

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

Monday, December 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"/> Cynthia Mancha, 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 PM

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

*Senior Deputy Cuen - Imperial County Sheriffs Office
Senior Volunteer Program*

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

1. CONSENT AGENDA:

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

- a. Approval of the Minutes from the Regular Meeting of Monday, November 24, 2025.
- b. Current Demands #48762 through #48804.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUEs:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

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

Yvette Rios, City Clerk

SWEARING IN OF NEW COUNCIL OFFICERS

CONGRATULATIONS, PHOTOGRAPHS & SOCIAL INTERACTION FOLLOWING ADJOURNMENT

- b. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #25-34**

Authorizing the Sale of City Owned Property Located at the Corner of East Fourth Street
and Chestnut Avenue (APN 045-633-022-000)

Cynthia Mancha, City Planner

- c. Discussion/Related Action to Adopt RESOLUTION #25-35** Authorizing the City Engineer
to Advertise Invitation for Bids for the Alamo River Trestle Bridge Project and direct the City Manager
to Procure Construction Management Services

Cynthia Mancha, City Planner

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 Plant Foreman - Josh Osuna**
- e. Wastewater Plant Supervisor - Frank Cornejo**
- f. Public Works Supervisor - Alex Chavez**

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, December 5, 2025.

**THE MINUTES OF THE REGULAR MEETING OF
THE HOLTVILLE CITY COUNCIL
Monday, November 24, 2025**

The Regular Meeting of the Holtville City Council was held on Monday, November 24, 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 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 5:31 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, November 21, 2025.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

GENERAL PUBLIC COMMENTS:

Melissa Rendon (770 Holt Avenue) expressed that she appreciates the City of Holtville for organizing community events such as the farmers markets, the ice cream social, and the veterans day parade.

Roman Gomez (950 E Fifth Street Apt. 108) inquired what the Council is doing to attract fast food establishments to develop in the City of Holtville.

1. CITY COUNCIL CONSENT AGENDA:

- a.** Approval of the Minutes from the Regular Meeting of Monday, November 10, 2025.
- b.** Current Demands #48530 through #48761

Mr. Anderson asked for clarification on a demand item concerning plan review fees to be reimbursed.

A motion was made by Mrs. Ramirez 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 on the Veterans Parade, which went well despite the rain. She attended a grant writing training by the Institute for Local Government and the Tree Lighting Ceremony is December 4.

Mr. Wells thanked all staff for their involvement with the Veterans Day Parade and was pleased with the opportunity to speak with Assemblymember Jeff Gonzalez following the festivities. He discussed upcoming events and provided updates to ongoing projects.

Mr. Walker reported that he enjoyed announcing at the Veterans Day Parade.

Mrs. Ramirez shared that she enjoyed participating in the Veterans Day Parade and is looking forward to the Tree Lighting Ceremony.

Mr. Anderson also enjoyed participating in the Veterans Day Parade and having the opportunity to speak with Assemblyman Gonzalez and Congressman Ruiz afterwards. He attended a League of Cities Regional Board Meeting and visited his daughter in St. Louis, Missouri.

Mr. Pacheco thanked staff for organizing the parade and noted that the politicians in attendance showed interest in the Public Safety Building.

Mr. Munger also enjoyed participating in the Veterans Day Parade.

Mr. Morris enjoyed watching the Veterans Day Parade, noting that the rain made it interesting.

Mayor Goodsell enjoyed announcing for the parade and he attended an ALUC meeting last week.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #25-33

Adopting Certain Findings and Approving a Financing Agreement for Implementing Energy Efficiency Modifications and Solutions Previously Approved to be Installed by SitelogiQ

Nick Wells, City Manager

A Public Hearing was opened by Mayor Goodsell at 6:23 PM

Mr. Wells explained that per the contract with SitelogiQ approved at the previous meeting, the current item and public hearing is required to approve financing that will fund the efficiency modifications. The presented resolution would approve an agreement with EverBank, NA on the basis of established correct findings regarding expenditures of the project.

The Public Hearing was closed at 6:26 PM.

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***
- 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:

- 7. ADJOURNMENT:** *There being no further business to come before the Council,
Mayor Goodsell adjourned the meeting at 6:30 PM.*

Mike Goodsell, Mayor

Yvette Rios, City Clerk

MEETING DATE:		<u>12/8/25</u>
ITEM NUMBER		<u>1 b</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Des	Approval	CITY MANAGER	FINANCE MANAGER	CITY ATTORNEY
48762											
11/25/2025	48762	A1 GOLF CARS	6759	10-31140-44300	925.61	925.61	BATTERY REPAIR				
11/25/2025	48762	A1 GOLF CARS	6759	10-31150-44300	925.61	925.61	BATTERY REPAIR				
11/25/2025	48762	A1 GOLF CARS	6759	11-31510-44300	925.61	925.61	BATTERY REPAIR				
11/25/2025	48762	A1 GOLF CARS	6759	12-31620-4430	925.62	925.62	BATTERY REPAIR				PW
Total 48762:						3,702.45					
48763											
11/25/2025	48763	AA ELECTRIC	3111	10-31158-44300	2,228.31	2,228.31	CITY HALL ELECTRIC RE				PW
Total 48763:						2,228.31					
48764											
11/25/2025	48764	ACE HARDWARE	453443 8.25	11-31520-48920	10.00	10.00	FINANCE CHARGE				PW
11/25/2025	48764	ACE HARDWARE	F45977	10-31150-44200	.48	.48	BOLTS AND NUTS				
11/25/2025	48764	ACE HARDWARE	F46792	10-31158-44200	4.95	4.95	VELCRO				
11/25/2025	48764	ACE HARDWARE	F47210	10-31150-44200	14.41	14.41	COUPLERS, PVC				
11/25/2025	48764	ACE HARDWARE	F47310	10-31152-44200	6.02	6.02	MALE BRASS				
11/25/2025	48764	ACE HARDWARE	F47361	10-31150-44200	27.98	27.98	PIPE TEE				
11/25/2025	48764	ACE HARDWARE	F47422	10-31150-44200	25.83	25.83	SPRAY PAINT				
11/25/2025	48764	ACE HARDWARE	F47523	10-31150-44200	16.59	16.59	PAINT				
11/25/2025	48764	ACE HARDWARE	F47523	10-31140-44200	16.59	16.59	PAINT				
11/25/2025	48764	ACE HARDWARE	F47523	11-31510-44200	16.59	16.59	PAINT				
11/25/2025	48764	ACE HARDWARE	F47523	12-31620-4420	16.59	16.59	PAINT				
11/25/2025	48764	ACE HARDWARE	F47675	10-31140-44200	184.17	184.17	CONTRACTOR BAG, TAR				
11/25/2025	48764	ACE HARDWARE	F48277	10-31150-44200	40.41	40.41	INC NET CLR 150CT				
11/25/2025	48764	ACE HARDWARE	F48324	10-31158-44200	8.61	8.61	COVERALLS				
11/25/2025	48764	ACE HARDWARE	F48421	10-31150-44200	127.65	127.65	CABLE TIES, LED LIGHTS				
11/25/2025	48764	ACE HARDWARE	F48429	10-31150-44200	6.68	6.68	TUBE POLY				
11/25/2025	48764	ACE HARDWARE	F48677	10-31150-44200	18.51	18.51	SPRAY PAINT				
Total 48764:						542.06					
48765											
11/25/2025	48765	ACME SAFETY & SUP	171957-00	10-31140-44200	2,017.58	2,017.58	CAUTION TAPE, BARRIC				PW
Total 48765:						2,017.58					
48766											
11/25/2025	48766	AFLAC TRADITIONAL	050479	10-00000-2024	8.08	8.08	INSURANCE PREMIUM				ADMIN
11/25/2025	48766	AFLAC TRADITIONAL	050479	10-00000-2023	17.17	17.17	INSURANCE PREMIUM				
11/25/2025	48766	AFLAC TRADITIONAL	939665	10-00000-2023	17.17	17.17	INSURANCE PREMIUM				
11/25/2025	48766	AFLAC TRADITIONAL	939665	10-00000-2024	8.08	8.08	INSURANCE PREMIUM				
Total 48766:						50.50					
48767											
11/25/2025	48767	AT&T	24355523	10-12001-4425	32.28	32.28	TELEPHONE CHARGES				ADMIN
11/25/2025	48767	AT&T	24355523	10-22080-4425	180.45	180.45	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-21040-4425	420.62	420.62	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	11-31520-44250	88.56	88.56	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	12-31610-4425	102.19	102.19	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	12-31620-4425	64.66	64.66	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-31150-44250	20.48	20.48	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-31120-44250	.10	.10	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-12001-4425	29.35	29.35	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-22080-4425	169.15	169.15	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	10-21040-4425	404.71	404.71	TELEPHONE CHARGES				
11/25/2025	48767	AT&T	24355523	11-31520-44250	77.40	77.40	TELEPHONE CHARGES				

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
11/25/2025	48767	AT&T	24355523	12-31610-4425	92.84	92.84	TELEPHONE CHARGES
11/25/2025	48767	AT&T	24355523	12-31620-4425	50.92	50.92	TELEPHONE CHARGES
11/25/2025	48767	AT&T	24355523	10-31150-44250	17.00	17.00	TELEPHONE CHARGES
11/25/2025	48767	AT&T	24355523	10-31120-44250	.10	.10	TELEPHONE CHARGES
Total 48767:						1,750.81	

48768

11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-12001-4423	1,005.18	1,005.18	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-12001-4515	60.36	60.36	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-22080-4423	44.90	44.90	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-22080-4515	40.24	40.24	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-14020-4423	49.95	49.95	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-14020-4515	20.12	20.12	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-12003-4423	44.90	44.90	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-31140-44230	114.08	114.08	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	10-31150-44230	69.18	69.18	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	12-31610-4425	92.06	92.06	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	12-31620-4423	164.62	164.62	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	11-31530-44230	47.16	47.16	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	11-31510-44230	117.47	117.47	TELEPHONE CHARGES
11/25/2025	48768	AT&T MOBILITY	#8116X11112	11-31520-44230	231.28	231.28	TELEPHONE CHARGES

Total 48768:

2,101.50

48769

11/25/2025	48769	AUTO ZONE COMME	0564814393	10-31150-44200	73.89	73.89	OIL
11/25/2025	48769	AUTO ZONE COMME	0564814393	11-31510-44200	10.56	10.56	OIL
11/25/2025	48769	AUTO ZONE COMME	0564814393	12-31620-4420	21.10	21.10	OIL
11/25/2025	48769	AUTO ZONE COMME	0564817307	10-22080-4421	53.38	53.38	BLADES, PLIERS

Total 48769:

158.93

48770

11/25/2025	48770	BABCOCK LABORAT	CK50534-22	11-31520-44301	19.81	19.81	ALUMINUM
11/25/2025	48770	BABCOCK LABORAT	CK50541-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN
11/25/2025	48770	BABCOCK LABORAT	CK50574-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN
11/25/2025	48770	BABCOCK LABORAT	CK50977-22	12-31610-4430	19.81	19.81	AMMONIA
11/25/2025	48770	BABCOCK LABORAT	CK50979-22	12-31610-4430	19.81	19.81	COPPER
11/25/2025	48770	BABCOCK LABORAT	CK50981-22	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACK
11/25/2025	48770	BABCOCK LABORAT	CK50982-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN
11/25/2025	48770	BABCOCK LABORAT	CK50995-22	12-31610-4430	65.65	65.65	OIL AND GREASE
11/25/2025	48770	BABCOCK LABORAT	CK50998-22	12-31610-4430	19.81	19.81	AMMONIA
11/25/2025	48770	BABCOCK LABORAT	CK51123-227	11-31520-44301	39.62	39.62	ALUMINUM
11/25/2025	48770	BABCOCK LABORAT	CK51270-22	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBO
11/25/2025	48770	BABCOCK LABORAT	CK51271-22	11-31520-44301	761.79	761.79	HALOACETIC ACIDS
11/25/2025	48770	BABCOCK LABORAT	LK50018-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS
11/25/2025	48770	BABCOCK LABORAT	LK50032-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS

Total 48770:

1,781.13

48771

11/25/2025	48771	BAJA DESERT TIRE	S21-27770	11-31510-44300	30.00	30.00	FLAT REPAIR
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Total 48771:

30.00

48772

11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-13010-4230	652.81	652.81	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-12001-4230	1,993.92	1,993.92	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-14020-4230	998.37	998.37	INSURANCE PREMIUM

