

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

Monday, September 8, 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:

Linsey Dale
Imperial County Registrar of Voters

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

1. CONSENT AGENDA:

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

- a. Approval of the Minutes from the Regular Meeting of Tuesday, September 2, 2025.
- b. Current Demands #48365 through #48521.

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

- a. **Discussion/Related Action to Adopt RESOLUTION #25-25** Approving a Memorandum of Understanding with Supervisory and Classified Employees

Nick Wells, City Manager

- b. **Discussion/Related Action to Adopt RESOLUTION #25-26** Adopting the 2025-26 Salary Schedule

Nick Wells, City Manager

4. INFORMATION ONLY: *None***5. STAFF REPORTS**

- a. **City Manager Report - Nick Wells**
- ~~b. Finance Supervisor - Chandler Sinclair~~
- c. Police Chief - Damian Martinez
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*

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, September 5, 2025.

THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL

Tuesday, September 2, 2025

MEETING DATE:		9/8/25
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Tuesday, September 2, 2025, at 5:00 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 Manager Nick Wells, and City Clerk Yvette Rios. City Attorney Steve Walker was unavailable, so he was represented by his partner, Mitch Driskill.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

The Closed Session meeting was called to order at 5:02 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 6:00 PM.

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

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

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk Yvette Rios verified that the agenda was duly posted on Friday, August 29, 2025.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

RECOGNITION:

Key to the City - to Dr. Gayle Cheatwood

Gayle A. Cheatwood, DDS

Mayor Mike Goodsell introduced Dr. Gayle Cheatwood to present him with a ceremonial Key to the City of Holtville. Dr. Cheatwood was given the opportunity to speak. He spoke fondly of the Holtville community that he came to know 50 years ago when he began his practice on Holt Avenue. He thanked his family, mission family, and staff for all the work they have done with him over the years. Imperial County District 5 Supervisor John Hawk shared a few remarks to Dr. Cheatwood's character and impact on the community. Pictures were taken of Dr. Cheatwood with the Council, family, and friends.

Peter Martinez

PRESENTATION:

Imperial Valley College Board of Trustees

Peter Martinez, Imperial Valley College Board of Trustees Area 3 Representative, came to share with the Council the success of the school. The school's mission statement speaks to their commitment to success. Mr. Martinez attributed this success to a strategy of eliminating barriers and increasing student access. He reviewed enrollment rates and other statistics that measured

success, as well as recognitions and awards the college has received. Mr. Martinez shared an upcoming program that encourages women in law enforcement fields and mentioned that sponsorships are being sought.

GENERAL PUBLIC COMMENTS: *No public comments were registered.*

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, July 28, 2025.
- b. Current Demands #48089 through #48481
- c. Approval of the Minutes from the Special Meeting of Wednesday, August 6, 2025.
- d. Approval of the Minutes from the Special Meeting of Wednesday, August 20, 2025.

A motion was made by Mr. Pacheco and seconded by Mr. Munger 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 three Friday Night Swims were held at the public pool this past Labor Day weekend to close out the pool season and that there is a farmers market coming up on September 18. She noted that it has been nearly one year since signing a contract with TextMyGov, a service that proved useful during the recent storms to disseminate public information.

Mr. Wells reported that he met with a representative of Senator Padilla, attended the Chamber's Teacher Appreciation Luncheon, attended insurance broker meetings, and looks forward to the IV 9/11 Stair Climb on Saturday.

Mr. Driskill had nothing to report.

Mrs. Ramirez shared that she utilized the City's Emergency Operations Center for emergency power for a medical device for her children during the recent storm, visited the Red Cross shelter at Cornerstone Church, and is also looking forward to attending the Stair Climb event.

Mr. Anderson reported that he also attended the Teacher's Luncheon, the CR&R Community Clean-Up Day, and the Imperial County Job Fair at the Imperial Valley Mall, where he had the opportunity to remind Congressman Raul Ruiz and Assemblymember Jeff Gonzalez of the need for funding for the Public Safety Building.

Mr. Pacheco had nothing to report.

Mr. Munger shared that he is also looking forward to the Stair Climb event.

Chief Silva reviewed recent strike team and emergency operations activity, and outlined upcoming community events. He collaborated with Red Cross and Cornerstone Church to open an emergency shelter for families affected by prolonged power loss. He invited the Council to the 9/11 presentations at Finley Elementary and Holtville Middle School.

Ms. Sinclair attended the Teacher's Luncheon and will also attend the Stair Climb event.

Mayor Goodsell reported that he juggled attending the Teacher's Luncheon while virtually attending a CalCog meeting. Tomorrow he meets for SCAG and the City Council will meet next Monday.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

- a. Discussion/Related Action to Adopt RESOLUTION #25-23** Approving the Extension of Water Utility Services Outside of City Limits to a Property Associated with (APN 045-533-008) at the Barbara Worth Country Club **George Galvan, City Planner**

Mr. Galvan was not present. Mr. Wells explained that as with all applications for the extension of services outside of City limits, approval from the Council is required for the proposed action. This proposed extension is within the City's scope of influence due to its proximity to active services in the area. Existing sewer lines can adequately sustain the additional service and it imposes no financial burden.

A motion was made by Mr. Anderson and seconded by Mrs. Ramirez 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 #25-24** Affirming the Disaster Declaration of August 25, 2025 **Nick Wells, City Manager**

Mr. Wells provided a brief synopsis of the weather event that occurred the week prior and resulted in the decision to declare a state of emergency within the City. Scattered and strong rain showers accompanied by gale force winds caused numerous power lines in and around the City to fall. City Hall lost power in the afternoon and utilized generator power to remain open. Later in the afternoon, it was determined that an Emergency Operations Center (EOC) would be opened in the Civic Center. During and after the storm, damages were assessed and addressed as needed. Three residences in the City experienced significant structural damage, most experienced prolonged power outages. Mr. Wells explained that declaring the state of emergency allows the City a chance to be reimbursed by FEMA. The declaration reinforced the school district's decision to cancel school and had the potential to result in other resources or programs, such as the Red Cross emergency shelter. The declaration was signed the day after the storm by Mayor Goodsell, Mr. Wells, and Chief Silva and is proposed to be affirmed.

A motion was made by Mr. Munger and seconded by Mr. Anderson to approve the action with the directed corrections. 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**
- b. Finance Supervisor - Chandler Sinclair**
- c. Fire Chief - Alex Silva**
- d. Water/Wastewater Consultant - Frank Cornejo**
- e. Public Works Supervisor - Alex Chavez**

6. Items for Future Meetings: Presentation from the Registrar of Voters

7. ADJOURNMENT: There being no further business to come before the Council, Mayor Goodsell adjourned the meeting at 7:28 PM.

