarding the project.	Wednesday, July 30, 2025
4.	Advertise Project for Bidding in the Holtville Tribune.	Thursday, July 31, 2025 and Thursday, August 7, 2025
5.	City of Holtville to send out Legal Advertisement for the Request for Proposals (RFPs) to the Holtville Tribune for the Resident Engineering and Construction Management Services, Quality Assurance/Witness Geotechnical Testing (QAP-AT/IAP) services, and Labor Compliance.	Tuesday, August 12, 2025
6.	Advertise the RFP for the Resident Engineering and Construction Management Services in the Holtville Tribune.	Thursday, August 14, 2025 and Thursday, August 21, 2025
7.	Conduct <b>Non-Mandatory</b> Pre-Bid Conference at <b>10:00 a.m.</b> at Holtville City Hall, 121 W. 5 <sup>th</sup> Street, Holtville, CA 92250	Friday, August 15, 2025

**ITEM  
NO.**

**ITEM**

**SCHEDULE**

- |     |   |   |
|-----|---|---|
| 8.  | Proposals due from consulting firms for the Resident Engineering and Construction Management Services, Quality Assurance/Witness Geotechnical Testing (QAP-AT/IAP) services, and Labor Compliance.  | Friday, August 29, 2025   |
| 9.  | Conduct Bid Opening at <b>2:00 p.m.</b> at Holtville City Hall, 121 W. 5 <sup>th</sup> Street, Holtville, CA 92250.   | Tuesday, September 2, 2025  |
| 10. | Award Contract for Project Construction at the Regularly Scheduled Holtville City Council Meeting.  | Monday, September 8, 2025   |
| 11. | Process Contract Documents. Receive Insurance Certificates, Performance Bond and Payment Bond from Contractor. Review of Insurance and Bond Documents by City Attorney. Execution of Agreement and Notice to Proceed after approval of Insurance and Bond Documents by City Attorney. | Tuesday, September 9, 2025<br>through<br>Friday, September 19, 2025 |
| 12. | Review Project Submittal Documents – by the City of Holtville   | Friday, September 19, 2025<br>through<br>Friday, October 3, 2025    |
| 13. | Conduct Pre-Construction Conference at Holtville City Hall at <b>10:00 a.m.</b>   | Friday, September 26, 2025  |
| 14. | Issue Notice to Proceed to Contractor.  | Friday, September 26, 2025  |
| 15. | Construction Start Day  | Friday, October 6, 2025   |
| 16. | Project Construction – 60 Calendar Days. (45 Calendar Days for Field Work and 15 Calendar Days for Non-Field Work/Office Time).   | Monday, October 6, 2025<br>through<br>Thursday, December 4, 2025    |
| 17. | Conduct Final Project Inspection with Contractor and City of Holtville Staff.   | Wednesday, November 26, 2025  |
| 18. | Contractor to complete "Punch List" items and finish project construction.  | Thursday, December 4, 2025  |
| 19. | File Notice of Completion at County of Imperial Recorder's Office.  | Friday, December 5, 2025  |

# **Attachment B – Engineers Opinion of Probable Cost**



**LC ENGINEERING CONSULTANTS INC.**  
CIVIL ENGINEERING • LAND SURVEYING • CONSTRUCTION MANAGEMENT SERVICES

**CITY OF HOLTVILLE  
PEDESTRIAN AND BICYCLE IMPROVEMENTS ON 9TH STREET  
BETWEEN MELON ROAD AND OLIVE AVENUE  
FEDERAL AID PROJECT NUMBER STPL-5174(034)  
ENGINEER'S OPINION OF PROBABLE COST**

