

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

**Monday, December 22, 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:**

*Jennifer Parra, CEO  
Holtville Chamber of Commerce*

**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, December 8, 2025.
- b. Current Demands #48805 through #48861.

**REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:**

**2. UNFINISHED BUSINESS:** *None*

**3. NEW BUSINESS:**

- a. **PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #25-36**  
Authorizing the Joint Powers Agreement to Become a Member of CMFA and Authorizing  
CMFA to Issue Tax-Exempt Bonds *Cynthia Mancha, City Planner*
- b. **Discussion/Related Action** Regarding Closure of City Hall on December 25-26 in  
Observance of the the 2025 Christmas Day Holiday *Nick Wells, City Manager*
- c. **Discussion/Related Action to Adopt RESOLUTION #25-37** Adopting a Revised  
Salary Schedule for the 2025-26 Fiscal Year *Nick Wells, City Manager*

**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 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](http://www.Holtville.ca.gov)) on Friday, December 19, 2025.

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

**Monday, December 8, 2025**

MEETING DATE:		12/22/25
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Monday, December 8, 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 Finance Supervisor Chandler Sinclair, City Planner Cynthia Mancha, Police Chief Damian Martinez, 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 6:04 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, December 5, 2025.*

## **EXECUTIVE SESSION ANNOUNCEMENTS:**

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

## **PRESENTATION**

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

### **Senior**

*Senior Deputy Cuen gave a brief PowerPoint presentation to introduce the Council to the Senior Volunteer Program to be launched in the near future and seeking Holtville applicants.*

## **GENERAL PUBLIC COMMENTS:**

*Julian Avila (1941 E Thiesen Road) inquired if the City could promote more housing that is not for a specific demographic such as farm laborers or senior citizens.*

*Mia Hernandez (1743 E Haven Road) expressed thanks to the City and Council for listening to its residents and prioritizing transparency through public meetings.*

*Genevie Torres (1406 E Tenth Street) informed the Council of a toy drive hosted by the HHS Art Club.*

*Andrew Negrette (627 Orange Avenue) inquired how the Council ensures that residents can find employment within the City.*

## 1. CITY COUNCIL CONSENT AGENDA:

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

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

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

*Ms. Rios shared the number for reporting issues and signing up for text notifications from TextMyGov.*

*Mr. Wells thanked staff for organizing the Tree Lighting Ceremony and Mr. Pacheco for speaking.*

*Mr. Walker announced that his Christmas Party is coming up on December 12.*

*Mrs. Ramirez also thanked staff for organizing the Tree Lighting Ceremony and is look forward to the Chamber's Christmas in the Park event.*

*Mr. Anderson enjoyed the Tree Lighting Ceremony and was appointed to a special committee for League of Cities. He recognized football stats for senior football players in the audience.*

*Mr. Pacheco spoke at the Tree Lighting Ceremony in Mayor Goodsell's place and complimented the youth performances.*

*Mr. Munger also enjoyed the Tree Lighting Ceremony and performances.*

*Mr. Morris enjoyed watching the staff put up lights in Holt Park.*

*Chief Martinez reported that vehicle theft is prevalent across the valley, with two Jeeps being stolen in town recently from Dollar General.*

*Ms. Sinclair reported that she attended a PERMA meeting in Palm Springs with Haley. She will attend a property tax analysis meeting, ICTC, and company Christmas parties.*

*Ms. Mancha had nothing to report.*

*Mayor Goodsell attended SCAG last week and will attend ICTC this week.*

## 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***

*Ms. Rios reviewed the procedure for selecting a Mayor and Mayor Pro-Tem. She announced the office of Mayor as open and accepting nominations.*

*A motion was made by Mr. Anderson and seconded by Mrs. Ramirez to select Mike Pacheco as Mayor. The motion passed in the form of a roll call vote.*

AYES: *Anderson, Pacheco, Ramirez, Goodsell*

NOES: *Munger*

ABSENT: *None*

ABSTAIN: *None*

*Mayor Pacheco announced the office of Mayor Pro-Tem as open and accepting nominations.*

*A motion was made by Mrs. Ramirez and seconded by Mr. Munger to select John Munger as Mayor Pro-Tem. The motion passed in the form of a roll call vote.*

AYES: *Goodsell, Munger, Ramirez, Pacheco*

NOES: *Anderson*

ABSENT: *None*

ABSTAIN: *None*

### **SWEARING IN OF NEW COUNCIL OFFICERS**

*Yvette Rios, City Clerk*

*At this time, Ms. Rios administered the oath of office to the newly selected 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*

*A Public Hearing was opened by Mayor Pacheco at 6:37 PM*

*Ms. Mancha explained that the City owned property proposed for sale meets the requirements to be determined as surplus land and valued to be reasonably sold at \$2 - \$3 per square foot.*

*The Public Hearing was closed at 6:40 PM.*

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

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

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**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*

*Ms. Mancha explained that grant funding was received for the Trestle Bridge project and recent completion of the designs prompt the procurement of construction management services.*

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

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

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. **Police Chief - *Damian Martinez***
- d. **Water Plant Foreman - *Josh Osuna***
- e. **Water/Wastewater Consultant - *Frank Cornejo***
- f. **Public Works Supervisor - *Alex Chavez***

**6. Items for Future Meetings:**

**7. ADJOURNMENT:** *There being no further business to come before the Council,  
Mayor Pacheco adjourned the meeting at 6:53 PM.*

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**Mike Pacheco, Mayor**

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**Yvette Rios, City Clerk**

MEETING DATE:		<u>12/22/25</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		
<b>48805</b>								
12/11/2025	48805	8x8, INC.	5344639	10-14020-4425	53.81	53.81	TELEPHONE	ADMIN
12/11/2025	48805	8x8, INC.	5344639	10-12003-4425	53.81	53.81	TELEPHONE	
12/11/2025	48805	8x8, INC.	5344639	10-12001-4425	53.81	53.81	TELEPHONE	
12/11/2025	48805	8x8, INC.	5344639	11-31510-44250	53.82	53.82	TELEPHONE	
12/11/2025	48805	8x8, INC.	5344639	12-31620-4425	53.82	53.82	TELEPHONE	
Total 48805:						269.07		
<b>48806</b>								
12/11/2025	48806	A1 GOLF CARS	6761	10-22080-4430	2,293.14	2,293.14	GOLF CART REPAIRS	FIRE DEPT
Total 48806:						2,293.14		
<b>48807</b>								
12/11/2025	48807	ABRIL CASTANEDA	FINAL BILL	11-00000-39610	48.10	48.10	FINAL UTILITY BILL	UTILITIES
Total 48807:						48.10		
<b>48808</b>								
12/11/2025	48808	ACE HARDWARE	F46774	10-22080-4420	33.57	33.57	CLEANING SUPPLIES	PW FIRE DEPT
12/11/2025	48808	ACE HARDWARE	F46896	10-22080-4420	20.67	20.67	TRUCK SUPPLIES	
12/11/2025	48808	ACE HARDWARE	F47209	10-22080-4420	44.15	44.15	CLEANING SUPPLIES	
12/11/2025	48808	ACE HARDWARE	F47318	10-22080-4420	4.30	4.30	BLADE RAZOR	
12/11/2025	48808	ACE HARDWARE	F47505	10-22080-4420	36.14	36.14	BOTTLED WATER	
12/11/2025	48808	ACE HARDWARE	F47596	10-31150-44210	38.77	38.77	RAKE, PRUNER	
12/11/2025	48808	ACE HARDWARE	F47771	10-22080-4420	11.16	11.16	MASKING TAPE	
12/11/2025	48808	ACE HARDWARE	F48199	10-22080-4420	94.95	94.95	CLEANING SUPPLIES	
12/11/2025	48808	ACE HARDWARE	F48245	10-22080-4420	118.51	118.51	UTILITY PUMP	
12/11/2025	48808	ACE HARDWARE	F48713	10-22080-4420	37.69	37.69	BRASS HOSE, FAUCET HOSE	
12/11/2025	48808	ACE HARDWARE	F48847	10-31140-44210	11.84	11.84	PRUNERS	
12/11/2025	48808	ACE HARDWARE	F48887	10-31158-44200	34.47	34.47	WIRELESS REMOTE OUTLET	
12/11/2025	48808	ACE HARDWARE	F48890	10-31150-44200	80.81	80.81	LED LIGHTS	
12/11/2025	48808	ACE HARDWARE	F48904	10-31140-44200	27.71	27.71	BATTERIES, GLUE	
12/11/2025	48808	ACE HARDWARE	F49468	10-31150-44200	107.74	107.74	EXTENSION CORD	
12/11/2025	48808	ACE HARDWARE	F49578	10-31150-44200	6.47	6.47	MINI FUSE REPLACEMENTS	
12/11/2025	48808	ACE HARDWARE	F49837	10-31150-44200	32.31	32.31	CABLE TIES	
12/11/2025	48808	ACE HARDWARE	F50628	10-31140-44200	25.41	25.41	SCREWS	
12/11/2025	48808	ACE HARDWARE	F50666	10-22080-4420	8.18	8.18	TIDE PODS	
12/11/2025	48808	ACE HARDWARE	F50679	10-22080-4420	156.23	156.23	WREATH, GARLAND	
12/11/2025	48808	ACE HARDWARE	F50691	10-31158-44200	3.00	3.00	WIRE ROPE CLIPS	
12/11/2025	48808	ACE HARDWARE	F50703	10-31150-44200	14.00	14.00	LED LIGHTS	
12/11/2025	48808	ACE HARDWARE	F50921	10-22080-4420	29.22	29.22	EXTENSION CORD/OUTLET	
12/11/2025	48808	ACE HARDWARE	F51065	10-31150-44200	96.22	96.22	OUTLET ADAPTERS	
12/11/2025	48808	ACE HARDWARE	F51081	10-31150-44200	40.70	40.70	OUTLET ADAPTERS, EXTENSION	
12/11/2025	48808	ACE HARDWARE	F51083	10-22080-4420	96.95	96.95	EXTENSION CORD, CABLETIE	
12/11/2025	48808	ACE HARDWARE	F51122	10-31150-44200	75.40	75.40	EXTENSION CORD, LED LIGHTS	
12/11/2025	48808	ACE HARDWARE	F51131	11-31520-44200	55.31	55.31	PVC, CABLE TIE, PVC	
12/11/2025	48808	ACE HARDWARE	F51340	11-31520-44200	25.84	25.84	POLY ROPE	
12/11/2025	48808	ACE HARDWARE	F51386	10-31150-44200	42.01	42.01	TRIMMER LINE	
12/11/2025	48808	ACE HARDWARE	J33336	10-22080-4420	103.79	103.79	LED LIGHTS	
Total 48808:						1,513.52		
<b>48809</b>								
12/11/2025	48809	ACME SAFETY & SUP	172200-00	10-31140-44200	395.11	395.11	SLEEVES	PW
Total 48809:						395.11		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>48810</b>								
12/11/2025	48810	AT&T MOBILITY	1671X111120	10-22080-4423	44.90	44.90	FIRE DEPT PHONE	FIRE DEPT
12/11/2025	48810	AT&T MOBILITY	1671X111120	10-22080-4515	40.24	40.24	FIRE DEPT SERVICES	
Total 48810:						85.14		
<b>48811</b>								
12/11/2025	48811	BABCOCK LABORAT	CK51655-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	PW
12/11/2025	48811	BABCOCK LABORAT	CK51656-22	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
12/11/2025	48811	BABCOCK LABORAT	CL50231-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
12/11/2025	48811	BABCOCK LABORAT	CL50234-227	11-31520-44301	19.81	19.81	ALUMINUM	
12/11/2025	48811	BABCOCK LABORAT	LL50004-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 48811:						453.33		
<b>48812</b>								
12/11/2025	48812	BAJA DESERT TIRE	S21-27399	10-22080-4420	25.00	25.00	FLAT REPAIR	PW
12/11/2025	48812	BAJA DESERT TIRE	S21-27771	10-22080-4428	25.00	25.00	FLAT REPAIR	FIRE DEPT
12/11/2025	48812	BAJA DESERT TIRE	S21-28307	10-31140-44300	10.00	10.00	FLAT REPAIR	
12/11/2025	48812	BAJA DESERT TIRE	S21-28307	11-31510-44300	20.00	20.00	FLAT REPAIR	
12/11/2025	48812	BAJA DESERT TIRE	S21-28307	12-31620-4430	20.00	20.00	FLAT REPAIR	
Total 48812:						100.00		
<b>48813</b>								
12/11/2025	48813	CHANDLER SINCLAIR	ICTC 12/202	10-14020-4429	21.00	21.00	ICTC 12/2025 MILEAGE	ADMIN
12/11/2025	48813	CHANDLER SINCLAIR	MILEAGE 12	10-14020-4429	140.70	140.70	PERMA MEETING	
Total 48813:						161.70		
<b>48814</b>								
12/11/2025	48814	CITY OF ESCONDIDO	RM 123	10-22080-43110	131.10	131.10	ROOM 123 ESCONDIDO CHARGE	FIRE DEPT
12/11/2025	48814	CITY OF ESCONDIDO	RM 301	10-22080-43110	131.10	131.10	ROOM 301 ESCONDIDO CHARGE	
Total 48814:						262.20		
<b>48815</b>								
12/11/2025	48815	COUNTY OF IMPERIA	2526-001	10-17030-4432	1,000.00	1,000.00	BOS TENS GRANT	ADMIN
Total 48815:						1,000.00		
<b>48816</b>								
12/11/2025	48816	COUNTY OF SAN DIE	26HOLTFDN	10-22080-4433	671.00	671.00	FIRE DEPT RADIOS	PW
12/11/2025	48816	COUNTY OF SAN DIE	26HOLTFDN	11-31510-44330	15.25	15.25	PW RADIOS	FIRE DEPT
12/11/2025	48816	COUNTY OF SAN DIE	26HOLTFDN	12-31620-4433	15.25	15.25	PW RADIOS	
Total 48816:						701.50		
<b>48817</b>								
12/11/2025	48817	CR&R INCORPORATE	NOV 2025	13-31710-4430	23,255.14	23,255.14	ADJUSTED GROSS	ADMIN
12/11/2025	48817	CR&R INCORPORATE	NOV 2025	10-00000-3145	2,790.62	2,790.62	FRANCHISE FEES	
12/11/2025	48817	CR&R INCORPORATE	NOV 2025	13-00000-3849	1,395.31	1,395.31	ABA 939	
12/11/2025	48817	CR&R INCORPORATE	NOV 2025	10-00000-3848	1,162.75	1,162.75	VEHICLE IMPACT FEE	
Total 48817:						17,906.46		
<b>48818</b>								
12/11/2025	48818	DELL COMPUTER CO	1084883685	10-22080-4530	443.93	443.93	FIRE DEPT MONITORS	FIRE DEPT