City of Holtville
Live 4.17.2022

Check Register - DETAILS REPORT
Check Issue Dates: 8/22/2025 - 9/5/2025

MEETING DATE:		<u>9/8/25</u>
ITEM NUMBER		<u>1 b</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	
48365							
08/29/2025	48365	ACE HARDWARE	F25444	10-12003-4420	4.30-	4.30-	V CAR AIR FRESHNER
08/29/2025	48365	ACE HARDWARE	F27809	10-31150-44200	57.71-	57.71-	V PLIERS, COUPLINGS
08/29/2025	48365	ACE HARDWARE	F27813	11-31520-44200	8.61-	8.61-	V SUPER GLUE
08/29/2025	48365	ACE HARDWARE	F27817	10-31140-44200	40.93-	40.93-	V TANK SPRAYER ORTHO
08/29/2025	48365	ACE HARDWARE	F28175	10-31158-44200	49.50-	49.50-	V RAT TRAPS
08/29/2025	48365	ACE HARDWARE	F28287	10-31140-44200	31.01-	31.01-	V SERVICING KIT, SPARK PLUG
08/29/2025	48365	ACE HARDWARE	F28321	12-31610-4420	148.60-	148.60-	V WASHERS, COUPLINGS, ELBO
08/29/2025	48365	ACE HARDWARE	F28387	10-21070-4420	43.06-	43.06-	V CEANING SUPPLIES
08/29/2025	48365	ACE HARDWARE	F28723	10-31150-44200	606.61-	606.61-	V BULBS, BLOWER BACKPACK
08/29/2025	48365	ACE HARDWARE	F28744	10-31150-44200	30.16-	30.16-	V ROUND UP
08/29/2025	48365	ACE HARDWARE	F28747	10-31150-44200	15.07-	15.07-	V LINE PRO
08/29/2025	48365	ACE HARDWARE	F28857	10-31150-44200	46.29-	46.29-	V IRRIGATION SUPPLIES
08/29/2025	48365	ACE HARDWARE	F28916	10-31150-44200	10.28-	10.28-	V HAIR REMOVER
08/29/2025	48365	ACE HARDWARE	F28916	10-21070-4420	48.53-	48.53-	V DOG FOOD
08/29/2025	48365	ACE HARDWARE	F29333	10-22080-4420	54.70-	54.70-	V FILTERS, DISINFECTANT
08/29/2025	48365	ACE HARDWARE	F29360	10-22080-4420	61.39-	61.39-	V FLASHLIGHTS
08/29/2025	48365	ACE HARDWARE	F26045	11-31520-44200	49.54-	49.54-	V BIRD SPIKES
08/29/2025	48365	ACE HARDWARE	F26811	10-31150-44200	58.02-	58.02-	V NOZZLES
08/29/2025	48365	ACE HARDWARE	F27518	10-31152-44200	45.11-	45.11-	V SPRAY HEADS, NOZZLE SWEE
08/29/2025	48365	ACE HARDWARE	F27727	10-31150-44200	57.48-	57.48-	V ADAPTER, COUPLING, PVC
08/29/2025	48365	ACE HARDWARE	F27780	10-31150-44200	8.85	8.85	V PVC, BUSHINGS, COUPLERS
08/29/2025	48365	ACE HARDWARE	F27807	10-31140-44200	24.94-	24.94-	V ROLLER FRAME AND COVER
Total 48365:						1,482.99-	
48482							
09/04/2025	48482	AA ELECTRIC	2641	10-31150-44300	165.00	165.00	PARK LIGHT REPAIRS
09/04/2025	48482	AA ELECTRIC	2643	10-31150-44300	936.36	936.36	PARKS MOTOR REPAIRS
Total 48482:						1,101.36	
48483							
09/04/2025	48483	ACE HARDWARE	F27809	10-31150-44200	57.71	57.71	PLIERS, COUPLINGS
09/04/2025	48483	ACE HARDWARE	F27813	11-31520-44200	8.61	8.61	SUPER GLUE
09/04/2025	48483	ACE HARDWARE	F27817	10-31140-44200	40.93	40.93	TANK SPRAYER ORTHO
09/04/2025	48483	ACE HARDWARE	F28175	10-31158-44200	49.50	49.50	RAT TRAPS
09/04/2025	48483	ACE HARDWARE	F28287	10-31140-44200	31.01	31.01	SERVICING KIT, SPARK PLUG
09/04/2025	48483	ACE HARDWARE	F28321	12-31610-4420	148.60	148.60	WASHERS, COUPLINGS, ELBO
09/04/2025	48483	ACE HARDWARE	F28387	10-21070-4420	43.06	43.06	CEANING SUPPLIES
09/04/2025	48483	ACE HARDWARE	F28723	10-31150-44200	606.61	606.61	BULBS, BLOWER BACKPACK
09/04/2025	48483	ACE HARDWARE	F28744	10-31150-44200	30.16	30.16	ROUND UP
09/04/2025	48483	ACE HARDWARE	F28747	10-31150-44200	15.07	15.07	LINE PRO
09/04/2025	48483	ACE HARDWARE	F28857	10-31150-44200	46.29	46.29	IRRIGATION SUPPLIES
09/04/2025	48483	ACE HARDWARE	F28916	10-21070-4420	48.53	48.53	DOG FOOD
09/04/2025	48483	ACE HARDWARE	F28916	10-31150-44200	10.28	10.28	HAIR REMOVER
09/04/2025	48483	ACE HARDWARE	F29333	10-22080-4420	54.70	54.70	FILTERS, DISINFECTANT
09/04/2025	48483	ACE HARDWARE	F29360	10-22080-4420	61.39	61.39	FLASHLIGHTS
09/04/2025	48483	ACE HARDWARE	F31594	10-31158-44200	5.37	5.37	BAGS OF ICE
09/04/2025	48483	ACE HARDWARE	F31648	10-31150-44200	59.24	59.24	ROUNDUP
09/04/2025	48483	ACE HARDWARE	F25444	10-12003-4420	4.30	4.30	CAR AIR FRESHNER
09/04/2025	48483	ACE HARDWARE	F26045	11-31520-44200	49.54	49.54	BIRD SPIKES