DATE: June 10, 2024

ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
1 MOBILIZATION	L.S.	1.00	\$50,000.00	\$50,000.00
2 TRAFFIC CONTROL	L.S.	1.00	\$40,000.00	\$40,000.00
3 EROSION CONTROL IMPLEMENTATION	L.S.	1.00	\$7,500.00	\$7,500.00
4 CONSTRUCTION STAKING	L.S.	1.00	\$14,000.00	\$14,000.00
5 SAWCUT E EXISTING A.C. PAVEMENT FOR THE FULL DEPTH OF THE A.C. PAVEMENT	L.F.	1,190.00	\$5.00	\$5,950.00
6 REMOVE AN DISPOSE OF EXISTING A.C. PAVEMENT	CYD	135.00	\$60.00	\$8,100.00
7 REMOVE AND DISPOSE OF EXISTING CONCRETE PRODUCT OF THE DEMOLITION OF CONCRETE INFRASTRUCTURE INCLUDING CURB AND GUTTER, SIDEWALK AND VALLEY GUTTER	CYD	2.00	\$60.00	\$120.00
8 REMOVE AND DISPOSE OF NATIVE MATERIAL TO SUBGRADE DESIGN GRADE	CYD	350.00	\$30.00	\$10,500.00
9 EXIST. MANHOLE FRAME AND COVER TO BE LOWERED 0.30' BELOW DESIGN GRADE BEFORE PAVING ACTIVITIES, ADJUST THE M.H. FRAME AND COVER AFTER GRADING OPERATIONS AND INSTALL A ONE FOOT WIDE BY ONE FOOT DEEP CONCRETE RIM AROUND THE MANHOLE FRAME AND COVER.	EACH	3.00	\$1,200.00	\$3,600.00
10 EXISTING SURVEY MONUMENT TO BE RE-ESTABLISEHD AFTER CONSTRUCTION	EACH	1.00	\$5,000.00	\$5,000.00
11 GRIND EXISTING PAVEMENT 1.5 INCHES AND DISPOSE OF RESULTANT MATERIAL	SY	265.00	\$2.75	\$728.75
12 REMOVE EXISTING BARRICADE AND DELIVER IT TO PUBLIC WORKS	EACH	1.00	\$325.00	\$325.00
13 EXISTING WATER METER TO BE RELOCATED	EACH	4.00	\$1,200.00	\$4,800.00
14 INSTALL 1.5 INCHES OF A.C. PAVEMENT OVERLAY	TON	22.00	\$175.00	\$3,850.00
15 INSTALL 3 INCHES OF AC PAVEMENT	TON	558.00	\$175.00	\$97,650.00
16 TYPE 2 SLURRY COAT	S.F.	19,679.00	\$3.00	\$59,037.00
17 INSTALL 9 INCHES OF CLASS 2 BASE FOR ROADWAY	TON	1,562.00	\$50.00	\$78,100.00

	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL
18	INSTALL NEW 6" P.C.C. BARRIER CURB	L.F.	1,103.00	\$24.00	\$26,472.00
19	INSTALL NEW P.C.C CURB AND GUTTER	L.F.	15.00	\$35.00	\$525.00
20	INSTALL NEW 4" P.C.C SIDEWALK OVER 6" OF SAND.	S.F.	4,868.00	\$14.00	\$68,152.00
21	INSTALL NEW 10" PC.C. SPANDREL	S.F.	310.00	\$25.00	\$7,750.00
22	INSTALL NEW HANDICAP RAMP AND TRUNCATED DOMES	S.F.	121.00	\$40.00	\$4,840.00
23	INSTALL NEW CONCRETE DRIVEWAY	S.F.	162.00	\$20.00	\$3,240.00
24	REPLACE MONUMENT W/MADE IN AMERICA MONUMENT WELL	EACH	1.00	\$3,000.00	\$3,000.00
25	EXTEND THE 12 INCH WATERLINE NORTH OF THE PROPOSED CONCRETE SIDEWALK	LF	19.00	\$100.00	\$1,900.00
26	INSTALL STRIPING AND SIGNAGE PER PLAN	L.S.	1.00	\$25,000.00	\$25,000.00
27	GEOTECHNICAL TESTING FOR QUALITY CONTROL (QC)	L.S.	1.00	\$35,000.00	\$35,000.00
28	TIME AND MATERIAL ALLOCATION	L.S.	1.00	\$30,000.00	\$30,000.00
<b>TOTAL</b>					<b>\$595,139.75</b>



**NOTES:**

Since the engineer has no control over the cost of labor, materials, or equipment, or over the contractor's methods of determining prices, or over competitive bidding or market conditions, our opinions of probable project cost or construction cost provided for herein are to be made on the basis of our experience and qualifications and represent our best judgement as design professionals familiar with the construction industry, but the engineer cannot, and does not guarantee that proposals, bids, or the construction cost will not vary from opinions of probable cost prepared by the firm.

www.lcec-inc.com  
tel 760.353.8110

1065 State Street  
El Centro CA 92243

info@lcec-inc.com  
fax 760.352.6408

# **Attachment C – City Council Resolution 25-21**



## **RESOLUTION NO. 25-21**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE AUTHORIZING A BID ADVERTISEMENT FOR CONSTRUCTION AND REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE PEDESTRIAN AND BICYCLE IMPROVEMENTS ON 9TH BETWEEN MELON ROAD AND OLIVE AVENUE PROJECT FY 2024-25**

**WHEREAS**, the City of Holtville received \$587,000 in funding through the Surface Transportation Block Grant (STBG) which collects funds through fuel excise taxes, commercial vehicle weight fees, local transactions and use taxes, and federal funds to address deferred maintenance on the state highway and the local street and road systems; and

**WHEREAS**, the City of Holtville also received \$89,000 in State Local Partnership Program (SLPP) funds totaling in \$676,000 FY 2024/25 Construction Phase to allocate towards the Pedestrian and Bicycle Improvements on 9th Street between Melon Road and Olive Avenue; and