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 48818:						443.93		
48819								
12/11/2025	48819	DRAGON'S EXTERMI	89255965	10-31158-44300	250.00	250.00	MONTHLY PEST CONTROL	PW
Total 48819:						250.00		
48820								
12/11/2025	48820	FAILSAFE TESTING	14575	10-22080-4430	863.82	863.82	LADDERS TESTED	FIRE DEPT
Total 48820:						863.82		
48821								
12/11/2025	48821	FERNANDO RUIZ, IN	172023	10-31150-43150	105.00	105.00	SAFETY SERVICES	FIRE DEPT
12/11/2025	48821	FERNANDO RUIZ, IN	172023	11-31510-43150	105.00	105.00	SAFETY SERVICES	
12/11/2025	48821	FERNANDO RUIZ, IN	172023	12-31620-4315	105.00	105.00	SAFETY SERVICES	
12/11/2025	48821	FERNANDO RUIZ, IN	172023	11-31520-43150	105.00	105.00	SAFETY SERVICES	
12/11/2025	48821	FERNANDO RUIZ, IN	172023	12-31610-4315	105.00	105.00	SAFETY SERVICES	
Total 48821:						525.00		
48822								
12/11/2025	48822	GREEN DIAMOND SE	1237	10-13050-4430	640.00	640.00	RESTROOM RENTALS	FARMERS MKT
12/11/2025	48822	GREEN DIAMOND SE	1238	10-13050-4430	950.00	950.00	RESTROOM RENTALS	
Total 48822:						1,590.00		
48823								
12/11/2025	48823	HIGHLINE COOLING,	DECEMBER	10-22080-4438	1,000.00	1,000.00	OFFICE RENT	ADMIN
12/11/2025	48823	HIGHLINE COOLING,	DECEMBER	10-21040-4438	1,000.00	1,000.00	OFFICE RENT	
Total 48823:						2,000.00		
48824								
12/11/2025	48824	HOLTVILLE FIREFIGH	PP#17-21 20	10-00000-2028	590.00	590.00	PP#17-21 2025	FIRE DEPT
Total 48824:						590.00		
48825								
12/11/2025	48825	IMPERIAL PRINTERS	25-3471	10-12003-4420	26.56	26.56	NAMEPLATE	ADMIN
Total 48825:						26.56		
48826								
12/11/2025	48826	IMPERIAL VALLEY FI	2025-26	10-22080-4312	200.00	200.00	2025-2026 ACTIVE MEMBERSHIP	FIRE DEPT
Total 48826:						200.00		
48827								
12/11/2025	48827	IMPERIAL VALLEY RE	2526-0005	13-31710-4432	14,454.24	14,454.24	2025-26 MEMBERSHIP DUES	ADMIN
Total 48827:						14,454.24		
48828								
12/11/2025	48828	JORDAN IMPLEMENT	P38371	12-31610-4420	14.94	14.94	WWTP PARTS	PW
Total 48828:						14.94		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48829								
12/11/2025	48829	LABOR COMPLIANCE	1281	10-70003-4430	4,770.00	4,770.00	LABOR COMPLIANCE MONITORIN	ADMIN
Total 48829:						4,770.00		
48830								
12/11/2025	48830	LC ENGINEERING	2406	22-80043-4430	13,313.75	13,313.75	WEST 9TH STREET PROJECT EN	PW
Total 48830:						13,313.75		
48831								
12/11/2025	48831	MISSIONSQUARE	6843190	10-00000-2026	2,482.04	2,482.04	RETIREMENT	ADMIN
12/11/2025	48831	MISSIONSQUARE	6843190	10-00000-2027	634.40	634.40	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-12001-4240	688.72	688.72	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-14020-4240	59.84	59.84	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-22080-4240	351.81	351.81	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-12003-4240	212.48	212.48	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-21070-4240	42.86	42.86	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-31140-42400	145.37	145.37	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	10-31150-42400	157.72	157.72	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	11-31530-42400	31.12	31.12	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	11-31510-42400	495.25	495.25	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	11-31520-42400	429.20	429.20	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	12-31610-4240	605.20	605.20	RETIREMENT	
12/11/2025	48831	MISSIONSQUARE	6843190	12-31620-4240	580.88	580.88	RETIREMENT	
Total 48831:						6,916.89		
48832								
12/11/2025	48832	NAPA AUTO PARTS	321517	10-31150-44210	14.03	14.03	PLIERS	PW
12/11/2025	48832	NAPA AUTO PARTS	321517	11-31510-44210	28.00	28.00	PLIERS	
12/11/2025	48832	NAPA AUTO PARTS	321517	12-31620-4421	28.00	28.00	PLIERS	
12/11/2025	48832	NAPA AUTO PARTS	321705	11-31510-44200	125.98	125.98	BATTERY	
12/11/2025	48832	NAPA AUTO PARTS	321705	12-31620-4420	125.99	125.99	BATTERY	
Total 48832:						322.00		
48833								
12/11/2025	48833	PEAC SOLUTIONS	41230548	10-12001-4525	94.45	94.45	PRINTER LEASE	ADMIN
12/11/2025	48833	PEAC SOLUTIONS	41230548	10-13010-4525	94.45	94.45	PRINTER LEASE	
12/11/2025	48833	PEAC SOLUTIONS	41230548	10-14020-4525	94.45	94.45	PRINTER LEASE	
12/11/2025	48833	PEAC SOLUTIONS	41230548	11-31510-45250	94.45	94.45	PRINTER LEASE	
12/11/2025	48833	PEAC SOLUTIONS	41230548	12-31620-4525	94.45	94.45	PRINTER LEASE	
Total 48833:						472.25		
48834								
12/11/2025	48834	PEOPLEREADY,INC.	29381645	10-31152-41400	756.60	756.60	TEMP WORKER POOL	PW
Total 48834:						756.60		
48835								
12/11/2025	48835	QUILL CORPORATIO	46728172	10-12001-4416	32.03	32.03	OFFICE SUPPLIES	ADMIN
12/11/2025	48835	QUILL CORPORATIO	46728172	10-12003-4416	32.03	32.03	OFFICE SUPPLIES	
12/11/2025	48835	QUILL CORPORATIO	46728172	10-14020-4416	32.03	32.03	OFFICE SUPPLIES	
12/11/2025	48835	QUILL CORPORATIO	46728172	11-31510-44160	32.02	32.02	OFFICE SUPPLIES	
12/11/2025	48835	QUILL CORPORATIO	46728172	12-31620-4416	32.02	32.02	OFFICE SUPPLIES	
Total 48835:						160.13		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>48836</b>								
12/11/2025	48836	RICK'S GROUP DIES	32261	10-22080-4428	290.31	290.31	TRUCK REPAIRS	FIRE DEPT
Total 48836:						290.31		
<b>48837</b>								
12/11/2025	48837	RUBIO MEDINA, ARC	2304-112025	10-70001-4430	660.00	660.00	PUBIC SAFETY BUILDING PLANNI	ADMIN
Total 48837:						660.00		
<b>48838</b>								
12/11/2025	48838	SAND & GRAVEL INN	5918	10-31140-44200	811.87	811.87	SAND	PW
Total 48838:						811.87		
<b>48839</b>								
12/11/2025	48839	SELLERS PETROLEU	CL47898	10-22080-4427	1,134.34	1,134.34	FIRE DEPT FUEL	PW
12/11/2025	48839	SELLERS PETROLEU	CL47899	10-21070-4427	314.15	314.15	PW FUEL	FIRE DEPT
12/11/2025	48839	SELLERS PETROLEU	CL47899	10-31150-44270	583.69	583.69	PW FUEL	
12/11/2025	48839	SELLERS PETROLEU	CL47899	11-31510-44270	171.93	171.93	PW FUEL	
12/11/2025	48839	SELLERS PETROLEU	CL47899	11-31530-44270	188.58	188.58	PW FUEL	
12/11/2025	48839	SELLERS PETROLEU	CL47899	11-31520-44270	148.37	148.37	PW FUEL	
12/11/2025	48839	SELLERS PETROLEU	CL47899	12-31610-4427	63.76	63.76	PW FUEL	
12/11/2025	48839	SELLERS PETROLEU	CL47899	12-31620-4427	279.66	279.66	PW FUEL	
Total 48839:						2,884.48		
<b>48840</b>								
12/11/2025	48840	SERVICE MASTER	35745	10-31158-44300	2,089.00	2,089.00	JANITORIAL SERVICE	PW
Total 48840:						2,089.00		
<b>48841</b>								
12/11/2025	48841	SUNBELT RENTALS	176706333-0	10-22080-4430	624.60	624.60	LIGHT TOWER REPAIRS	FIRE DEPT
Total 48841:						624.60		
<b>48842</b>								
12/11/2025	48842	SWRCB ACCOUNTIN	WD-0310202	12-31610-4430	9,085.00	9,085.00	WWTP ANNUAL PERMIT FEE	PW
12/11/2025	48842	SWRCB ACCOUNTIN	WD-0310326	22-80027-4430	563.00	563.00	WETLANDS ANNUAL PERMIT FEE	
12/11/2025	48842	SWRCB ACCOUNTIN	WS-1052797	11-31520-44301	15,450.88	15,450.88	WATER CONNECTIONS ANNUAL F	
Total 48842:						25,098.88		
<b>48843</b>								
12/11/2025	48843	TARGETSOLUTIONS	INV131551	10-22080-4313	214.40	214.40	TRAINING PLATFORM	FIRE DEPT
Total 48843:						214.40		
<b>48844</b>								
12/11/2025	48844	THE CRISCOM COMP	271630	10-11011-44300	4,500.00	4,500.00	ADVOCACY GRANT WRITING	ADMIN
Total 48844:						4,500.00		
<b>48845</b>								
12/11/2025	48845	UNDERGROUND SER	1120250343	10-31140-44300	40.00	40.00	DIG ALERT FEES	PW
Total 48845:						40.00		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>48846</b>								
12/11/2025	48846	UNION PACIFIC RAIL	333766970	12-31620-4430	95.00	95.00	PIPELINE-RENT, MELOLAND	PW
Total 48846:						95.00		
<b>48847</b>								
12/11/2025	48847	VISUAL EDGE IT, INC.	24AR312112	10-13010-4416	37.17	37.17	PRINTER	ADMIN
12/11/2025	48847	VISUAL EDGE IT, INC.	24AR312112	10-12001-4416	37.17	37.17	PRINTER	
12/11/2025	48847	VISUAL EDGE IT, INC.	24AR312112	10-14020-4416	37.17	37.17	PRINTER	
12/11/2025	48847	VISUAL EDGE IT, INC.	24AR312112	11-31510-44160	37.16	37.16	PRINTER	
12/11/2025	48847	VISUAL EDGE IT, INC.	24AR312112	12-31620-4416	37.16	37.16	PRINTER	
Total 48847:						185.83		
<b>48848</b>								
12/11/2025	48848	WALKER & DRISKILL	15087	10-16026-4430	1,798.63	1,798.63	ATTORNEY FEES	ADMIN
Total 48848:						1,798.63		
<b>48849</b>								
12/11/2025	48849	YADIRA GARNER	FINAL BILL	11-00000-39610	183.90	183.90	FINAL UTILITY BILL	UTILITIES
Total 48849:						183.90		
<b>48851</b>								
12/17/2025	48851	BABCOCK LABORAT	CL50342-227	12-31610-4430	19.81	19.81	COPPER	PW
12/17/2025	48851	BABCOCK LABORAT	CL50692-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	
12/17/2025	48851	BABCOCK LABORAT	CL50699-227	11-31520-44301	19.81	19.81	ALUMINUM	
12/17/2025	48851	BABCOCK LABORAT	LL50015-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 48851:						256.38		
<b>48852</b>								
12/17/2025	48852	BLU BULK TRANSPO	#9746 DEC 2	10-31158-44200	37.80	37.80	PW WATER	PW
Total 48852:						37.80		
<b>48853</b>								
12/17/2025	48853	CWEA	ALEX CHAV	11-31510-43120	185.00	185.00	ALEX CHAVEZ #58499 2026	PW
12/17/2025	48853	CWEA	ALEX CHAV	12-31620-4312	185.00	185.00	ALEX CHAVEZ #58499 2026	
12/17/2025	48853	CWEA	FRANK COR	12-31610-4312	251.00	251.00	FRANK CORNEJO #19287 2026	
Total 48853:						621.00		
<b>48854</b>								
12/17/2025	48854	DESERT VALLEY PO	3485	11-31520-44300	818.00	818.00	WTP INSPECTIONS	PW
Total 48854:						818.00		
<b>48855</b>								
12/17/2025	48855	FIRE-ETC	203090	10-22080-4314	418.62	418.62	BOOTS	FIRE DEPT
12/17/2025	48855	FIRE-ETC	203092	10-22080-4420	282.21	282.21	HELMET, GOGGLES	
Total 48855:						700.83		
<b>48856</b>								
12/17/2025	48856	HOME DEPOT/GECF	6514328	11-31520-44200	19.34	19.34	DRAIN PAN	PW
Total 48856:						19.34		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>48857</b>								
12/17/2025	48857	IMPERIAL IRRIGATIO	#0303 DEC 2	11-31520-44350	2,114.00	2,114.00	RAW WATER CHARAGES	PW
Total 48857:						2,114.00		
<b>48858</b>								
12/17/2025	48858	K-C WELDING & REN	217505	10-31140-44300	550.13	550.13	BUCKET GRAPPLE RENTAL	PW
Total 48858:						550.13		
<b>48859</b>								
12/17/2025	48859	LOWES BUSINESS A	91953	11-31510-44200	53.39	53.39	GRASS	PW
12/17/2025	48859	LOWES BUSINESS A	91991	11-31510-44200	521.29	521.29	GRASS	
Total 48859:						574.68		
<b>48860</b>								
12/17/2025	48860	PYRAMID CONSTRU	4735	22-80043-4430	73,641.91	73,641.91	PAYMENT #1 - WEST 9TH ST PROJ	ADMIN
Total 48860:						73,641.91		
<b>48861</b>								
12/17/2025	48861	VESTIS	#2000 NOV 2	10-31158-44200	276.06	276.06	WORKPLACE SUPPLIES	PW
12/17/2025	48861	VESTIS	#2000 NOV 2	12-31610-4314	561.85	561.85	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	11-31520-43140	510.24	510.24	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	11-31530-43140	133.92	133.92	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	10-31150-43140	125.55	125.55	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	10-31140-43140	125.55	125.55	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	11-31510-43140	225.98	225.98	UNIFORM CHARGES	
12/17/2025	48861	VESTIS	#2000 NOV 2	12-31620-4314	225.98	225.98	UNIFORM CHARGES	
Total 48861:						2,185.13		
Grand Totals:						193,855.48		



MEETING DATE:	<u>12/22/25</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

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

**From:** Cynthia Mancha, City Planner

**Prepared By:** Cynthia Mancha, City Planner

**Date:** December 22, 2025

**Project:** **Sunset Rose Senior Apartments TEFRA Hearing and CMFA Joint Powers Agreement**

**SUMMARY:**

**Property Owner:** Holtville Senior Associates

**Subject of Report:** Sunset Rose Apartments TEFRA Hearing and CMFA Joint Powers Agreement

**Borrower:** Holtville Senior Associates, a California Limited Partnership

**Bond Issuer:** California Municipal Finance Authority (CMFA)

**Project Location:** 704 East 3<sup>rd</sup> Street, Holtville, CA 92250 (APN 045-330-092)  
**(Attachment A – Project Location Map)**

**Pending Action:** Adopt Resolution 25-36 **(Attachment E – Resolution 25-36)** authorizing the city to enter into a Joint Powers Agreement to become a member of CMFA and authorizing CMFA to issue tax-exempt bonds.

**INTRODUCTION & BACKGROUND**

Sunset Rose Apartments, a 64-unit affordable housing apartment complex, located within city limits, owned by Holtville Senior Associates, and developed by The Pacific Companies is seeking tax-exempt bond financing to complete the construction of the first phase of the project, please reference **(Attachment A – Project Location Map)**.

The city issued a permit on May 11, 2023, to construct the first phase (32 units) of the project. An increase in project construction materials and labor costs has resulted in the need for additional financing to complete the first phase. The Pacific Companies is working with California Municipal Finance Authority to issue tax-exempt bonds in an amount not to exceed \$8 million dollars. The borrower will be Holtville Senior Associates, a California Limited Partnership. The bond issuer will be

California Municipal Finance Authority (CMFA). For CMFA to have the authority to issue tax-exempt bonds, the city is required to enter into a Joint Powers Agreement to become a member of CMFA. The city will not have any financial or legal obligations or responsibilities related to the bond financing.

The purpose of this staff report is to discuss the city entering into a Joint Power Agreement to become a member of CMFA and to conduct a public hearing pursuant to the federal Tax Equity and Fiscal Responsibility Act (TEFRA) approving CMFA to issue tax-exempt bond financing for the project.

## **DISCUSSION AND REVIEW**

### **Tax-Exempt Bonds**

California has a housing crisis and one of the financing tools available to impulse the development of affordable housing units is the issuance of private activity tax-exempt bonds that have a demonstrable and qualified public benefit. The lower borrowing costs facilitate the development of projects that may not otherwise be feasible if financed at market rates. Unlike typical municipal bonds, payment of principal and interest on private activity bonds is the responsibility of the private business receiving the proceeds.

### **California Debt Limit Allocation Committee**

Federal law limits how much tax-exempt debt a state can issue in a calendar year for private projects that have a qualified public benefit. Under the direction of the California State Treasurer's Office, The California Debt Limit Allocation Committee (CDLAC) was created to set and allocate California's annual debt ceiling and administer the State's tax-exempt bond program to allocate the debt authority. CDLAC's programs are used to finance affordable housing developments for low-income Californians, build solid waste disposal and waste recycling facilities, and to finance industrial development projects.

### **Joint Powers Authority Act**

Alleviating the burden on government, the State enacted the Joint Powers Authority Act in 2001, which allows two or more public agencies to jointly exercise common powers. That act is intended to provide services more efficiently at a reduced cost. Joint Powers also provide a level of separation and protection to each agency.

### **California Municipal Finance Authority**

The CMFA was created on January 1, 2004, pursuant to a joint exercise of powers agreement to promote economic, cultural and community development, through the financing of economic development and charitable activities throughout California. To date, over 350 municipalities have become members of CMFA.

The CMFA was formed to assist local governments, non-profit organizations, and businesses with the issuance of taxable and tax-exempt bonds aimed at improving the standard of living in California. The CMFA's representatives and its Board of Directors have considerable experience in bond financing.

### **Sunset Rose Apartments Tax-Exempt Financing**

The Pacific Companies, project developer, for Sunset Rose Apartments, is seeking tax-exempt bond financing to complete project construction activities. The borrower has engaged CMFA to serve as the municipal issuer of the bonds in an aggregate principal amount not to exceed \$8 million dollars. The proceeds of the bonds will be used to finance or refinance the acquisition, construction, improvement and equipping the project.

In accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA), a public hearing to consider tax-exempt bond financing is required. The borrower will be Holtville Senior Apartments, a California Limited Partnership. The bond issuer will be the California Municipal Finance Authority (CMFA). TEFRA hearings provide members of the community with the opportunity to speak in favor of or against the use of tax-exempt bonds for the financing for the project. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of the TEFRA Hearing, an “applicable elected representative” of the governmental unit hosting the project must provide its approval of the issuance of the bonds for the financing of the project.

The California Debt Limit Allocation Committee adopted resolution No. 25-332, adopted on December 10, 2025, transferring \$5,000,000.00 of the 2025 State Ceiling on Qualified Private Activity Bonds to the California Municipal Finance Authority for the Sunset Rose Senior Apartments, please reference **(Attachment B – CDLAC Resolution No. 25-332)**.

For CMFA to have the authority to issue tax-exempt bonds in support of Sunset Rose Apartments, the city will need to enter into a Joint Powers Agreement to become a member of CMFA, pursuant to California Joint Exercise of Powers Act **(Attachment C – CMFA Joint Powers Agreement)**. The city will not have any financial or legal obligations or responsibilities related to the bond financing as described in Section 5., Resolution 25-36 and Section 8., Joint Powers Agreement.

### **Fiscal Impact**

The Board of Directors of the California Foundation for Stronger Communities, a California non-profit public benefit corporation (the “Foundation”), acts as the Board of Directors for the CMFA. Through its conduit issuance activities, the CMFA shares a portion of the issuance fees it receives with its member communities and donates a portion of these issuance fees to the Foundation for the support of local charities. With respect to the City of Holtville, it is anticipated that approximately \$3,000 attributable to the issuance fees will be granted as income to the city’s general fund. Additionally, the foundation makes grants to charitable organizations within the jurisdiction of member entities. The city will not have any financial or legal obligations or responsibilities related to the bond financing as described in Section 5., Resolution 25-36 and Section 8., Joint Powers Agreement.



## **PUBLIC REVIEW**

In Accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA) of 1982, reasonable public notice must be given 7 days in advance of a hearing considering private activity tax-exempt bonds. Reasonable notice is presumed when notice is published in a newspaper of general circulation. A Public Hearing Notice (**Attachment D – Public Hearing Notice**) was circulated in the Holtville Tribune on December 11, 2025, for the TEFRA Hearing.