VOIDED

PW

PW
FIRE DEPT

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
09/04/2025	48483	ACE HARDWARE	F26811	10-31150-44200	58.02	58.02	NOZZLES	
09/04/2025	48483	ACE HARDWARE	F27518	10-31152-44200	45.11	45.11	SPRAY HEADS, NOZZLE SWEE	
09/04/2025	48483	ACE HARDWARE	F27727	10-31150-44200	57.48	57.48	ADAPTER, COUPLING, PVC	
09/04/2025	48483	ACE HARDWARE	F27780	10-31150-44200	8.85-	8.85-	PVC, BUSHINGS, COUPLERS	
09/04/2025	48483	ACE HARDWARE	F27807	10-31140-44200	24.94	24.94	ROLLER FRAME AND COVER	
09/04/2025	48483	ACE HARDWARE	F31678	10-31150-44200	38.77	38.77	ROUNDUP, SPRAYER	
09/04/2025	48483	ACE HARDWARE	F32040	10-22080-4420	36.14	36.14	BOTTLED WATER	
09/04/2025	48483	ACE HARDWARE	F32072	10-31150-44200	29.05	29.05	MARKING PAINT, ICE	
09/04/2025	48483	ACE HARDWARE	F32072	10-31158-44200	5.38	5.38	MARKING PAINT, ICE	
09/04/2025	48483	ACE HARDWARE	F32090	10-31140-44200	10.32	10.32	DEGREASER, SUPER GLUE	
09/04/2025	48483	ACE HARDWARE	F32121	10-31140-44200	74.30	74.30	HAND SANITIZER, HOSE, NOZZ	
09/04/2025	48483	ACE HARDWARE	F32134	10-21070-4420	48.48	48.48	DOG FOOD	
09/04/2025	48483	ACE HARDWARE	F32343	10-22080-4420	29.70	29.70	CLEANING SUPPLIES	
09/04/2025	48483	ACE HARDWARE	F32386	10-22080-4420	20.46	20.46	PRESSURE MACHINE SUPPLIE	
09/04/2025	48483	ACE HARDWARE	F32387	10-31150-44200	26.92	26.92	SHOVEL HANDLES, TRANSPLA	
09/04/2025	48483	ACE HARDWARE	F32387	10-31140-44200	26.92	26.92	SHOVEL HANDLES, TRANSPLA	
09/04/2025	48483	ACE HARDWARE	F32532	11-31520-44200	41.99	41.99	SILICONE SEALANT	
09/04/2025	48483	ACE HARDWARE	F32574	12-31620-4420	3.87	3.87	FIREMAN NOZZLE, WASHERS	
09/04/2025	48483	ACE HARDWARE	F32574	10-31150-44200	13.56	13.56	FIREMAN NOZZLE, WASHERS	
09/04/2025	48483	ACE HARDWARE	F32574	11-31510-44200	1.94	1.94	FIREMAN NOZZLE, WASHERS	
09/04/2025	48483	ACE HARDWARE	F32690	10-31150-44200	77.54	77.54	SPRAYER, ANT KILLER, ROUND	
09/04/2025	48483	ACE HARDWARE	F32793	12-31620-4420	12.69	12.69	CLEANER, COUPLINGS	
09/04/2025	48483	ACE HARDWARE	F32793	11-31510-44200	12.70	12.70	CLEANER, COUPLINGS	
09/04/2025	48483	ACE HARDWARE	F33017	10-22080-4420	16.78	16.78	CLEANING SUPPLIES	
09/04/2025	48483	ACE HARDWARE	F33127	10-22080-4420	17.23	17.23	TRASH BAGS	
09/04/2025	48483	ACE HARDWARE	F33194	10-22080-4420	78.49	78.49	CAUTION/FLAGGING TAPE	
09/04/2025	48483	ACE HARDWARE	F33239	10-31150-44200	61.51	61.51	KEYS, SPLIT RING	
09/04/2025	48483	ACE HARDWARE	F33243	10-22080-4420	20.69	20.69	GLOVES	
09/04/2025	48483	ACE HARDWARE	F33392	10-31140-44200	5.38	5.38	SAFETY PINS	
09/04/2025	48483	ACE HARDWARE	F33397	10-31140-44200	15.06	15.06	KEYKRAFTER	
09/04/2025	48483	ACE HARDWARE	F33607	10-31150-44200	63.54	63.54	SAFETY GLASSES, AUTOCUT	
09/04/2025	48483	ACE HARDWARE	F33620	10-22080-4420	463.31	463.31	CHAIN SAW	
Total 48483:						2,800.32		
48484								
09/04/2025	48484	AKESO OCCUPATIO	EM019891	10-22080-4430	1,559.80	1,559.80	PRE EMPLOYMENT PHYSICAL	FIRE DEPT
Total 48484:						1,559.80		
48485								
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES	ADMIN PW
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	12-31620-4520	150.00	150.00	PW CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	11-31520-45200	300.00	300.00	WTP CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	12-31610-4520	300.00	300.00	WWTP CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	11-31510-45200	150.00	150.00	PW CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES	
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM	
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-14020-4520	600.00	600.00	FINANCE CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-31158-45200	600.00	600.00	CITY HALL CONSULTING	
09/04/2025	48485	ALEJANDRO ESTRA	1551	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48485:						2,970.00		
48486								
09/04/2025	48486	AUTO ZONE COMM	5648131128	10-31150-44280	27.14	27.14	WIPER BLADES	PW
09/04/2025	48486	AUTO ZONE COMM	5648131128	11-31510-44280	3.88	3.88	WIPER BLADES	
09/04/2025	48486	AUTO ZONE COMM	5648131128	12-31620-4428	7.75	7.75	WIPER BLADES	
Total 48486:						38.77		
48487								
09/04/2025	48487	BABCOCK LABORAT	CH51384-22	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	PW
09/04/2025	48487	BABCOCK LABORAT	CH51386-22	12-31610-4430	19.81	19.81	COPPER	
09/04/2025	48487	BABCOCK LABORAT	CH51387-22	12-31610-4430	19.81	19.81	AMMONIA	
09/04/2025	48487	BABCOCK LABORAT	CH51388-22	12-31610-4430	65.65	65.65	OIL AND GREASE	
09/04/2025	48487	BABCOCK LABORAT	CH51389-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMA	
09/04/2025	48487	BABCOCK LABORAT	CH51453-22	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
09/04/2025	48487	BABCOCK LABORAT	CH51454-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMA	
09/04/2025	48487	BABCOCK LABORAT	CH51695-22	11-31520-44301	19.81	19.81	ALUMINUM	
09/04/2025	48487	BABCOCK LABORAT	CH51924-22	11-31520-44301	761.79	761.79	HALOACETIC ACIDS REPORT	
09/04/2025	48487	BABCOCK LABORAT	CH51076-22	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBON	
09/04/2025	48487	BABCOCK LABORAT	CH51100-22	12-31610-4430	19.81	19.81	AMMONIA	
09/04/2025	48487	BABCOCK LABORAT	CH51101-22	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACKAGE	
Total 48487:						1,558.19		
48488								
09/04/2025	48488	BAJA DESERT TIRE	S21-26726	10-31150-44280	25.00	25.00	FLAT REPAIR	PW
Total 48488:						25.00		
48489								
09/04/2025	48489	BOOT BARN, INC.	INV0051496	10-31150-43140	122.75	122.75	HUNTER TOTH BOOTS	PW
09/04/2025	48489	BOOT BARN, INC.	INV0051496	11-31510-43140	17.54	17.54	HUNTER TOTH BOOTS	
09/04/2025	48489	BOOT BARN, INC.	INV0051496	12-31620-4314	35.06	35.06	HUNTER TOTH BOOTS	
09/04/2025	48489	BOOT BARN, INC.	INV0051498	10-31150-43140	129.57	129.57	ADRIAN MENDOZA BOOTS	
09/04/2025	48489	BOOT BARN, INC.	INV0051498	11-31510-43140	18.51	18.51	ADRIAN MENDOZA BOOTS	
09/04/2025	48489	BOOT BARN, INC.	INV0051498	12-31620-4314	37.02	37.02	ADRIAN MENDOZA BOOTS	
Total 48489:						360.45		
48490								
09/04/2025	48490	BOUNDTREE	85893464	10-22080-4420	1,704.14	1,704.14	MEDICAL SUPPLIES	FIRE DEPT
Total 48490:						1,704.14		
48491								
09/04/2025	48491	CITY OF IMPERIAL	2025-0140	10-17030-4432	2,944.37	2,944.37	CYBERSECURITY SERVICES	ADMIN
Total 48491:						2,944.37		
48492								
09/04/2025	48492	CONTROL SYSTEM	2025-0823	11-31520-44300	2,169.62	2,169.62	WTP ELECTRICAL SERVICE RE	PW
Total 48492:						2,169.62		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48493								
09/04/2025	48493	CORE & MAIN LP	C230319	10-31150-44200	128.58	128.58	MASTER LOCKS	PW
09/04/2025	48493	CORE & MAIN LP	C230319	11-31510-44200	128.58	128.58	MASTER LOCKS	
09/04/2025	48493	CORE & MAIN LP	C230319	12-31620-4420	128.58	128.58	MASTER LOCKS	
09/04/2025	48493	CORE & MAIN LP	C230319	10-31140-44200	128.59	128.59	MASTER LOCKS	
09/04/2025	48493	CORE & MAIN LP	W996207	11-31510-44200	7,903.94	7,903.94	VALVES, ADAPTERS	
Total 48493:						8,418.27		
48494								
09/04/2025	48494	DELL COMPUTER C	1083265903	11-31510-45300	379.90	379.90	FINANCE DEPT COMPUTER	ADMIN
09/04/2025	48494	DELL COMPUTER C	1083265903	10-14020-4530	379.90	379.90	FINANCE DEPT COMPUTER	
09/04/2025	48494	DELL COMPUTER C	1083265903	12-31620-4530	379.91	379.91	FINANCE DEPT COMPUTER	
Total 48494:						1,139.71		
48495								
09/04/2025	48495	DXP ENTERPRISES,	55309549	12-31610-4784	13,926.69	13,926.69	GEAR JOINT, STATOR, ROTOR	PW
Total 48495:						13,926.69		
48496								
09/04/2025	48496	FERNANDO RUIZ, IN	171281	12-31610-4315	105.00	105.00	SAFETY SERVICES	PW
09/04/2025	48496	FERNANDO RUIZ, IN	171281	11-31520-43150	105.00	105.00	SAFETY SERVICES	
09/04/2025	48496	FERNANDO RUIZ, IN	171281	12-31620-4315	105.00	105.00	SAFETY SERVICES	
09/04/2025	48496	FERNANDO RUIZ, IN	171281	11-31510-43150	105.00	105.00	SAFETY SERVICES	
09/04/2025	48496	FERNANDO RUIZ, IN	171281	10-31150-43150	105.00	105.00	SAFETY SERVICES	
Total 48496:						525.00		
48497								
09/04/2025	48497	HARRIS COMPUTER	INHFORM00	10-14020-4416	89.79	89.79	CASH DRAWER ROLLS	ADMIN
09/04/2025	48497	HARRIS COMPUTER	INHFORM00	11-31510-44160	89.79	89.79	CASH DRAWER ROLLS	
09/04/2025	48497	HARRIS COMPUTER	INHFORM00	12-31620-4416	89.80	89.80	CASH DRAWER ROLLS	
Total 48497:						269.38		
48498								
09/04/2025	48498	HIGHLINE COOLING	AUGUST 202	10-22080-4438	1,000.00	1,000.00	OFFICE RENT	PW
09/04/2025	48498	HIGHLINE COOLING	AUGUST 202	10-21040-4438	1,000.00	1,000.00	OFFICE RENT	
09/04/2025	48498	HIGHLINE COOLING	SEPTEMBE	10-22080-4438	1,000.00	1,000.00	OFFICE RENT	
09/04/2025	48498	HIGHLINE COOLING	SEPTEMBE	10-21040-4438	1,000.00	1,000.00	OFFICE RENT	
Total 48498:						4,000.00		
48499								
09/04/2025	48499	HOLTVILLE FIREFIG	PP#13-16 20	10-00000-2028	500.00	500.00	FIRE DEPT DUES #13-16 2025	FIRE DEPT
Total 48499:						500.00		
48500								
09/04/2025	48500	I.C. PUBLIC HEALTH	25086	11-31520-44301	295.00	295.00	COLIFORM WATER ANALYSIS	PW
Total 48500:						295.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48501								
09/04/2025	48501	IV WATER SPECIALI	82125	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WASTE	PW
09/04/2025	48501	IV WATER SPECIALI	82125	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WASTE	
Total 48501:						4,650.00		
48502								
09/04/2025	48502	LA BRUCHERIE IRRI	308575C	11-31520-44200	494.04	494.04	IRRIGATION SUPPLIES	PW
Total 48502:						494.04		
48503								
09/04/2025	48503	MISSIONSQUARE	6250104	12-31620-4240	525.08	525.08	RETIREMENT	ADMIN
09/04/2025	48503	MISSIONSQUARE	6250104	10-00000-2027	720.93	720.93	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-00000-2026	2,165.53	2,165.53	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-31150-42400	25.33	25.33	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	11-31530-42400	17.19	17.19	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	11-31520-42400	408.64	408.64	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	11-31510-42400	440.71	440.71	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-22080-4240	351.82	351.82	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-12003-4240	209.44	209.44	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-21070-4240	42.23	42.23	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-31140-42400	116.25	116.25	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	12-31610-4240	466.24	466.24	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-12001-4240	685.12	685.12	RETIREMENT	
09/04/2025	48503	MISSIONSQUARE	6250104	10-14020-4240	255.04	255.04	RETIREMENT	
Total 48503:						6,429.55		
48504								
09/04/2025	48504	NAPA AUTO PARTS	319858	10-21070-4428	149.01	149.01	BLOWER MOTOR REPAIRS	PW
09/04/2025	48504	NAPA AUTO PARTS	319979	12-31610-4428	1,135.46	1,135.46	FILTERS, DRILL BITS	
09/04/2025	48504	NAPA AUTO PARTS	319998	10-31150-44280	127.07	127.07	BLOWER MOTOR SUPPLIES	
09/04/2025	48504	NAPA AUTO PARTS	319998	11-31510-44280	18.14	18.14	BLOWER MOTOR REPAIRS	
09/04/2025	48504	NAPA AUTO PARTS	319998	12-31620-4428	36.31	36.31	BLOWER MOTOR REPAIRS	
Total 48504:						1,465.99		
48505								
09/04/2025	48505	NICHOLAS WELLS	7/11-8/26'25	10-12001-43110	87.15	87.15	7/11 - 8/26 2025 MILEAGE	ADMIN
Total 48505:						87.15		
48506								
09/04/2025	48506	PEAC SOLUTIONS	40849042	11-31510-45250	94.45	94.45	PRINTER LEASE	ADMIN
09/04/2025	48506	PEAC SOLUTIONS	40849042	12-31620-4525	94.45	94.45	PRINTER LEASE	
09/04/2025	48506	PEAC SOLUTIONS	40849042	10-12001-4525	94.45	94.45	PRINTER LEASE	
09/04/2025	48506	PEAC SOLUTIONS	40849042	10-13010-4525	94.45	94.45	PRINTER LEASE	
09/04/2025	48506	PEAC SOLUTIONS	40849042	10-14020-4525	94.45	94.45	PRINTER LEASE	
Total 48506:						472.25		
48507								
09/04/2025	48507	PEOPLEREADY,INC.	29259238	10-31152-41400	392.85	392.85	TEMP WORKER POOL	PW
09/04/2025	48507	PEOPLEREADY,INC.	29269149	10-31152-41400	392.85	392.85	TEMP WORKER POOL	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48507:						785.70		
48508								
09/04/2025	48508	POLYDYNE, INC.	1957319	12-31610-4420	4,437.55	4,437.55	CLARIFLOC	PW
Total 48508:						4,437.55		
48509								
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	11-31510-44170	1,416.98	1,416.98	POSTAGE	ADMIN
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	12-31620-4417	19.07	19.07	POSTAGE	
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	10-12001-4417	30.68	30.68	POSTAGE	
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	10-22080-4417	14.92	14.92	POSTAGE	
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	10-14020-4417	127.69	127.69	POSTAGE	
09/04/2025	48509	PURCHASE POWER	#9843 AUG 2	10-13010-4417	11.61	11.61	POSTAGE	
Total 48509:						1,620.95		
48510								
09/04/2025	48510	PYRAMID CONSTRU	26559	10-31140-44200	1,368.43	1,368.43	ASPHALT	PW
Total 48510:						1,368.43		
48511								
09/04/2025	48511	QUILL CORPORATI	45249538	11-31520-44160	53.21	53.21	STAPLES, USB DRIVES	PW
09/04/2025	48511	QUILL CORPORATI	45289967	11-31520-44160	124.97	124.97	TONER	
Total 48511:						178.18		
48512								
09/04/2025	48512	ROBERT S. NELSON	15359	12-31620-4428	43.48	43.48	TRUCK REPAIRS	PW
09/04/2025	48512	ROBERT S. NELSON	15359	10-31150-44280	152.18	152.18	TRUCK REPAIRS	
09/04/2025	48512	ROBERT S. NELSON	15359	11-31510-44280	21.74	21.74	TRUCK REPAIRS	
Total 48512:						217.40		
48513								
09/04/2025	48513	SAND & GRAVEL IN	5906	10-31140-44200	616.33	616.33	1 LOAD OF SAND	PW
09/04/2025	48513	SAND & GRAVEL IN	5911	10-31140-44200	1,238.38	1,238.38	2 LOADS OF SAND	
Total 48513:						1,854.71		
48514								
09/04/2025	48514	TARGETSOLUTIONS	INV126625	10-22080-4313	214.40	214.40	TRAINING PLATFORM	FIRE DEPT
Total 48514:						214.40		
48515								
09/04/2025	48515	THATCHER CO.	20251001124	11-31520-44201	5,512.50	5,512.50	T-FLOC	PW
Total 48515:						5,512.50		
48516								
09/04/2025	48516	TROJAN TECHNOL	200/37109	12-31610-4784	12,385.00	12,385.00	WWTP UV LIGHTS	PW