**WHEREAS**, STBG and SLPP funds are administered by the Federal Highway Administration (FHWA) and provide flexible funding to states and localities for transportation improvement projects; and

**WHEREAS**, the bid documents and engineering design for the proposed improvements have been completed by LC Engineering Consultants, Inc. and;

**WHEREAS**, the City Council has reviewed the estimated project cost including construction budget in the amount of \$595,139.75; and

**NOW THEREFORE BE IT RESOLVED**, the City Engineer is authorized to advertise invitations for bids and the City Manager is authorized to advertise Request for Proposals for Construction Management Services for the 2024-25 City of Holtville Pedestrian and Bicycle Improvements on 9th between Melon Road and Olive Avenue.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Holtville, this 28 day of July, 2025.

---

Mike Goodsell, Mayor

I, Yvette Rios, City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of said City of Holtville at a regular meeting thereof held on the 28 day of July 2025 based on the following vote:

AYES:

NOES:

ABSENT:

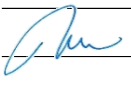
ABSTAIN:

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Yvette Rios, City Clerk

# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:	07/28/25
ITEM NUMBER	3 c
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

**DATE ISSUED:** July 22, 2025

**FROM:** Nick Wells, City Manager

**SUBJECT:** **Resolution No. 25-22** *Approving the Extension of Sewer Services Outside of City Limits to the Property Located at 1670 Alamo Road (APN 045-080-020)*

### **ISSUE:**

Shall the City Council adopt Resolution No. 25-22, approving the extension of City sewer service to 1670 Alamo Road, after satisfaction of City and county requirements?

### **DISCUSSION:**

Hector Perez, a county resident at 1670 Alamo Road, proposes to connect his property to the City of Holtville's sewer system. The property is located just outside the City limits, but is within the City's Sphere of Influence. State Law empowers the Imperial County Local Area Formation Commission (LAFCO), to govern boundary issues within the County of Imperial and LAFCO requires a formal City Council action for extension of public services outside City limits.

**Sewer Line Availability** – Mr. Perez's property lies directly outside of the City limits. His intent is to connect to a sewer manhole on Alamo Road serviced by a 6" PVC pipeline flowing east along Alamo that connects to a 12" clay pipe that flows north along Melon Avenue to the outfall main line along Thiesen Road. Sufficient capacity is available with the existing 6" line to service the proposed property and no issues relating to the connection and/or extension of the pipeline are foreseen at this moment.

The Applicant will be required to submit improvement plans prepared by a Professional Engineer duly licensed in the State of California to demonstrate that the proposed sewer line complies with City Standards. The Applicant will be responsible for the cost of preparation of the improvement plans and the actual construction of the pipelines. It is important to note that the City of Holtville, County of Imperial, and LAFCO generally prohibit the use of septic tanks and require connection to City sewer if available within 600 lineal feet.

**Sewer Service Agreement** – As noted, Mr. Perez's property lies outside of the City limits, but within the service area. As a requirement of the City, the consumer has agreed to the approval process and has accepted the agreement to connect to the existing sewer line. The consumer will be subject to all conditions and fees listed therein and may not object to annexation of the property if considered to be in the City's best interest. The Sewer Service Agreement has been attached herein but is pending execution by the consumer and all other parties (*see Exhibit A*).

**LAFCO Application Process** – For any property located outside of its jurisdictional boundaries (and within its Sphere of Influence), the LAFCO requires an evaluation and hearing process. The Applicant must submit a petition to receive such services which requires City approval. If a City approves provision of services to a consumer outside of the City Limits, an executed

agreement must be recorded and submitted to LAFCo stating the terms and conditions for the services being requested. Additionally, the filing and approval process also requires the following documents:

1. City Council Resolution approving the Extension of Service(s).
2. Recorded Service Agreement.
3. Will serve Letter by the City Engineer.
4. Letter from the City agreeing to the Terms and Conditions of the LAFCo Resolution.
5. Letter from the Applicant agreeing to the Terms and Conditions.

**FISCAL IMPACT:**

The consumer will pay all respective fees, including the pipeline extension fee, connection fee, and the corresponding Sewer Impact Fee. Monthly services fees will also be collected at double the current rate. The applicant is responsible for paying all LAFCo fees. No adverse fiscal impacts are anticipated to the City.

**STAFF RECOMMENDATION:**

Staff recommends the adoption of Resolution 25-22 approving the extension of sewer services to 1670 Alamo Road, subject to terms and conditions outlined in the Sewer Service Agreement.

**ALTERNATIVES:**

- 1 - Adopt the resolution to utilize the funding for the recommended purpose.
- 2 - Amend the resolution, directing staff to apply the funds to (an)other project(s).
- 3 - Reject adoption, foregoing SB1 funding.

**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 25-22**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING A SEWER  
AGREEMENT FOR A NEW SERVICE CONNECTION AND EXTENSION AT  
1670 ALAMO ROAD AND WITHIN THE SERVICE AREA (APN 045-080-020)**

**WHEREAS**, 1670 Alamo Road is located outside of the City limits, but within the adopted sphere of influence and the following property owner (“consumer”) has requested to extend and connect to the City’s existing sewer line:

**Hector Perez**                      APN: 045-080-020                      1670 Alamo Road

**WHEREAS**, the City has received a copy of a letter from the consumer requesting the extension of sewer services; and

**WHEREAS**, the City is agreeable to permit consumer to hook up to existing sewer lines upon certain conditions; and

**WHEREAS**, City staff has received all application fees and recommends the extension of sewer services upon receiving all applicable connection fees; and

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

1. The City Council does hereby approve the extension of sewer services to 1670 Alamo Road.
2. That the City Council hereby directs the City Manager to execute all documents required to establish a consumer account at that property.
3. That the foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 28th day of July, 2025, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Attest:

\_\_\_\_\_  
Mike Goodsell, Mayor

\_\_\_\_\_  
Yvette Rios, City Clerk

**AND WHEN RECORDED MAIL TO:**

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

**THIS SPACE RESERVED FOR RECORDER ONLY  
GOV. CODE 27361.6**

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**AGREEMENT FOR SEWER SERVICE**

This agreement is made and entered into between the City of Holtville, a municipal corporation, hereinafter referred to as "City" and **Hector Perez**, an individual tenant, hereinafter referred to as "consumer".

**WITNESSETH:**

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

**WHEREAS**, consumer desires to connect to City's existing conveyance system for the purpose of discharging sewage waste into City's sewage system, and

**WHEREAS**, City is agreeable to permit consumer to connect consumer's real property, as more particularly described below, upon certain conditions.

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

1. City hereby grants to consumer permission to connect with existing sewer system of the City, the property of consumer in the County of Imperial, State of California, more particularly described as follows:

**Parcel No. 045-080-020**

**Address: 1670 Alamo Road, Holtville, California 92250**

**Legal Description: S1/2 LOT 18 ALAMO TRACT 4.94 AC**

2. Consumer agrees to be bound by all Ordinances, rules and regulations of the City pertaining to sewer service, and to pay such rates for said service as the City Council of the City may fix by Ordinance or Resolution.
3. The parties agree that City will not lay any additional sewer lines to enable consumer to connect with the existing sewer system of the City, and that consumer will, at his own expense, lay such sewer lines as may be required to extend existing sewer lines to the property of consumer. Consumer agrees that all material and labor for laying any sewer lines shall be at the expense of consumer and that such lines must be properly constructed to City specifications in a good and workmanlike manner and meet the reasonable satisfaction of the City.

4. Consumer agrees to pay a connection fee as set forth by resolution of the City Council.
5. This agreement authorizes sewer service for that portion of the above described property which is actually owned and in the possession of consumer, and in the event that the whole or any portion of said property is sold, transferred, conveyed or occupied by any party and/or parties other than consumer, this agreement shall terminate as to the portion transferred and, said party and/or parties must apply to the city for a permit, pay the permit for sewer service. It is agreed that non-compliance with this paragraph by consumer, or any person holding under or through consumer or a grantee of consumer, justify the City in immediately terminating consumer's sewer service.

Consumer agrees that the furnishing of sewer service by the City is subject to the provisions of City Ordinance No. 370, a copy of which is on file with the City Clerk and incorporated by reference herein to the same effect as if fully set out succeeding ordinances and amendments. The provisions regarding "permit for construction", "inspection", "approval", and "final connection by City" of said ordinance are specifically applicable to this agreement.

6. By the execution of this agreement consumer hereby gives his/her irrevocable consent to the annexation of the real property described herein to the City of Holtville, if at such time the City Council of City determines it would be in the best interest of City to annex said property.
7. The parties agree that this agreement shall be recorded in the official records of the Imperial County Recorder's property described above and shall have notice of the re-application provisions contained in paragraph five (5) above.

In witness whereof, the parties hereto set their hand this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**CONSUMER**

**CITY OF HOLTVILLE**

\_\_\_\_\_  
Hector Perez, Applicant

\_\_\_\_\_  
Mike Goodsell, Mayor

\_\_\_\_\_  
Yvette Rios, City Clerk


**APPROVED AS TO FORM:**

\_\_\_\_\_  
Steve Walker, City Attorney

# City of Holtville

## REPORT TO COUNCIL

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

Meeting Date	<u>07/28/25</u>
Item Number	<u>5 a</u>
Approvals	City Manager <u></u>
	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 has continued to meet virtually with the architect and subconsultants on various issues over the past few weeks. The full set of drawings were finally submitted to the plan check firm in late April. This process is expected to be iterative with the architect, with multiple redlines and resubmissions, however, staff expects the entire process to be less than 60 days.

Staff met with representatives of USDA Rural Development in late 2024 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 were notified in March that the Congressman's projects were not funded, his office subsequently informed staff that the project will be resubmitted in the next round of funding. Staff will continue to work with the Congressman's office in hopes that the funding will be secured in the coming fiscal year.

Staff continues to pursue additional funding sources. At the 2024 League of Cities Annual Conference, Councilmen Anderson and Goodsell joined the CM in multiple conversations with firms and organizations that show promise as potential funding sources. One salient proposal was received on which Council requested further research. The contact led to a two-year agreement in February with the CrisCom Company to represent the City in pursuing funding.



In late April, the CM and Mayor Goodsell flew to Sacramento in association with a League of Cities event and had an opportunity to meet with our state legislators regarding directed funding for the project. We were also able to dovetail into ongoing conversations between ICSO and these representatives for funding their own Imperial County project. Budget funding will be tight, due to state shortfalls, but this work, along with assistance from CrisCom, put the City in a very favorable position to capture any potential windfalls. Chuck Jilloian, the President and CEO of CrisCom, addressed the Council at the last meeting, reiterating that our project stands a good chance of getting directed funding.

**Annual Financial Audit** – the City’s auditors from Moss, Levy, and Hartzheim were onsite in March and again in late May. The CM has once again had to set aside most other tasks over the much of April and early May to prepare for and subsequently respond to issues with the audit, functioning as the lead on this required activity. Some deficiencies in finance activities were discovered in the process that have required further subsequent work. The CM continued to function nearly exclusively to rectify these issues for several weeks. All information was provided to the auditors and audit documents were drafted. It should be noted that some explanation to funding agencies will be required, as the audit is now over 60 days past due. The final draft was provided in early June. The CM and Finance reviewed the documents and corresponding findings. ***Some minor amendments were made and the “final final” document was agreed upon for submission. The Single Audit was submitted online in mid-July and copies of the audit have been included for Council in the current packet.***

## **PUBLIC WORKS**

### **TRANSPORTATION PROJECTS**

**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 needed 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 CM met with IID in early March to discuss their upcoming billing for the work done on the project and what amount would be left for the City to recoup for our expenditures. It is evident that IID came in under the construction estimate and there is opportunity for the City to recoup the bulk of its cash outlay for the project. Through a couple of conversations with IID, it was revealed that they have been awaiting a document from the City, which was provided in early May. A recent email reflected that the final billing is now forthcoming. Caltrans is now waiting for a billing, as the project is going to enter “inactive” status if a bill is not submitted soon, so the CM has reached out to IID to check status.

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 in January to develop the RFP for this project to be released in March, however, we needed clearance to proceed from Caltrans. ***Clearance to proceed was issued on Friday, 7/19, so action to procure is on the current agenda.***

**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 in March to develop a Design RFP for this project for release soon.

**2025 Call for Projects** – this topic was brought to City Council in late April to approve two projects suggested by staff. Pursuant to conversations at the SCAG Conference, the CM requested that planning staff work up and submit two additional projects by the due date. The 4 projects (Cedar Avenue from Fourth to Fifth, as well as Melon Avenue from Eighth to Ninth, Seventh to Eighth, and Sixth to Seventh) were submitted. *ICTC went through the scoring process and the Holtville projects all scored toward the middle of the pack, however, especially given the palatable funding levels, all were proposed to be funded. These recommendations will now be forwarded to SCAG for final determination.*

**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. Council has requested that this issue be moved up in the queue and this be addressed shortly. Staff reinitialized discussions and had some preliminary information on the late-April agenda.

## **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. 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. 95% plans were received on Monday, 2/10, with some minor adjustments still needed. Staff is currently working to procure the final environmental and cultural clearances so that the project can go to bid, likely 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 was held in February – we are awaiting a few studies to proceed with the next steps in finalizing design and procuring funding. The City has been working with the Institute for Local Government on support for various projects, so they met with RP in early March to eventually assist with procuring construction grants when the time arises. A progress meeting this week revealed that a cultural resources report is being produced, after which project costing will continue and scoping can be discussed.

**BUILDING DEPT** - The City has issued **54** building permits 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. The CM has spoken with Mr. Hawk periodically in the past few months and he conveyed a desire to sell the project, which is now listed for sale.

**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 had made a drawdown on funding, however, the ownership group has been somewhat unresponsive as the project sat in limbo for some time. An extension on their CUP was requested and was granted by Planning Commission in May, 2024, then a pre-construction meeting with the developer and City was finally held in January. Construction is in progress, which the Building Inspector is overseeing.

The construction superintendent has requested to perform some work in the coming months overnight. Staff is currently awaiting a formal proposal.

**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. A phone conference was held with the developer and staff to discuss some issues regarding City requirements, then the CM met with the Construction superintendent multiple times in March to finalize City requirements. The design engineer has resubmitted plans for a contested water line and preliminary grading has begun. In late May, final approval of offsite plans was provided, fees were paid, and the grading permit was issued. Site work has ramped up over the past several weeks. *Several issues with the underground work (primarily sewer and stormwater) have been addressed in the past few weeks and the progress continues.*

**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. Staff has received word that the proponent plans to submit plans in the next few weeks and hopes to be in construction by the Fall. *The contractor met with staff last week to inform the City of upcoming submission and to discuss the potential timeline for approval to move forward with building permits.*

## **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 :**

- 06/23/25 Department Head Meeting *City Hall*
- 06/23/25 Meeting w/ SitelogiQ Staff *Burgers & Beer (EC)*
- 06/23/25 Holtville City Council Meeting *City Hall*
- 06/24/25 Online Check-in w/ Web Security Camera Vendor *Web Conference*
- 06/25/25 Team California Check-in Meeting *Web Conference*
- 06/30/25 Department Head Meeting *City Hall*
- 07/01/25 BOOST Assistance Check-in *Web Conference*
- 07/04/25 July 4th Observed *(City Hall Closed)*
- 07/07/25 Department Head Meeting *City Hall*
- 07/08/25 Meeting w/ Duggins Contruction Reps *re: Peri & Sons Project* *City Hall*
- 07/09/25 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 07/10-07/15/25 NW Vacation Days *(Out of Office)*
- 07/21/25 Picked Up COPS Checks *IC Admin Offices (EC)*
- 07/25/25 NW Vacation Day *(Out of Office)*

**UPCOMING EVENTS :**

- 07/21/25 Holtville Planning Commission Meeting *City Hall*
- 07/28/25 Department Head Meeting *City Hall*
- 07/28/25 Holtville City Council Meeting *City Hall*
- 07/29/25 BOOST Assistance Check-in *Web Conference*
- 07/29/25 Team CA All-Cities Meeting *Web Conference*
- 07/30/25 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 08/04/25 Department Head Meeting *City Hall*
- 08/11/25 Department Head Meeting *City Hall*
- 08/11/25 Holtville City Council Meeting *(Planned to be Dark)*
- 08/12/25 BOOST Assistance Check-in *Web Conference*
- 08/13/25 ICTC Management/CCMA Meetings *City of Calipatria*
- 08/14 - 08/15/25 NW Vacation Days *(Out of Office)*
- 08/15/25 CA FFA Foundation Board Meeting *Web Conference*
- 08/18/25 CofC Welcome Back Teacher's Luncheon *IV Swiss Club*
- 08/22/25 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 08/26/25 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 08/26/25 BOOST Assistance Check-in *Web Conference*
- 08/25/25 Holtville City Council Meeting *City Hall*
- 09/06/25 ? 9-11 Stairclimb *IV Fairgrounds*
- 10/08 - 10/10/25 CA League of Cities Annual Conference *Long Beach, CA*
- 

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

Respectfully submitted,



Nicholas D. Wells, City Manager

# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:	<u>7/28/25</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** July 22, 2025

**FROM:** Chandler Sinclair, Finance Supervisor

**SUBJECT:** Finance Department Update

### INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

The financial audit has been successfully finalized and submitted thanks to City Manager Nick Wells and our independent auditor partners at Moss, Levy, & Hartzheim.

The finance department is working almost exclusively on bank reconciliations for FY 2024-2025 in an effort to avoid any issues of late audit filings in the upcoming year. In addition, the finance supervisor will be attending a 90-minute course, Mastering.Bank.Reconciliations, with CSMFO (California Society of Municipal Finance Officers) on Thursday, July 24, 2025.

The July 2025 ICTC TAC meeting was cancelled.

The Holt Group has submitted final project proposals for the CMAQ and STBG funding programs for the City of Holtville's four projects (Cedar Ave. & Melon Rd. Phase I, II, III).

Respectfully submitted,



Chandler Sinclair  
Finance Supervisor  
City of Holtville

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

MEETING DATE:	<u>7/28/25</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** July 21st, 2025

**FROM:** Frank Cornejo  
Water/Wastewater Operations Supervisor

**SUBJECT:** Water / Wastewater Plant Operations & Maintenance Summary

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water & Wastewater treatment facilities during the period between 06/04/2025 thru 07/21/2025.

**WATER PLANT:**

- Corpro Inc. returned to the water plant during the first week of July to troubleshoot and service the cathodic protection system for the 2.4 MG treated water storage tank. (See photos attached)

**WASTEWATER PLANT:**

- Wastewater plant staff temporarily shut down septage waste receiving services during the weeks of 14<sup>th</sup> and 21<sup>st</sup> in preparation for biannual effluent toxicity testing. Services set to resume on July 28<sup>th</sup>.

Respectfully Submitted,



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





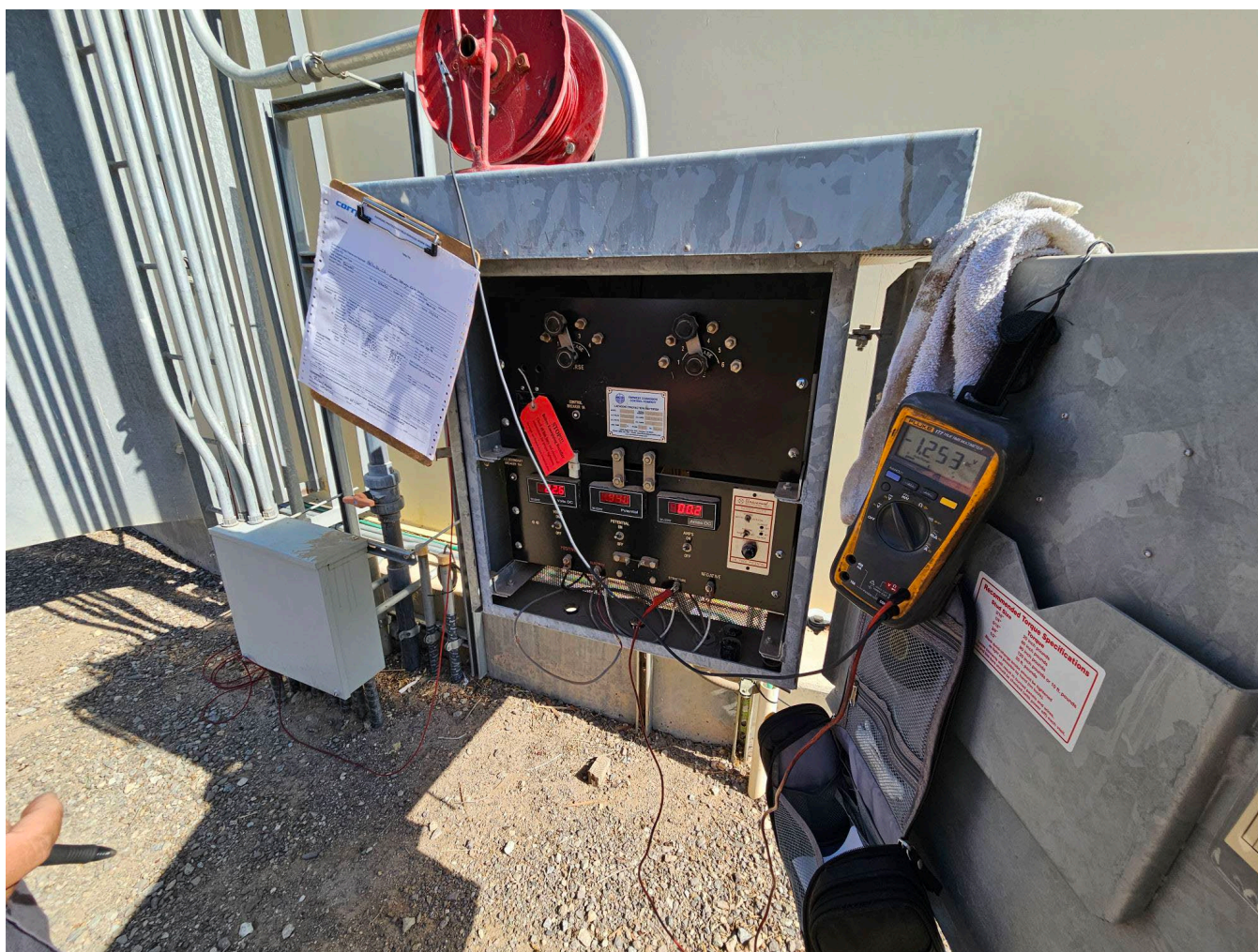
**Corrpro Inc. onsite to troubleshoot and service Cathodic Protection system for 2.4 MG tank**





**Corrpro Inc. service tech troubleshooting cathodic protection system**





**Cathodic protection system back in service.**

**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:		<u>7/28/25</u>
ITEM NUMBER		<u>5 e</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

**DATE ISSUED** July 23, 2025  
**FROM:** Public Works Supervisor  
**SUBJECT:** Bimonthly Report.

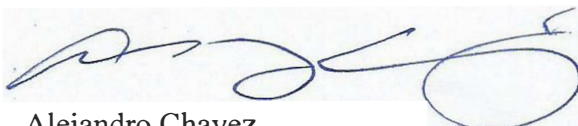
**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

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

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

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at the park and around town.
- Cleaning up all burnt salt cedars south of the skate park.
- Replaced seven 2-inch meters.
- Pour 16' of ribbon gutter on 9<sup>th</sup> and Brentwood Ave.
- Patch water break on 9<sup>th</sup> and Palm Ave.
- Patch water break on 9<sup>th</sup> and Brentwood Ave.
- Repaired water break on 7<sup>th</sup> and Brentwood Ave.
- Caught 8 dogs.
- Replaced 3 one-inch meters.
- Replaced 2 ¾ inch meters.

Respectfully Submitted,



Alejandro Chavez  
Public Works Supervisor  
City of Holtville

# City of Holtville

## REPORT TO CITY COUNCIL

MEETING DATE:		07/28/25
ITEM NUMBER		5f
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

**DATE ISSUED:** July 1st 2025  
**FROM:** Raylene Tapiceria  
**SUBJECT:** Building Inspections Quarterly Report 04/01/2025 - 06/30/2025

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

The purpose of this report is to inform Council of Building Inspection activities during the period of April through June 2025

65	TYPE	#	TYPE	#	TYPE	#	TYPE	#	TYPE	#
	Roof Nailing	4	Roofing	5	Replace A/C	1	Windows	16	Gas	0
	Water Heater	5	Insulation	1	Electrical	11	Pool Demo	0	Courtesy Inspectio	1
	Framing	8	Plumbing	4	Lath	5	Roof Collapse	0	Fire Restoration	0
	Set Back	3	Rebar	3	Solar Panels	1	Concrete	5	Fence	0
	Underlayment Paper	5	Footing	3	Drywall Nail	5	Signs	0	Wall Sheathing	5

### 31 Permits received Final Inspections

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

- 927 Figueroa Ave. - Solar panels
- 868 Cedar Ave. - Roof
- 532 E Fourth St. - Remodel
- 829 Holt Ave. - Electrical panel
- 719 Holt Ave. - Electrical panel
- 390 Chestnut Ave. - Electrical panel
- 421 Grape Ave. - Water heater
- 711 W. Eighth St. - Water heater
- 829 Orange Ave. - Enclosing patio
- 629 Palm Ave. - Electrical panel
- 608 E. Tenth St. - Roof
- 704 Fig Ave. - Door replacement
- 546 Wooldridge Ave. - Windows x3
- 669 Maple Ave. - Door replacement
- 714 Palm Ave. - Electrical panel
- 122 W. Ninth St. - Patio

- 511 Mesquite Ave. - Roof
- 885 Ash Ave. - Water heater
- 704 Fern Ave. - Roof

- 121 W. Seventh St. - Windows x8
- 862 Palm Ave. - Water heater

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

- 719 Holt Ave. - (Electrical panel upgrade)
- 421 Grape Ave. - (Replace water heater)
- 122 W. Ninth St. - (New Patio)
- 714 Palm Ave. - (Electrical panel upgrade)
- 829 Holt Ave. - (Reroof / Electrical panel upgrade)
- 862 Palm Ave. - (Replace water heater)
- 520 Figueroa Ave. - (Solar panels)
- 720 Cedar Ave. - (Remove window / add door)
- 121 W. Seventh St. - (Replace 8 windows)
- 511 Mesquite Ave. - (Reroof)
- 546 Wooldridge Ave. - (Replace 4 windows)
- 669 Maple Ave. - (Replace single prehung door)
- 704 Fig Ave. - (Replace single prehung door)
- 884 Ash Ave. - (Bedroom & patio addition)
- 705 Fern Ave. - (Reroof)
- 608 E. Tenth St. - (Reroof)
- 629 Palm Ave. - (Electrical panel upgrade)
- 657 Orange Ave. - (Demo - Remodel)
- 704 E. Third St. - (Solar panels / carports)
- 860 Olive Ave. - (Electrical panel upgrade)
- 714 W. Ninth St. - (Electrical panel upgrade)
- 525 Pine Ave. - (4 new windows)
- 508 W. Ninth St. - (Electrical panel upgrade)
- 570 Holt Ave. - (Tenant Improvements / remodel)
- 625 E. Fifth St. - (Demolition existing buildings)
- 847 Orange Ave. - (Bathroom addition)
- 761 Palm Ave. - (Revised plans from permit #1092)
- On 04/01/2025 completed an annual State HOME Investment Partnership Program report for rental project with Gilbert Pinedo.
- On 04/14/2025 completed 7 Units inspections for the State HOME Investment Partnership Program with Gilbert Pinedo.

### **Red Tags:**

- No red tags to report this quarter.

### **Courtesy Inspections:**

- 829 Holt Ave - (Electrical panel)

### **Meetings:**

- On 6/25/25 kick off meeting with superintendent and contractors for Pine Crossing Apartments.

Respectfully Submitted,

Building Inspector  
Raylene Tapiceria