## **RECOMMENDED ACTIONS**

It is recommended that the City Council conduct the public hearing under the requirements of TEFRA and Internal Revenue Code of 1986 and consider entering into a Joint Powers Agreement to become a member of CMFA and upon listening to testimonies for and against the request, either approve or deny the request. Staff recommends the following actions:

1. Adopt Resolution 25-36 (**Attachment E – Resolution 25-36**) approving the issuance of the bonds by the CMFA for the benefit of Holtville Senior Associates, a California limited partnership (the “Borrower”), to provide for the financing of the Project, such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code Section 6500 (and following). The resolution will also authorize the Mayor or designee thereof to execute the Joint Exercise of Powers Agreement with the CMFA.

**Attachments:**      Attachment A – Project Location Map  
                         Attachment B – CDLAC Resolution No. 25-332  
                         Attachment C – CMFA Joint Powers Agreement  
                         Attachment D – Public Hearing Notice  
                         Attachment E – Resolution 25-36

## Attachment A – Project Location Map



LEGEND:



Property Boundary



City Limits

**The Holt Group, Inc.**  
ENGINEERING · PLANNING · SURVEYING

1601 N. Imperial Ave. El Centro, California 92243



(760)337-3883



NOT TO SCALE

APN 045-330-092  
HOLTVILLE, CALIFORNIA

**PROJECT  
LOCATION MAP**

THG Project No. 116.491

Date: 12/18/2025

## **Attachment B – CDLAC Resolution No. 25-332**



## CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE

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901 P Street, Suite 213A  
Sacramento, CA 95814  
p (916) 653-3255  
f (916) 653-6827  
cdlac@treasurer.ca.gov  
www.treasurer.ca.gov/cdlac

### MEMBERS

FIONA MA, CPA, CHAIR  
STATE TREASURER

GAVIN NEWSOM  
GOVERNOR

MALIA M. COHEN  
STATE CONTROLLER

INTERIM EXECUTIVE DIRECTOR  
MARINA WIAINT

December 10, 2025

Dr. Edward Becker  
Executive Director  
California Municipal Finance Authority  
2111 Palomar Airport Road, Ste. 320  
Carlsbad, CA 92011

### **RE: RESOLUTION ATTESTING TO THE TRANSFER OF PRIVATE ACTIVITY BOND ALLOCATION**

Dear Dr. Edward Becker:

Enclosed is a copy of Resolution No. 25-332, adopted by the California Debt Limit Allocation Committee (the "Committee") on December 10, 2025, transferring \$5,000,000.00 of the 2025 State Ceiling on Qualified Private Activity Bonds to the California Municipal Finance Authority (the "Applicant") for the Sunset Rose Senior Apartments (the "Project"). The Resolution No. 25-332 establishes the terms and conditions under which the allocation has been granted. Please read it carefully and keep a copy in your permanent files.

The following is additional information pertaining to the use of the allocation for this Project:

1. **Performance Deposit:** Pursuant to Section 5050 of the Committee's Regulations, a performance deposit to one-half of one percent (0.5%) of the Allocation requested, not to exceed \$100,000, made payable to the Applicant, shall be evidenced within 20 calendar days following an award of an Allocation.

The performance deposit certified in support of this project (\$25,000) is to remain on deposit until you receive authorization from the Committee that it may be released. This written release will be provided once the Committee receives: the "Report of Action Taken" template indicating that the allocation transferred was used for the Project's issuance of bonds, a copy of the conformed regulatory agreement, and the payment of the second installment of the CDLAC filing fee. A copy of the conformed regulatory agreement should be sent electronically to CDLAC@treasurer.ca.gov. The full amount of the deposit will be released upon the Executive Director's approval if at least 80% of the allocation to this project is used for the issuance of bonds. If an amount less than 80% of the allocation is used to issue bonds, a proportionate amount of the deposit will be subject to forfeiture.

2. **IRS Certification:** The IRS-required certification (Certificate pursuant to Section 149(e)(2)(F) Internal Revenue Code of 1986, As Amended) will be prepared by CDLAC staff and sent to the Applicant's bond counsel once the Committee receives the Report of Action Taken template from the Applicant.



Dr. Edward Becker

December 10, 2025

Page 2

3. Second Installment of Filing Fee: **Enclosed is an invoice for this Project.** The invoice attached herein should be considered final, due and payable upon the issuance of bonds.

4. Compliance: The Certification of Compliance II or equivalent form is to be submitted by the Project Sponsor to the Applicant by the Applicant's specified deadline, but no later than March 1st annually until the project's Certificate of Completion has been submitted to the Applicant. Following the submission of the Certificate of Completion or equivalent form to the Applicant, the Certification of Compliance II is to be submitted March 1st every three (3) years thereafter. In addition, an Annual Applicant Public Benefits and On-going Compliance Self-Certification (Self Certification) form must be submitted by the Applicant online every year until the Certificate of Completion has been submitted to the Applicant. After the completion of the project has been reported, the Self Certification will be required to be submitted March 1st every three years thereafter pursuant to Section 5144 of the CDLAC Regulations. Verification to CDLAC of income and rental information is not required in advance of the submission of the Certificate of Completion. A copy of the Certification of Compliance II and the Certificate of Completion forms may be found at this website location: <https://www.treasurer.ca.gov/cdlac/compliance.asp>. Failure to submit Compliance may result in disqualification from future program participation.

Sincerely,



Marina Wiant  
Interim Executive Director

Enclosures

cc: Anthony Stubbs, California Municipal Finance Authority  
Justin Cooper, Esq., Orrick, Herrington & Sutcliffe LLP  
Tony Crowder, Holtville Senior Associates, a California Limited Partnership

**THE CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE**

**RESOLUTION NO. 25-332**

**A RESOLUTION TRANSFERRING A PORTION OF THE 2025 STATE CEILING  
ON QUALIFIED PRIVATE ACTIVITY BONDS FOR A  
QUALIFIED RESIDENTIAL RENTAL PROJECT**

**WHEREAS**, the California Debt Limit Allocation Committee ("CDLAC") is authorized to implement the volume limit for the state on private activity bonds established pursuant to federal law, annually determine a state ceiling on the aggregate amount of private activity bonds that may be issued, and allocate that aggregate amount among state and local agencies (Gov. Code, § 8869.81 et seq.); and

**WHEREAS**, CDLAC has received an application ("Application") from the California Municipal Finance Authority ("Applicant") for the transfer to the Applicant of a portion of the 2025 state ceiling for use by the Applicant to issue bonds or other obligations ("Bonds") for Sunset Rose Senior Apartments ("Project") as described in Exhibit A; and

**WHEREAS**, Holtville Senior Associates, a California Limited Partnership has represented and the Applicant has confirmed in the Application certain facts and information concerning the Project; and

**WHEREAS**, in evaluating the Project and allocating a portion of the state ceiling to the Applicant for the benefit of the Project, CDLAC staff has relied upon the written facts and information represented in the Application by the Project Sponsor and the Applicant; and

**WHEREAS**, it is consistent with CDLAC's statutes and regulations for CDLAC to transfer a portion of the 2025 state ceiling ("Allocation") to benefit the Project;

**NOW, THEREFORE, BE IT RESOLVED** by the California Debt Limit Allocation Committee the following:

**Section 1.** An amount of the 2025 state ceiling on the aggregate amount of private activity bonds equal to \$5,000,000.00 shall be transferred to the Applicant. This Allocation shall be used only by the Applicant and only for the issuance of the Bonds for the Project, as described in Exhibit A. The terms and conditions of Exhibit A are incorporated herein as though set forth in full (this resolution, together with Exhibit A are hereafter referred to collectively as this "Resolution").

**Section 2.** The terms and conditions of this Resolution shall be incorporated in appropriate documents relating to the Bonds. The Project Sponsor and the Applicant, and all of their respective successors and assignees, shall be bound by those terms and conditions. The Applicant shall monitor the Project for compliance with the terms and conditions of this Resolution. The Project shall be subject to the monitoring provisions of California Code of Regulations, title 4, sections 10337(c) and 5220.

**Section 3.** A modification to the Project made prior to the issuance of the Bonds that impacts the Resolution shall be reported to the Executive Director and, if the Executive Director determines that modification to be material pursuant to CDLAC's statutes and regulations, the material modification shall be brought back to CDLAC for consideration before the Allocation may be used for the Project. After the Bonds are issued, the terms and conditions set forth in this Resolution shall be enforceable by CDLAC through an action for specific performance or other available remedy.

In addition, after the Bonds are issued, a change to any of the Items of Exhibit A shall require CDLAC or Executive Director approval for the term of the commitment.

**Section 4.** A material change in the structure of the Bonds sale prior to the issuance of the Bonds and not previously approved by CDLAC shall require approval of the CDLAC Chair or the Executive Director.

**Section 5.** The transfer of the proceeds from the sale of the Bonds to a project other than the Project may be allowed only with the prior approval of the Executive Director in consultation with the CDLAC Chair.

**Section 6.** The Applicant is authorized to use the Allocation to make a carryforward election with respect to the Project. The Applicant is not authorized to transfer the Allocation to any governmental unit in the State except to CDLAC.

**Section 7.** If the Applicant has not issued the Bonds pursuant to the Allocation by the close of business on June 29, 2026, the Applicant shall notify CDLAC and carry forward the Allocation to the next approved project to be awarded a bond allocation pursuant to California Code of Regulations, title 4, section 5133. The Executive Director may extend this date by up to ninety (90) days if the extension is needed due to circumstances outside the control of the owner.

**Section 8.** Within twenty-four (24) hours of using the Allocation to issue the Bonds, the Applicant shall notify CDLAC at [CDLAC@treasurer.ca.gov](mailto:CDLAC@treasurer.ca.gov) that the Allocation has been used. This notice shall identify the Applicant, the Project or qualified residential rental project, the date the Allocation was used, and the amount of the Allocation used.

**Section 9.** Within fifteen (15) calendar days of the Bonds closing, the Applicant or its counsel shall submit a completed "Report of Action Taken Regarding the Issuance of Private Activity Bonds", as made available by CDLAC.

**Section 10.** Differences between the amount of the Bonds issued and the amount of the Allocation granted in Section 1 shall be retained by the Applicant as required by 26 U.S.C. §146(f)(3)(A) regarding carryforward elections. The use of a Carryforward Allocation shall be consistent with California Code of Regulations, title 4, section 5133.

**Section 11.** CDLAC staff is directed to transmit a copy of this Resolution to the Applicant together with a request that the Applicant retain a copy in the Applicant's official records for the term of the Bonds or the term of the income and rental restrictions, whichever is longer. CDLAC staff shall retain a copy of this Resolution in the files of CDLAC, or any successor agency, for the same term.

**Section 12.** In consideration of the Allocation, the Applicant and Project Sponsor shall comply with all the terms and conditions contained in this Resolution and ensure that these terms and conditions are included in the documents related to the Bonds. The Applicant and Project Sponsor shall expressly agree that the terms and conditions of this Resolution may be enforced by CDLAC through an action for specific performance or any other available remedy, provided CDLAC agrees not to take any action or enforce any remedy that would be materially adverse to the interests of Bondholders. The Applicant and Project Sponsor shall ensure the Bond documents, as appropriate, expressly state CDLAC is a third-party beneficiary of the terms and conditions set forth in this Resolution.

**Section 13.** Either the "Certification of Compliance II for Qualified Residential Rental Projects" or "Certification of Compliance II for Non-Qualified Residential Rental Projects" shall be submitted by the Project Sponsor to the Applicant no later than March 1st annually until the Project's applicable "Certificate of Completion" has been submitted by the Project Sponsor to the Applicant. An "Annual Applicant Public Benefits and Ongoing Compliance Self-Certification" shall be annually submitted online by the Applicant to CDLAC until the applicable "Certificate of Completion" has been submitted by the Project Sponsor to the Applicant. Following the submission of the applicable "Certificate of Completion" to the Applicant, the applicable "Certification of Compliance II" shall be submitted by the Project Sponsor to the Applicant no later than March 1st, and no later than March 1st every three years thereafter, pursuant to California Code of Regulations, title 4 section 5144. Verification to CDLAC of income and rental information shall not be required prior to the submission of the applicable "Certificate of Completion." A copy of the applicable "Certification of Compliance II" may be found at: <http://www.treasurer.ca.gov/cdlac/forms.asp>. Failure to submit compliance documents may result in disqualification from future participation for qualified residential rental projects.



**RESOLUTION NO. 25-332**

Page 3 of 3

**Section 14.** All relevant bond documents for the Bonds shall permit principal payments or prepayments on the underlying loan(s) as transferred proceeds in a bond preservation and recycling program as permitted by 26 U.S.C. 146(i)(6) and shall require no less than thirty (30) days' notice to CDLAC and the Applicant prior to the redemption of the Bonds at conversion to permanent financing.

**Section 15.** This Resolution shall take effect immediately upon its adoption.

\* \* \*

**CERTIFICATION**

I, Marina Wiant, Interim Executive Director of the California Debt Limit Allocation Committee, hereby certify that the above is a full, true, and correct copy of the Resolution adopted at a meeting of the Committee held in the Paul Bonderson Building, 901 P Street, 1st Floor, Sacramento, California 95814, on December 10, 2025 with the following votes recorded:

AYES:	State Treasurer Fiona Ma, CPA Michele Perrault for Governor Gavin Newsom Evan Johnson for State Controller Malia M. Cohen
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NOES:	None
ABSTENTIONS:	None
ABSENCES:	None

  
Marina Wiant, Interim Executive Director

Date: December 10, 2025

**RESOLUTION NO. 25-332**

**QUALIFIED RESIDENTIAL RENTAL PROJECT  
EXHIBIT A**

1. Applicant: California Municipal Finance Authority
2. Application No.: 25-692
3. Project Sponsor: Holtville Senior Associates, a California Limited Partnership (Central Valley Coalition for
4. Property Management Co.: Buckingham Property Management
5. Project Name: Sunset Rose Senior Apartments
6. Location: Holtville, CA
7. Private Placement Purchaser: **California Bank & Trust**  
Cash Flow Bond: **Not Applicable**

All units identified in the CDLAC resolution, including both the Federally Bond-Restricted Units and the Other Restricted Units, will be incorporated into the Bond Regulatory Agreement. Assumptions to be included in the Bond Regulatory Agreement regarding the Other Restricted Units will include the AMI as outlined in the CDLAC resolution, a limitation that tenants pay no more than 30% of their income and 1.5 persons per bedroom occupancy standard to determine the applicable rent.

**Applicable**

8. Public Sale: **Not Applicable**  
Credit Enhancement Provider: **Not Applicable**
9. Total Number of Units: **31** plus **1** unrestricted manager unit(s)
10. Total Number of Restricted Tenant Rental Units: **31**
11. The term of the income and rental restrictions for the Project will be at least 55 years from the date 50% occupancy is achieved or when the project is otherwise placed in service.
12. The Regulatory Agreement shall not terminate prior to the end of the CDLAC Resolution affordability term in the event of foreclosure, exercise of power of sale, and/or transfer of title by deed in lieu of foreclosure in connection with a deed of trust directly or indirectly securing the repayment of Cash Flow Permanent Bonds.
13. The Project will utilize Gross Rents as defined in Section 5170 of the Committee's Regulations.
14. Income and Rental Restrictions
  - a. Federally Bond-Restricted Set-aside:  
At least 40% of the total units will be restricted at 60% of the Area Median Income.
  - b. Other Restricted Units  
For the entire term of the income and rental restrictions, the Project will have:

<u>Targeting AMI</u>	<u>Number of Units</u>	<u>Percentage of Affordable Units</u>
30%	4	13%
50%	4	13%
60%	23	74%

\* CTCAC restricted only

**RESOLUTION NO. 25-332**

**Exhibit A**

Page 2 of 4

15. In accordance with Section 5191(a), a minimum of ten percent (10%) of the units must be restricted to households with incomes no greater than 50% of the Area Median Income and will be distributed as follows:

**Applicable:**

One-bedroom: 3

Two-bedroom: 1

16. New Construction Pool Set-aside Requirements.

Homeless Set-aside: at least 25% of the Tax Credit Units are designated for homeless households as defined by CTCAC Regulations Section 10302(kk) with affordable rents consistent with Section 10325(g)(3).

**Not Applicable**

Extremely Low Income/Very Low Income (ELI/VLI) Set-aside. The rent and income targeting restrictions must have an average of 50% area median income (AMI) or below.

**Not Applicable**

Mixed Income Set-aside. A Mixed Income Project is a New Construction Qualified Residential Rental Project which either (1) is not utilizing the Average Income test of Internal Revenue Code Section 42 (g)(1)(C) and which has 50% or fewer of its total units designated as Restricted Rental Units or; (2) is part of the California Housing Finance Agency Mixed-Income Program. In a Competitive Application Process, a Mixed Income Project may only apply for an allocation of tax-exempt bonds if the ratio of tax-exempt bonds, not including recycled bonds, to aggregate depreciable basis plus land basis is less than or equal to the ratio of units that will be restricted pursuant to a CTCAC regulatory agreement.

**Not Applicable**

17. Minimum construction standards pursuant to CDLAC Regulation Section 5205 and Sections 10325(f)(7)(A) through (J) of the CTCAC Regulations will be incorporated into the project design for all new construction and rehabilitation projects.

**Applicable**

18. For all Acquisition & Rehabilitation projects, a minimum of \$15,000 in hard construction costs will be expended for each unit.

**Not Applicable**

19. Other Rehabilitation Pool Requirements. The Project will comply with the requirement to complete rehabilitation work at a minimum of \$60,000 in hard construction cost per unit as defined in CTCAC Regulation Section 10302(u), subject to the provisions of Internal Revenue Code Section 42(e)(3)(A)(ii)(I), expended only on immediate health and safety improvements, seismic and accessibility improvements and/or the replacement of major systems with a remaining useful life of less than ten years pursuant to CDLAC Regulation Section 5170.

**Not Applicable**

20. The Project will comply with the Preservation and Other Rehabilitation Project Priorities of Section 5230(b). At a minimum, the Project must continue to meet the criteria sufficient to retain 0 points.

**Not Applicable**

21. The Project will comply with the New Construction Density and Local Incentives of Section 5230(c). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.