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48516:						12,385.00		
48517								
09/04/2025	48517	UNDERGROUND SE	820250338	10-31140-44300	38.00	38.00	NEW TICKET CHARGES	PW
Total 48517:						38.00		
48518								
09/04/2025	48518	USA BLUEBOOK	INV0079475	11-31520-44200	785.23	785.23	SIPPER HANDLE, CHARTS, TE	PW
09/04/2025	48518	USA BLUEBOOK	INV0079529	11-31520-44200	591.38	591.38	ELECTRODE, POLYEHYLENE T	
09/04/2025	48518	USA BLUEBOOK	INV0080046	11-31520-44200	199.28	199.28	BLACK POLYETHYLENE TUBIN	
09/04/2025	48518	USA BLUEBOOK	INV0080905	11-31520-44200	1,967.66	1,967.66	FLEXFLO PUMP	
Total 48518:						3,543.55		
48519								
09/04/2025	48519	VISUAL EDGE IT, IN	24AR287943	10-12001-4416	30.45	30.45	PRINTER	ADMIN
09/04/2025	48519	VISUAL EDGE IT, IN	24AR287943	10-13010-4416	30.45	30.45	PRINTER	
09/04/2025	48519	VISUAL EDGE IT, IN	24AR287943	10-14020-4416	30.45	30.45	PRINTER	
09/04/2025	48519	VISUAL EDGE IT, IN	24AR287943	11-31510-44160	30.45	30.45	PRINTER	
09/04/2025	48519	VISUAL EDGE IT, IN	24AR287943	12-31620-4416	30.45	30.45	PRINTER	
Total 48519:						152.25		
48520								
09/04/2025	48520	WALKER & DRISKIL	14823	10-16026-4430	1,421.37	1,421.37	ATTORNEY FEES	ADMIN
Total 48520:						1,421.37		
48521								
09/04/2025	48521	YVETTE RIOS	8/25/25 VON	10-11011-44200	26.98	26.98	COUNCIL MEETING SUPPLIES	ADMIN
Total 48521:						26.98		
Grand Totals:						92,179.03		


Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	09/04/25
ITEM NUMBER	3 b
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: September 8, 2025

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 25-26** *Adopting the 2025-26 Salary Schedule*

ISSUE:

Shall the City Council approve Resolution No. 25-26, adopting the 2025-26 Salary Schedule?

DISCUSSION:

In consideration of the Memorandum of Understanding recently negotiated with the City Supervisory and Classified Employees, a one and one-half percent (1.5%) upward adjustment has been made to their sections of the City's 2025-26 Salary Schedule.

FISCAL IMPACT:

Changes will result in approximately \$59,525 in additional expenditures for the 2025-26 Fiscal Year. The allocation breaks down approximately as follows:

General Fund	\$21,900
Water Fund	\$21,125
Sewer Fund	\$16,500

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council adopt the Salary Schedule as presented.

ALTERNATIVE:

Not to adopt, giving staff alternate direction.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 25-26**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ESTABLISHING TERMS AND
CONDITIONS OF EMPLOYMENT WITH FULL-TIME PERMANENT CITY EMPLOYEES**

WHEREAS, the City of Holtville has employees that render valuable services to the City, its citizens and facilities; and

WHEREAS, the City of Holtville wishes to continue to refine its Salary Schedule to reflect current staffing needs; and

WHEREAS, the City wishes to continue to compensate those employees in a fair, but fiscally-responsible manner; and

WHEREAS, the City wishes to align its approved Salary Schedule with negotiated changes with employee representatives; and

WHEREAS, the attached Exhibit “A” establishes new Salary Ranges in numeric order; and

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

1. A one and one half percent (1.5%) increase for positions on the attached Salary Schedule for Ranges 18 through 54, enacted from the most recently adopted schedule from the 2024-25 Fiscal Year.
2. The modifications described are included in this Resolution as the attached "Exhibit “A.”
3. The modified Salary Schedule takes effect retroactively to July 1, 2025.
4. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 08th day of September, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Yvette Rios, City Clerk

Mike Goodsell, Mayor

CITY OF HOLTVILLE
Salary Schedule - 2025-26 (Proposed)

MANAGEMENT/SUPERVISORY PERSONNEL								
POSITION	RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
FINANCE MANAGER	60	Hourly Per Pay Annual	31.78 2,542 66,102	33.37 2,670 69,408	35.04 2,803 72,878	36.79 2,943 76,522	38.63 3,090 80,348	40.56 3,245 84,365
WTP/WWTP SUPERVISOR	60	Hourly Per Pay Annual	31.78 2,542 66,102	33.37 2,670 69,408	35.04 2,803 72,878	36.79 2,943 76,522	38.63 3,090 80,348	40.56 3,245 84,365
PUBLIC WORKS SUPERVISOR AC	54	Hourly Per Pay Annual	25.78 2,062 53,622	27.07 2,166 56,304	28.42 2,274 59,119	29.84 2,387 62,075	31.34 2,507 65,178	32.90 2,632 68,437
FIRE CHIEF AS	53	Hourly Per Pay Annual	25.07 2,006 52,146	26.32 2,106 54,753	27.64 2,211 57,491	29.02 2,322 60,365	30.47 2,438 63,383	32.00 2,560 66,552
FINANCE SUPERVISOR CS	50	Hourly Per Pay Annual	24.51 1,961 50,981	25.74 2,059 53,530	27.02 2,162 56,206	28.37 2,270 59,017	29.79 2,383 61,967	31.28 2,503 65,066

PERMANENT FULL-TIME PERSONNEL (Classified)								
POSITION	RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
PUBLIC WORKS FOREMAN	45	Hourly Per Pay Annual	24.50 1,960 50,960	25.73 2,058 53,508	27.01 2,161 56,183	28.36 2,269 58,993	29.78 2,382 61,942	31.27 2,502 65,039
WTP/WWTP Foreman JLO	45	Hourly Per Pay Annual	24.87 1,990 51,730	26.11 2,089 54,316	27.42 2,194 57,032	28.79 2,303 59,883	30.23 2,418 62,878	31.74 2,539 66,022
WTPO III	45	Hourly Per Pay Annual	24.87 1,990 51,730	26.11 2,089 54,316	27.42 2,194 57,032	28.79 2,303 59,883	30.23 2,418 62,878	31.74 2,539 66,022
WWTPO II	45	Hourly Per Pay Annual	24.87 1,990 51,730	26.11 2,089 54,316	27.42 2,194 57,032	28.79 2,303 59,883	30.23 2,418 62,878	31.74 2,539 66,022
Accountant/GL Analyst	44	Hourly Per Pay Annual	23.88 1,910 49,670	25.07 2,006 52,154	26.33 2,106 54,762	27.64 2,212 57,500	29.03 2,322 60,375	30.48 2,438 63,393
BUDGET ANALYST	42	Hourly Per Pay Annual	23.35 1,868 48,568	24.52 1,961 50,996	25.74 2,059 53,546	27.03 2,162 56,224	28.38 2,271 59,035	29.80 2,384 61,986
PERSONNEL TECH. HD	42	Hourly Per Pay Annual	23.35 1,868 48,568	24.52 1,961 50,996	25.74 2,059 53,546	27.03 2,162 56,224	28.38 2,271 59,035	29.80 2,384 61,986
SENIOR ACCOUNT CLERK SM	42	Hourly Per Pay Annual	23.35 1,868 48,568	24.52 1,961 50,996	25.74 2,059 53,546	27.03 2,162 56,224	28.38 2,271 59,035	29.80 2,384 61,986
Building Inspector RT	37	Hourly Per Pay Annual	21.85 1,748 45,448	22.94 1,835 47,720	24.09 1,927 50,106	25.30 2,024 52,612	26.56 2,125 55,242	27.89 2,231 58,004
WTPO II JO RR	33	Hourly Per Pay Annual	20.81 1,665 43,285	21.85 1,748 45,449	22.94 1,835 47,721	24.09 1,927 50,108	25.29 2,024 52,613	26.56 2,125 55,244

CITY OF HOLTVILLE
Salary Schedule - 2025-26 (Proposed)

PERMANENT FULL- TIME PERSONNEL (Classified) [Continued]									
POSITION		RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
WWTPO I	JH	33	Hourly	20.81	21.85	22.94	24.09	25.29	26.56
			Per Pay	1,665	1,748	1,835	1,927	2,024	2,125
			Annual	43,285	45,449	47,721	50,108	52,613	55,244
Environmental Compliance Inspector		33	Hourly	20.81	21.85	22.94	24.09	25.29	26.56
			Per Pay	1,665	1,748	1,835	1,927	2,024	2,125
			Annual	43,285	45,449	47,721	50,108	52,613	55,244
ADMINISTRATIVE ASSIST	GP	30	Hourly	18.46	19.38	20.35	21.37	22.44	23.56
			Per Pay	1,477	1,551	1,628	1,710	1,795	1,885
			Annual	38,397	40,317	42,332	44,449	46,672	49,005
PARK MAINT CREW LEADER		24	Hourly	17.85	18.74	19.68	20.66	21.70	22.78
			Per Pay	1,428	1,499	1,574	1,653	1,736	1,823
			Annual	37,128	38,984	40,934	42,980	45,129	47,386
WTP0 I		24	Hourly	17.85	18.74	19.68	20.66	21.70	22.78
			Per Pay	1,428	1,499	1,574	1,653	1,736	1,823
			Annual	37,128	38,984	40,934	42,980	45,129	47,386
Dist. Collection OP./Oper. I	TA FHO	20	Hourly	17.09	17.94	18.84	19.78	20.77	21.81
			Per Pay	1,367	1,436	1,507	1,583	1,662	1,745
			Annual	35,547	37,325	39,191	41,150	43,208	45,368
MWIII	IA	18	Hourly	16.79	17.63	18.51	19.44	20.41	21.43
			Per Pay	1,343	1,410	1,481	1,555	1,633	1,714
			Annual	34,923	36,669	38,503	40,428	42,449	44,572
MWII		17	Hourly	16.75	17.08	17.93	18.83	19.77	20.76
			Per Pay	1,340	1,366	1,435	1,506	1,582	1,661
			Annual	34,840	35,526	37,303	39,168	41,126	43,183
ADMINISTRATIVE ASSIST	YR	16	Hourly	16.75	16.68	17.51	18.39	19.31	20.27
			Per Pay	1,340	1,334	1,401	1,471	1,545	1,622
			Annual	34,840	34,694	36,429	38,251	40,163	42,171
Dist. Collection OP. OIT/Maint		16	Hourly	16.75	16.68	17.51	18.39	19.31	20.27
			Per Pay	1,340	1,334	1,401	1,471	1,545	1,622
			Annual	34,840	34,694	36,429	38,251	40,163	42,171
WWTPO IT		16	Hourly	16.75	16.68	17.51	18.39	19.31	20.27
			Per Pay	1,340	1,334	1,401	1,471	1,545	1,622
			Annual	34,840	34,694	36,429	38,251	40,163	42,171
MWI	AM HT	16	Hourly	16.75	16.68	17.51	18.39	19.31	20.27
			Per Pay	1,340	1,334	1,401	1,471	1,545	1,622
			Annual	34,840	34,694	36,429	38,251	40,163	42,171