ADMIN

PW
FIRE DEPT

PW

PW

ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-22080-4230	1,362.41	1,362.41	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-31140-42300	298.40	298.40	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	10-12003-4230	1,175.25	1,175.25	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	11-31530-42300	116.01	116.01	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	11-31510-42300	1,580.00	1,580.00	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	12-31610-4230	730.49	730.49	INSURANCE PREMIUM
11/25/2025	48772	BLUE SHIELD OF CA	2531700151	12-31620-4230	1,696.01	1,696.01	INSURANCE PREMIUM
Total 48772:						10,603.67	
48773							
11/25/2025	48773	CITY OF IMPERIAL	2025-0223	10-17030-4432	2,944.37	2,944.37	CYBERSECURITY SERVI
Total 48773:						2,944.37	
48774							
11/25/2025	48774	CORE & MAIN LP	X749522	10-31140-44200	2,616.43	2,616.43	POLYMER BOXES
11/25/2025	48774	CORE & MAIN LP	X749522	10-31150-44200	2,616.44	2,616.44	POLYMER BOXES
11/25/2025	48774	CORE & MAIN LP	Y060003	10-31140-44200	466.87	466.87	WASHERS
11/25/2025	48774	CORE & MAIN LP	Y060003	10-31150-44200	466.88	466.88	WASHERS
11/25/2025	48774	CORE & MAIN LP	Y078583	11-31510-44200	336.80	336.80	METER BOX BODY
Total 48774:						6,503.42	
48775							
11/25/2025	48775	EMPIRE SOUTHWES	EMPS71786	11-31510-44200	85.56	85.56	BACKHOE REPAIRS
Total 48775:						85.56	
48776							
11/25/2025	48776	GIBSON & SCHAEFE	112472	10-31152-44200	3,676.31	3,676.31	SAND AND ROCKS
Total 48776:						3,676.31	
48777							
11/25/2025	48777	HALEY DOWSEY	333077068	10-13050-4430	76.79	76.79	FARMERS MARKET TFF
Total 48777:						76.79	
48778							
11/25/2025	48778	HARRIS COMPUTER	INHFORM00	10-14020-4420	674.10	674.10	DEMANDS
Total 48778:						674.10	
48779							
11/25/2025	48779	HARTFORD	4817757695	10-11011-42310	44.22	44.22	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-12001-4231	39.12	39.12	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-14020-4231	26.08	26.08	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-12003-4231	26.16	26.16	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-22080-4231	58.68	58.68	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-31140-42310	23.76	23.76	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-21070-4231	4.90	4.90	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	10-31150-42310	43.97	43.97	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	11-31530-42310	5.84	5.84	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	11-31510-42310	93.89	93.89	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	11-31520-42310	19.56	19.56	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	12-31610-4231	116.64	116.64	INSURANCE PREMIUM
11/25/2025	48779	HARTFORD	4817757695	12-31620-4231	113.56	113.56	INSURANCE PREMIUM

ADMIN

PW

PW

PW

FARMERS MKT

ADMIN

ADMIN

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48779:						616.38		
48780								
11/25/2025	48780	HIGHLINE COOLING,	NOVEMBER	10-21040-4438	1,000.00	1,000.00	OFFICE RENT	ADMIN
11/25/2025	48780	HIGHLINE COOLING,	NOVEMBER	10-22080-4438	1,000.00	1,000.00	OFFICE RENT	
Total 48780:						2,000.00		
48781								
11/25/2025	48781	HOLT GROUP, THE	25-09-011	12-31610-4430	375.00	375.00	(116) WWTP UV SYSTEM	ADMIN
11/25/2025	48781	HOLT GROUP, THE	25-09-012	22-80043-4430	2,325.00	2,325.00	(512) WEST 9TH STREET	
11/25/2025	48781	HOLT GROUP, THE	25-09-017	10-12003-4430	317.50	317.50	(047) ADU REVIEWS, ABC	
11/25/2025	48781	HOLT GROUP, THE	25-09-018	10-12003-4430	1,331.08	1,331.08	(207) BUILDING PERMIT	
11/25/2025	48781	HOLT GROUP, THE	25-09-019	10-31140-44302	740.00	740.00	(335) CALTRANS SAFETY	
11/25/2025	48781	HOLT GROUP, THE	25-09-020	22-80043-4430	950.00	950.00	(512) WEST 9TH STREET	
11/25/2025	48781	HOLT GROUP, THE	25-09-021	22-80052-4430	730.00	730.00	(518) PINE AVE - 4TH AND	
11/25/2025	48781	HOLT GROUP, THE	25-09-022	22-80051-4430	565.00	565.00	(538) COUNTRY CLUB RE	
Total 48781:						7,333.58		
48782								
11/25/2025	48782	HOLTVILLE SENIOR A	HCD HOME	10-00000-3971	958,452.00	958,452.00	CHECK FROM HCD 3	ADMIN
Total 48782:						958,452.00		
48783								
11/25/2025	48783	HUMANA	296346406	10-13010-4225	78.03	78.03	INSURANCE	ADMIN
11/25/2025	48783	HUMANA	296346406	10-12001-4250	199.60	199.60	INSURANCE	
11/25/2025	48783	HUMANA	296346406	10-14020-4225	104.05	104.05	INSURANCE	
11/25/2025	48783	HUMANA	296346406	10-22080-4225	156.08	156.08	INSURANCE	
11/25/2025	48783	HUMANA	296346406	10-12003-4225	121.56	121.56	INSURANCE	
11/25/2025	48783	HUMANA	296346406	10-31140-42250	35.13	35.13	INSURANCE	
11/25/2025	48783	HUMANA	296346406	10-31150-42250	54.63	54.63	INSURANCE	
11/25/2025	48783	HUMANA	296346406	11-31530-42250	27.31	27.31	INSURANCE	
11/25/2025	48783	HUMANA	296346406	11-31510-42250	145.31	145.31	INSURANCE	
11/25/2025	48783	HUMANA	296346406	12-31610-4225	78.04	78.04	INSURANCE	
11/25/2025	48783	HUMANA	296346406	12-31620-4225	145.34	145.34	INSURANCE	
Total 48783:						1,145.08		
48784								
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	10-31140-44240	2,469.89	2,469.89	ELECTRIC UTILITIES	PW
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	10-31158-44240	2,778.01	2,778.01	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	11-31520-44240	9,847.93	9,847.93	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	12-31610-4424	5,291.66	5,291.66	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	12-31620-4424	114.60	114.60	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	11-31510-44240	146.21	146.21	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	ELECTRIC N	11-31520-44240	146.22	146.22	ELECTRIC UTILITIES	
11/25/2025	48784	IMPERIAL IRRIGATIO	PARKS ELE	10-31150-44240	3,062.92	3,062.92	PARKS ELECTRICITY	
Total 48784:						23,857.44		
48785								
11/25/2025	48785	IMPERIAL IRRIGATIO	#0303 NOV 2	11-31520-44350	2,466.00	2,466.00	RAW WATER CHARAGES	PW
Total 48785:						2,466.00		
48786								
11/25/2025	48786	IV WATER SPECIALIS	111525	12-31610-4430	2,950.00	2,950.00	MONTHLY WATER AND W	PW

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
Total 48786:						2,950.00			
48787									
11/25/2025	48787	JADE SECURITY SYS	0228772	12-31610-4430	64.48	64.48	MONITOR SECURITY SY	PW	
11/25/2025	48787	JADE SECURITY SYS	0228772	11-31520-44300	64.49	64.49	MONITOR SECURITY SY		
Total 48787:						128.97			
48788									
11/25/2025	48788	LABOR COMPLIANCE	1271	10-70003-4430	4,218.34	4,218.34	LABOR COMPLIANCE MO	ADMIN	
Total 48788:						4,218.34			
48789									
11/25/2025	48789	MARIA MARTINEZ	FINAL BILL	11-00000-39610	134.83	134.83	FINAL UTILITY BILL	UTILITIES	
Total 48789:						134.83			
48790									
11/25/2025	48790	MISSIONSQUARE	6191197	10-00000-2029	480.00	480.00	CM RETIREMENT CONTR	ADMIN	
11/25/2025	48790	MISSIONSQUARE	6672978	10-00000-2026	2,544.73	2,544.73	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-00000-2027	634.40	634.40	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-12001-4240	688.72	688.72	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-14020-4240	268.80	268.80	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-22080-4240	351.81	351.81	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-12003-4240	212.48	212.48	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-21070-4240	42.86	42.86	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-31140-42400	145.37	145.37	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	10-31150-42400	157.72	157.72	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	11-31530-42400	31.12	31.12	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	11-31510-42400	495.25	495.25	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	11-31520-42400	429.20	429.20	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	12-31610-4240	605.20	605.20	RETIREMENT		
11/25/2025	48790	MISSIONSQUARE	6672978	12-31620-4240	580.88	580.88	RETIREMENT		
Total 48790:						7,668.54			
48791									
11/25/2025	48791	NAPA AUTO PARTS	321411	10-31150-44200	13.35	13.35	CABLE TIE	PW	
11/25/2025	48791	NAPA AUTO PARTS	321468	10-31158-44200	81.88	81.88	SOLAR BAT		
Total 48791:						95.23			
48792									
11/25/2025	48792	PEOPLEREADY,INC.	29364924	10-31152-41400	436.50	436.50	TEMP WORKER POOL	PW	
11/25/2025	48792	PEOPLEREADY,INC.	29375357	10-31152-41400	436.50	436.50	TEMP WORKER POOL		
Total 48792:						873.00			
48793									
11/25/2025	48793	PURCHASE POWER (9843 NOV 20	10-13010-4417	22.99	22.99	POSTAGE	ADMIN	
11/25/2025	48793	PURCHASE POWER (9843 NOV 20	10-14020-4417	139.69	139.69	POSTAGE		
11/25/2025	48793	PURCHASE POWER (9843 NOV 20	10-22080-4417	32.71	32.71	POSTAGE		
11/25/2025	48793	PURCHASE POWER (9843 NOV 20	10-12001-4417	25.64	25.64	POSTAGE		
11/25/2025	48793	PURCHASE POWER (9843 NOV 20	11-31510-44170	1,432.28	1,432.28	POSTAGE		
Total 48793:						1,653.31			

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description		
48794									
11/25/2025	48794	RAMON ALEJANDRO	1566	10-22080-4510	90.00	90.00	MANAGEMENT INFO SER	ADMIN	
11/25/2025	48794	RAMON ALEJANDRO	1566	10-12001-4510	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	10-12003-4510	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	10-14020-4510	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	11-31510-45100	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	12-31620-4510	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	11-31520-45100	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	12-31610-4510	90.00	90.00	MANAGEMENT INFO SER		
11/25/2025	48794	RAMON ALEJANDRO	1566	10-12003-4520	150.00	150.00	BUILDING PERMIT SYST		
11/25/2025	48794	RAMON ALEJANDRO	1566	10-22080-4520	450.00	450.00	FIRE DEPT CONSULTING		
11/25/2025	48794	RAMON ALEJANDRO	1566	11-31520-45200	300.00	300.00	WTP CONSULTING		
11/25/2025	48794	RAMON ALEJANDRO	1566	12-31610-4520	750.00	750.00	WWTP CONSULTING		
11/25/2025	48794	RAMON ALEJANDRO	1566	10-31158-45200	300.00	300.00	PW CONSULTING		
Total 48794:						2,670.00			
48795									
11/25/2025	48795	ROCKWELL Solutio	3689	12-31610-4784	22,767.20	22,767.20	SUBMERSIBLE PUMP	PW	
Total 48795:						22,767.20			
48796									
11/25/2025	48796	SAUL FLORES	FINAL BILL	11-00000-39610	223.73	223.73	FINAL UTILITY	UTILITIES	
Total 48796:						223.73			
48797									
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-22080-4230	150.37	150.37	MEDICAL AND DENTAL	ADMIN	
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-21070-4230	89.23	89.23	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-31140-42300	148.13	148.13	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-31150-42300	585.55	585.55	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31530-42300	13.82	13.82	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31510-42300	412.27	412.27	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31520-42300	283.47	283.47	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	12-31610-4230	845.92	845.92	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	12-31620-4230	675.62	675.62	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-22080-4225	18.93	18.93	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-21070-4225	10.58	10.58	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-31140-42250	15.25	15.25	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	10-31150-42250	55.45	55.45	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31530-42250	1.89	1.89	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31510-42250	37.93	37.93	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	11-31520-42250	18.93	18.93	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	12-31610-4225	103.57	103.57	MEDICAL AND DENTAL		
11/25/2025	48797	SIMNSA HEALTH PLA	144827	12-31620-4225	61.54	61.54	MEDICAL AND DENTAL		
Total 48797:						3,528.45			
48798									
11/25/2025	48798	SUNBELT RENTALS	173596651-0	11-31510-44300	2,975.85	2,975.85	BACKHOE RENTALS	PW	
11/25/2025	48798	SUNBELT RENTALS	173596651-0	10-31150-44300	2,216.22	2,216.22	BACKHOE REPAIRS		
Total 48798:						5,192.07			
48799									
11/25/2025	48799	THATCHER CO.	2025400105	11-31520-44201	17,098.91	17,098.91	T-CHLOR	PW	
Total 48799:						17,098.91			

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
48800							
11/25/2025	48800	TROJAN TECHNOLO	200/5000774	12-31610-4784	9,386.54	9,386.54	LAMP KITS
Total 48800:						9,386.54	
48801							
11/25/2025	48801	USA BLUEBOOK	INV0085568	11-31520-44200	12,125.34	12,125.34	UV ANALYZER
11/25/2025	48801	USA BLUEBOOK	INV0087687	11-31520-44200	62.67	62.67	TURBIDIMETER WHITE LI
11/25/2025	48801	USA BLUEBOOK	INV0087774	11-31520-44300	630.88	630.88	REPAIRS
11/25/2025	48801	USA BLUEBOOK	INV0087972	11-31520-44200	786.86	786.86	CHLORINE
11/25/2025	48801	USA BLUEBOOK	INV0089076	12-31610-4420	1,099.02	1,099.02	TEST SUPPLIES
11/25/2025	48801	USA BLUEBOOK	INV0089089	12-31610-4420	1,049.29	1,049.29	GASKETS, REDUCERS
11/25/2025	48801	USA BLUEBOOK	INV0089097	12-31610-4420	16.15	16.15	GASKETS
Total 48801:						15,770.21	
48802							
11/25/2025	48802	VESTIS	#2000 OCT 2	10-31158-44200	276.06	276.06	WORKPLACE SUPPLIES
11/25/2025	48802	VESTIS	#2000 OCT 2	12-31610-4314	737.57	737.57	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	11-31520-43140	510.25	510.25	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	11-31530-43140	173.13	173.13	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	10-31150-43140	162.31	162.31	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	10-31140-43140	162.31	162.31	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	11-31510-43140	292.16	292.16	UNIFORM CHARGES
11/25/2025	48802	VESTIS	#2000 OCT 2	12-31620-4314	292.16	292.16	UNIFORM CHARGES
Total 48802:						2,605.95	
48803							
11/25/2025	48803	VISION SERVICE PLA	824080148	10-13010-4225	12.39	12.39	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-12001-4225	40.05	40.05	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-14020-4225	16.52	16.52	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-12003-4225	20.23	20.23	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-22080-4225	37.17	37.17	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-21070-4225	3.10	3.10	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-31140-42250	9.56	9.56	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	10-31150-42250	42.06	42.06	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	11-31530-42250	2.48	2.48	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	11-31510-42250	44.65	44.65	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	11-31520-42250	32.21	32.21	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	12-31610-4225	45.01	45.01	INSURANCE PREMIUM
11/25/2025	48803	VISION SERVICE PLA	824080148	12-31620-4225	53.42	53.42	INSURANCE PREMIUM
Total 48803:						358.85	
48804							
11/25/2025	48804	YVETTE RIOS	MILEAGE 10	10-13010-4429	60.20	60.20	MILEAGE 10/31-11/20
Total 48804:						60.20	
Grand Totals:						1,132,182.30	

PW

PW

PW

ADMIN

ADMIN

City of Holtville
REPORT TO COUNCIL

DATE ISSUED: December 08, 2025
FROM: Yvette Rios, City Clerk
SUBJECT: *Selection of Mayor and Mayor Pro-Tem*

Meeting Date	<u>12/08/25</u>
Item Number	<u>3 a</u>
Approvals	City Manager _____
	Finance _____
	City Attorney _____

ISSUE:

Shall the City Council Select a Mayor and Mayor Pro-Tem to Serve During the Next Year?