**Applicable**

**RESOLUTION NO. 25-332**

**Exhibit A**

Page 3 of 4

22. The Project will comply with the Exceeding Minimum Income Restrictions of Section 5230(d)(2). At a minimum, the Project must continue to meet the criteria sufficient to retain 20 points.

**Applicable**

Targeted Average Affordability: **54.84%**

Percent at or below 30% AMI: **12.90%**

Percent at or below 50% AMI: **12.90%**

Points: **20**

23. The Project will comply with the Exceeding Minimum Rent Restrictions of Section 5230(e). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.

**Applicable**

24. The Project will comply with the General Partner Experience requirements of Section 5230(f)(1). At a minimum, the Project must continue to meet the criteria sufficient to retain 7 points.

**Applicable**

25. The Project will comply with the Management Company Experience requirements of Section 5230(f)(2). At a minimum, the Project must continue to meet the criteria sufficient to retain 3 points.

**Applicable**

26. The Project will comply with the New Construction Housing Type requirement of Section 5230(g). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points as a Seniors housing type.

**Applicable**

27. The Project will comply with the Leveraged Soft Resources requirements of Section 5230(h). At a minimum, the Project must continue to meet the criteria sufficient to retain 8 points.

**Applicable**

28. The Project will comply with the Readiness to Proceed requirements of Sections 5152 and 5230(i). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.

**Applicable**

29. The Project will comply with the Affirmatively Furthering Fair Housing requirements of Section 5230(j)(1)(A). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.

**Not Applicable**

30. The Project will comply with the Affirmatively Furthering Fair Housing requirements of Section 5230(j)(1)(B). At a minimum, the Project must continue to meet the criteria sufficient to retain 9 points.

**Applicable**

31. For a period of fifteen (15) years after the Project is placed in use, the Project will provide residents high speed internet service in each Project unit free of charge (minimum average download speed 25 megabits/second).

**Not Applicable**

**RESOLUTION NO. 25-332**

**Exhibit A**

Page 4 of 4

32. For a period of fifteen (15) years after the Project is placed in use, the Project will provide residents Health and Wellness Services and Programs. Such services and programs shall provide individualized support to tenants (not group classes) and need not be provided by licensed individuals or organizations. This includes, but is not limited to visiting nurses programs, intergenerational visiting programs, or senior companion programs. The application must describe in detail the services to be provided.

**Applicable**

**Hours per Year: 22**

33. The Project will comply with the Cost Containment requirements of Section 5230(l). At a minimum, the Project must continue to meet the criteria sufficient to retain 12 points.

**Applicable**

34. As specified in Section 5144(c) of the Committee's Regulations, sponsors will be required to utilize CTCAC's Compliance Manual specifically Section VI: Qualify Tenants for Low Income Housing Tax Credit Units, to verify tenant income in conjunction with initial occupancy. No less than every three (3) years after the project is completed, the Sponsor must collect and retain the following income and verification documentation related to all the Federally Bond-Restricted units identified in the Committee Resolution: CTCAC Tax Income Calculation (TIC) or equivalent documentation, all associated source income documentation, evidence of the verifying income computation and unit lease.

**Applicable**

35. As specified in Section 5144(d) of the Committee's Regulations, compliance with the income and rental requirements of the Federally Bond-Restricted Units identified in the Committee Resolution and the Bond Regulatory Agreement must be demonstrated by the Applicants initial review of 20% of all management files associated with the Federally Bond-Restricted units and subsequent review every three years of 20% of all management files associated with the Federally Bond-Restricted units.

**Applicable**

36. As specified in Section 5144(e) of the Committee's Regulations, applicants are required to ensure an onsite inspection as well as an on-site review of the 20% Federally Bond-Restricted units is performed every 3 years after the Qualified Project Period has commenced.

The following entity will conduct the site and file inspections:

**Not Applicable**

STATE OF CALIFORNIA  
CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE  
ACCOUNTING SERVICES  
901 P Street, Suite 213A  
Sacramento, CA 95814  
(916) 653-3255

**FILING FEE INVOICE**

**PAYMENT IS DUE WITHIN 30 DAYS OF BOND CLOSING**

Date: December 10, 2025

Application No.: 25-692

Analyst Initials: AS

To: Anthony Stubbs  
Financial Advisor  
California Municipal Finance Authority  
2111 Palomar Airport Road, Suite 320  
Carlsbad, CA, 92011

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***2nd Installment of fee levied pursuant to Section 8869.90 of the California Government Code:***

NAME OF ISSUER: California Municipal Finance Authority

NAME OF PROJECT: Sunset Rose Senior Apartments

ALLOCATION AWARD DATE: December 10, 2025

ALLOCATION AWARD AMOUNT: \$5,000,000

AMOUNT DUE: Allocation award x .00035 = \$ 1,750.00

**If the amount of allocation used is less than the amount of allocation awarded**

To determine the revised amount due, complete the following ***only if*** the amount of allocation used is less than the amount of allocation awarded, and remit the ***revised*** amount due. The application fee is based on the amount of allocation used to issue bonds.

REVISED AMOUNT DUE: Amount issued x .00035 = \$

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**How to Make a Payment**

**If paying by Check**

Make sure the Check has:

- Project Name and Application Number
- CDLAC as Payee
- Amount Due or Revised Amount Due (see above)

*Send Check to Address listed above with this Invoice.*

**If paying Online**

- Go to: [www.treasurer.ca.gov/CDLAC/payment](http://www.treasurer.ca.gov/CDLAC/payment)

## Attachment C – CMFA Joint Powers Agreement

**JOINT EXERCISE OF POWERS AGREEMENT  
RELATING TO THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY**

THIS AGREEMENT, dated as of January 1, 2004, among the parties executing this Agreement (all such parties, except those which have withdrawn as provided herein, are referred to as the "Members" and those parties initially executing this Agreement are referred to as the "Initial Members"):

**WITNESSETH**

WHEREAS, pursuant to Title 1, Division 7, Chapter 5 of the California Government Code (in effect as of the date hereof and as the same may from time to time be amended or supplemented, the "Joint Exercise of Powers Act"), two or more public agencies may by agreement jointly exercise any power common to the contracting parties; and

WHEREAS, each of the Members is a "public agency" as that term is defined in Section 6500 of the Joint Exercise of Powers Act; and

WHEREAS, each of the Members is empowered by law to promote economic, cultural and community development, including, without limitation, the promotion of opportunities for the creation or retention of employment, the stimulation of economic activity, the increase of the tax base, and the promotion of opportunities for education, cultural improvement and public health, safety and general welfare; and

WHEREAS, each of the Members may accomplish the purposes and objectives described in the preceding preamble by various means, including through making grants, loans or providing other financial assistance to governmental and nonprofit organizations; and

WHEREAS, each Member is also empowered by law to acquire and dispose of real property for a public purpose; and

WHEREAS, the Joint Exercise of Powers Act authorizes the Members to create a joint exercise of powers entity with the authority to exercise any powers common to the Members, as specified in this Agreement and to exercise the additional powers granted to it in the Joint Exercise of Powers Act and any other applicable provisions of the laws of the State of California; and

WHEREAS, a public entity established pursuant to the Joint Exercise of Powers Act is empowered to issue or execute bonds, notes, commercial paper or any other evidences of indebtedness, including leases or installment sale agreements or certificates of participation therein (herein "Bonds"), and to otherwise undertake financing programs under the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California to accomplish its public purposes; and



WHEREAS, the Members have determined to specifically authorize a public entity authorized pursuant to the Joint Exercise of Powers Act to issue Bonds pursuant to the Joint Exercise of Powers Act or other applicable provisions of the laws of the State of California; and

WHEREAS, it is the desire of the Members to use a public entity established pursuant to the Joint Exercise of Powers Act to undertake the financing and/or refinancing of projects of any nature, including, but not limited to, capital or working capital projects, insurance, liability or retirement programs or facilitating Members use of existing or new financial instruments and mechanisms; and

WHEREAS, it is further the intention of the Members that the projects undertaken will result in significant public benefits to the inhabitants of the jurisdictions of the Members; and

WHEREAS, by this Agreement, each Member desires to create and establish the "California Municipal Finance Authority" for the purposes set forth herein and to exercise the powers provided herein;

NOW, THEREFORE, the Members, for and in consideration of the mutual promises and agreements herein contained, do agree as follows:

**Section 1.     Purpose.**

This Agreement is made pursuant to the provisions of the Joint Exercise of Powers Act. The purpose of this Agreement is to establish a public entity for the joint exercise of powers common to the Members and for the exercise of additional powers given to a joint powers entity under the Joint Powers Act or any other applicable law, including, but not limited to, the issuance of Bonds for any purpose or activity permitted under the Joint Exercise of Powers Act or any other applicable law. Such purpose will be accomplished and said power exercised in the manner hereinafter set forth.

**Section 2.     Term.**

This Agreement shall become effective in accordance with Section 17 as of the date hereof and shall continue in full force and effect until such time as it is terminated in writing by all the Members; provided, however, that this Agreement shall not terminate or be terminated until all Bonds issued or caused to be issued by the Authority (defined below) shall no longer be outstanding under the terms of the indenture, trust agreement or other instrument pursuant to which such Bonds are issued, or unless a successor to the Authority assumes all of the Authority's debts, liabilities and obligations.

**Section 3.     Authority.**

**A.     CREATION AND POWERS OF AUTHORITY.**

Pursuant to the Joint Exercise of Powers Act, there is hereby created a public entity to be known as the "California Municipal Finance Authority" (the "Authority"), and said Authority shall be a public entity separate and apart from the Members. Its

debts, liabilities and obligations do not constitute debts, liabilities or obligations of any Members.

#### B. BOARD.

The Authority shall be administered by the Board of Directors (the "Board," or the "Directors" and each a "Director") of the California Foundation for Stronger Communities, a nonprofit public benefit corporation organized under the laws of the State of California (the "Foundation"), with each such Director serving in his or her individual capacity as a Director of the Board. The Board shall be the administering agency of this Agreement and, as such, shall be vested with the powers set forth herein, and shall administer this Agreement in accordance with the purposes and functions provided herein. The number of Directors, the appointment of Directors, alternates and successors, their respective terms of office, and all other provisions relating to the qualification and office of the Directors shall be as provided in the Articles and Bylaws of the Foundation, or by resolution of the Board adopted in accordance with the Bylaws of the Foundation.

All references in this Agreement to any Director shall be deemed to refer to and include the applicable alternate Director, if any, when so acting in place of a regularly appointed Director.

Directors may receive reasonable compensation for serving as such, and shall be entitled to reimbursement for any expenses actually incurred in connection with serving as a Director, if the Board shall determine that such expenses shall be reimbursed and there are unencumbered funds available for such purpose.

The Foundation may be removed as administering agent hereunder and replaced at any time by amendment of this Agreement approved as provided in Section 16; provided that a successor administering agent of this Agreement has been appointed and accepted its duties and responsibilities under this Agreement.

#### C. OFFICERS; DUTIES; OFFICIAL BONDS.

The officers of the Authority shall be the Chair, Vice-Chair, Secretary and Treasurer (defined below). The Board, in its capacity as administering agent of this Agreement, shall elect a Chair, a Vice-Chair, and a Secretary of the Authority from among Directors to serve until such officer is re-elected or a successor to such office is elected by the Board. The Board shall appoint one or more of its officers or employees to serve as treasurer, auditor, and controller of the Authority (the "Treasurer") pursuant to Section 6505.6 of the Joint Exercise of Powers Act to serve until such officer is re-elected or a successor to such office is elected by the Board.

Subject to the applicable provisions of any resolution, indenture, trust agreement or other instrument or proceeding authorizing or securing Bonds (each such resolution, indenture, trust agreement, instrument and proceeding being herein referred to as an "Indenture") providing for a trustee or other fiscal agent, and except as may otherwise be

specified by resolution of the Board, the Treasurer is designated as the depository of the Authority to have custody of all money of the Authority, from whatever source derived and shall have the powers, duties and responsibilities specified in Sections 6505, 6505.5 and 6509.5 of the Joint Exercise of Powers Act.

The Treasurer of the Authority is designated as the public officer or person who has charge of, handles, or has access to any property of the Authority, and such officer shall file an official bond with the Secretary of the Authority in the amount specified by resolution of the Board but in no event less than \$1,000.

The Board shall have the power to appoint such other officers and employees as it may deem necessary and to retain independent counsel, consultants and accountants.

The Board shall have the power, by resolution, to the extent permitted by the Joint Exercise of Power Act or any other applicable law, to delegate any of its functions to one or more of the Directors or officers, employees or agents of the Authority and to cause any of said Directors, officers, employees or agents to take any actions and execute any documents or instruments for and in the name and on behalf of the Board or the Authority.

#### D. MEETINGS OF THE BOARD.

##### (1) Ralph M. Brown Act.

All meetings of the Board, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code of the State of California), or any successor legislation hereinafter enacted (the "Brown Act").

##### (2) Regular Meetings.

The Board shall provide for its regular meetings; provided, however, it shall hold at least one regular meeting each year. The date, hour and place of the holding of the regular meetings shall be fixed by resolution of the Board. To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

##### (3) Special Meetings.

Special meetings of the Board may be called in accordance with the provisions of Section 54956 of the Government Code of the State of California. To the extent permitted by the Brown Act, such meetings may be held by telephone conference.

(4) Minutes.

The Secretary of the Authority shall cause to be kept minutes of the regular, adjourned regular, special, and adjourned special meetings of the Board and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director.

(5) Quorum.

A majority of the Board shall constitute a quorum for the transaction of business. No action may be taken by the Board except upon the affirmative vote of a majority of the Directors constituting a quorum, except that less than a quorum may adjourn a meeting to another time and place.

E. RULES AND REGULATIONS.

The Authority may adopt, from time to time, by resolution of the Board such rules and regulations for the conduct of its meetings and affairs as may be required.

**Section 4. Powers.**

The Authority shall have the power, in its own name, to exercise the common powers of the Members and to exercise all additional powers given to a joint powers entity under any of the laws of the State of California, including, but not limited to, the Joint Exercise of Powers Act, for any purpose authorized under this Agreement. Such powers shall include the common powers specified in this Agreement and may be exercised in the manner and according to the method provided in this Agreement. The Authority is hereby authorized to do all acts necessary for the exercise of such power, including, but not limited to, any of all of the following: to make and enter into contracts; to employ agents and employees; to acquire, construct, provide for maintenance and operation of, or maintain and operate, any buildings, works or improvements; to acquire, hold or dispose of property wherever located; to incur debts, liabilities or obligations; to receive gifts, contributions and donations of property, funds, services, and other forms of assistance from person, firms, corporations and any governmental entity; to sue and be sued in its own name; to make grants, loans or provide other financial assistance to governmental and nonprofit organizations (e.g., the Members or the Foundation) to accomplish any of its purposes; and generally to do any and all things necessary or convenient to accomplish its purposes.

Without limiting the generality of the foregoing, the Authority may issue or cause to be issued Bonds, and pledge any property or revenues as security to the extent permitted under the Joint Exercise of Powers Act, or any other applicable provision of law; provided, however, the Authority shall not issue Bonds with respect to any project located in the jurisdiction of one or more Members unless the governing body of any such Member, or its duly authorized representative, shall approve, conditionally or unconditionally, the project, including the issuance of Bonds therefor. Such approval may be evidenced by resolution, certificate, order, report or such other means of written approval of such project as may be selected by the Member (or its authorized representative) whose approval is required. No such approval shall be required in

connection with Bonds that refund Bonds previously issued by the Authority and approved by the governing board of a Member.

The manner in which the Authority shall exercise its powers and perform its duties is and shall be subject to the restrictions upon the manner in which a California general law city could exercise such powers and perform such duties. The manner in which the Authority shall exercise its powers and perform its duties shall not be subject to any restrictions applicable to the manner in which any other public agency could exercise such powers or perform such duties, whether such agency is a party to this Agreement or not.

**Section 5.     Fiscal Year.**

For the purposes of this Agreement, the term "Fiscal Year" shall mean the fiscal year as established from time to time by resolution of the Board, being, at the date of this Agreement, the period from July 1 to and including the following June 30, except for the first Fiscal Year which shall be the period from the date of this Agreement to June 30, 2004.

**Section 6.     Disposition of Assets.**

At the end of the term hereof or upon the earlier termination of this Agreement as set forth in Section 2, after payment of all expenses and liabilities of the Authority, all property of the Authority both real and personal shall automatically vest in the Members in the manner and amount determined by the Board in its sole discretion and shall thereafter remain the sole property of the Members; provided, however, that any surplus money on hand shall be returned in proportion to the contributions made by the Members.

**Section 7.     Bonds.**

From time to time the Authority shall issue Bonds, in one or more series, for the purpose of exercising its powers and raising the funds necessary to carry out its purposes under this Agreement.

The services of bond counsel, financing consultants and other consultants and advisors working on the projects and/or their financing shall be used by the Authority. The expenses of the Board shall be paid from the proceeds of the Bonds or any other unencumbered funds of the Authority available for such purpose.

**Section 8.     Bonds Only Limited and Special Obligations of Authority.**

The Bonds, together with the interest and premium, if any, thereon, shall not be deemed to constitute a debt of any Member or pledge of the faith and credit of the Members or the Authority. The Bonds shall be only special obligations of the Authority, and the Authority shall under no circumstances be obligated to pay the Bonds except from revenues and other funds pledged therefor. Neither the Members nor the Authority shall be obligated to pay the principal of, premium, if any, or interest on the Bonds, or other costs incidental thereto, except from the revenues and funds pledged therefor, and neither the faith and credit nor the taxing power of the Members nor the faith and credit of the Authority shall be pledged to the payment of the

principal of, premium, if any, or interest on the Bonds nor shall the Members or the Authority in any manner be obligated to make any appropriation for such payment.

No covenant or agreement contained in any Bond or related document shall be deemed to be a covenant or agreement of any Director, or any officer, employee or agent of the Authority in his or her individual capacity and neither the Board of the Authority nor any Director or officer thereof executing the Bonds shall be liable personally on any Bond or be subject to any personal liability or accountability by reason of the issuance of any Bonds.

#### **Section 9.     Accounts and Reports.**

All funds of the Authority shall be strictly accounted for. The Authority shall establish and maintain such funds and accounts as may be required by good accounting practice and by any provision of any Indenture (to the extent such duties are not assigned to a trustee of Bonds). The books and records of the Authority shall be open to inspection at all reasonable times by each Member.

The Treasurer of the Authority shall cause an independent audit to be made of the books of accounts and financial records of the Authority by a certified public accountant or public accountant in compliance with the provisions of Section 6505 of the Joint Exercise of Powers Act. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code of the State of California and shall conform to generally accepted auditing standards. When such an audit of accounts and records is made by a certified public accountant or public accountant, a report thereof shall be filed as a public record with each Member and also with the county auditor of each county in which a Member is located; provided, however, that to the extent permitted by law, the Authority may, instead of filing such report with each Member and such county auditor, elect to post such report as a public record electronically on a website designated by the Authority. Such report if made shall be filed within 12 months of the end of the Fiscal Year or Years under examination.

The Treasurer is hereby directed to report in writing on the first day of July, October, January, and April of each year to the Board and the Members which report shall describe the amount of money held by the Treasurer for the Authority, the amount of receipts since the last such report, and the amount paid out since the last such report (which may exclude amounts held by a trustee or other fiduciary in connection with any Bonds to the extent that such trustee or other fiduciary provided regular reports covering such amounts.)

Any costs of the audit, including contracts with, or employment of, certified public accountants or public accountants in making an audit pursuant to this Section, shall be borne by the Authority and shall be a charge against any unencumbered funds of the Authority available for that purpose.

In any Fiscal Year the Board may, by resolution adopted by unanimous vote, replace the annual special audit with an audit covering a two-year period.

**Section 10. Funds.**

Subject to the applicable provisions of any Indenture, which may provide for a trustee or other fiduciary to receive, have custody of and disburse Authority funds, the Treasurer of the Authority shall receive, have the custody of and disburse Authority funds pursuant to the accounting procedures developed under Sections 3.C and 9, and shall make the disbursements required by this Agreement or otherwise necessary to carry out any of the provisions of purposes of this Agreement.

**Section 11. Notices.**

Notices and other communications hereunder to the Members shall be sufficient if delivered to the clerk of the governing body of each Member; provided, however, that to the extent permitted by law, the Authority may, provide notices and other communications and postings electronically (including, without limitation, through email or by posting to a website).

**Section 12. Additional Members/Withdrawal of Members.**

Qualifying public agencies may be added as parties to this Agreement and become Members upon: (1) the filing by such public agency with the Authority of an executed counterpart of this Agreement, together with a copy of the resolution of the governing body of such public agency approving this Agreement and the execution and delivery hereof; and (2) adoption of a resolution of the Board approving the addition of such public agency as a Member. Upon satisfaction of such conditions, the Board shall file such executed counterpart of this Agreement as an amendment hereto, effective upon such filing.

A Member may withdraw from this Agreement upon written notice to the Board; provided, however, that no such withdrawal shall result in the dissolution of the Authority so long as any Bonds remain outstanding. Any such withdrawal shall be effective only upon receipt of the notice of withdrawal by the Board which shall acknowledge receipt of such notice of withdrawal in writing and shall file such notice as an amendment to this Agreement effective upon such filing.

**Section 13. Indemnification.**

To the full extent permitted by law, the Board may authorize indemnification by the Authority of any person who is or was a Director or an officer, employee or other agent of the Authority, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was such a Director or an officer, employee or other agent of the Authority, against expenses, including attorneys fees, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding, if such person acted in good faith in a manner such person reasonably believed to be in the best interests of the Authority and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful and, in the case of an action by or in the right of the Authority, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

#### **Section 14. Contributions and Advances.**

Contributions or advances of public funds and of the use of personnel, equipment or property may be made to the Authority by the Members for any of the purposes of this Agreement. Payment of public funds may be made to defray the cost of any such contribution or advance. Any such advance may be made subject to repayment, and in such case shall be repaid, in the manner agreed upon by the Authority and the Member making such advance at the time of such advance. It is mutually understood and agreed to that no Member has any obligation to make advances or contributions to the Authority to provide for the costs and expenses of administration of the Authority, even though any Member may do so. The Members understand and agree that a portion of the funds of the Authority that otherwise may be allocated or distributed to the Members may instead be used to make grants, loans or provide other financial assistance to governmental units and nonprofit organizations (e.g., the Foundation) to accomplish any of the governmental unit's or nonprofit organization's purposes.

#### **Section 15. Immunities.**

All of the privileges and immunities from liabilities, exemptions from laws, ordinances and rules, and other benefits which apply to the activity of officers, agents or employees of Members when performing their respective functions within the territorial limits of their respective public agencies, shall apply to the same degree and extent to the Directors, officers, employees, agents or other representatives of the Authority while engaged in the performance of any of their functions or duties under the provisions of this Agreement.

#### **Section 16. Amendments.**

Except as provided in Section 12 above, this Agreement shall not be amended, modified, or altered, unless the negative consent of each of the Members is obtained. To obtain the negative consent of each of the Members, the following negative consent procedure shall be followed: (a) the Authority shall provide each Member with a notice at least sixty (60) days prior to the date such proposed amendment is to become effective explaining the nature of such proposed amendment and this negative consent procedure; (b) the Authority shall provide each Member who did not respond a reminder notice with a notice at least thirty (30) days prior to the date such proposed amendment is to become effective; and (c) if no Member objects to the proposed amendment in writing within sixty (60) days after the initial notice, the proposed amendment shall become effective with respect to all Members.

#### **Section 17. Effectiveness.**

This Agreement shall become effective and be in full force and effect and a legal, valid and binding obligation of each of the Members on the date that the Board shall have received from two of the Initial Members an executed counterpart of this Agreement, together with a certified copy of a resolution of the governing body of each such Initial Member approving this Agreement and the execution and delivery hereof.



**Section 18. Partial Invalidity.**

If any one or more of the terms, provisions, promises, covenants or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby, and shall be valid and enforceable to the fullest extent permitted by law.

**Section 19. Successors.**

This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties hereto. Except to the extent expressly provided herein, no Member may assign any right or obligation hereunder without the consent of the other Members.

**Section 20. Miscellaneous.**

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

The section headings herein are for convenience only and are not to be construed as modifying or governing the language in the section referred to.

Wherever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

This Agreement shall be governed under the laws of the State of California.

This Agreement is the complete and exclusive statement of the agreement among the Members, which supercedes and merges all prior proposals, understandings, and other agreements, whether oral, written, or implied in conduct, between and among the Members relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, the City of Holtville has caused this Agreement to be executed and attested by its duly authorized representatives as of the \_\_\_\_ day of \_\_\_\_\_, 2025.

Member:

CITY OF HOLTVILLE

By \_\_\_\_\_

Name:

Title:

ATTEST:

By \_\_\_\_\_

Name:

Title:

## **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:

**Purpose of Hearing:** Sunset Rose Apartments TEFRA Hearing and Resolution to enter into a Joint Powers Agreement.

**Project Location:** 704 East Third Street

**APN:** 045-330-092

The Pacific Companies, project developer, for the Sunset Rose Apartments, is seeking tax-exempt bond financing in an amount not to exceed \$8 million dollars to complete project construction activities. In accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA), a public hearing to consider tax-exempt bond financing is required. The borrower will be Pacific Companies. The bond issuer will be the California Municipal Finance Authority (CMFA). In order for CMFA to issue tax-exempt bonds in support of Sunset Rose Apartments, the City will need to enter into a Joint Powers Agreement with CMFA, pursuant to California Joint Exercise of Powers Act. The City will not have any financial or legal obligations or responsibilities related to the bond financing.

The purpose of this hearing is for the City Council to consider public comments for and against tax-exempt bond financing for the Sunset Rose Apartments and entering into a Joint Powers Agreement with CMFA.

**City Council Meeting Date:** December 22, 2025

**Hearing Time:** 5:30 PM

**Hearing Location:** City Hall  
121 W. 5<sup>th</sup> 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](mailto: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 December 11, 2025, to December 19, 2025; directed to the Holtville City Clerk, 121 West 5<sup>th</sup> 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 25-36**

## **RESOLUTION NO. 25-36**

### **RESOLUTION APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY AND APPROVING THE ISSUANCE OF EXEMPT FACILITY BONDS FOR A QUALIFIED RESIDENTIAL RENTAL PROJECT BY THE AUTHORITY FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, CONSTRUCTION AND IMPROVEMENT OF CERTAIN FACILITIES FOR THE BENEFIT OF HOLTVILLE SENIOR ASSOCIATES, A CALIFORNIA LIMITED PARTNERSHIP**

**WHEREAS**, pursuant to Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (the "Act"), certain public agencies (the "Members") have entered into a Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the "Agreement") in order to form the California Municipal Finance Authority (the "Authority"), for the purpose of promoting economic, cultural and community development, and in order to exercise any powers common to the Members, including the issuance of bonds, notes or other evidences of indebtedness; and

**WHEREAS**, the City of Holtville (the "City"), has determined that it is in the public interest and for the public benefit that the City become a Member of the Authority in order to facilitate the promotion of economic, cultural and community development activities in the City, including the financing of projects therefor by the Authority; and

**WHEREAS**, there is now before this City Council (the "City Council") the form of the Agreement; and

**WHEREAS**, the Agreement has been filed with the City, and the members of the City Council, with the assistance of its staff, have reviewed said document; and

**WHEREAS**, the Authority is authorized to issue and sell revenue bonds for the purpose, among others, of financing or refinancing the construction, acquisition and rehabilitation of capital projects; and

**WHEREAS**, Holtville Senior Associates, a California Limited Partnership (the "Borrower") a partnership of which Pacific West Communities, Inc. (the "Developer") or a related person to the Developer is the general partner, has requested that the California Municipal Finance Authority (the "Authority") adopt a plan of financing providing for the issuance of exempt facility bonds for a qualified residential rental project pursuant to Section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code") in one or more series issued from time to time, including bonds issued to refund such exempt facility bonds in one or more series from time to time, and at no time to exceed \$8,000,000 in aggregate principal amount (the "Bonds"), to finance or refinance the acquisition, construction, improvement and equipping of a senior multifamily rental housing project located at 704 East 3<sup>rd</sup> Street, Holtville, California, also known as APN: 045-330-092 (the "Project"); and

**WHEREAS**, in order for the interest on the Bonds to be tax-exempt, Section 147(f) of the Code, requires that an “applicable elected representative” of the governmental unit, the geographic jurisdiction of which contains the site of facilities to be financed with the proceeds of the Bonds, hold a public hearing on the issuance of the Bonds and approve the issuance of the Bonds following such hearing; and

**WHEREAS**, the Authority has determined that the City Council is an “applicable elected representative” for purposes of holding such hearing; and

**WHEREAS**, the Authority has requested that the City Council approve the issuance of the Bonds by the Authority in order to satisfy the public approval requirement of Section 147(f) of the Code and, the requirements of Section 4 of the Agreement; and

**WHEREAS**, notice of such public hearing has been duly given as required by the Code, and this City Council has heretofore held such public hearing at which all interested persons were given an opportunity to be heard on all matters relative to the financing or refinancing of the Project and the Authority’s issuance of the Bonds therefor; and

**WHEREAS**, it is in the public interest and for the public benefit that the City Council approve the issuance of the Bonds by the Authority for the aforesaid purposes;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, AS FOLLOWS:**

Section 1. The foregoing recitals are true and correct.

Section 2. The Agreement is hereby approved and the Mayor or the designee thereof is hereby authorized and directed to execute said document, and the City Clerk or such Clerk’s designee is hereby authorized and directed to attest thereto.

Section 3. The City Council hereby approves the issuance of the Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitute approval of the issuance of the Bonds (a) by the “applicable elected representative” of the governmental unit having jurisdiction over the area in which the Project is located in accordance with Section 147(f) of the Code and; (b) by the City Council in accordance with Section 4 of the Agreement.

Section 4. The issuance of the Bonds shall be subject to the approval of the Authority of all financing documents relating thereto to which the Authority is a party. The City shall have no responsibility or liability whatsoever with respect to the Bonds.

Section 5. The adoption of this Resolution shall not obligate the City or any department thereof to (i) provide any financing to acquire or construct the Project or any refinancing of the Project; (ii) approve any application or request for or take any other action in connection with any planning approval, permit or other action necessary for the acquisition, construction, rehabilitation or operation of the Project; (iii) make any contribution or advance any funds whatsoever to the Authority; or (iv) take any further action with respect to the Authority or its membership therein.

Section 6. The executing officers(s), the City Clerk and all other proper officers and officials of the City are hereby authorized and directed to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.

Section 7. The City Clerk shall forward a certified copy of this Resolution and an originally executed Agreement to the Authority in care of its counsel:

Ronald E. Lee, Esq.  
Jones Hall, LLP  
4 West Fourth Avenue, Suite 406  
San Mateo, CA 94402

Section 8. This resolution shall take effect immediately upon its passage.

ADOPTED by the City Council of the City of Holtville at a regular meeting of the City Council held on the 22<sup>nd</sup> day of December, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Mike Pacheco  
Mayor

ATTEST:

---

Yvette Rios  
City Clerk



**[SIGNATURE PAGE FOR JPA AGREEMENT]**

IN WITNESS WHEREOF, the City of Holtville has caused this Agreement to be executed and attested by its duly authorized representatives as of the 22<sup>nd</sup> day of December, 2025.

Member:

CITY OF HOLTVILLE

By \_\_\_\_\_  
Mike Pacheco  
Mayor

ATTEST:

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

# City of Holtville

## Staff Memorandum

**DATE ISSUED:** December 17, 2025  
**FROM:** Chandler Sinclair, Finance Supervisor  
**SUBJECT:** *Consideration of City Hall Closure on December 26, 2025*

Approvals	Meeting Date	12/22/25
	Item Number	3 b
	City Manager	
	Finance	
	City Attorney	

### Issue:

This memorandum is submitted for Council consideration regarding whether to designate December 26, 2025, as a one-time paid City holiday. In 2025, December 25 falls on a Thursday, making December 26 a Friday. This creates a unique, periodic calendar circumstance in which City operations are likely to experience reduced service demand while many employees will request leave. The purpose of this memorandum is to outline the operational, fiscal, and workforce considerations associated with recognizing December 26, 2025, as a paid holiday for City employees.

### Discussion:

#### - *Operational and Workforce Considerations*

Offering December 26, 2025, as a paid holiday may contribute to reduced leave requests, improved scheduling efficiency, increased employee satisfaction. Historically, service demand on the day following Christmas is low across most municipal functions, which limits the operational impact of a closure or reduced staffing model. From a cost perspective, the estimated expense of one paid holiday is \$4,523.44 based on current staffing and salary obligations. This amount is modest when compared to the costs associated with employee turnover, recruitment, and training.

#### - *Employee Leave Usage and Family Obligations*

If December 26, 2025, is not designated as a holiday, employees would need to use accrued vacation or unpaid leave to be absent that day. Accrued leave is often preserved by employees for unplanned needs. Designating the day as a paid holiday would reduce the need for widespread leave requests and provide employees with greater flexibility in managing personal and family responsibilities without depleting accrued balances.

#### - *Comparison with other Public Agencies*

Staff is aware of at least one area municipality that lists December 26, as a paid holiday annually. While many public agencies do not recognize December 26 as a paid holiday, this is largely due to alignment with federal holiday calendar rather than an operational assessment of the day itself. There is no statewide requirement governing recognition of the day after Christmas, and individual agencies retain discretion to adopt additional holidays when operational and fiscal conditions allow.

- *Fire & Plant Operations*

As with other holidays, continued operations will need to be maintained at both the Water and Wastewater Plants, as well as the Fire Department will still be staffed. The result will be that the employees that work those days, and are eligible, will be paid overtime, as with any such holiday. The total for that overtime is likely to be in the neighborhood of \$70 for Water and Sewer, and approximately \$400 for Fire.

**Fiscal Impact and Accountability:**

As part of routine fiscal oversight, the cost of a one-time holiday has been reviewed in relation to current budgeted salaries, staffing levels, and projected year-end balances. As previously mentioned, the estimated cost of recognizing December 26, 2025, as a paid holiday is **\$4,523.44** based on current staffing and salary obligations. The City can comfortably absorb this cost without impacting ongoing financial commitments or service delivery.

**Conclusion:**

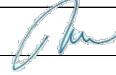
Designating December 26, 2025, as a paid holiday is an operationally feasible and fiscally manageable option for the City. The cost is limited, the service impact is minimal, and the action does not create an ongoing obligation. Council may wish to consider this option as part of its broader approach to workforce management, employee leave usage, and operational efficiency.

**Finance Supervisor Recommendation:**

The Finance Supervisor joins multiple other employees in humbly requesting consideration of this benefit from the Council.

# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:		12/22/25
ITEM NUMBER		3 c
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

**DATE ISSUED:** December 18, 2025

**FROM:** Nick Wells, City Manager

**SUBJECT:** *Resolution No. 25-37 Adopting a Revised 2025-26 Salary Schedule*

**ISSUE:**

Shall the City Council approve Resolution No. 25-37 Adopting a Revised 2025-26 Salary Schedule?

**DISCUSSION:**

Although the City's Salary Schedule that was formally adopted per standard practice for the current fiscal year, a proposed January 1 change in the California Minimum Wage requirements has become official, necessitating a revision for certain Ranges and Steps.

The salary schedule has not been changed significantly for this adoption, although listed below are some changes of which you should be aware:

1. The "Public Works Supervisor" and "Fire Chief" positions have been adjusted upward to force Step F to increase to reflect the change for Salaried Exempt employees with respect to the recent change to the California Minimum Wage Law that will take effect on January 1, 2026.
2. Due to recent personnel changes, the position of "WTP/WWTP Supervisor" has been adjusted to Range 54 to align with corollary the positions of "Public Works Supervisor and "Fire Chief"
3. In keeping with the Memoranda of Understanding negotiated recently with Classified personnel, all positions at the lower end of the Schedule (Range 17 and below) have been adjusted upward at Step A to reflect the minimum wage change. Steps B through F remain unchanged. This only affects 2 employees.
4. As there is no updated Memoranda of Understanding negotiated with the Fire personnel and the new Minimum Wage exceeds all current pay rates, the new CMW will be utilized for all Fire personnel until a new MOU is adopted.
5. All part time employees will be adjusted upward to reflect the minimum wage change.

**FISCAL IMPACT:**

The primary impact is in Fire, wherein most full and all part-time employee hours will include \$.40 additional hourly compensation. Compensation splits spread the rest of the increases over the General, Water, and Sewer Funds.

**CITY MANAGER RECOMMENDATION:**

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

**ALTERNATIVE:**

Not to adopt, giving alternate direction.

**HOLTVILLE CITY COUNCIL  
RESOLUTION NO. 25-37**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING MODIFICATION  
TO THE 2025-26 SALARY SCHEDULE**

**WHEREAS**, the City of Holtville wishes to continue to provide convenient services to the residents of the City; and

**WHEREAS**, provision of these services requires continual updates to the staffing and compensation of City personnel; and

**WHEREAS**, the City desires to utilize multiple staffing profiles including full-time, part-time and seasonal positions; and

**WHEREAS**, Exhibit "A" contains the most current Salary Ranges and Steps for the City of Holtville's personnel, including proposed increases; and

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

1. Exhibit A is attached to this Resolution as the amended City of Holtville 2025-26 Salary Schedule.
2. The positions of "Public Works Supervisor" and "Fire Chief" at Range 54 are hereby modified to incorporate necessary change to comply with regulations regarding Salaried Exempt employees and provisions of the California Minimum Wage Law that will take effect on January 1, 2026.
3. The position of "WTP/WWTP Supervisor" has been adjusted and moved to Range 54.
4. The position of "Firefighter" is hereby modified to reflect the current California Minimum Wage level on the Salary Schedule at Range 26 in all Steps.
5. Step A for the positions at Ranges 13, 16 and 17 and below have been adjusted to reflect the current California Minimum Wage level on the Salary Schedule.
6. All Part-Time Hourly positions (Range 10) have been adjusted to reflect the current California Minimum Wage level on the Salary Schedule.
7. The modified Salary Schedule will take effect on January 01, 2026.
8. The foregoing is true, correct and adopted.

**PASSED, APPROVED AND ADOPTED** by Holtville City Council at a regular meeting held on this 22nd day of December, 2025, by the following roll call vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**CITY OF HOLTVILLE**  
**Salary Schedule - 2025-26 (Revised)**

MANAGEMENT/SUPERVISORY PERSONNEL								
POSITION	RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
FINANCE MANAGER	60	Hourly Per Pay Annual	31.78 2,542 66,102	33.37 2,670 69,408	35.04 2,803 72,878	36.79 2,943 76,522	38.63 3,090 80,348	40.56 3,245 84,365
FIRE CHIEF	54	Hourly Per Pay Annual	26.48 2,118 55,078	27.80 2,224 57,832	29.19 2,336 60,724	30.65 2,452 63,760	32.19 2,575 66,948	33.80 2,704 70,296
PUBLIC WORKS SUPERVISOR	54	Hourly Per Pay Annual	26.48 2,118 55,078	27.80 2,224 57,832	29.19 2,336 60,724	30.65 2,452 63,760	32.19 2,575 66,948	33.80 2,704 70,296
WTP/WWTP SUPERVISOR	54	Hourly Per Pay Annual	26.48 2,118 55,078	27.80 2,224 57,832	29.19 2,336 60,724	30.65 2,452 63,760	32.19 2,575 66,948	33.80 2,704 70,296
FINANCE SUPERVISOR	50	Hourly Per Pay Annual	24.88 1,990 51,750	26.12 2,090 54,338	27.43 2,194 57,055	28.80 2,304 59,908	30.24 2,419 62,903	31.75 2,540 66,048

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

**CITY OF HOLTVILLE**  
**Salary Schedule - 2025-26 (Revised)**

PERMANENT FULL- TIME PERSONNEL (Classified) [Continued]								
POSITION	RANGE		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F
WWTPO I	33	Hourly Per Pay Annual	20.81 1,665 43,285	21.85 1,748 45,449	22.94 1,835 47,721	24.09 1,927 50,108	25.29 2,024 52,613	26.56 2,125 55,244
Environmental Compliance Inspector	33	Hourly Per Pay Annual	20.81 1,665 43,285	21.85 1,748 45,449	22.94 1,835 47,721	24.09 1,927 50,108	25.29 2,024 52,613	26.56 2,125 55,244
ADMINISTRATIVE ASSIST	30	Hourly Per Pay Annual	18.46 1,477 38,397	19.38 1,551 40,317	20.35 1,628 42,332	21.37 1,710 44,449	22.44 1,795 46,672	23.56 1,885 49,005
PARK MAINT CREW LEADER	24	Hourly Per Pay Annual	17.85 1,428 37,128	18.74 1,499 38,984	19.68 1,574 40,934	20.66 1,653 42,980	21.70 1,736 45,129	22.78 1,823 47,386
WTPO I	24	Hourly Per Pay Annual	17.85 1,428 37,128	18.74 1,499 38,984	19.68 1,574 40,934	20.66 1,653 42,980	21.70 1,736 45,129	22.78 1,823 47,386
Dist. Collection OP./Oper. I	20	Hourly Per Pay Annual	17.09 1,367 35,547	17.94 1,436 37,325	18.84 1,507 39,191	19.78 1,583 41,150	20.77 1,662 43,208	21.81 1,745 45,368
MWIII	18	Hourly Per Pay Annual	16.79 1,343 34,923	17.63 1,410 36,669	18.51 1,481 38,503	19.44 1,555 40,428	20.41 1,633 42,449	21.43 1,714 44,572
MWII	17	Hourly Per Pay Annual	16.90 1,352 35,152	17.34 1,387 36,059	18.20 1,456 37,862	19.11 1,529 39,755	20.07 1,606 41,743	21.07 1,686 43,830
ADMINISTRATIVE ASSIST	16	Hourly Per Pay Annual	16.90 1,352 35,152	16.93 1,354 35,215	17.78 1,422 36,976	18.67 1,493 38,824	19.60 1,568 40,766	20.58 1,646 42,804
Dist. Collection OP. OIT/Maint	16	Hourly Per Pay Annual	16.90 1,352 35,152	16.93 1,354 35,215	17.78 1,422 36,976	18.67 1,493 38,824	19.60 1,568 40,766	20.58 1,646 42,804
WWTPO IT	16	Hourly Per Pay Annual	16.90 1,352 35,152	16.93 1,354 35,215	17.78 1,422 36,976	18.67 1,493 38,824	19.60 1,568 40,766	20.58 1,646 42,804
MWI	16	Hourly Per Pay Annual	16.90 1,352 35,152	16.93 1,354 35,215	17.78 1,422 36,976	18.67 1,493 38,824	19.60 1,568 40,766	20.58 1,646 42,804


PERMANENT FULL-TIME PERSONNEL (Fire)								
FIREFIGHTER - 53hr/wk	26	Hourly Per Pay Annual		16.90 1,893 49,213	16.90 1,893 49,213	16.90 1,893 49,213		

P/T HOURLY EMPLOYEES (NON-REPRESENTED)								
Firefighter (Part Time)	10	Hourly	16.90					
LIFEGUARD - Seasonal	10	Hourly	16.90					
Administrative Assistant (Part Time)	10	Hourly	16.90	17.00	17.50	17.75	18.00	18.00
WWTPO IT (Part Time)	10	Hourly	16.90	17.00	17.50	17.75	18.00	18.00

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** December 18, 2025  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>12/22/25</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 design. 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, 2024, 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, 2025, 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 was expected to be iterative with the architect, with multiple redlines and resubmissions, with staff expecting 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, subsequently saying that he was “waiting on” some information from the City to move forward. That was then sent 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 process 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 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. Classified employees accepted a final Council offer 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 and a new funding source led to construction work being pushed back.

IID subsequently 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 about \$100k. Nevertheless, an agreement was approved with IID to administer the funding in October. Construction finally took place in December, 2024.

The CM met with IID in early March to discuss their billing for the work done on the project and what amount would be left for the City to recoup for our expenditures. IID came in well under their construction estimate, leaving room for the City to recoup the bulk of its cash outlay for the project. Billing from IID was finally provided in July.

The City was awarded funding through ICTC for constructing curb, gutter and sidewalk, along with the minor pavement necessary to widen the roadway, early in the process. LC Engineering was awarded the contract for design in February, 2024. The delays with the undergrounding project necessitated a time extension for the sidewalk project. Various timeline changes continued to impact funding. Clearance to proceed from Caltrans was not issued until late July, and the project was advertised in August. Pyramid was awarded the construction contract and The Holt Group the RE/CM function. Construction began on Wednesday, 11/12, a few days ahead of schedule. Unfortunately, multiple rain events halted construction almost immediately and delayed further activity until after Thanksgiving. Pyramid resumed activity and still expects to be done by the shortly after the first of the year.

Through efforts of The Holt Group, the remaining amount of over \$134,000 from the undergrounding project Congressional is being 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 is currently under review with Caltrans.***

**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 in early December.

**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. ***The project was advertised for bid in mid-December and a pre-bid conference is scheduled for next week.***

**Holtville East Trail Link** - The City Manager had multiple discussions in recent years about a Trail extension from the Trestle to the Country Club area, then to the UC Research station and eventually to Hwy 111 for easier access to IVC with active transportation funding options. The idea has been well received by SCAG staff and the head of County Public Works. An application for Active Transportation funding was developed in mid-2024 and a grant application was submitted in June to fund design of the project.

**Mellinger Alamo River Trail** - A grant was awarded in early 2024 to River Partners, a non-profit that deals in habitat restoration, for a project that would include a Wetlands trail spur. RP met with the City Manager and toured the site, then engaged Nicklaus Engineering to design the project. Staff was contacted by NEI in March to discuss design elements. River Partners staff continued to meet with the CM throughout the Spring and early Summer, performing a few physical “scouting” trips to decide the best path for the trail extension. They have done some preliminary exploration and soil sampling and continue to move the project forward. A tentative map was forwarded to the City this week. The original template is aggressive (i.e. “Expensive”), so it is assumed that discussions and concessions will be forthcoming. River Partners presented a slightly revised plan to the Council in early October to get feedback on the direction of the project. Staff met virtually with River Partners in mid-December, with some minor adjustments to the plans discussed. A regrouping meeting was held in February – we are awaiting a few studies to proceed with the next steps in finalizing design and procuring funding. The City has been working with the Institute for Local Government on support for various projects, so they met with RP in early March to eventually assist with procuring construction grants when the time arises. A progress meeting this week revealed that a cultural resources report is being produced, after which project costing will continue and scoping can be discussed. 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 somewhat fast tracked and approved by Council in October. *Financing was secured in late November/early December. A project kickoff meeting was held this morning with SitelogiQ representatives and City staff.*

**BUILDING DEPT** - The City has issued **113** 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 now substantially complete they are in the process of obtaining a Certificate of Occupancy.

The owners of the project 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. ***Staff examined the options and there does not seem to be much in the way of a negative impact to the City, so action is on the current agenda to establish membership.***

**AMG Pine Crossing Apartments (± 64)** – This is a proposed mirror image project across from Fern Crossing complex. Building plans were approved in early October, 2024, and site work began shortly thereafter. Several issues with the underground work (primarily sewer and stormwater) were addressed in the Spring of 2025. 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 and ***a meeting is scheduled for early next week to discuss options.***

**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 :**

- 12/08/25 Department Head Meeting *City Hall*
- 12/08/25 Holtville City Council Meeting *City Hall*
- 12/10/25 ICTC Management/CCMA Meetings *City of El Centro*
- 12/12/25 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 12/12/25 Walker/Driskill Christmas Party *Offices of Walker & Driskill*
- 12/15/25 Department Head Meeting *City Hall*
- 12/15/25 Interview w/ Potential WWTP Consultant *City Hall*
- 12/16/25 BOOST Assistance Check-in *Web Conference*
- 12/18/25 Onboarding Meeting w/ WWTP Consultant
- 12/18/25 SitelogiQ Christmas Party *Cambria Hotel (Imperial)*
- 12/19/25 SitelogiQ Project Kickoff Meeting *City Hall*
- 12/19/25 CoH Employee Christmas Party *Site TBD*
- 
- 

**UPCOMING EVENTS :**

- 12/22/25 Department Head Meeting *City Hall*
- 12/22/25 Holtville City Council Reorganization Meeting *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*)
- 12/29/25 Department Head Meeting *City Hall*
- 12/31/25 Team CA Monthly Meeting *Web Conference*
- 01/01/26 New Years Day (*City Hall Closed*)
- 01/02/26 G Morris Shop Luncheon *Orange Avenue*
- 01/05/26 Department Head Meeting *City Hall*
- 01/08/26 Ninth Street Mid-Construction Review w/ Caltrans *Web Conference*
- 01/08/26 Trestle Bridge Project Pre-Bid
- 01/09/26 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 01/12/26 Holtville City Council Meeting *City Hall*
- 01/12/26 MLK Day Observed (*City Hall Closed*)
- 01/13/26 BOOST Assistance Check-in *Web Conference*
- 01/14/26 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 01/15/26 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 01/19/26 Department Head Meeting *City Hall*
- 01/19/26 Holtville Planning Commission Meeting *City Hall*
- 01/27/26 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 02/06/26 CA FFA Foundation Board Meeting *Lodi, CA*

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

Respectfully submitted,



Nicholas D. Wells, City Manager

# City of Holtville

## REPORT TO COUNCIL

MEETING DATE:	<u>12/22/25</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** December 15, 2025

**FROM:** Chandler Sinclair, Finance Supervisor

**SUBJECT:** Finance Department Update

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

The following report is provided for informational purposes to give the City Council and the public an overview of the current property tax conditions, assessed value trends, and recent market activity affecting the City of Holtville. The attached property tax newsletters and valuation summaries, prepared by the City's tax consultant, present data on assessed value changes, sales activity, use-category shifts, and revenue impacts for the 2025/2026 tax year. These materials are intended to support understanding of underlying assessment trends and broader market influences as part of ongoing fiscal planning and public transparency.

The attached exhibits are designed to be read as a high-level summary rather than an analysis of individual properties. Charts and tables highlight year-over-year assessed value changes, the primary causes of those changes (such as ownership transfers, new construction, and Proposition 13 adjustments), and their relationship to property tax revenue. Percentages and dollar amounts reflect assessed value activity reported on the County tax roll and are intended to illustrate trends over time.

Respectfully submitted,

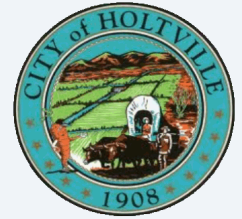


Chandler Sinclair  
Finance Supervisor of Holtville

# THE CITY OF HOLTVILLE

## PROPERTY TAX NEWSLETTER

### TAX YEAR 2025/26



**TAXABLE ASSESSED VALUE**  
**\$0.3 BILLION**

**-1.4%**  
**HOLTVILLE**

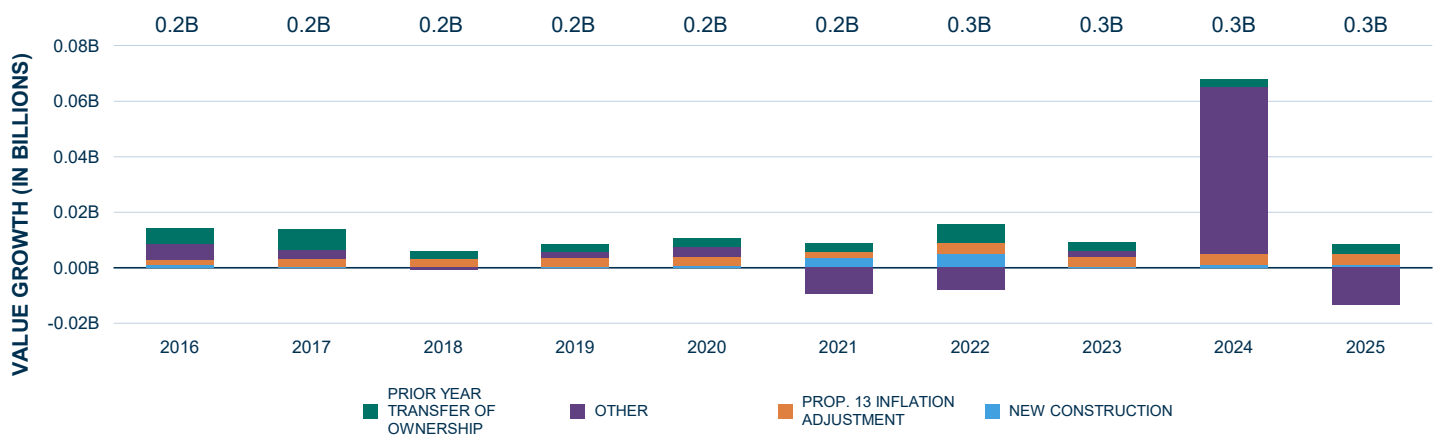


**7.6%**  
**COUNTY**



#### HISTORY OF VALUE CHANGES BY CAUSE

INCLUDING TOTAL ASSESSED VALUE



The Other change category may include effects of assessment appeals, multi parcel sales, and changes to secured exemptions, personal property, or utility-owned property values



#### PROPERTY HIGHLIGHTS

Value decline for 2025-26 was due to a sharp decline in Unsecured values.

Residential value growth was \$8.58 million (4.7%). The Holtville median detached SF sales price through October increased by 6.26%. Value gained on all SF residential sales through October is 81.7%. Based on value gained on all SFR sales through October (\$4.42 million), value to be added to the 2026-27 tax rolls from sales in 2025 will be 150.7% of the \$2.93 million added to the 2025-26 roll from SFR sales in 2024. Commercial property values have gone up by \$235,693 (0.7%) and Industrial property values have gone down by 1.51 million (-9.4%). The largest assessed value change was reported on a commercial parcel located (continued on next page)



#### TOP 10 OWNERS

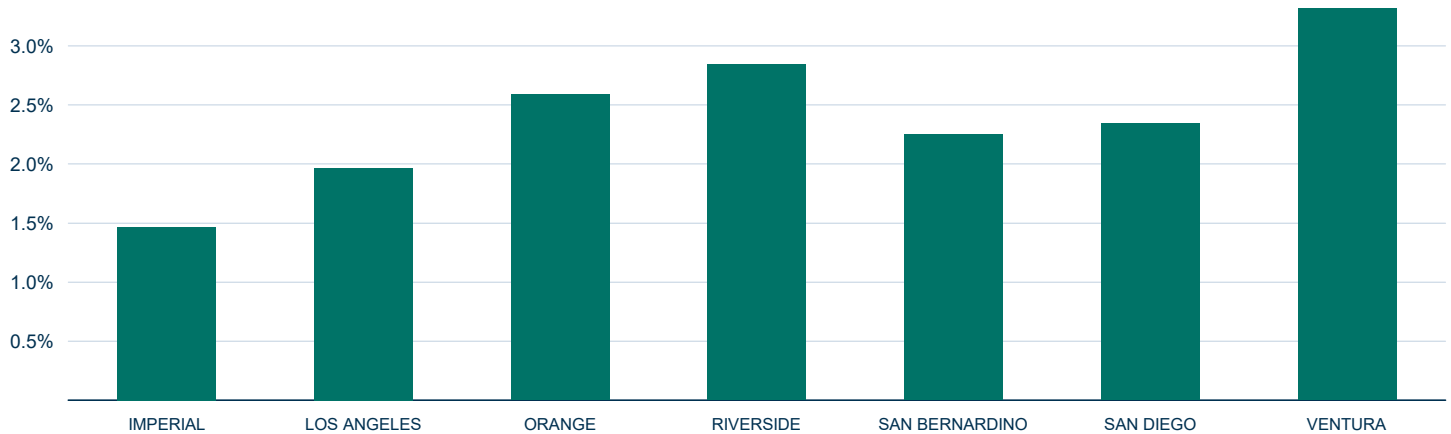
WITH PRIMARY USE CATEGORY, TOTAL VALUE AND % OF ALL VALUE

1	HOLTVILLE BESS LLC	UNSECURED	\$47.3 MILLION	14.54%
2	PACIFIC AG RENTALS LLC	UNSECURED	\$11.0 MILLION	3.38%
3	SAIKHON FAMILY LLC	INDUSTRIAL	\$9.71 MILLION	2.98%
4	ALAMO EQUIPMENT LLC	UNSECURED	\$4.12 MILLION	1.26%
5	SPANISH PALMS COMMUNITY LP	COMMERCIAL	\$3.78 MILLION	1.16%
6	HIGHLINE COOLING LLC	INDUSTRIAL	\$3.54 MILLION	1.09%
7	BBIC INVESTORS SPE LLC	COMMERCIAL	\$2.75 MILLION	0.84%
8	MDC COASTAL 17 LLC	COMMERCIAL	\$2.70 MILLION	0.83%
9	SPECTRUM PACIFIC WEST LLC	UNSECURED	\$2.52 MILLION	0.77%
10	NEW CARROT FARMS LLC	INDUSTRIAL	\$2.28 MILLION	0.70%

**TOP 10 TOTAL**

**\$89.7 MILLION 27.55 %**

## ESTIMATED VALUE GROWTH FROM SALE TRANSFERS AS A PERCENTAGE OF TAXABLE VALUE BY COUNTY



## PROPERTY HIGHLIGHTS

(continued from previous page)

at 525 East 5th Street. There was a value decline of \$778,677 due to improvements and personal property.

Unsecured values make up 24.7% of all values in the City. Unsecured values declined by \$12.5 million (-13.4%). The largest change in value was from a \$12.7 million value decline of an assessment owned by Holtville Battery Energy Storage System (BESS) LLC. There were a total of 3 new and 5 dropped assessments that decreased the roll value by 1.28 million. A total of 77 changed assessments decreased \$11.17 million.

## DETACHED SINGLE-FAMILY HOMES

YEAR	SALES	MEDIAN PRICE	CHG %
2016	45	\$177,500	-0.8%
2017	37	\$188,000	5.9%
2018	30	\$202,500	7.7%
2019	34	\$202,500	0.0%
2020	25	\$230,000	13.6%
2021	41	\$258,000	12.2%
2022	26	\$283,500	9.9%
2023	21	\$284,545	0.4%
2024	22	\$303,500	6.7%
2025*	32	\$322,500	6.3%

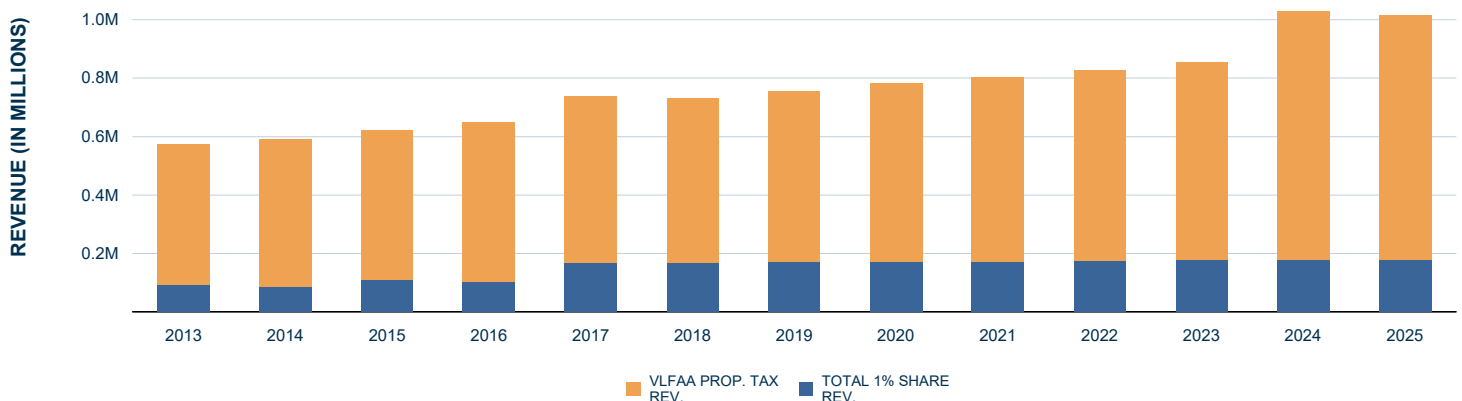
\* Year-to-Date (through October 2025)



## REAL ESTATE TREND

Through June 2025, about one-third of the 43 counties where we purchase sales data are still experiencing declines in median sale prices. In many areas, however, home sales rebounded in June ending three months of median price declines. The mostly modest year-over-year median sales price changes for June 2025 showed the State's Far North area having the strongest price growth at 13.7%; the Central Coast grew by 11.4%; Southern California grew by 1.9%; and, the San Francisco Bay area grew by 1.0%. The Central Valley area posted a median sales price decline, slipping down by 0.8%. The median sale price of Holtville detached single-family homes from January through October 2025 was \$322,500, an increase of \$19,000 (6.3%) from 2024's median price.

## ASSESSED VALUE-BASED REVENUE HISTORY BY COMPONENT





# THE CITY OF HOLTVILLE

## 2025/26 PROPERTY TAX REVIEW

**2025/26 TAXABLE VALUE: \$325,709,387 -1.44% DECLINE FROM 2024/25: \$330,476,295**

### VALUE CHANGE BY CAUSE

2024/25 Net Value		\$330,476,295	
Cause of Value Change	Chg. from 2024/25	% of 2024/25 Net Value	% of All Chg from 2024/25
Parcel Adds/Drops Net Change	-\$3,127	0.00%	0.1%
Change from CPI 2.0% Growth	\$4,275,830	1.29%	-89.7%
Prior Year Transfer of Ownership	\$3,480,051	1.05%	-73.0%
New Construction - Non-Res.	\$13,469	0.00%	-0.3%
New Construction - Residential	\$901,913	0.27%	-18.9%
Prop. 8 - Reduce/Recapture Net	\$625,025	0.19%	-13.1%
<b>Unsecured Value Change</b>	<b>-\$12,453,674</b>	<b>-3.77%</b>	<b>261.3%</b>
Other Changes*	-\$1,606,395	-0.49%	33.7%
<b>Total Change</b>	<b>-\$4,766,908</b>	<b>-1.44%</b>	
<b>2025/26 Net Value</b>	<b>\$325,709,387</b>	<b>-1.44%</b>	<b>Decline</b>

\*Other Changes may include effects of assessment appeals, multi parcel sales, and changes to secured exemptions, personal property, or utility-owned property values

### REVENUE SUMMARY

<b>Gen. Fund 1% Share Rev.</b>		
18161	Holtville General Fund	\$179,674
<b>Revenue Shifts</b>		
ERAF I & II (already shifted in above revenue)		-\$122,826
VLFAA (est.) Property Tax Revenue		\$836,892

### VALUE CHANGE BY USE CATEGORY

Use Category	Chg. from 2024/25	% Chg. in Category	% of All Chg from 2024/25
Residential	\$8,577,675	4.65%	-179.9%
Unsecured	-\$12,453,674	-13.38%	261.3%
Commercial	\$235,693	0.68%	-4.9%
Industrial	-\$1,509,126	-9.40%	31.7%
Vacant	-\$236,885	-13.79%	5.0%
Institutional	\$621,348	195.71%	-13.0%
SBE Nonunitary	-\$2,744	-4.97%	0.1%
Recreational	\$805	2.00%	0.0%

### VALUE CHANGE BY COMPONENT

Area	Chg. from 2024/25	% Chg. in Area
<b>City Of Holtville</b>	<b>-\$4,766,908</b>	<b>-1.44%</b>
Holtville General Fund	\$632,638	3.33%
Successor Agency	-\$5,399,546	-1.73%
<b>Countywide</b>	<b>\$1,331,572,159</b>	<b>7.57%</b>



### NOTABLE

- The current median sales price for detached SF homes is \$322,500. It is 6.26% higher than the median sales price for 2024.

### PRIOR AND CURRENT YEAR TOP 10 TAXPAYERS (NET VALUE ORDER)

Rank	2025/26 Top Taxpayers	% Chg	Activity	Rank	2024/25 Top Taxpayers
1	Holtville Bess LLC			1	Holtville Bess
2	Pacific Ag Rentals LLC (-\$-167.2K) (-Unsecured)	-1.5%		2	Pacific Ag Rentals LLC
3	Saikhon Family LLC	+2.0%		3	Saikhon Family LLC
4	Alamo Equipment LLC (+\$0.5M) (+Unsecured)	+15.4%		4	Spanish Palms Community LP
5	Spanish Palms Community LP	+1.9%		5	Alamo Equipment LLC
6	Highline Cooling LLC	+1.9%		6	Highline Cooling LLC
7	Bbic Investors Spe LLC	+2.0%		7	Bbic Investors Spe LLC
8	Mdc Coastal 17 LLC	+2.0%		8	Mdc Coastal 17 LLC
9	Spectrum Pacific West LLC (+\$0.9M) (+Unsecured)	+64.3%		9	Felipe And Anne Irigoyen
10	New Carrot Farms LLC			10	Khoury Khalil E Trust

#### Parcel(s) Activity

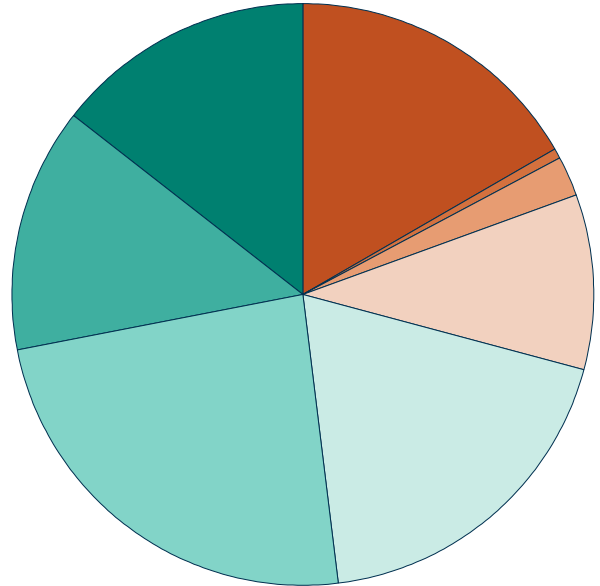
-  Newer Transfer of Ownership (may affect next year)
-  Prior Year Transfer of Ownership

# THE CITY OF HOLTVILLE

## 2025/26 PROPERTY TAX REVIEW

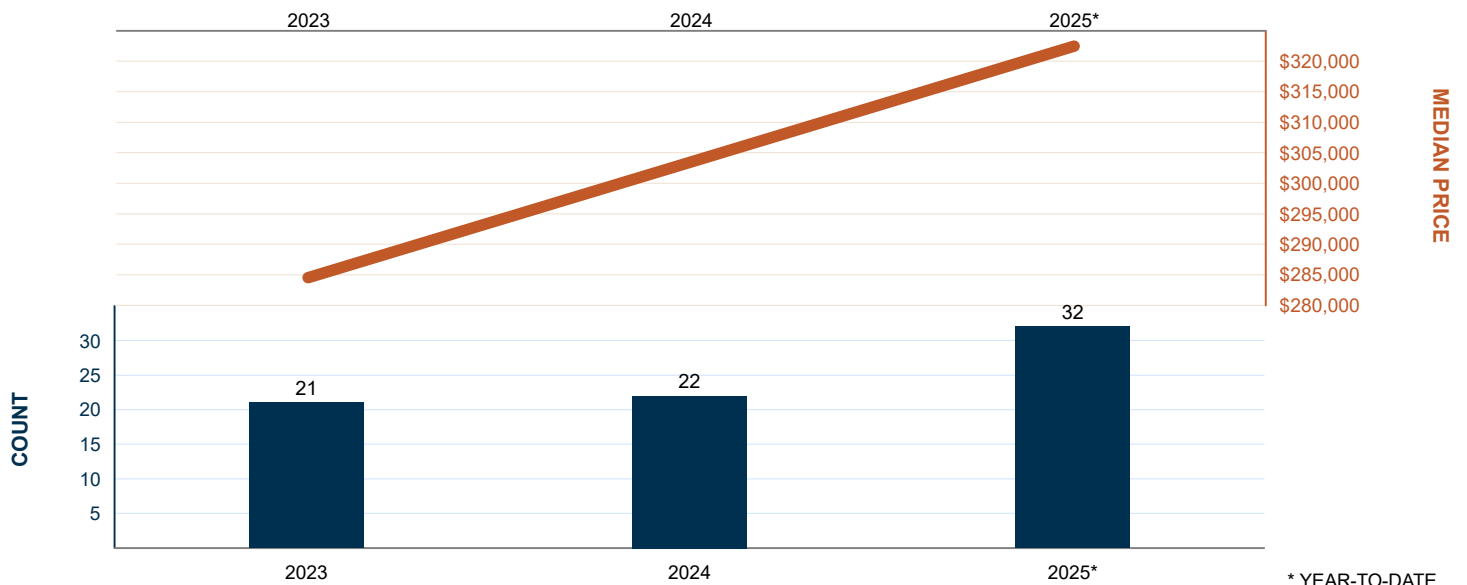
- The sale of 25 SF homes in 2024 averaged an increase of 78.5% on those parcels sold and added \$2.93 million to the 2025-26 tax roll. The value to be added to the 2026-27 tax roll from 32 SF sales in 2025 through October is \$4.42 million (81.7%).
- All sales in 2024 added \$3.48 million to this tax roll and sales through October will add \$5.05 million to the 2026-27 tax roll. The average increase in value for the 31 sales that were recorded in 2024 was 76.8%. Sales of 35 properties through October resulted in an average increase in value of 89.2% over the prior values.
- 2026/27 CPI is expected to be the Proposition 13 allowed maximum of 2%. Current actual CPI for October 2024 to August 2025 was 3.2%.

### DETACHED SINGLE-FAMILY HOME - LAST SOLD



No Reassessable Transfer Since New Construction	16.5%
Pre-1980	0.8%
1980s	2.1%
1990s	9.6%
2000s	19.0%
2010s	24.0%
2020s	13.4%
Insufficient Data	14.6%

### DETACHED SINGLE-FAMILY HOME SALES ANNUALLY



# THE CITY OF HOLTVILLE

## 2025/26 UNSECURED COMPARISON

2024/25 - 2025/26 Unsecured Roll Assessment Comparison (Largest 25 Changes)

### New Assessments

Current Year Bill #	Current Year APN	Assessment Type	Current Year Owner	Current Year Address	Current Value	Change
800108778000	045-253-029		Sun Com Mobile Llc	571 Pine Ave	21,460	21,460
800108670000	045-296-001		Ji Hun Song	608 E 5Th St	7,940	7,940
800103202000	555-005-000		Wilson Arthur C And Osborne Eugene D		0	0
						29,400

### Dropped Assessments

Prior Year Bill #	Prior Year APN	Assessment Type	Prior Year Owner	Prior Year Address	Current Value	Change
800108615000	045-251-011		Byline Financial Group	520 Olive St		-823,280
800106724000	045-363-018		Lyerly Enterprises Llc	980 Walnut		-459,272
830103946000	045-361-025		Castillo Enrique	985 Walnut Ave		-23,330
800103075000	045-296-001		Duk Young Han	608 E 5Th St^		-3,070
860100258000	045-254-001		Holtville Lodge No 425			-1
						-1,308,953

### Changed Assessments

Current Year Bill #	Current Year APN	Assessment Type	Current Year Owner	Current Year Address	Current Value	Change
800108518000	045-241-016		Holtville Bess Llc	602 W 6Th St	47,344,600	-12,712,190
800100837000	045-254-001		Spectrum Pacific West Llc		2,398,730	1,011,610
800100812000	045-610-005		Alamo Equipment Llc	1090 E 5Th St	4,118,570	551,150
800102260000	045-254-001		Marlin Leasing Corporation		405,390	405,390
800102925000	555-005-000		Western Pre-Cooling Systems Inc		426,860	-261,300
800108258000	045-251-009		Pmc Llc	401 W 5Th St	741,180	182,440
800102036000	555-005-000		Pacific Ag Rentals Llc		10,996,640	-167,240
800100606000	045-251-011		Sixth Street Cooling Llc	520 Olive St	957,030	-104,880
800101602000	045-241-009		Black Dog Farms Of California Inc	860 W 6Th St	1,248,880	-88,390
800100392000	045-292-001		Imperial Valley Milling	250 E 5Th St	786,930	76,070
800101245000	045-330-025		Madriaga Construction Services Inc	300 3Rd St	395,373	65,843
850100336000	555-005-000		The Saikhon Family Trust		2,718,994	53,313
810101168000	045-201-014		Farm Credit Leasing Services Corporation	646 Olive Rd	354,660	-42,570
800100031000	045-263-011		Holtville Air Conditioning And Electrical Inc	317 E 5Th St	125,370	-40,670
800102265000	045-295-003		Highline Cooling Llc	444 Maple St	1,043,160	40,500
800103774000	045-610-005		Horizon Farms Llc	1090 E 5Th St	658,930	-33,680
800101961000	045-282-003		Keithly Williams Seeds Inc	420 Palm	193,810	-32,150
800100533000	045-294-008		Factor Sales Of California Inc	402 E 5Th St	151,620	-31,343
800105664000	045-253-013		7-Eleven Inc #22906	211 5Th Ave	415,590	28,190

^Situs address is not available for this record - showing situs address for associated Secured roll parcel

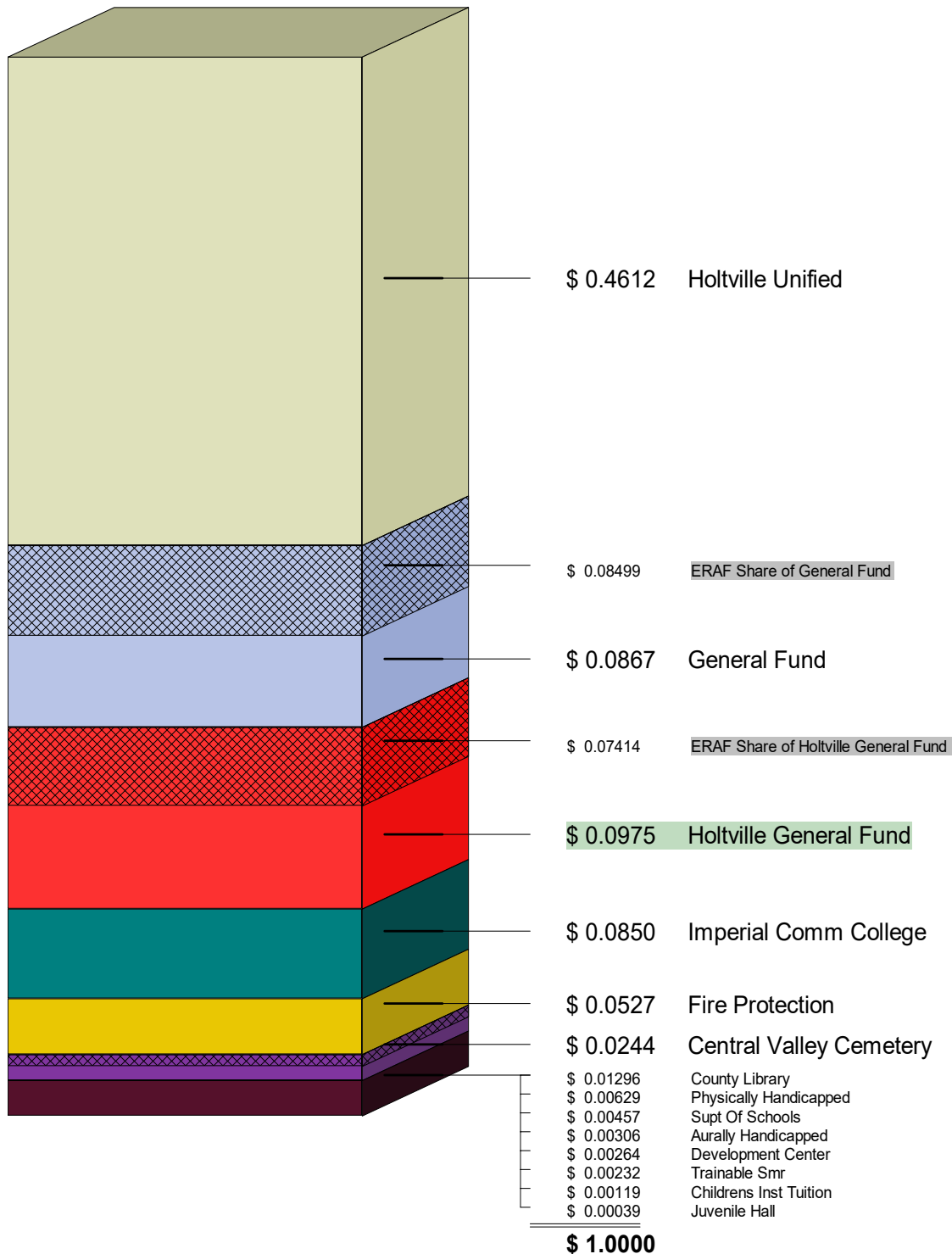
# 2025/26 UNSECURED COMPARISON

2024/25 - 2025/26 Unsecured Roll Assessment Comparison (Largest 25 Changes)

## Changed Assessments (Continued)

Current Year Bill #	Current Year APN	Assessment Type	Current Year Owner	Current Year Address	Current Value	Change
810101098000	045-241-009		Farm Credit Leasing Services Corporation	530 W 6Th St	299,990	-27,170
860100761000	045-261-039		Time Warner Cable Pac West Llc		122,273	-25,058
800101023000	045-291-015		Sun Community Federal Credit Union	100 E 5Th St	148,690	-18,170
800108386000	045-251-010		Heraz Consulting	437 W 5Th St	16,500	16,500
800104282000	045-123-008		Toth Chris	821 Pine Ave	22,000	16,500
810100283000	045-254-001		Western Oilfields Supply Company		1,823,591	16,001
						-11,121,304
Net of All Top 25 Changes						-12,400,857
Totals for All Unsecured					3 Added Assessments	29,400
					5 Dropped Assessments	-1,308,953
					Net Change of Drops and Adds	-1,279,553
					77 Changed Assessments	-11,174,121
					Net of All Assessment Changes	-12,453,674

# THE CITY OF HOLTVILLE PROPERTY TAX DOLLAR BREAKDOWN



**ATI (Annual Tax Increment) Ratios for Tax Rate Area 005-009, Excluding Redevelopment Factors & Additional Debt Service**

Data Source: Imperial County Assessor 2025/26 Annual Tax Increment Tables

Prepared On 11/20/2025 By MW

This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

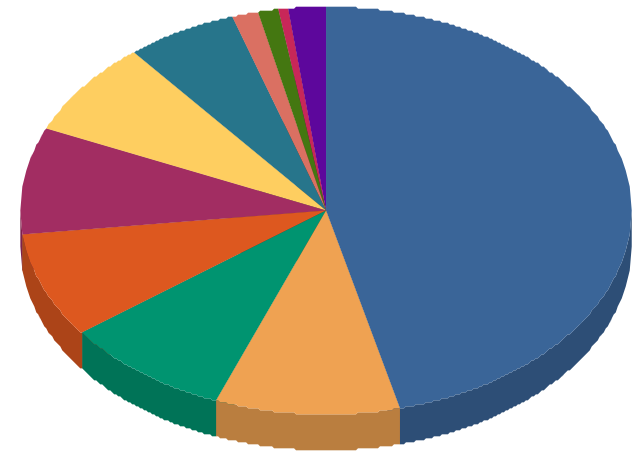
# THE CITY OF HOLTVILLE

## 2025/26 WEIGHTED AVERAGE SHARES

ATI Revenue by Agency for all NON SA TRAs within Selected Agency

Agency	Agency Description	Weighted Avg Share
15603	Holtville Unified	46.115159%
18161	Holtville General Fund	9.806222%
10000	General Fund	8.668716%
10000-ERAF	ERAF Share of General Fund	8.499337%
15523	Imperial Comm College	8.498185%
18161-ERAF	ERAF Share of Holtville General Fund	7.454639%
15001	Fire Protection	5.927287%
15503	Central Valley Cemetery	1.327923%
15503-ERAF	ERAF Share of Central Valley Cemetery	1.111806%
15000-ERAF	ERAF Share of County Library	0.683294%
15733	Physically Handicapped	0.629445%
15000	County Library	0.596776%
15723	Supt of Schools	0.457258%
15693	Aurally Handicapped	0.305752%
15713	Development Center	0.263619%
15743	Trainable SMR	0.231918%
15703	Childrens Inst Tuition	0.118918%
15753	Juvenile Hall	0.039271%
15001-ERAF	ERAF Share of Fire Protection	-0.735526%

Holtville Unified	46.1%
Holtville General Fund	9.8%
General Fund	8.7%
ERAF Share of General Fund	8.5%
Imperial Comm College	8.5%
ERAF Share of Holtville General Fund	7.5%
Fire Protection	5.9%
Central Valley Cemetery	1.3%
ERAF Share of Central Valley Cemetery	1.1%
ERAF Share of County Library	0.7%
Others	1.9%
Total:	100.0%



100.000000%

NOTES: The share calculations do not take into account any override revenue. In counties where ERAF is not included in the TRA factors it may not be represented in the listing above. In those counties, the shares for non-school taxing entities will likely be adjusted by the Auditor-Controller and will be lower than shown.

Data Source: 2025/26 Combined Tax Rolls

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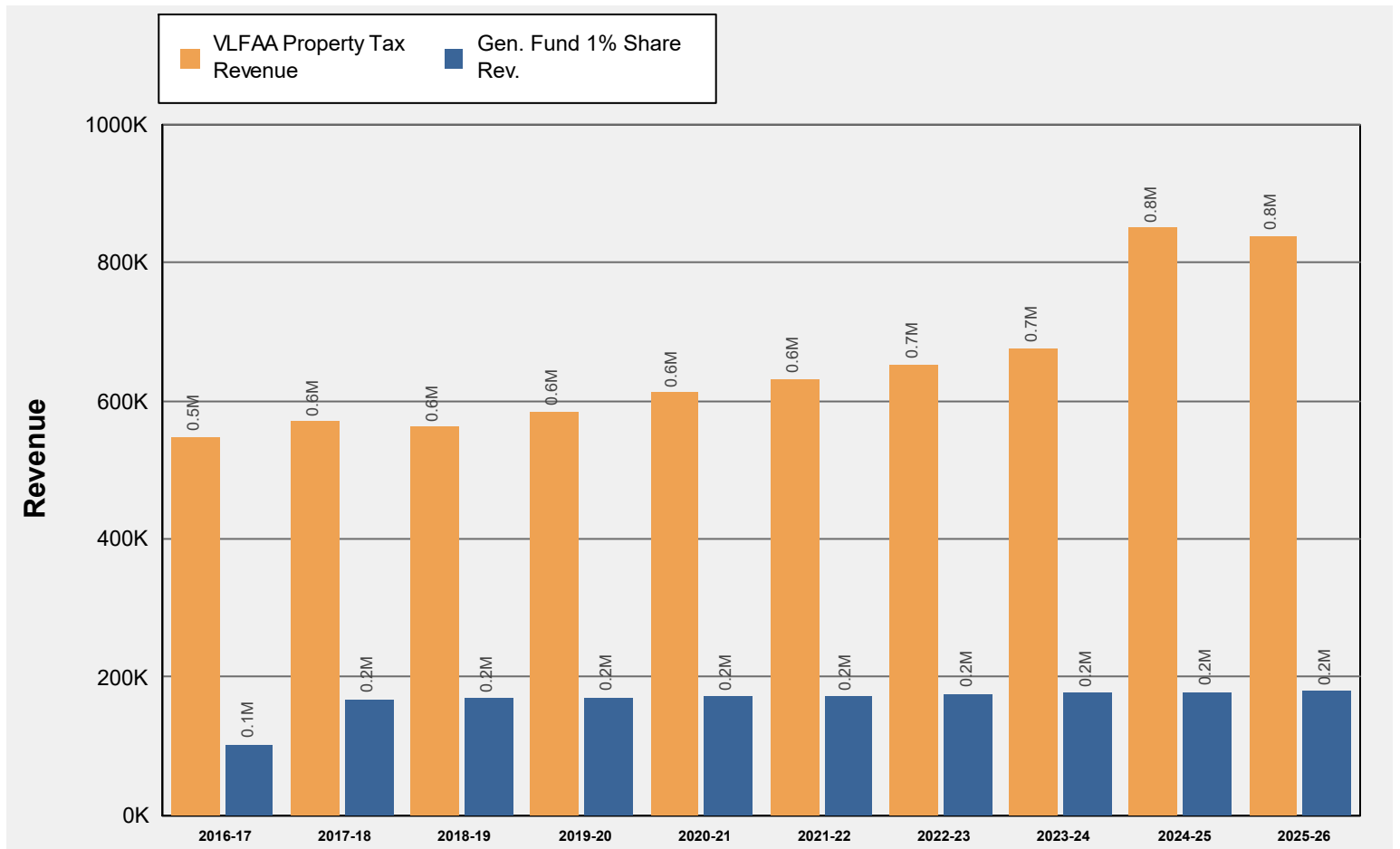
Prepared On 11/20/2025 By MW

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# THE CITY OF HOLTVILLE

## REVENUE HISTORY

Roll Year	Gen. Fund 1% Share Rev.	% Chg	VLFAA Property Tax Revenue	% Chg
2016-17	\$102,809		\$547,323	
2017-18	\$168,573	63.9%	\$569,145	3.9%
2018-19	\$169,931	0.8%	\$561,282	-1.3%
2019-20	\$171,189	0.7%	\$583,812	4.0%
2020-21	\$172,564	0.8%	\$611,649	4.7%
2021-22	\$172,482	-0.0%	\$631,119	3.1%
2022-23	\$176,427	2.2%	\$651,821	3.2%
2023-24	\$177,882	0.8%	\$675,674	3.6%
2024-25	\$179,056	0.6%	\$849,140	25.6%
2025-26	\$179,674	0.3%	\$836,892	-1.4%



Revenue flowing through a Successor Agency's RPTTF process as residual distribution is not included in this data, nor are most pooled revenue adjustments, such as County administrative fees, supplemental allocations, redemptions for delinquent payments in Non-Teeter cities, tax payer refunds due to successful appeals, and roll corrections. Homeowner exemption revenue is included in this revenue model. Where available and applicable, unitary revenues and TEA revenue are included.

**Data Source:** 2025-26 Combined Tax Rolls

*This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone*

Prepared On 11/20/2025 By MW

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MEETING DATE:		<u>12/22/25</u>
ITEM NUMBER		<u>5 c</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

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

**DATE ISSUED:** December , 2025  
**FROM:** Alex Silva, Fire Chief  
**SUBJECT:** Monthly Report for November 2025

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

As we prepared for the upcoming holidays, we had our annual Fill A Boot drive. This year our numbers were lower than in previous years. The HFD volunteers raised 1900 dollars. We did a shoe store at the mall , work with us and provided great deals. We were able to purchase 64 pairs of shoes. The shoes were distributed to Finley, Pine and Middle School.

We received our ISO rating. As expected, we remained an ISO of 4, for our city size, fire department demographics, it's a great identification. I am extremely pleased with our rating.

We are still working with the new web-based reporting system working out the bugs, so my report is a little lighter than usual.

The following is the monthly report for November:

Emergency calls	64
Training hours	132

Cordially submitted

Alex Silva  
Fire Chief



# City of Holtville

## REPORT TO CITY COUNCIL

MEETING DATE:	<u>12/22/25</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** December 17th, 2025

**FROM:** Joshua Osuna  
Water Treatment Plant Chief Operator/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 12/3/25 through 12/17/25

### **WATER TREATMENT PLANT:**

- Daily operations which include: Daily Log numbers, backwashing filters, UV system check, calibration of chemicals, daily ponds inspection, & daily pool inspection.
- We completed the pond #3 cleaning with the help of People Ready Temp workers.
- December 22<sup>nd</sup>, Layfield Group will be at our pond to patch holes from previous years so we can return it back to service after being out of service for more than a year.

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](mailto:JoshOsuna@holtville.ca.gov)



(Pond #3 empty and cleaned ready for patch work by Layfield)

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

MEETING DATE:	<u>12/22/25</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED:** December 16th, 2025

**FROM:** Frank Cornejo

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

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Wastewater treatment facility during the period between 12/02/25 thru 12/16/2025.

**WASTEWATER PLANT:**

- staff completed annual service and replacement of headworks auger brush, and completed related service work to Raptor screening unit (*see attached photos*).

Respectfully Submitted,



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



**Front view of Raptor headworks auger screening unit**





**Side view of Raptor screening unit taken out of service for brush replacement**



**Close-up view of new headworks auger screen brush assembly**

**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:	<u>12/22/25</u>
ITEM NUMBER	<u>5f</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED**      December 19, 2025  
**FROM:**            **Public** Works Supervisor  
**SUBJECT:**        Bimonthly Report.

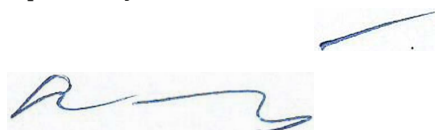
**THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.**

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 and one pig.
- Pumped water out of Apple Court retention basin.
- Repaired waterbreak at 868 Ash Ave.
- Repaired 4-inch waterbreak on 3<sup>rd</sup> and Walnut Ave.
- Repaired waterbreak at Samaha Park.
- Tested 20 backflows.
- Replaced 3 ¾ inch meters.
- Replaced 3 1inch meters.

Respectfully Submitted,



Alejandro Chavez  
Public Works Supervisor  
City of Holtville