PERMANENT FULL-TIME PERSONNEL (Fire)									
FIREFIGHTER - 53hr/wk	4	26	Hourly		16.50	16.50	16.69		
			Per Pay		1,848	1,848	1,869		
			Annual		48,048	48,048	48,601		

P/T HOURLY EMPLOYEES (NON-REPRESENTED)									
		RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
Firefighter (Part Time)		10	Hourly	16.50					


CITY OF HOLTVILLE
Salary Schedule - 2025-26 (Proposed)

LIFEGUARD - Seasonal	(10	Hourly	16.50				
Swimming Instructor (Seasonal)		10	Hourly	16.50				

Administrative Assistant (Part Time)		10	Hourly	16.50	16.50	16.75	17.00	17.50	18.00
WWTPO IT (Part Time)		10	Hourly	16.50	16.50	16.75	17.00	17.50	18.00

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	09/04/25	
ITEM NUMBER	3 b	
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

DATE ISSUED: September 8, 2025
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 25-26** *Adopting the 2025-26 Salary Schedule*

ISSUE:

Shall the City Council approve Resolution No. 25-26, adopting the 2025-26 Salary Schedule?

DISCUSSION:

In consideration of the Memorandum of Understanding recently negotiated with the City Supervisory and Classified Employees, a one and one-half percent (1.5%) upward adjustment has been made to their sections of the City's 2025-26 Salary Schedule.

FISCAL IMPACT:

Changes will result in approximately \$59,525 in additional expenditures for the 2025-26 Fiscal Year. The allocation breaks down approximately as follows:

General Fund	\$21,900
Water Fund	\$21,125
Sewer Fund	\$16,500

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council adopt the Salary Schedule as presented.

ALTERNATIVE:

Not to adopt, giving staff alternate direction.

Meeting Date:	09/04/25
Report Date:	09/08/25
Reso Number:	25-26
Item Number:	b
Mayor:	Mike Goodsell
Year(s) of Agreement:	2025-27
Current Fiscal Year:	2025-26
Previous Fiscal Year:	2024-25
Agreement Start:	07/01/23
Agreement End:	06/30/25

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 25-26**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL ESTABLISHING TERMS AND
CONDITIONS OF EMPLOYMENT WITH FULL-TIME PERMANENT CITY EMPLOYEES**

WHEREAS, the City of Holtville has employees that render valuable services to the City,
its citizens and facilities; and

WHEREAS, the City of Holtville wishes to continue to refine its Salary Schedule to reflect
current staffing needs; and

WHEREAS, the City wishes to continue to compensate those employees in a fair, but
fiscally-responsible manner; and

WHEREAS, the City wishes to align its approved Salary Schedule with negotiated
changes with employee representatives; and

WHEREAS, the attached Exhibit “A” establishes new Salary Ranges in numeric order; and

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

1. A one and one half percent (1.5%) increase for positions on the attached Salary Schedule
for Ranges 18 through 54, enacted from the most recently adopted schedule from the
2024-25 Fiscal Year.
2. The modifications described are included in this Resolution as the attached "Exhibit “A.”
3. The modified Salary Schedule takes effect retroactively to July 1, 2025.
4. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on
this 08th day of September, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:


Attest: _____
Yvette Rios, City Clerk

Mike Goodsell, Mayor

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: September 5, 2025
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>09/08/25</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 a June meeting, reiterating that our project stands a good chance of getting directed funding. ***The CM met with a CrisCom representative last week to get an update on the legislative process and discuss additional grant opportunities.***

Employee MOU Negotiations – the CM has been working with both the City Council and employee representatives to negotiate a framework for compensation and benefits for the City’s full time employees. Multiple items were proposed and accepted by both sides throughout the process. ***Council issue a “Last, Best and Final” offer after the last meeting which was accepted by the employees. Action to move forward is on the current agenda.***

Severe Storm Event(s) – *as you are all aware, a cell of rain and extreme winds hit the City on Monday, August 25, 2025. The storm blew debris all around town, knocked down several trees, damaging multiple structures in the City (primarily residential). Power was lost for most of the City’s residents for several hours. In a few cases within the City limits and the surrounding area, residents were without power for multiple days.*

The Emergency Operations Center of the City was activated at City Hall utilizing power from the facility’s emergency generator. Although most of the City structures were spared heavy damage, Public Works and Fire staff worked into the evening clearing roads, assessing damage and assisting residents. Some damage to Water infrastructure was discovered the next day. Staff will be working with County and State officials to report damages and seek any assistance that may be available.

In the ensuing week plus, multiple additional storm cells have threatened the are, however, none have caused such extensive disruption.

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. There was a bit of a holdup with billing from IID, however, that was provided in July. A reimbursement package has now been provided to Caltrans and we await final determination. A final report will be provided at that time regarding the amount of the grant funds gleaned and the City’s level of matching contribution.

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, clearance to proceed from Caltrans was not issued until late July, so the procurement process has begun.

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 have now been 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. There has been a lack of information from the design engineer lately, so staff is working to set status meeting for next week.

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 **67** 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 and they worked 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 was 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.

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. Visually, the project seems to be accelerating and they continue to work through staff on issues.

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 in July 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 :

- 08/25/25 Department Head Meeting City Hall
- 08/25/25 ~~Holtville City Council Meeting~~ (Postponed) City Hall
- 08/25/25 Severe Storm Event - EoC Opened City Hall
- 08/27/25 Team California Check-in Meeting Web Conference
- 09/01/25 Labor Day Observed (City Hall Closed)
- 09/02/25 Department Head Meeting City Hall
- 09/02/25 Holtville City Council Meeting City Hall
- 09/03/25 Asset Valuation Kickoff Meeting w/ BDO Web Conference
- 09/05/25 Holtville Rotary Club Luncheon St. Paul's Lutheran Church
- 09/05/25 Meeting w/ Mayor re: Multiple Issues City Hall
- 09/05/25 NW 1/2 Vacation Day (Out of Office in Afternoon)
-
-
-
-

UPCOMING EVENTS :

- 09/06/25 9-11 Stairclimb IV Fairgrounds
- 09/08/25 Department Head Meeting City Hall
- 09/08/25 Holtville City Council Meeting City Hall
- 09/09/25 Alamo River Trail (Wetlands Spur) Check-in Meeting Web Conference
- 09/09/25 BOOST Assistance Check-in Web Conference
- 09/10/25 IV Foreign Trade Zone Meeting IC Workforce Development (EC)
- 09/10/25 ICTC Management/CCMA Meetings City of Calipatria
- 09/10/25 MTC Community Relations Meeting IRDC (South of Holtville)
- 09/12/25 Cal Cities Padres Game Petco Park (SD)
- 09/12/25 Holtville Rotary Club Luncheon St. Paul's Lutheran Church
- 09/15/25 Department Head Meeting City Hall
- 09/15/25 Holtville Planning Commission Meeting City Hall
- 09/18/25 Cal Cities Imperial County Division Dinner IV Fairgrounds Rustic Bar
- 09/18/25 Holtville Farmers Market & Street Fair Holt Park
- 09/22/25 Department Head Meeting City Hall
- 09/22/25 Holtville City Council Meeting City Hall
- 09/23/25 Team CA Monthly Meeting Web Conference
- 10/08 - 10/10/25 CA League of Cities Annual Conference Long Beach, CA
- 10/18/25 Annual Pete Mellinger Trail Walk Pete Mellinger Trail

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

Respectfully submitted,



Nicholas D. Wells, City Manager



MEETING DATE:	<u>9/8/25</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville Report to Council

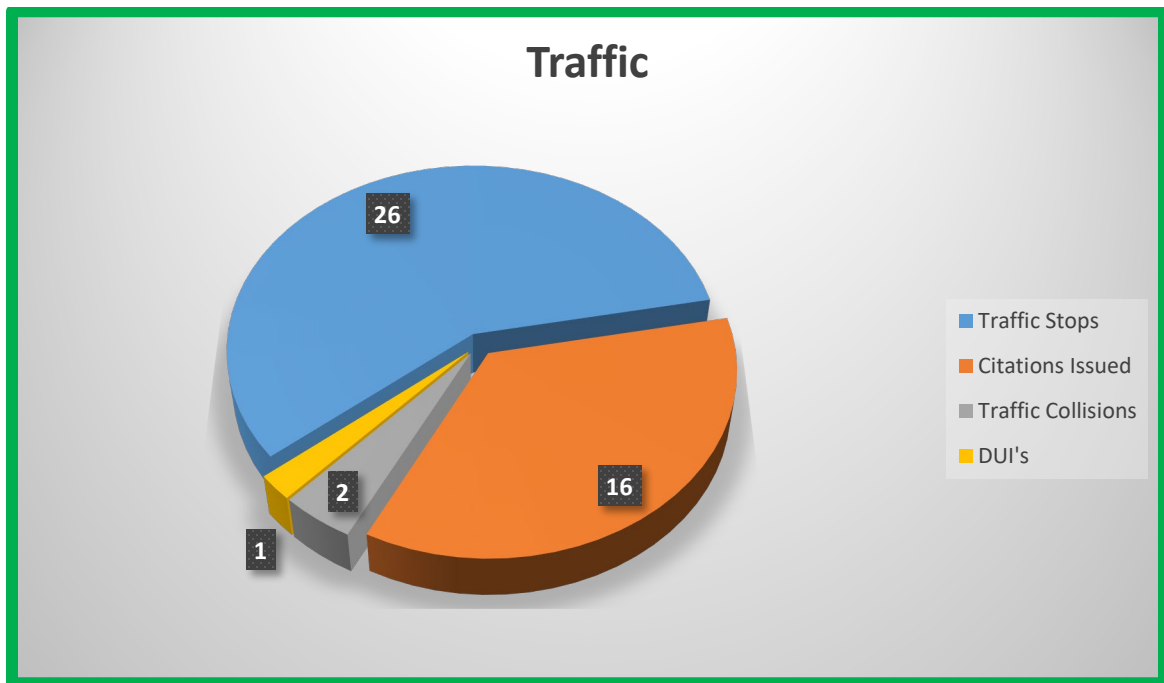
Date Issued: September 4, 2025
From: Sergeant Damian Martinez, Chief of Police
Subject: Holtville Sheriff's Monthly Report – **August 2025**

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

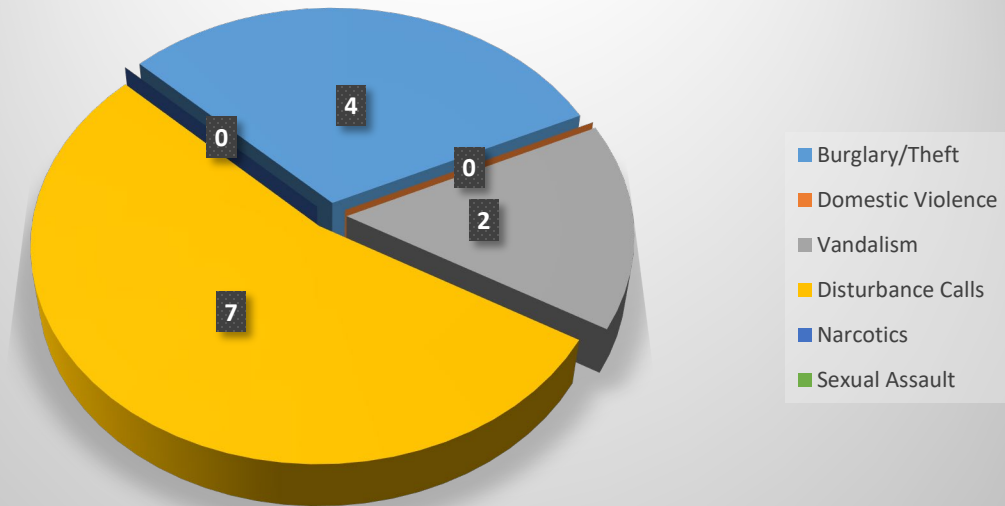
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **August 2025**.

Calls for Service:

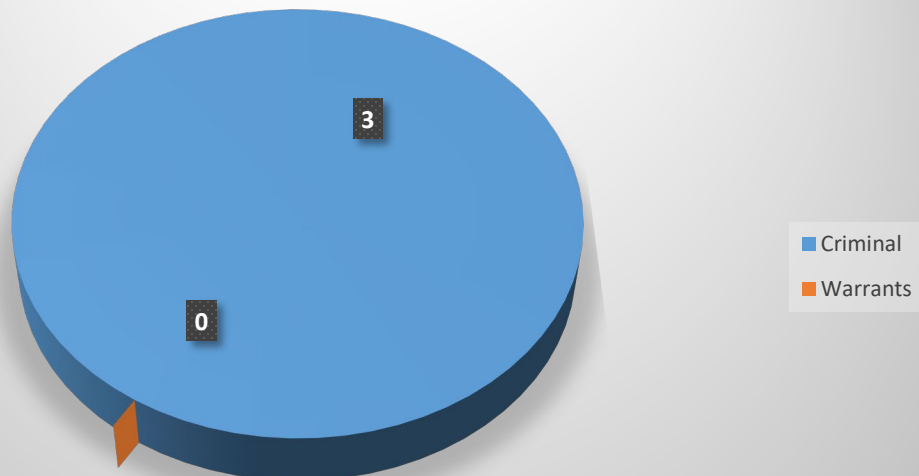
- **311** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