DISCUSSION:

As a General Law City in the State of California, The City of Holtville City Council has historically exercised the standard practice of selecting a Mayor and Mayor Pro-Tem amongst existing officers on an annual basis.

To select a new Mayor, the City Clerk will declare the office of Mayor officially open, then nominations will be accepted and taken to a roll call vote. Once a motion to nominate a Mayor passes, the newly selected Mayor will oversee the selection of a Mayor Pro-Tem.

FISCAL IMPACT:

None.

RECOMMENDED ACTION:

Staff recommends that the Council Select a Mayor and Mayor Pro-Tem.

ALTERNATIVES:

Provide alternate direction.

Respectfully Submitted,
Yvette Rios



City of Holtville Report to City Council

Meeting Date:	December 8, 2025
Item Number:	3 b
Approvals	City Manager _____
	Finance Manager _____
	City Attorney _____

To: Nicholas D. Wells, City Manager

From: Cynthia Mancha, City Planner

Date: October 29, 2025

Project: Proposed Sale of City owned property located at the corner of East Fourth Street and Chestnut Avenue known as APN: 045-633-022-000

SUMMARY:

Property Owner: City of Holtville
Subject of Report: Proposed Sale of City Owned Property
Project Location: Southwest corner of East Fourth Street and Chestnut Avenue (APN: 045-633-022) (**Attachment A – Vicinity Map**)
Pending Action: Public Hearing to consider objections to the sale of real property as identified in Attachment A and Adopt Resolution 25-34 (**Attachment E – Resolution 25-34**) for the sale of said real property and affirming exempt surplus land.
Zoning: (R-1) Single Family Residential
General Plan: (MDR) Medium Density Residential
Environmental: Exempt – 15312 Surplus Government Property Sales

INTRODUCTION & BACKGROUND

In the early 1990's, Campesinos Unidos, Inc., a private not-for-profit, constructed affordable housing in the Villa Dorada Subdivision. Construction activities left an undeveloped parcel located at the southwest corner of East Fourth Street and Chestnut Avenue. The subject property known as Assessor's Parcel Number (APN: 045-633-022), herein referred to as "Property".

The Property is located within city limits, has an area of 2,788 sq.ft., and is zoned (R-1) Single Family Residential, please reference (**Attachment A – Vicinity Map**). The City of Holtville adopted Resolution 23-12 on April 10, 2023, accepting the dedication of said Property from Campesinos Unidos, Inc. The City has received interest from the owner of the adjoining, neighboring parcel in purchasing the Property. The City Council approved Resolution 25-07 on March 10, 2025 declaring the Property exempt surplus land.

The purpose of this staff report is to discuss the proposed sale of the city-owned Property and provide the opportunity to hear any public objections to the sale and to affirm the Property is exempt surplus land in conformance with State Law.

ANALYSIS

Existing Site Conditions. The undeveloped Property is 2,788 sq.ft. and is in a (R-1) Single Family Residential zone. With the installation of City approved driveway(s), the Property can become accessible through either Fourth Street or Chestnut Avenue. The Property is bordered by Imperial Irrigation District (IID) electrical poles on the eastern property line, adjacent Chestnut Avenue; shares an interior property lot line with 532 E. Fourth Street (APN: 045-633-009); and a property line with 353 Chestnut Avenue (APN: 045-633-016).

Land Use & Zoning. The Property location is regulated by the (R-1) Single Family Residential Zoning Code. Allowed uses, by right, in the zone include single-family detached residential dwelling units and residential care homes serving six or fewer clients. Development Standards in the zone call for the minimum lot size of 6,000 sq.ft.; density of one dwelling unit per 6,000 sq.ft.; 20 feet front setback; 10 feet side setback when adjacent a street; and 5 feet interior side setback. Given the size of the Property, it is highly improbable that stand alone development would be feasible.

Proposed Sale of Property and Impact to the City of Holtville. Oscar Soberanes, owner of the property located at 532 E. Fourth Street (APN: 045-633-009), is seeking to purchase the Property, please reference **(Attachment B – Property Profile)**. Any future development on the Property will need to abide by the City of Holtville Municipal Code, Title 17 – Zoning, Chapter 17.24. As the current owner, the City of Holtville is responsible for maintenance and upkeep costs associated with the Property. Although the upkeep and maintenance expense for the parcel is negligible, selling the Property will reduce the City's risk and maintenance costs.

Environmental. The sale of the Property would be Categorically Exempt from the provisions of CEQA pursuant to Title 14 CCR Section 15312 Class 12 – Surplus Government Property Sales. Class 12 consists of sales of surplus government property except for parcels of land located in an area of statewide, regional, or areawide concern identified in Section 15206(b)(4). However, even if the surplus property to be sold is located in any of those areas, its sale is exempt if: (a) The property does not have significant values for wildlife habitat or other environmental purposes, and (b) Any of the following conditions exist: (1) The property is of such size, shape, or inaccessibility that it is incapable of independent development or use; or (2) The property to be sold would qualify for an exemption under any other class of categorical exemption in these guidelines; or (3) The use of the property and adjacent property has not changed since the time of purchase by the public agency.

Compliance with the Surplus Land Act (SLA)

The Surplus Land Act (Government Code 54220-54234) requires local agencies to prioritize affordable housing and open space when disposing of land. Disposal of the Property will be conducted in accordance with the procedures of exempt surplus land pursuant to (Government Code 54221(f)(1)(B),

which allows land less than one-half acre in area that is not contiguous to land owned by a state or local agency or used for open-space or low- and moderate-income housing purposes to be exempt. The local agency is required to identify the land in a notice that is published and available for public comment for at least 30 days before the exemption takes effect. The size of the Property is less than one-half acre and is not suitable for stand-alone development. The SLA does not preclude the local agency from securing "fair market value" for the disposal of land.

Fair Market Value

Sales comparables were evaluated for unimproved, vacant land within the vicinity of the City of Holtville. Sales prices for vacant, unimproved land showed sales prices of \$2 per square foot, please reference (**Attachment C – Sales Comparables**). Some vacant parcels in desirable locations or with more development potential had sales prices ranging from \$4 to \$11 dollars per square foot. Of importance, the Property has available access to City water and sewer. Given the size and limited options for development, selling the Property for a price between \$2-\$3 per square foot (\$5,576 - \$8,364) would be fair and reasonable. The sales price would exclude property taxes, transfer taxes, closing costs, recording fees, commissions, or any other applicable fees, which would be borne by the buyer. Revenue from the sale would be income to the General Fund.

PUBLIC REVIEW

The City Council may approve the sale of the Property after a Public Hearing is held, all public comments are considered pursuant to Government Code Sections 54221 and 54222, and the California Department of Housing and Community Development issues an exemption letter. A Public Hearing Notice (**Attachment D – Public Hearing Notice**) for the proposed sale of the Property was circulated in the Holtville Tribune on November 6, 2025. Public comments may be made in writing and directed to Cynthia Mancha, City Planner, and delivered to 121 W. 5th Street, Holtville, CA starting November 7, 2025, through December 8, 2025, between the hours of 8am to 5pm.

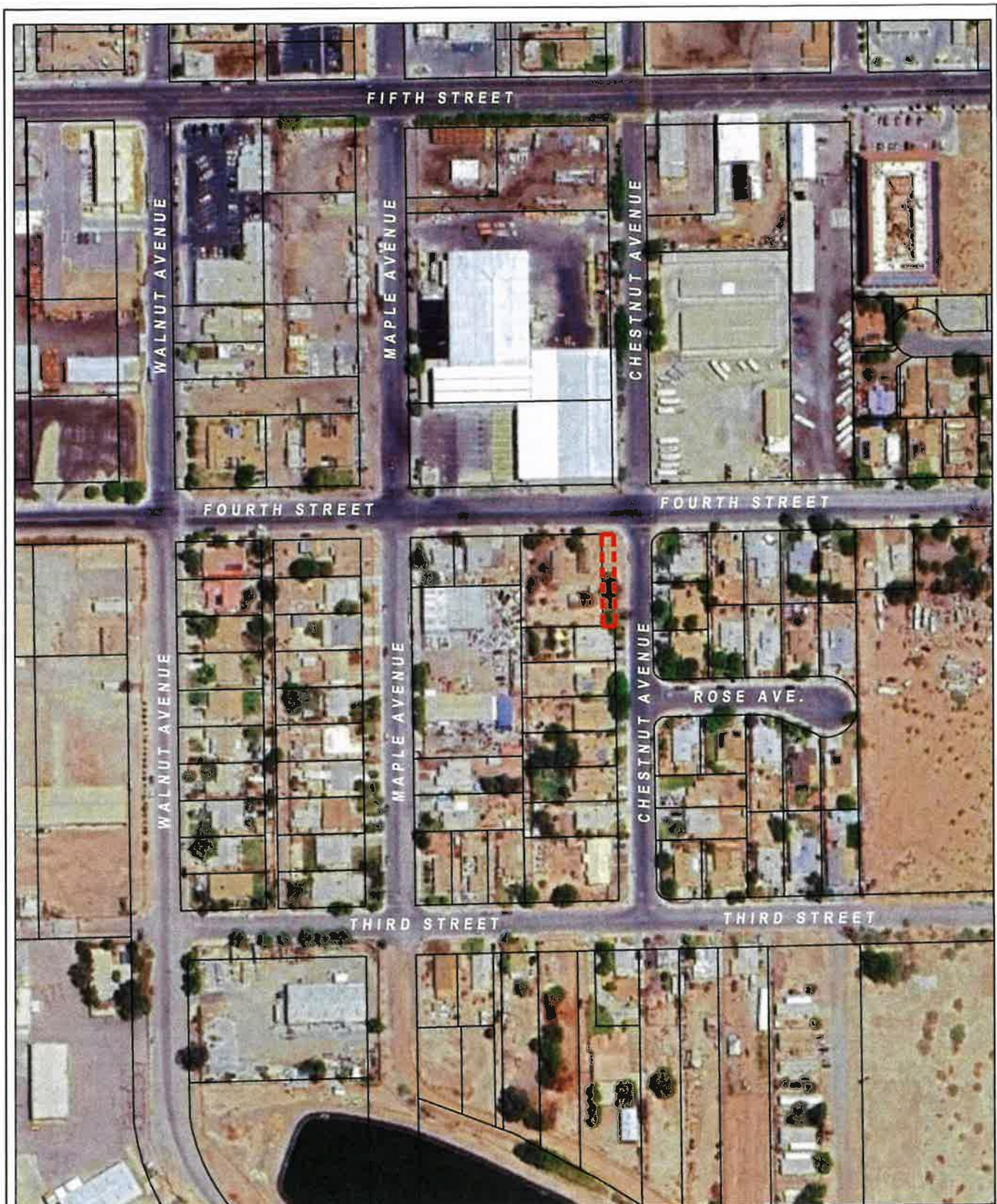
CITY COUNCIL PENDING ACTION

Staff recommends the City Council conduct the public hearing for the proposed sale of the Property in accordance with Government Code Sections 54221 and 54222. Upon listening to testimonies for and against the sale of the subject property, Staff recommends the following action:


- Adopt Resolution 25-34 (**Attachment E – Resolution 25-34**) allowing the sale of the Property and affirming the exempt surplus land in conformance with state law.

Attachments: Attachment A – Vicinity Map
Attachment B – Property Profile
Attachment C – Sales Comparables
Attachment D – Public Hearing Notice
Attachment E – Resolution 25-34

Attachment A – Vicinity Map

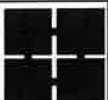


LEGEND:

 Property Boundary  Property Line

The Holt Group, Inc.
ENGINEERING · PLANNING · SURVEYING

1601 N. Imperial Ave., El Centro, California 92243



(760)337-3883



NOT TO SCALE

East Fourth Street & Chestnut Avenue
APN 045-633-022
HOLTVILLE, CA 92250

VICINITY MAP

THG Project No. 116.539

Date: 10/31/2025

Attachment B – Property Profile

Property Detail Report

CA

APN: 045-633-022-000

Reference ID: 116.047

Imperial County Data as of: 09/30/2025

Owner Information

Owner Name:	City Of Holtville	Occupancy:	Unknown
Vesting:			
Mailing Address:	121 W 5th St, Holtville, CA 92250-1213		

Location Information

Legal Description:	N 150Ft Of Villadorada Sub No 2 City Of Holtville	County:	Imperial, CA
APN:	045-633-022-000	Alternate APN:	0456332201
Munic / Twnshp:	Holtville	Census Tract / Block:	
Subdivision:	Villadorada Sub N...	Legal Lot / Block:	/ 1
Neighborhood:		Legal Book / Page:	
Elementary School:	Emmett S. Finley E...	School District:	Holtville Unified School District
Latitude:	32.80887	Middle School:	Holtville Junior H...
		High School:	Holtville High Sch...
		Longitude:	-115.37408

Last Transfer / Conveyance - Current Owner

Transfer / Rec Date:	03/24/2023 / 05/05/2023	Price:		Transfer Doc #:	2023.6711
Buyer Name:	City Of Holtville	Seller Name:	Lopez Jose M	Deed Type:	Quit Claim Deed

Last Market Sale

Sale / Rec Date:		Sale Price / Type:		Deed Type:	
Multi / Split Sale:		Price / Sq. Ft.:		New Construction:	
1st Mtg Amt / Type:		1st Mtg Rate / Type:		1st Mtg Doc #:	N/A
2nd Mtg Amt / Type:		2nd Mtg Rate / Type:		Sale Doc #:	N/A
Seller Name:					
Lender:				Title Company:	

Prior Sale Information

Sale / Rec Date:		Sale Price / Type:		Prior Deed Type:	
1st Mtg Amt / Type:		1st Mtg Rate / Type:		Prior Sale Doc #:	N/A
Prior Lender:					

Property Characteristics

Gross Living Area:	Total Rooms:	0	Year Built / Eff:	
Living Area:	Bedrooms:		Stories:	
Total Adj. Area:	Baths (F / H):		Parking Type:	
Above Grade:	Pool:		Garage #:	
Basement Area:	Fireplace:		Garage Area:	
Style:	Cooling:		Porch Type:	
Foundation:	Heating:		Patio Type:	
Quality:	Exterior Wall:		Roof Type:	
Condition:	Construction Type:		Roof Material:	

Site Information

Land Use:	Residential Acreage	Lot Area:	2,788 Sq. Ft.	Zoning:	
State Use:		Lot Width / Depth:		# of Buildings:	
County Use:	Rvxx - Residentia...	Usable Lot:		Res / Comm Units:	
Site Influence:		Acres:	0.064	Water / Sewer Type:	
Flood Zone Code:	X	Flood Map #:	06025C1775C	Flood Map Date:	09/26/2008
Community Name:	City Of Holtville	Flood Panel #:	1775C	Inside SFHA:	False

Tax Information

Assessed Year:	2025	Assessed Value:	\$3,189	Market Total Value:	
Tax Year:	2024	Land Value:	\$3,189	Market Land Value:	
Tax Area:		Improvement Value:		Market Imprv Value:	
Property Tax:	\$41.36	Improved %:		Market Imprv %:	
Exemption:		Delinquent Year:			

Disclaimer: This report: (i) is not an insured product or service or an abstract, legal opinion or a representation of the condition of title to real property, and (ii) is issued exclusively for the benefit of First American Data Tree LLC (Data Tree) customers and may not be used or relied upon by any other person. Estimated property values are: (i) based on available data; (ii) are not guaranteed or warranted; (iii) do not constitute an appraisal; and (iv) should not be relied upon in lieu of an appraisal. Data Tree does not represent or warrant that the information is complete or free from error, and expressly disclaims any liability to any person or entity for loss or damage caused by errors or omissions in the report.

School information is copyrighted and provided by GreatSchools.org.

Attachment C – Sales Comparables

0 Ash Main Canal
Holtville, CA 92250

63,598/Vendor
Enhanced
Lot Size

\$2
\$/Lot Size

1.460
Lot Acreage

Land
LP \$99,000



Transaction Type	Sale
Property Subtype	Residential Develop
Zoning	A-1, L-1, U
Price Per Acre	\$67,808.22
Sale Type	Standard
MLS#	25607951C
APN	055-041-018-000

Directions: Heading East on Interstate 8 freeway exit on Orchard Road turn LEFT, continue straight on Orchard Road, turning LEFT onto Haven Rd. then make a LEFT onto ditch bank of Ash Main Canal following it land.

Remarks: Here is your chance to buy land in the "Carrot Capital of the World" situated on 1.46 acres of A-1 zoning allowing you to build your dream home or establish light agriculture along with a variety of other uses. Conveniently located off of interstate 8 freeway off of Orchard Rd. Property is accessible through Ash Main Canal with encroachment permits.

Land/Lot Info		Potential/Present Land Use		Contract Info	
Land Type	Fee	Cleared		List Date/DOM	10-18-2025/29
Addl Parcel		Staked	No	List Price	\$99,000
Lot Dimen		Usable Land %		LP/Lot Size	\$2
Lot Descr.	Single Lot, Utilities - Overhead, Secluded	Bonds & Asmt		Orig List Price	\$99,000
Lot Location	Canal, Rural	Fence	None	Status Date	10-18-2025
Land Value		Crops	None	Change Date/Type	10-26-2025/Active
Land Value %		Soil Type		Seller Concessions	
Road Frontage	No	Trees	0	Possession	Close Of Escrow
Tract Map		Potential Usage	A-1, L-1, U Please see documents for zoning type.		
Units per Acre		Present Use	Urban		
Ingress/Egress		Special Zone	None		
Easement	No	Possible New Zone			
Canal/Gate	Available off of Ash Main Canal Call IID for info.	Street Lights	No		
Concrete Ditch	Other	Assessment			
Curb/Gutters		Cert of Compliance			
Mineral Rights		On File	None		
Net Acres		Survey			
Access	Over Canal	Topography	Flat		
Tile	No	Moratorium			
Horse Property					
Community/Development		Structure/Utilities		Sale/Sold Info	
Subdivision	Holtville Orchards	Total Bedrooms	0	Contract Date	
HOA Dues	\$0	Total Bathrooms	0.00	Sold Date	
Annual CFD	No	Building/Living Area	0/Taped	Sold Price	
Annual CFD Amount	\$0	Electric	Other	SP/Lot Size	
		Gas		Sale Terms	
		Sewer		SP/LP	
		Water	Canal		
		Water Well	No		
		Water District	IID		
Tax, Liens & Loans		Distance To		Location	
Lien Release		Distance To Electric	Over Head	Area	570 Holtville
Tax Rate		Distance To Freeway	Approx 800 ft	Map	
Tax Rate Total		Distance To Gas		Elementary	
Tax Rate Year		Distance To Sewer	Would need to be on Septic (not present)	Junior HS	
Tax Total		Distance To Street	100 Ft	Senior HS	
Gross Equity		Distance To Water	15 ft		
Improvements		Distance To Town	Approx 1 mile		
Improvements 2					
Improvements Amount					
Improvements Percent					

Broker/Agent does not guarantee the accuracy of the square footage, lot size or other information concerning the conditions or features of the property provided by the seller or obtained from Public Records or other sources. Buyer is advised to independently verify the accuracy of all information through personal inspection and with appropriate professionals. The property may have video/surveillance devices. VESTAPLUS™ Copyright © 2025 by TheMLS™. Information deemed reliable but not guaranteed. Presented by: Joe Nieto III CALDRE# 02072474

0 Ash Main Canal
Holtville, CA 92250

63,598/Vendor
Enhanced
Lot Size

\$2
\$/Lot Size

1.460
Lot Acreage

Land
LP \$99,000

Active





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2020 De Paoli Rd
Holtville, CA 92250

199,069/Assess
or
Lot Size

\$2
\$/Lot Size

4.570
Lot Acreage

Land
LP \$299,000

Active



Transaction Type Sale
Property Subtype Residential Develop
Zoning R1
Price Per Acre \$44,857.00
Sale Type Standard
MLS# 255834771C
APN 045-610-012-000

Directions: From 5th (115) go south on Pear Canal turn right in to the property.

Remarks: Nestled in the serene landscape of Holtville, this captivating 4.57 acre parcel present rare opportunity for those dreaming Country living. What sets this land apart is the invaluable addition of existing utilities, offering a seamless and cost-effective foundation for building your dream residence.

Land/Lot Info		Potential/Present Land Use		Contract Info		DOM 82	
Land Type	Fee	Cleared		List Date/DOM	08-26-2025/82		
Addl Parcel	Yes	Staked		List Price	\$299,000		
Lot Dimen		Usable Land %		LP/Lot Size	\$2		
Lot Descr.		Bonds & Asmt		Orig List Price	\$299,000		
Lot Location		Fence		Status Date	08-26-2025		
Land Value	\$205,000	Crops	None	Change Date/Type	09-03-2025/Active		
Land Value %		Soil Type		Probate Y/N	No		
Road Frontage		Trees		Seller Concessions			
Tract Map		Potential Usage		Financing	Cash To Existing Loan		
Units per Acre		Present Use	Residential Development	Possession	Close Of Escrow		
Ingress/Egress		Special Zone	None				
Easement		Possible New Zone					
Canal/Gate		Street Lights					
Concrete Ditch		Assessment					
Curb/Gutters		Cert of Compliance					
Mineral Rights		On File	None				
Net Acres		Survey					
Access		Topography					
Tile		Moratorium					
Horse Property							
Community/Development		Structure/Utilities		Sale/Sold Info			
Subdivision	Residential Development	Total Bedrooms	0	Contract Date			
HOA Dues	\$0	Total Bathrooms	0.00	Sold Date			
Annual CFD	No	Building/Living Area		Sold Price			
Annual CFD Amount	\$0	Electric	On Site	SP/Lot Size			
		Gas	On Site	Sale Terms			
		Sewer	Septic	SP/LP			
		Water	IID				
		Water Well					
		Water District					
Tax, Liens & Loans		Distance To		Location			
Lien Release		Distance To Electric		Area	570 Holtville		
Tax Rate		Distance To Freeway		Map			
Tax Rate Total		Distance To Gas		Elementary			
Tax Rate Year		Distance To Sewer		Junior HS			
Tax Total		Distance To Street		Senior HS			
Gross Equity		Distance To Water					
Improvements		DistanceToTown					
Improvements 2							
Improvements Amount							
Improvements Percent							

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2020 De Paoli Rd
Holtville, CA 92250

199,069/Assess
or
Lot Size

\$2
\$/Lot Size

4.570
Lot Acreage

Land
LP \$299,000

Active



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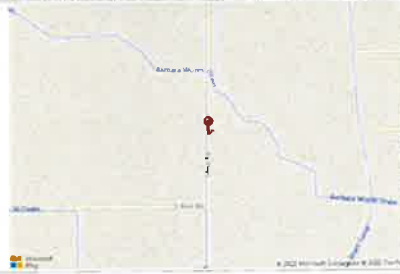
0 Mets Rd
Holtville, CA 92250

43,996/Vendor
Enhanced
Lot Size

\$4
\$/Lot Size

1.010
Lot Acreage

Land
LP \$197,000



Transaction Type
Property Subtype
Zoning
Price Per Acre
Sale Type
MLS#
APN

Sale
Residential Develop
R1
\$195,049.50
Standard
23245609IC
045-100-079-000

Directions: From East Evan Hewes Hwy, go to Mets Rd property is on the South side corner lot

Remarks: CORNER LOT FOR SALE - 1.01 ACRE! in Quiet and lovely Holtville, site accessed through a private street with easy access from Evan Hewes Hwy. It has a lot of fruit trees adjacent to the famous White castle house. Centrally located, partially fenced, ready to build your own Castle.

Land/Lot Info		Potential/Present Land Use		Contract Info	
				DOM 953	
Land Type	Fee	Cleared		List Date/DOM	02-27-2023/953
Addl Parcel	No	Staked		List Price	\$197,000
Lot Dimen		Usable Land %		LP/Lot Size	\$4
Lot Descr.		Bonds & Asmt		Orig List Price	\$197,000
Lot Location		Fence		Status Date	02-27-2023
Land Value		Crops	None	Change Date/Type	12-26-2024/Extended
Land Value %		Soil Type		Probate Y/N	No
Road Frontage		Trees		Seller Concessions	
Tract Map		Potential Usage		Owner will Subordinate	No
Units per Acre		Present Use	Residential Lot	Financing	Cash
Ingress/Egress		Special Zone	None	Possession	Close Of Escrow
Easement		Possible New Zone			
Canal/Gate		Street Lights			
Concrete Ditch		Assessment			
Curb/Gutters		Cert of Compliance			
Mineral Rights		On File	None		
Net Acres		Survey			
Access		Topography			
Title		Moratorium			
Horse Property	No				
Community/Development		Structure/Utilities		Sale/Sold Info	
Subdivision		Total Bedrooms	0	Contract Date	
HOA Dues	\$0	Total Bathrooms	0.00	Sold Date	
Annual CFD	No	Building/Living Area	0/Developer	Sold Price	
Annual CFD Amount	\$0	Electric		SP/Lot Size	
		Gas		Sale Terms	
		Sewer	Septic	SP/LP	
		Water	City		
		Water Well	No		
		Water District			
Tax, Liens & Loans		Distance To		Location	
Lien Release		Distance To Electric		Area	570 Holtville
Tax Rate		Distance To Freeway		Map	
Tax Rate Total		Distance To Gas		Elementary	
Tax Rate Year		Distance To Sewer		Junior HS	
Tax Total		Distance To Street		Senior HS	
Gross Equity		Distance To Water			
Improvements		Distance To Town			
Improvements 2					
Improvements Amount					
Improvements Percent					

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0 Mets Rd
Holtville, CA 92250

43,996/Vendor
Enhanced
Lot Size

\$4
\$/Lot Size

1.010
Lot Acreage

Land
LP \$197,000

Active



3 0 Vista Verde Dr
Holtville CA 92250

10,039 Lot Size
Vendor Enhanced

\$9
\$/Lot Size

0.230
Lot Acreage

Land
SP: \$89,000



Transaction Type	Sale
Property Subtype	Residential Develop
Zoning	R1
Price Per Acre	\$460,869.57
Sale Type	Standard
MLS#	24455867IC
APN	045-533-008-000
Comp Sale	No

Directions : Merge onto I-8 E3.9 mi Take exit 118B for CA-111 N toward Brawley 0.2 mi Continue onto CA-111 N 1.8 mi Turn right onto E Evan Hewes Hwy/E Holton Rd (signs for Holtville) Continue to follow E Evan Hewes Hwy 5.1 mi Continue on Anderholt Rd. Drive to Fairway Dr1 min (0.5 mi) Turn right onto Anderholt Rd0.4 mi Turn right onto Fairway Dr0.1 mi/Vista Verd

Remarks : Explore an excellent opportunity to own one of the few available residential lots in the Barbara Worth Country Club, a welcoming community that balances comfort and convenience. This outstanding lot is currently on sale, providing a rare chance to build your dream home in a sought-after area surrounded by friendly, established neighbors. Situated on the scenic Barbara Worth Country Club, this prime location offers beautiful views and direct access to the greens, making it ideal for golf enthusiasts. With ample space to showcase a custom architectural design, this lot is perfect for creating a home that reflects your personal style and vision. Take advantage of this opportunity to build a remarkable residence in a community known for its charm and accessibility. This lot is truly a canvas for your dream home.

Land/Lot Info		Potential/Present Land Use		Contract Info		DOM 162
Land Type	Fee	Cleared		List Date/DOM	10-22-2024 / 162	
Addl Parcel	No	Staked		List Price	\$106,000	
Lot Dimen		Usable Land %		LP/Lot Size	\$11	
Lot Descr.		Bonds & Asmt		Orig List Price	\$106,000	
Lot Location	Greenbelt, On Golf Course, Rural, Cul-De-Sac	Fence		Status Date	04-02-2025	
Land Value		Crops	None	Probate Y/N	No	
Land Value %		Soil Type		Seller Concessions		
Road Frontage		Trees		Possession	Close Of Escrow	
Tract Map		Potential Usage				
Units per Acre		Present Use	100			
Ingress/Egress		Special Zone	None			
Easement		Possible New Zone				
Canal/Gate		Street Lights	Yes			
Concrete Ditch		Assessment				
Curb/Gutters		Cert of Compliance				
Mineral Rights		On File	None			
Net Acres		Survey				
Access		Topography				
Title		Moratorium				
Horse Property	No					
Community/Development		Structure/Utilities		Sale/Sold Info		
Subdivision		Total Bedrooms	0	Contract Date	03-05-2025	
HOA Dues	\$0	Total Bathrooms	0.00	Sold Date	04-02-2025	
Annual CFD	No	Building/Living Area	0/Taped	Sold Price	\$89,000	
Annual CFD Amount	\$0	Electric	In Street	SP/Lot Size	8.87	
		Gas	None	Sale Terms	Cash	
		Sewer	Unknown	SP/LP	83.96%	
		Water	Canal			
		Water Well				
		Water District				
Tax, Liens & Loans		Distance To		Location		
Lien Release		Distance To Electric		Area	570 Holtville	
Tax Rate		Distance To Freeway		Map		
Tax Rate Total		Distance To Gas		Elementary		
Tax Rate Year		Distance To Sewer		Junior HS		
Tax Total		Distance To Street		Senior HS		
Gross Equity		Distance To Water				
Improvements		DistanceToTown				
Improvements 2						
Improvements Amount						
Improvements Percent						

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Attachment D – Public Hearing Notice



Notice of Public Hearing

City of Holtville

Notice is hereby given that a public hearing will be held by the City of Holtville City Council at the date, time, and place indicated below. The purpose of the public hearing will be to hear comments from the public regarding the following subject:

Project: Proposed sale of City owned property located at the corner of East Fourth Street and Chestnut Avenue.	Location: Southwest corner of East Fourth Street and Chestnut Avenue. APN: 045-633-022-000
--	---

The City is proposing to sale a 2,788 sqft city-owned parcel. The sale of real property requires compliance with the Surplus Land Act. The Surplus Land Act (Government Code 54220-54234) requires local agencies to prioritize affordable housing and open space when disposing of land. The Surplus Land Act makes provisions for exempting surplus land. Given the size of the parcel, stand-alone development may not be infeasible. The city is pursuing an exemption pursuant to (Government Code 54221(f)(1)(B), which allows land less than one-half acre in area that is not contiguous to land owned by a state or local agency or used for open-space or low- and moderate-income housing purposes to be exempt. The local agency is required to identify the land in a notice that is published and available for public comment for at least 30 days before the exemption takes effect. The proposed sale of surplus government property is exempt from the requirements of the California Environmental Quality Act (CEQA) via Section 15312 of the California Code of Regulations. The purpose of this hearing is for the City Council to consider public comments for and against the proposed sale of the referenced property.

City Council Meeting Date: December 8, 2025

Hearing Time: 5:30 PM

Hearing Location: City Hall
121 W. 5th Street

Copies of pertinent information are available for review at the City Hall during regular business hours. If you would like to know more about the proposed project prior to the public hearing, please contact Cynthia Mancha, City Planner, at (760) 337-3883 or via email at cmancha@theholtgroup.net.

Any person desiring to comment on the above project may do so in writing or may appear in person at the public hearing. Written comments will be received from November 7, 2025, to December 8, 2025; directed to the Holtville City Clerk, 121 West 5th Street, Holtville, CA 92250; and be delivered prior to the Public Hearing date and time. Please reference the project name in all written correspondence.

Attachment E – Resolution 25-34

RESOLUTION NO. 25-34

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE
CONSIDERING OBJECTIONS TO THE SALE OF CITY OWNED PROPERTY
AT THE SW CORNER OF EAST FOURTH STREET AND CHESTNUT
AVENUE & EXEMPTING SURPLUS LAND
(APN: 045-633-022)**

WHEREAS, the City Council has adopted resolution 2025-34 expressing the intention to sell the following described real property and designating it as exempt surplus land:

“NORTH 150FT of VILLADORADA SUB NO. 2 CITY OF HOLTVILLE and described as REMAINDER PARCEL OF BLOCK 123, TOWNSITE OF HOLTVILLE, CITY OF HOLTVILLE, COUNTY OF IMPERIAL, STATE OF CALIFORNIA further described in FM BOOK 15, PAGE 73 recorded in the official records of Imperial County on 02/04/1991.” and;

WHEREAS, the City Manager is directed to dispose of said exempt surplus land; and

WHEREAS, said land is exempt surplus pursuant to California Government Code section 54221(f)(1)(B) of the Surplus Land Act, “exempt surplus land” includes, “Surplus land that is less than one-half acre (21,780 sq.ft.) in area and is not contiguous to land owned by a state or local agency that is used for open-space or low- and moderate-income housing purposes.”; and

WHEREAS, the described real property is .06 acres (2,788 sq.ft.) and meets the requirements of California Government Code section 54221(f)(1)(B).; and

WHEREAS, public notice of the exempt surplus land was published and available for public comment pursuant to California Government Code section 54221(4); and

WHEREAS, pursuant to California Government Code section 54221 (f)(2), said property is not:

- (A) Within a coastal zone.
- (B) Adjacent to a historical unit of the State Park System.
- (C) Listed on or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic Places.
- (D) Within the Lake Tahoe region as defined in Section 66905.5; and

WHEREAS, no objections were received; or

WHEREAS, the Council considered various objections to the intended sale; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Holtville, that the objections to the intended sale are overruled.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Holtville at a regularly scheduled meeting held on this 8th day of December 2025 by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mayor

Attest: _____

Yvette Rios
(City Clerk)



Meeting Date:	<u>December 8, 2025</u>
Item Number:	<u>3 c</u>
City Manager	_____
Finance Manager	_____
City Attorney	_____

City of Holtville Report to City Council

To: Nicholas Wells, City Manager
Holtville City Council

From: Cynthia Mancha, City Planner

Prepared By: Melany Amarillas, Associate Planner

Date: December 8, 2025

Project: **Authorization to Advertise Invitation for Bids for Construction of The Alamo River Trail Trestle Bridge Project**

Summary:

Project Location:	Alamo River Trestle Bridge – APN: 045-243-005
Pending Action:	Adopt Resolution 25-35 Authorizing the City Engineer to Advertise Invitation for Bids for the Alamo River Trestle Bridge Project and direct the City Manager to procure Construction Management Services

INTRODUCTION & BACKGROUND

The City of Holtville applied for grant funding to the Recreational Trails and Gateway Grant Program from the California Natural Resources Agency (CNRA) in 2020. The Recreational Trails and Gateway Grant provides grant funding for non-motorized infrastructure development and enhancements that promote new or alternate access to parks or other natural environments. The City of Holtville was awarded grant monies in the amount of \$1,262,000 for the restoration of the Alamo River Trail Trestle Bridge and trail-side amenities. The Alamo River Trail Trestle Bridge Project complies with the grant program's purpose as it is a recreational non-motorized crossing that will provide a new access to a City's natural environment, the Holtville Wetlands, and allow City's residents to hike, walk, bicycle, and even ride horses throughout the trail as they commune with nature.

Project Description:

The City of Holtville has undertaken several projects over the past 10 years to improve recreation and recreational trails along the Alamo River. The Alamo River Trail Bridge would be a continuation of those efforts. The existing Alamo River currently ends at the east bank of the Alamo River without a way for trail users to cross onto the other side. The City acquired an abandoned railroad trestle bridge in 2009 to facilitate the river crossing. Unfortunately, a fire incident sustained structural damages to the bridge.

even ride horses throughout the trail as they commune with nature.

Project Description:

The City of Holtville has undertaken several projects over the past 10 years to improve recreation and recreational trails along the Alamo River. The Alamo River Trail Bridge would be a continuation of those efforts. The existing Alamo River currently ends at the east bank of the Alamo River without a way for trail users to cross onto the other side. The City acquired an abandoned railroad trestle bridge in 2009 to facilitate the river crossing. Unfortunately, a fire incident sustained structural damages to the bridge.

The City of Holtville will use grant funds along with local funds, an insurance settlement, to repair the bridge, install pedestrian decking on the bridge, and construct trail side amenities along the pathway leading to the bridge. The bridge decking will utilize material suitable for non-motorized traffic including pedestrians, bicycles, and equestrian users. Amenities such as landscaping, benches, and signage will also be installed along the trail pathway leading up to the bridge. Note that this project description was included in the project application and grant awarding process. Please refer to specifications of the scope of work down below.

ANALYSIS

Project Scope:

The project's grant agreement administers the funds to include project management, design and engineering, permitting, construction and construction management to install the following scope of work: a non-motorized crossing over the Alamo River to link the existing Alamo River Trail with the Holtville wetlands. The work includes repairing approximately 1,000 square feet of the existing trestle bridge structure. Improvements consist of installing about 3,500 square feet of new bridge decking, ADA-compliant and trail-appropriate railings, bridge landings, and solar bollard lighting. The project also features site enhancements such as mulch placement, installation of benches, kiosks, signage, and the planting of trees, shrubs, and grasses to improve the surrounding environment. The primary access to the project area will be through Earl Walker Park, which is the start of the Alamo River Trail and a second access will be through the southwest corner sidewalk on West 5th Street/Highway 115 and Palm Avenue. As previously mentioned, the restoration of the trestle bridge would give the public more recreational opportunities and provide access to Holtville's natural environments.

Project Status and Timeline:

The design plans of the project are at 100% completion, prepared by Kleinfelder. The advertisement for bids will be published to the Holtville Tribune on December 11 and December 18, 2025. Following that a bid opening will be conducted at City Hall on January 27, 2026. Bid results will be presented to the City Council at its regular meeting on February 9 where a recommendation will be made to award the construction project to the lowest responsive and responsible bidder. Once approved, a Notice to Proceed will be issued on February 27, officially authorizing the contractor to begin work. Construction activities are scheduled to begin on March 9 through August 20, which is during the 165 calendar day construction window. Finally, the project is anticipated to file the Notice of Completion on August 21. Please refer to **Attachment A – Schedule of Events** for a more detailed breakdown.

FISCAL IMPACT

A cost estimate was prepared in 2020 in connection with the grant application based on an Engineer's Estimate of Probable Cost prepared by Simon Wong Engineers (SWE). SWE prepared an engineering study on March 22, 2010 to repair the damaged bridge. The estimate included in the application consisted of repairs to the bridge and trail side improvements which total \$1,991,000. Based on recent bid results of other public works projects in the Imperial Valley, the updated cost estimate is now

\$2,170,000 which include unit prices escalated to 2026, a 10% mobilization, and a 20% contingency, prepared by Kleinfelder.

Kleinfelder's estimated total project cost, includes but is not limited to bridge removal (portion), bridge footing, treated lumber and timber, erosion control, temporary fiber roll, excavation, minor concrete (sidewalk), masonry block wall, pressure treated wood, concrete bench, picnic tables, bike rack, plant establishment work, class 2 base, wood mulch, test existing irrigation facilities, riser sprinkler assembly, survey control, and geotechnical engineering testing and inspection. Please refer to **Attachment B – Construction Estimate** for a more detailed breakdown. Please refer to the table below for a summary of the available funding.

Items	Project Cost	CNRA (Grant)	Local Funds	Available Funds
Administration, Design, and Permitting	\$249,000.00	\$240,000.00	\$9,000.00	\$249,000.00
Construction	\$2,170,000.00	\$882,000.00	\$720,000.00	<u>-\$568,000.00</u>
Construction Management	TBD	\$140,000.00	TBD	TBD
Subtotal:	TBD	\$1,262,000.00	\$729,000.00	TBD
Total:		\$1,991,000.00		

As shown above, there is a shortage of \$568,000. As previously mentioned, please note that the above construction cost includes an escalated unit price and a high contingency and mobilization percentage. By reducing such items, the construction cost shortage may decrease significantly. In the event that funds are insufficient to cover the total construction costs of the project, an effort will be made by City staff to consult the shortage amount with the awarding agency, CNRA, and request an increase in funding to match the shortage amount or equivalent, or request a modification to the project's scope of work to reduce the project's total construction cost.

RECOMMENDATION AND PENDING ACTION

Staff is requesting the City Council to consider the following actions for the City of Holtville Alamo River Trail Trestle Bridge Project:

1. Adopt Resolution 25-35 (**Attachment C**) authorizing the City Engineer to Advertise Invitation for Bids for the Construction of The Alamo River Trail Trestle Bridge Project and direct the City Manager to procure Construction Management Services.

Alternatives

2. Not Adopt Resolution 25-35 authorizing the City Engineer to Advertise Invitation for Bids for the Construction of The Alamo River Trail Trestle Bridge Project and direct the City Manager to procure Construction Management Services.

Attachments:

Attachment A – Schedule of Events
Attachment B – Construction Estimate
Attachment C – Resolution 25-35

Attachment A – Schedule of Events



CITY OF HOLTVILLE

121 WEST FIFTH STREET
HOLTVILLE, CALIFORNIA 92250 - 1298 · (760) 356 - 2912
" THE CARROT CAPITAL OF THE WORLD "

CITY OF HOLTVILLE RAILROAD TRESTLE BRIDGE REHABILITATION OVER ALAMO RIVER, ALONGSIDE HIGHWAY 115

SCHEDULE OF EVENTS

DATE: DECEMBER 1, 2025

<u>ITEM NO.</u>	<u>ITEM</u>	<u>SCHEDULE</u>
1	Approval of the plans, specifications, and cost estimate by the City Council and to move forward with the bidding phase of the project.	Monday, December 8, 2025
2	Prepare Cover Letter transmitting Legal Advertisement to the Holtville Tribune. The Holtville Tribune requires the Legal Advertisement 72 hours or 3 business days prior to the Advertising of the Project.	Tuesday, December 9, 2025
3	Complete printing of bid set plans, specifications and contract documents.	Tuesday, December 9, 2025
4	Project Advertisement for Bidding (posting on City's webpage and trade journals, and Newspaper - Holtville Tribune (Thursdays)	Thursday, December 11, 2025 and Thursday, December 18, 2025
5	Contact local contractors, subcontractors and material suppliers regarding the project.	Thursday, December 11, 2025
6	Conduct Non-Mandatory Pre-Bid Conference at 10:00 a.m. at Holtville City Hall, 121 West 5th Street, Holtville, CA 92250.	Friday, January 9, 2026
7	Questions are due by the bidders at 5:00 PM.	Friday, January 16, 2026
8	Conduct Bid Opening at 2:00 p.m. at Holtville City Hall, 121 West 5th Street, Holtville, CA 92250.	Tuesday, January 27, 2026

<u>ITEM NO.</u>	<u>ITEM</u>	<u>SCHEDULE</u>
9	Award Contract for Project Construction at the Regularly Scheduled Holtville City Council Meeting.	Monday, February 9, 2026
10	Process Contract Documents. Receive Insurance Certificates, Performance Bond and Payment Bond from Contractor. Review of Insurance and Bond Documents by	Tuesday, February 10, 2026 through Monday, February 23, 2026
11	Review Project Submittal Documents.	Monday, February 16, 2026 through Friday, March 13, 2026
12	Conduct Pre-Construction Conference at Holtville City Hall at 10:00 a.m.	Friday, February 27, 2026
13	Issue Notice to Proceed to Contractor.	Friday, February 27, 2026
14	Construction Start Day	Monday, March 9, 2026
15	Project Construction – 165 Calendar Days.	Monday, March 9, 2026 through Thursday, August 20, 2026
16	Conduct Final Project Inspection with Contractor, Consultant Design and Resident Engineer(s), and City of Holtville Staff.	Thursday, August 13, 2026
17	Contractor to address "Punch List" items and finish project construction.	Thursday, August 20, 2026
18	File Notice of Completion at County of Imperial Recorder's Office.	Friday, August 21, 2026

Attachment B – Construction Estimate

GENERAL PLAN - ADVANCED DESIGN ESTIMATE

BRIDGE NAME:	ALAMO RIVER TRESTLE REHABILITATION
BRIDGE NUMBER:	NA
TYPE:	100% BRIDGE REHABILITATION - PEDESTRIAN BRIDGE CONVERSION
FEDERAL-AID NO.:	
PROJECT ID:	12028
PRICES BY :	J. Montgomery/ R. Piper
PRICES CHECKED BY :	Kelly Burnell
QUANTITIES BY:	J. Montgomery/ R. Piper

CONTRACT ITEMS	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	TEMPORARY SUPPORT	1	LS	\$ 150,000 \$ 150,000
2	JACKING SUPERSTRUCTURE	1	LS	\$ 150,000 \$ 150,000
3	BRIDGE REMOVAL (PORTION)	1	LS	\$ 100,000 \$ 100,000
4	STRUCTURAL CONCRETE, BRIDGE FOOTING	21.0	CY	\$ 1,600 \$ 33,600
5	BAR REINFORCING STEEL	2400	LB	\$ 6.5 \$ 15,600
6	TREATED LUMBER AND TIMBER	24.1	MFBM	\$ 26,500 \$ 638,650
7	PLASTIC LUMBER	1.9	MFBM	\$ 30,000 \$ 57,750
8	MOVE-IN/MOVE-OUT (EROSION CONTROL)	1	LS	\$ 1,000.0 \$ 1,000
9	TEMPORARY FIBER ROLL (INDIVIDUAL)	1,970	LF	\$ 4.5 \$ 8,865
10	TEMPORARY FIBER ROLL (PYRIMID STACK)	230	LF	\$ 13.5 \$ 3,105
11	CLEARING AND GRUBBING	1	LS	\$ 5,000.0 \$ 5,000
12	EXCAVATION	211	CY	\$ 30.0 \$ 6,330
13	SCARIFY AND COMPACT NATIVE SOIL	232	CY	\$ 20.0 \$ 4,640
14	SAND BACKFILL	47	CY	\$ 40.0 \$ 1,899
15	MINOR CONCRETE (SIDEWALK)	202	CY	\$ 500.0 \$ 101,000
16	MASONRY BLOCK WALL	150	SQFT	\$ 95.0 \$ 14,250
17	PRESSURE TREATED WOOD	4,305	LF	\$ 7.0 \$ 30,135
18	WASTE RECEPTABLE & RECYCLE CONTAINER - 3 PAIRS	6	EA	\$ 2,500.0 \$ 15,000
19	BENCH, CONCRETE WITH BACK	2	EA	\$ 3,000.0 \$ 6,000
20	PICNIC TABLES, INCLUDING ADA, RECTANGULAR	1	EA	\$ 3,200.0 \$ 3,200
21	PICNIC TABLES, RECTANGULAR	2	EA	\$ 3,200.0 \$ 6,400
22	BIKE RACK	2	EA	\$ 1,200.0 \$ 2,400
23	WEED GERMINATION	1	LS	\$ 2,500.0 \$ 2,500
24	SOIL AMENDMENT	1	LS	\$ 2,500.0 \$ 2,500
25	SLOW-RELEASE FERTILIZER	1	LS	\$ 750.0 \$ 750
26	SOIL TESTING	3	EA	\$ 250.0 \$ 750
27	PLANT (GROUP B)	44	EA	\$ 35.9 \$ 1,580
28	PLANT (GROUP U)	30	EA	\$ 200.0 \$ 6,000
29	PLANT ESTABLISHMENT WORK	1	LS	\$ 10,000.0 \$ 10,000
30	DECOMPOSED GRANITE	3,722	SQ FT	\$ 8.0 \$ 29,776
31	CLASS 2 BASE	179	CY	\$ 40.0 \$ 7,160
32	WOOD MULCH	1	LS	\$ 2,500.0 \$ 2,500
33	CHECK AND TEST EXISTING IRRIGATION FACILITIES	2	LS	\$ 4,000.0 \$ 8,000
34	IRRIGATION CONTROLLER ENCLOSURE CABINET	1	EA	\$ 3,000.0 \$ 3,000
35	BATTERY POWERED IRRIGATION CONTROLLER	1	EA	\$ 2,500.0 \$ 2,500
36	CONTROL AND NEUTRAL CONDUCTORS	1	LS	\$ 6,000.0 \$ 6,000
37	1" REMOTE CONTROL VALVE	9	EA	\$ 600.0 \$ 5,400
38	RISER SPRINKLER ASSEMBLY W/ CHECK VALVE BUBBLER	74	EA	\$ 75.0 \$ 5,550
39	QUICK COUPLER	7	EA	\$ 350.0 \$ 2,450
40	1" GATE VALVE	9	EA	\$ 336.0 \$ 3,024
41	2" GATE VALVE	3	EA	\$ 450.0 \$ 1,350
42	1" PLASTIC PIPE (SCHEDULE 40) (SUPPLY LINE)	400	LF	\$ 30.0 \$ 12,000
43	2" PLASTIC PIPE (SCHEDULE 40) (SUPPLY LINE)	1,200	LF	\$ 42.7 \$ 51,204
44	SURVEY CONTROL	1	LS	\$ 75,000.00 \$ 75,000.00
45	GEOTECHNICAL ENGINEERING TESTING AND INSPECTION	1	LS	\$50,000 \$ 50,000.00
46				
47				

Comments

Unit Prices tabulated have been escalated to 2026 (assumed 5% per year)	SUBTOTAL	\$ 1,643,818
	MOBILIZATION (10%)	\$ 164,382
	SUBTOTAL	\$ 1,808,200
	CONTINGENCIES (20%)	\$ 361,640
	TOTAL	\$ 2,169,840
	TOTAL FOR BUDGET PURPOSES	\$ 2,170,000.00

Attachment C – City Council Resolution 25-35

RESOLUTION NO. CC 25-35

**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 ALAMO RIVER TRAIL TRESTLE
BRIDGE PROJECT FUNDED UNDER THE CALIFORNIA NATURAL RESOURCES AGENCY
(CNRA)**

WHEREAS, the City of Holtville received \$1,262,000 in funding through the Recreational Trails and Gateway Grant Program administered by the CNRA, which provides grant funding for non-motorized infrastructure development and enhancements that promote new or alternate access to parks or other natural environments; and

WHEREAS, the City of Holtville has an insurance settlement in the amount of \$720,000 to allocate towards the construction costs of the Alamo River Trail Trestle Bridge project; and

WHEREAS, engineering design plans for the proposed Trestle Bridge improvements have been completed by Kleinfelder Engineering and the bid documents shall be completed by The Holt Group, Inc.; and

WHEREAS, the City Council has reviewed the estimated project cost including construction budget in the amount of \$2,170,000; and

NOW THEREFORE BE IT RESOLVED, the City Engineer is authorized to advertise invitations for bids for Construction and the City Manager is authorized to advertise a Request for Proposals for Construction Management Services of the Alamo River Trail Trestle Bridge Project.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Holtville, this 8th day of December 2025.

_____, 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 regular meeting thereof held on the 8th day of December 2025, and that the same was adopted by the following roll call vote:

AYES:

NOES:

ABSENT:


ABSTAIN:

Yvette Rios, City Clerk

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: November 21, 2025
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>12/08/25</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

ADMINISTRATION

Public Safety Lot/New Construction – Rubio Medina of Irvine, California was engaged in April, 2023, to perform Architecture services to design Phase I (Fire Apparatus Bay) and Phase II (PS Administration & Fire Dormitories) of this project. Staff met with Mr. Medina multiple times in early May, wherein iterative documents were discussed and revised. Pursuant to discussions between Council, Chief Silva, the CM and Mr. Medina regarding configuration, direction solidified for constructing a 3-bay apparatus section and a 2-story administration/residence area. Further discussion also clarified the placement of the building on the site and the external motif of the building. Mr. Medina moved forward with subconsultants for plumbing, electrical, HVAC, etc. Due to an increase in the size of the project over that which was called out in the RFP, the architect approached the City about augmented funding, which was approved by Council. 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, Chief Silva, and the CM was held via Zoom in late January, wherein Medina estimated submission of plans for first plan check to be middle to late February. Chief Silva continued to meet virtually with the architect and subconsultants on various issues over the spring months. 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 expected the entire process to be less than 60 days. However the architect was once again very slow to turn the documents back around to the plan checkers. Staff recently became aware of some information the architect was “waiting on” to move forward and sent that to him. Chief Silva spoke with Mr. Medina in early November and although he continues to want to hold the project up for minor issue like landscaping and color schemes, he has resubmitted the drawings for a second plan review.

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. City officials hosted both Congressman Ruiz and Assemblyman Jeff Gonzalez at the Veteran’s Day Parade. We took the opportunity to escort both to the site of the upcoming construction to provide a visualization of the building concept.

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, 2025, with the CrisCom

Company to represent the City in pursuing funding. The CM is working with CrisCom on the upcoming budget “asks” for all of our elected representatives.

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 in August to get an update on the legislative process and discuss additional grant opportunities. It was revealed to our group at the League of Cities Conference that the City’s \$2 million request to Congress made it out of committee and is still on track to be funded if/when a federal budget is passed.

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. The employees accepted a final Council offer prior to the last meeting and an agreement was finalized. Action still must be taken with respect to Fire employees.

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. Through efforts of The Holt Group, the remaining amount of over \$134,000 from the undergrounding project has been transferred to the street/sidewalk project. The CM has been working along with the contractor and The Holt Group to add scope to the project in order to utilize the additional funds. ***Various alternatives are being discussed and a course of action should be made next week.***

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. Both Construction and RE/CM were advertised in September. Preferred contractors were selected and approved in late September. Construction began on Wednesday, 11/12, a few days ahead of schedule. Unfortunately, multiple rain events halted construction immediately and delayed further activity until after Thanksgiving. ***Pyramid resumed this week and still expects to be done by the end of the year or very shortly thereafter.***

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. A Task Order for The Holt Group to prepare Design plans was approved in September. Staff met with the City Engineer on some issues for this project in late October.

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. Word was received in late October that these recommendations were forwarded to the SCAG Transportation Committee. ***Having passed through that body, they were pushed on to the General Assembly for final determination and were approved for funding this week!***

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. Discussion will continue on subsequent agendas.

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. Kleinfelder, Inc., was selected for Design services in April, 2024. 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, which included construction estimates. 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 worked to procure the final environmental and cultural clearances so that the project can go to bid. There has been a lack of information from the design engineer lately, so staff has reengaged and the CM reached out to them to finalize some minor details. We

have now been forwarded final plans and the CM has asked THG to take the lead on moving the project forward from here. They will be coordinating bidding activities and have ***action on the current agenda to advertise the project 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. A site visit was held in late October with River Partners and IID to discuss issues. The meeting mainly centered on foliage issues, but next steps were discussed and a side discussion with IID regarding upkeep of the Wetlands was fruitful.

SitelogiQ Energy Savings Project – ***this project was proposed to add mandated energy efficiency modifications to City facilities and has been examined for the past several months. In order to take advantage of expiring federal incentives, the project was approved over the past couple of Council meetings. Much work was done in the past two weeks regarding the financing, with bonds actually funding this morning. A project kickoff meeting is scheduled for 12/19 with SitelogiQ representatives and City staff.***

BUILDING DEPT - The City has issued **107** 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, however, the most recent conversation he intimated that he is once again working with a builder to construct the project himself. Stay tuned. ***The CM spoke with Mr. Hawk again today at length about this and various other issues. He stated that he was planning to come in to meet regarding proposed footprints.***

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.

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. Word was recently received that construction is expected to wrap up by early November, however, the project still seems to be a few more weeks away from completion. The new projected completion date was the week of Thanksgiving and they are ***now in the process of obtaining a Certificate of Occupancy.***

The owners of the project have approached staff with a request for the City to join the California Municipal Finance Authority (CMFA), which would open up the opportunity for them to secure additional financing for the project. They have been pushing fairly hard, so staff is looking at options to enter into such an agreement.

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 is taking shape and they continue to work through staff on issues. ***A recent issue with the design of their sewer conveyance to the City system arose. They are currently working with the City Engineer to rectify an elevation miscalculation from their design staff.***

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. 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. Plans have been submitted for review and the site is currently being cleared. ***The first plan check produced several points that Duggins is currently working to correct, then resubmit.***

WATER ENTERPRISE

Rate Study – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. A formal Water Rate Study must be completed, which will be brought back for discussion at some point in the future.

MEETINGS & EVENTS RECENTLY ATTENDED :

- 11/24/25 Department Head Meeting *City Hall*
- 11/24/25 Holtville City Council Meeting *City Hall*
- 11/25/25 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 11/27/25 Thanksgiving Day *(City Hall Closed)*
- 11/28/25 Thanksgiving Observed *(City Hall Closed)*
- 12/01/25 Department Head Meeting *City Hall*
- 12/02/25 Meeting w/ Government Consultant *EC Public Library*
- 12/02/25 BOOST Assistance Check-in *Web Conference*
- 12/04/25 Tree Lighting Ceremony *Holt Park*
- 12/05/25 Meeting w/ City Planner re: Various issues *Telephone Conference*
- 12/05/25 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 12/05/25 Meeting w/ John Hawk *St. Paul's Lutheran Church*
-
-

UPCOMING EVENTS :

- 12/08/25 Department Head Meeting *City Hall*
- 12/08/25 Holtville City Council Reorganization Meeting *City Hall*
- 12/09/25 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 12/10/25 ICTC Management/CCMA Meetings *City of El Centro*
- 12/12/25 Luncheon w/ Jeff Gonzales *Indio, CA*
- 12/12/25 Walker/Driskill Christmas Party *Offices of Walker & Driskill*
- 12/15/25 Department Head Meeting *City Hall*
- 12/15/25 Holtville Planning Commission Meeting *City Hall*
- 12/18/25 HFD Guardian Angel Program *Holtville FD*
- 12/18/25 Holtville CofC Christmas in the Park *Holt Park*
- 12/18/25 SitelogiQ Christmas Party *Cambria Hotel (Imperial)*
- 12/19/25 CoH Employee Christmas Party *Site TBD*
- 12/19/25 Holtville Rotary Club Christmas Party *Grizzle Residence*
- 12/22/25 Department Head Meeting *City Hall*
- 12/22/25 Holtville City Council Meeting *(Potentially Dark)* *City Hall*
- 12/23/25 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 12/25/25 Christmas Day Observed *(City Hall Closed)*
- 12/26/25 NW Vacation Day *(Out of the Office)*
- 12/31/25 Team CA Monthly Meeting *Web Conference*
- 01/01/26 New Years Day *(City Hall Closed)*
-
-

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>12/8/25</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: December 03, 2025

FROM: Chandler Sinclair, Finance Supervisor

SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

The Finance Supervisor returned from a two-week unexpected medical leave.

The Finance Department worked with the City Clerk to submit the FY 2026 budget for the SB 1383 Local Assistance Grant to secure funding necessary for the City's continued implementation of SB 1383 compliance requirements.

The Finance Supervisor and Personnel Technician are scheduled to attend the PERMA quarterly meeting in Palm Springs on December 04, 2025 to review program updates, risk-management initiatives, and upcoming compliance requirements.

The Finance Supervisor has an upcoming meeting on December 09, 2025, with HdL to conduct a comprehensive review of the City's advanced property tax analysis and discuss key trends and projected impacts to future property tax revenues.

The Finance Supervisor has an upcoming ERP demonstration on December 15, 2025, with OpenGov to evaluate system capabilities and potential implementation benefits for the City.

The next ICTC TAC meeting has been moved to December 11, 2025, to accommodate holiday scheduling.

Respectfully submitted,



Chandler Sinclair
Finance Supervisor
City of Holtville



City of Holtville Report to Council

MEETING DATE:	<u>12/8/25</u>
ITEM NUMBER	<u>5 c</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

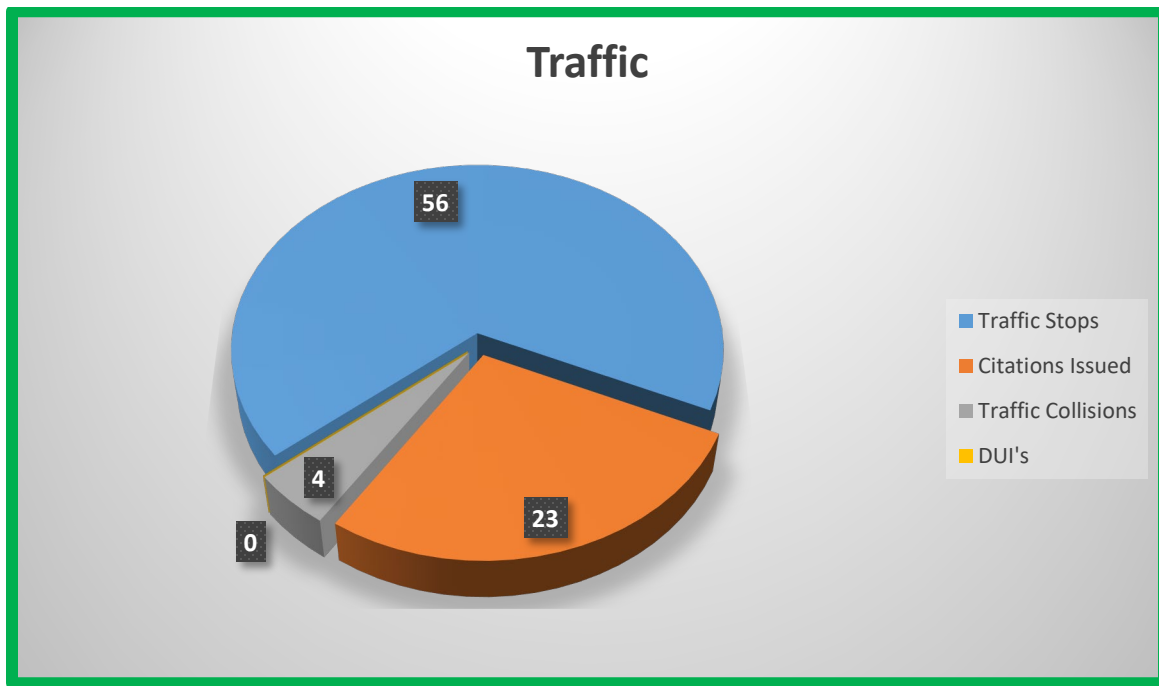
Date Issued: December 2, 2025
From: Sergeant Damian Martinez, Chief of Police
Subject: Holtville Sheriff's Monthly Report – **November 2025**

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

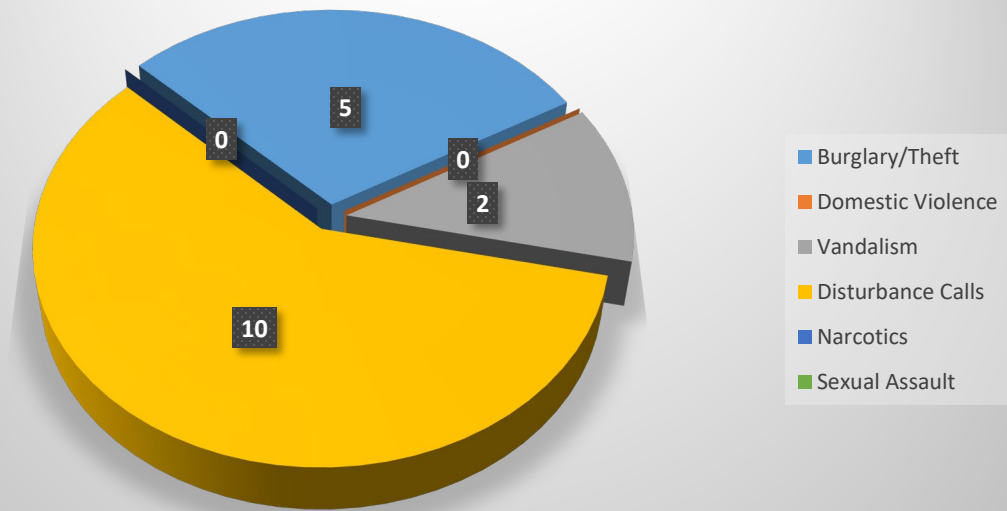
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **November 2025.**

Calls for Service:

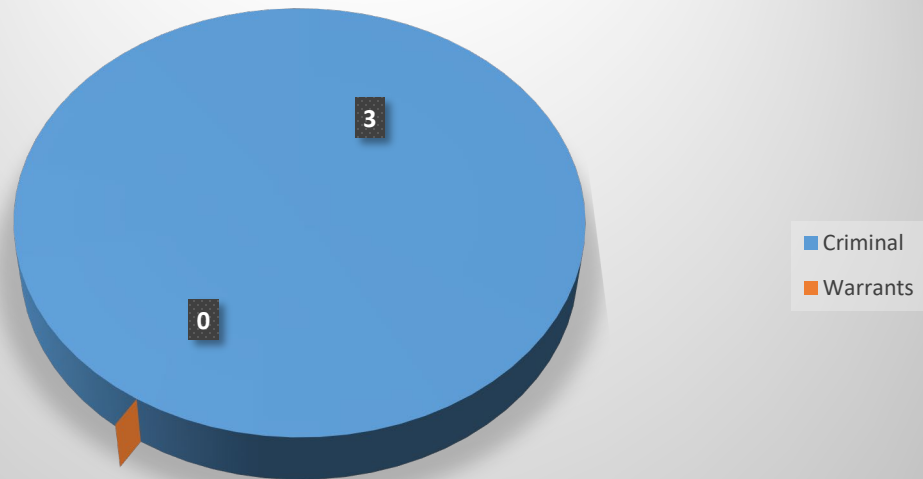
- **287** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

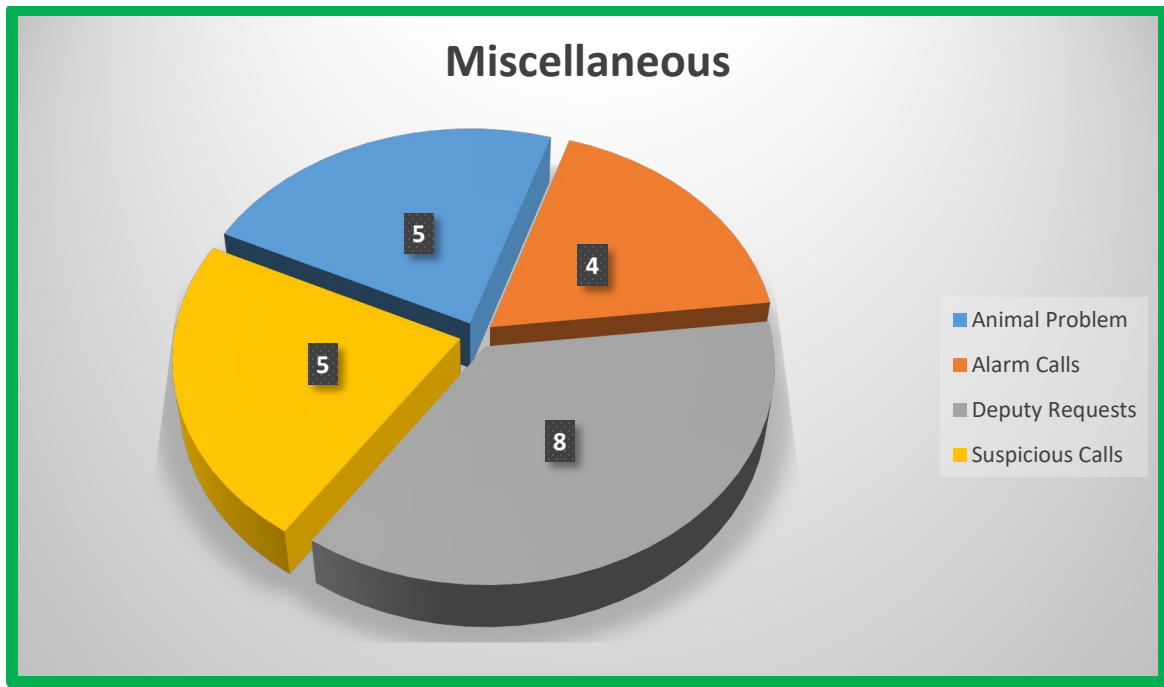


Criminal Activity



Arrests





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

CR#25-34326 – Welfare Check

Female subject was placed on a 72-hour hold after stating she wanted to hurt or kill herself by jumping from a bridge due to constant arguments with her boyfriend. Female was transported to the Imperial County Behavioral Health Services.

CR# 25.34406 - Suspicious (Chestnut Avenue/5th Street)

Holtville Deputies were dispatched to the above address in reference to a transient adult male subject having a mental episode, yelling and shaking his hands in the air. Prior to making contact with the subject, Deputies observed the male subject walking in the middle of the road on 4th Street just east of Holt Avenue later making contact. As Holtville Deputies exited the patrol vehicle the subject began stating just shoot me and get it over with. Subject became uncooperative and started rushing deputies in a fight stance. Holtville Deputies drew their taser and advised the subject if he did not cooperate, he would be getting tased. Subject continued in making spontaneous statements in regards shoot me, today is the day. Subject later clinched both of his fists and closed his distance with Deputies. Deputies gave multiple commands to the subject to retrieve, and he did not comply with orders later getting tased to overcome his resistance and prevent from any Deputies getting hurt. Subject was later placed in handcuffs and was transported to ECRMC for medical clearance, later taken to behavior health with a 5150 hold

CR#: 25-34433 Theft

RP, contacted the Imperial County Sheriff's Office to report the theft of her purse from Dollar General at approximately 1600 hours. Deputy spoke with victim via telephone, who advised she had no suspect information. Victim stated she believes the theft occurred around 1530 hours while she

was inside Dollar General with her daughter. Victim described the stolen purse as a black leather *Madewell* brand, containing a green *Madewell* wallet and a pair of turquoise prescription glasses. She estimated the total value of the items to be approximately \$750. Deputy contacted Dollar General staff, who advised that the store does not have exterior video surveillance. Victim later advised that an attempt to use her card was declined at the Shell Gas Station in Holtville at approximately 1930 hours. Deputy contacted employees at Shell station, who stated that only the manager has access to the surveillance cameras. A follow-up investigation will be conducted to obtain the surveillance footage from Shell Gas Station. Victim advised she did not desire prosecution but wished for her purse, wallet, and glasses to be returned.

CR#25-35167 Theft

Deputy was dispatched to the Dollar General parking lot located at 502 E. 5th Street regarding a vehicle burglary. Dispatch advised the reporting party stated her vehicle window had been broken and her purse was taken from inside the vehicle. RP stated she arrived at the Dollar General parking lot at approximately 1510 hours in her vehicle, exited, and secured it before entering the store with her son. RP advised she was inside the store for approximately ten minutes. Upon returning to her vehicle, she attempted to unlock the doors and noticed the vehicle did not make the normal unlocking sound. As she approached, she observed broken glass on the ground on the opposite side of her vehicle. RP stated the glass had not been there when she exited her vehicle and initially believed it was from a dropped glass bottle. Upon closer inspection, she observed that her rear driver-side window had been shattered and the door was partially open. RP reported that her purse, which had been on the front passenger seat, was missing. She described the purse as a Louis Vuitton, dark brown in color, with a gold handle and a long brown strap. RP estimated the value of the purse to be approximately \$3,300.00. She further stated the purse contained miscellaneous personal items of unknown total value. RP estimated the cost to repair her vehicle window at approximately \$500.00. RP stated she did not wish to pursue prosecution for vandalism or theft and only wanted her purse returned. Photographs were taken from the damaged vehicle as evidence. Checked with Dollar General and they do not have any cameras facing outside.

CR#25.35223- Mental Complaint

Holtville Deputies were dispatched to an elderly male patient who electrocuted himself with wires in attempts to harm himself. Deputies contacted a caretaker, who stated she witnessed one of the patients, electrocuting himself with an extension cord stripping the wires at the end and plugging the connector into a wall electric outlet inside of his room. Witness observed him actively being electrocuted, removed the wire from his hands, and questioned his actions. Witness said that he was attempting to kill himself and would not elaborate on his actions. Victim stated to the witness when she leaves the room, he will find another wire, pour water onto himself, and electrocute himself again to kill himself. Deputies made contact with victim, who corroborated witness statement. Victim was turned over to behavior health personnel for a 5150 hold.

CR#: 25-35401 VEH v BICYCLE (HWY 115/4th St)

RP requested a deputy for a traffic collision involving a Chevrolet Silverado and a bicycle. Deputy arrived on scene while both parties were still present. The cyclist was located in the number one lane of Hwy 115 entering Holtville, and the truck was parked along the curb near the "Welcome to Holtville" sign. Holtville Fire Department also responded at the same time as and rendered aid to the cyclists. Deputy De La Torre spoke with the driver of the Silverado, who stated she did not see a second cyclist on the road. She observed one cyclist make a left turn onto 4th St but did not notice the second cyclist. Driver's vehicle sustained damage to the driver's side front fender, including a broken driver-side mirror and dents/scratches along the driver's side. The cyclist was transported by AMR to

ECRMC for further treatment. Victim stated she typically cycles from Mexicali to Holt Park in Holtville and has a regular route. On this occasion, she missed Cedar Avenue upon leaving Holt Park and continued westbound on 5th St. Upon reaching the entrance to Holtville, she realized she was off-route and attempted a left turn onto 4th St from Hwy 115. Victim stated she did not see the vehicle prior to the collision. Both the bicycle and vehicle were equipped with proper lighting and had mounted front and rear lights on her bike, and drivers' headlights were functioning.

CR#: 25-35406 Domestic

RP advised her boyfriend struck her with a pillow which caused her to fall back and her glasses fell off her face. Deputy arrived on scene and detained the boyfriend. After further investigation Deputy placed the male subject under arrest for battery on spouse. RP was provided with victim paperwork and was granted an Emergency Protection Order by Judge Jones. Deputy transported and booked the male for the battery and a local arrest warrant.

CR#25-35620 – Welfare Check

RP reported that he had not seen his neighbor for about 4 days. Deputy arrived and spoke with RP, whom he directed Deputy to the apartment. Deputy knocked at the door and heard a male voice grunting. Deputy radioed for the Holtville Fire Department and AMR to arrive to assist the victim who was lying on the floor face down. Victim was transported to the hospital for further medical treatment. Victim's K-9 was placed at the pound, and ICSO Dispatch notified the ACO.

25-35907 - Violation of Restraining Order

RP requested a Holtville Deputy in reference to his sister-in-law violating a temporary restraining order. RP stated he was able to observe her leaving the property at approximately 0800 hours through the kitchen window. RP stated she left the area in a gray 4 door vehicle with no further incident. Holtville Deputy later contacted ICSO dispatched to verify if a restraining order was in place and the ICSO dispatcher verified that the female was a restraining party, and RP was the protective person. Females' terms and conditions were as follow: stay away 100 yards from RP and the address of 500 Block of Palo Verde Avenue. Charges will be filed with District Attorney

25-36974 Disturbance

Disturbance between a married couple and ICSO dispatch confirmed an active restraining order between both parties. Male was the restrained part and he was arrested and booked into ICJ for the violation of court order.

CR:25-37092 - Vehicle Tampering at 2300 Block Orange Avenue

RP reported the front grill and wheel hubcaps to his 2022 Toyota Tacoma were stolen (approx. \$1800.00 dollars) on 11/28/25 between the hours of 2000-0030 when he left it unattended at 2300 block of Orange Avenue. Negative suspect info/surveillance cameras.

Respectfully submitted,

Sergeant Damian Martinez

City of Holtville

REPORT TO CITY COUNCIL

MEETING DATE:	<u>12/8/25</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: December 3, 2025

FROM: Joshua Osuna
Water Treatment Plant Foreman

SUBJECT: Water Treatment Plant Operations & Maintenance Summary

THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED AT THIS TIME FROM THE CITY COUNCIL.

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water Treatment facilities during the period between 11/20/25 through 12/3/25

WATER TREATMENT PLANT:

- Daily operations which include: Daily log numbers, backwashing filters, UV system check, calibration of chemicals, daily ponds inspection, & daily Pool inspection.
- Monthly Calibration of our instruments which are the UV System, Turbidity meters, chemical flow meters, chlorine, pH, & Temperature analyzers.
- Our electrician Eric Blom came in and adjusted SCADA to the correct clock time. The system does not automatically change its time during the time changes.
- Backup Clearwell water level sensor failure. Ordered a replacement
- Filter number 1 turbidity meter Bulb failure. Replaced the meter head with our spare. (see attached photo)
- Pond #3 will be cleaned with the help of labor ready employees the week of the December 8th

Respectfully Submitted,



Joshua Osuna
Water Treatment Plant Chief Operator/Foreman
City of Holtville
121 W. 5th Street, Holtville, CA 92250
Cell (760) 756-8086 / City Hall (760) 356-2912
JoshOsuna@holtville.ca.gov



(Pond #3 will be cleaned and patched this year)



(Turbidity meters 1 & 2) (#1 was replaced with our backup after a bulb failure)

City of Holtville

REPORT TO CITY COUNCIL

MEETING DATE:	<u>12/8/25</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: December 2nd, 2025

FROM: Frank Cornejo
Water/Wastewater Operations Supervisor

SUBJECT: 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 the most current Wastewater Treatment Plant performance data.

WASTEWATER TREATMENT PLANT:

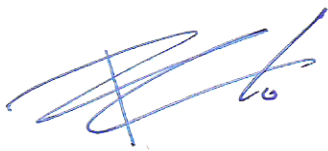
As noted in the spreadsheet below, wastewater treatment plant effluent ammonia levels have continued to remain in compliance during the **3rd Quarter 2025**.

City of Holtville Monthly Wastewater Monitoring Data

NPDES Permit No. CA0104361

Month/Year	Influent Flow Average (MGD)	Influent Flow Minimum (MGD)	Influent Flow Maximum (MGD)	Influent BOD mg/L	Effluent BOD mg/L	Influent TSS mg/L	Effluent TSS mg/L	Influent Ammonia, ppm	Effluent Ammonia, ppm	Effluent E. Coli
Jan-25	0.3985	0.3233	0.4765	472.5	3.8	1090.0	2.5	44.0	0.0	1.8
Feb-25	0.4012	0.3385	0.4967	675.0	2.2	1280.0	2.1	39.0	0.1	2.3
Mar-25	0.4434	0.3237	0.5326	487.5	1.1	863.0	2.3	47.0	0.1	1.8
Apr-25	0.4138	0.3618	0.4713	516.0	6.0	1106.0	1.4	39.0	0.0	1.8
May-25	0.4053	0.3494	0.4779	455.0	1.6	1010.0	2.0	61.0	0.0	1.9
Jun-25	0.4109	0.3629	0.4544	514.0	3.8	892.0	3.0	35.0	0.1	1.8
Jul-25	0.3946	0.3341	0.4763	560.0	2.2	1100.0	2.8	42.0	0.0	1.9
Aug-25	0.4155	0.3536	0.5769	520.0	1.8	945.0	2.5	43.0	0.0	1.8
Sep-25	0.4059	0.3601	0.507	338.0	1.9	638.0	0.9	42.0	0.3	2.5
Oct-25										
Nov-25										
Dec-25										
AVERAGES-	0.4099	0.3453	0.4966	504.2	2.7	991.6	2.2	43.6	0.1	2.0

Respectfully Submitted,

A handwritten signature in blue ink, consisting of stylized, overlapping loops and a final horizontal stroke.

Frank Cornejo.
Wastewater Chief Operator/Consultant
IV Water Specialists

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:		<u>12/8/25</u>
ITEM NUMBER		<u>5f</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

DATE ISSUED December 5, 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 three dogs.
- Pumped water out of Apple Court retention basin.
- Set up Christmas lights at Holt Park and city yard.
- Assisted Pyramid construction with 4 service extension on the 9th St. project.
- Tested 30 backflows.
- Replaced 7 ¾ inch meters.
- Replaced 5 1 inch meters.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville