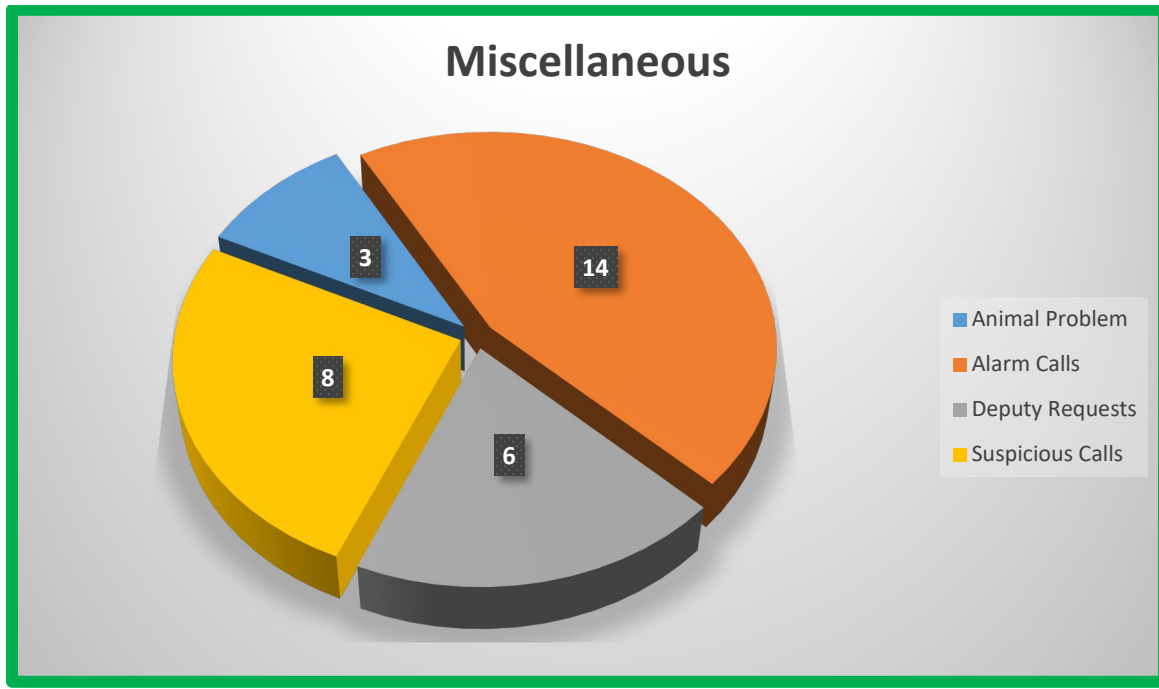


Criminal Activity



Arrests





The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of August 2025.

25.24123: Trespassing (700 Block Holt Avenue)

RP contacted ICSO in reference to an unknown adult male subject, who was in her backyard wearing a black pants and a black hoodie. Holtville Deputies conducted a patrol check of the area, and the unknown subject was not located. RP was requesting extra patrol checks throughout the night.

25-24290- ACO: 3rd St/Walnut Ave

RP advised a white male adult last seen no shirt and orange shorts, seen hitting a K9. Deputy contacted RP and advised her 10-year-old granddaughter had witnessed the subject hit the dog and got scared. RP wanted to inform law enforcement of the male constantly passing on her street. Deputy contacted the subject, and he stated he had grabbed the dog to move her out the street from getting run over. K9 was examined and did not see any injuries.

25-24339 -Burglary

RP advised a neighbor of an apartment advised him that the apartment door was open. RP stated the apartment has been vacant for about three weeks now. RP was advised that more patrol checks would be conducted throughout the apartment complex.

25-24359 -VEHICLE CHECK (7th St/Holt Ave)

Deputy conducted a vehicle check on a 2010 Ford Edge because he noticed the plate displayed had expired registration tags. Deputy requested for dispatch to conduct a record check on the vehicle. ICSO dispatch advised the vehicle's registration expired in June of 2024. Deputy requested the vehicle be towed and stored under storage authority 22651(o)(1)(a) CVC.

25.24498 - Traffic Stop (Maple Avenue / 3rd Street)

Holtville Deputies conducted an enforcement stop on a 2017 Nissan Versa for violation CVC section 24600, two tail lamps required. Holtville Deputies obtained consent from the driver to do a vehicle search. During the search a glass pipe along with crystal meth were located within the vehicle. Driver was later arrested and booked for possession of drug paraphernalia and possession of methamphetamine.

25.24537 - Theft

Holtville Deputies were dispatched to Shell Gas station in reference to beer run by an unknown male subject, who left the area in a gray Honda HVR. Holtville Deputies made contact with the reporting party, who stated he would report the incident to the store manager and would call back in the morning if they were requesting prosecution. RP was provided with case number.

25-25411 - Traffic Accident with no injuries (7th Street and Towland Road) Holtville Deputies were dispatched to the above address in reference to a vehicle being partially in a canal. Holtville Deputies later made contact with the driver of the vehicle who stated he miscalculated the turn and went into the canal. Driver stated he was on his way to PMH to seek medical treatment due to falling down on the floor during the day injuring his right arm. AMR later arrived on scene and driver refused medical. The vehicle was later pulled out of the canal by tow truck.

25-25526 – Traffic Stop – 5th Street and Fern Avenue

Driver was stopped for violating CVC 22350 (unsafe speed). During the stop, she was cited and released for driving with a suspended/revoked license due to a prior DUI. The vehicle was released to the registered owner

25-26044 – Attempt to Contact – 500 Block Olive Avenue

Deputy obtained intelligence information about a fugitive that the United States Marshals were looking for. Deputy identified the fugitive and obtained information on where he was staying. Deputy canvassed the area and confirmed suspect was staying at the above address. With the information provided Holtville Deputies with the US Marshals conducted a quick operation and led to the apprehension of the suspect.

25-26149 – Suspicious – 700 Block of Walnut Avenue

RP wanted to inform deputies that his uncle was released from state prison and is on parole. RP said his uncle had been driving around Maple Avenue and believes he is looking for his ex-girlfriend, Suspects Parole Officer was contacted and informed about the situation. Parole Officer said suspect did not have permission to be in Imperial County, and he was violating his CDCR Parole Conditions. Parole said if suspect is located and detained, he will place a Parole Hold. Suspect was not located at this time.

25.26389 Vandalism 300 block Chestnut Avenue

RP called reporting a just occurred vandalism to his vehicle. Gang affiliated tagging was done to the vehicle and a wooden fence. RP provided a video posted minutes prior on social media by the possible suspect. In the video you can see suspect driving by RP's residence and throwing gang signs. Statements and pictures were taken.

25.26400 - Disturbance (Related to the vandalism on Chestnut)

RP called reporting a verbal argument between approximately 10 subjects. Contact was made with parties involved. Victims' family and others arrived at suspects residence and started a verbal

argument with suspects father over the vandalism to his vehicle. Suspect was not on scene and all parties were advised of consequences and options.

25-26656 – Accident Minor Injuries – Holt Avenue and 5th Street

RP reported a female jumped in front of his vehicle while he travelled southbound on Holt Avenue at approximately 15 miles per hour. RP said the female left the scene when he dialed 911 to report the incident. While taking RP's statement, he located the female in the west alley riding her bicycle. Female was contacted and asked what happened. Female said she saw a bird on the road and went to pick it up when she got hit by a vehicle that she did not see or hear coming. Female was transported to El Centro Regional Medical Center to have her injuries (Road Rash) examined.

25-26682 – Traffic Stop – Evan Hewes Hwy and Bowker Road

Suspect was arrested Violation of parole and Possession of paraphernalia. Suspect was taken into the Imperial County Jail after Parole Officer placed a Parole Hold.

25-26919 - Disturbance – 500 block Orange Avenue

RP reported her son, and his father were in a verbal disturbance. A records check of both parties led to the discovery of a served no-contact domestic violence criminal protection order, where son was the protected party, and father was the restrained party. Father was booked into ICJ for violation of court order.

Respectfully submitted,

Sergeant Damian Martinez

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>9/8/25</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: August 18th, 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 08/19/2025 thru 09/18/2025.

WATER PLANT:

- Water plant staff discovered damaged electrical conduits & cabling at raw water pump station, which occurred/resulted from last week's storms that which impacted the Holtville area. Pump station remains operational, and staff have contacted Eric Blom (Control Systems Engineering) to coordinate repair work as soon as possible. (*see photo*)

WASTEWATER PLANT:

- Staff have temporarily suspended septage waste disposal operations at the wastewater treatment plant, in preparation for accelerated effluent bioassay testing after preliminary test resulted in a FAIL (toxicity) in the Green Algae screening test.

Respectfully Submitted,



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



Raw Water Pump Station electrical conduit



Electrical conduit break with exposed wiring



Damaged cable junction box at raw water pump station

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:		<u>9/8/25</u>
ITEM NUMBER		<u>5 e</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

DATE ISSUED September 9, 2025
FROM: **Public** Works Supervisor
SUBJECT: Bimonthly Report.

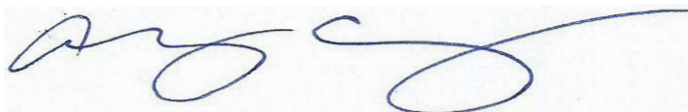
THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

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.
- Caught 5 dogs.
- Assisted CR&R with clean-up day.
- Picked up fallen trees around town after storm.
- Replace two 1-inch meters.
- Replaced six $\frac{3}{4}$ inch meters.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville