

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

Monday, January 12, 2026

<input type="checkbox"/> Michael Pacheco, Mayor	<input type="checkbox"/> George Morris, City Treasurer	<input type="checkbox"/> Alex Silva, Fire Chief
<input type="checkbox"/> John Munger, 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"/> Mike Goodsell, 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:

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 22, 2025.
- b. Current Demands #48862 through #48929.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. **Discussion/Related Action** Regarding EMERGENCY ORDINANCE #499,
Regulating Parades and Assemblages *Nick Wells, City Manager*

b. **Discussion/Related Action** to Update County/Regional Appointment List
Yvette Rios, City Clerk

4. INFORMATION ONLY: *None*

5. STAFF REPORTS

a. **City Manager Report - *Nick Wells***
b. Finance Supervisor - *Chandler Sinclair*
c. Police Chief - *Damian Martinez*
d. Water Plant Foreman - *Josh Osuna*
e. Wastewater Plant Supervisor - *Frank Cornejo*
f. Public Works Supervisor - *Alex Chavez*
g. Building Inspector - *Raylene Tapiceria*
h. ~~Fire Prevention Officer - *Francisco Hernandez*~~ *Not submitted*

6. Items for Future Meetings:

7. ADJOURNMENT:

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Friday, January 9, 2026.

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

Monday, December 22, 2025

MEETING DATE:	1/12/26
ITEM NUMBER	1 a
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

The Regular Meeting of the Holtville City Council was held on Monday, December 22, 2025, at 5:00 pm in the Civic Center. Mayor Mike Pacheco was present, as were Council Members Murray Anderson, Mike Goodsell, and Vanessa Ramirez. Also present were City Treasurer George Morris, Fire Chief Alex Silva, City Planner Cynthia Mancha, City Manager Nick Wells, and City Clerk Yvette Rios.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

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

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 Pacheco called the Open Session meeting to order at 6:02 PM.

PLEDGE OF ALLEGIANCE: *Mr. Goodsell 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 19, 2025.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

PRESENTATION

*Jennifer Parra, CEO
Holtville Chamber of Commerce*

Jennifer Parra, Chief Executive Officer for the Holtville Chamber, announced the upcoming Carrot Festival event dates and information and thanked the City for its ongoing support and collaboration.

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

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, December 8, 2025.
- b. Current Demands #48805 through #48861

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

AYES: *Anderson, Pacheco, Ramirez, Goodsell*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE'S:

Ms. Rios reported that thanks to the raffle donors, all City staff received a prize at the Christmas party.

Mr. Wells reported updates on current projects, including extra funding for the Ninth Street Improvements, meeting with USACE and bids being solicited for the Trestle Bridge, a SitelogiQ kickoff meeting, and a business item tonight for a potential financing option for the Sunset Rose Apartments.

Mrs. Ramirez reported that she attended the City of Holtville Christmas Party, Christmas in the Park, and HFD's Johnny B. Guardian Angel event.

Mr. Anderson also attended the City of Holtville Christmas Party and Christmas in the Park. He heard positive feedback from a member of a neighboring community that reflected well on the City.

Mr. Goodsell attended an ICTC meeting, a meeting with Jeff Gonzalez, the SitelogiQ mixer, the City of Holtville Christmas Party, and SCAG.

Mr. Morris enjoyed watching the Santa Caravan and attending the Walker & Driskill Christmas Party.

Chief Silva reported that his department held their annual fill-a-boot, raising around \$2k for kids shoes. HFD was involved in other Christmas events, such as the Santa Caravan. He shared that the City received its ISO rating, a 4.

Ms. Mancha will speak on an agenda item tonight regarding financing for the Sunset Rose Apartments and that her department has responded to day to day inquiries. She also attended the Christmas Party.

Mayor Pacheco gave kudos to staff for organizing the Christmas Party.

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*

A Public Hearing was opened by Mayor Pacheco at 6:29 PM

Ms. Mancha explained that the Sunset Rose Apartments are experiencing a \$5M shortfall to complete the first phase due to constant raises in material costs and differing state wages. She assured the Council that the City is not responsible for issuing, managing, administering, or repaying the proposed bond agreement.

Ben Barker, a Private Loan Developer from CMFA was virtually in attendance for any potential questions.

The Public Hearing was closed at 6:32 PM.

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

AYES: *Anderson, Pacheco, Ramirez, Goodsell*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

b. Discussion/Related Action Regarding Closure of City Hall on December 25-26 in Observance of the 2025 Christmas Day Holiday ***Nick Wells, City Manager***

Mr. Wells explained that Ms. Sinclair prepared the report that reviewed the fiscal impact and other reasons in favor of granting the holiday. Furthermore, Mr. Wells delineated that since this item was scheduled for consideration, President Trump declared December 25 and 26 as federal holidays.

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

AYES: *Anderson, Pacheco, Ramirez, Goodsell*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

c. Discussion/Related Action to Adopt RESOLUTION #25-37 Adopting a Revised

Salary Schedule for the 2025-26 Fiscal Year

Nick Wells, City Manager

Mr. Wells explained how over the last couple of years the California minimum wage has increased at the begininning of the year. He adjusted the salary schedule to reflect these changes. The change affects only the lower level employees and two management positions in order to remain salary exempt eligible.

A motion was made by and seconded by to approve the action as presented.

The motion passed in the form of a roll call vote.

AYES: *Anderson, Pacheco, Ramirez, Goodsell*

NOES: *None*

ABSENT: *Munger*

ABSTAIN: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

- a. **City Manager Report - Nick Wells**
- b. **Finance Supervisor - Chandler Sinclair**
- c. **Fire Chief - Alex Silva**
- d. **Water 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 6:54 PM.*

Mike Pacheco, Mayor

Yvette Rios, City Clerk

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
48866							
12/23/2025	48866	AT&T MOBILITY	1671X12112	10-22080-4423	45.48	45.48	FIRE DEPT PHONE
12/23/2025	48866	AT&T MOBILITY	1671X12112	10-22080-4515	40.74	40.74	FIRE DEPT SERVICES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-12001-4423	59.52	59.52	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-12001-4515	61.11	61.11	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-22080-4423	45.48	45.48	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-22080-4515	40.74	40.74	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-14020-4423	50.53	50.53	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-14020-4515	20.37	20.37	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-12003-4423	45.48	45.48	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-31140-44230	115.54	115.54	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	10-31150-44230	70.05	70.05	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	12-31610-4423	93.22	93.22	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	12-31620-4423	166.65	166.65	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	11-31530-44230	47.74	47.74	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	11-31510-44230	118.91	118.91	TELEPHONE CHARGES
12/23/2025	48866	AT&T MOBILITY	8116X121120	11-31520-44230	234.18	234.18	TELEPHONE CHARGES
Total 48866:						1,255.74	
48867							
12/23/2025	48867	AUTO ZONE COMME	0564818622	10-22080-4420	58.48	58.48	TRUCK SUPPLIES
12/23/2025	48867	AUTO ZONE COMME	0564818917	11-31520-44280	187.70	187.70	BATTERY
12/23/2025	48867	AUTO ZONE COMME	0564818917	11-31520-44280	22.00-	22.00-	BATTERY
12/23/2025	48867	AUTO ZONE COMME	0564818917	11-31520-44200	13.56	13.56	GLOVES
Total 48867:						237.74	
48868							
12/23/2025	48868	BABCOCK LABORAT	CL51216-227	11-31520-44301	39.62	39.62	ALUMINUM
12/23/2025	48868	BABCOCK LABORAT	CL51231-227	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBON
Total 48868:						217.97	
48869							
12/23/2025	48869	BOUNDTREE	86019956	10-22080-4420	13.71	13.71	MEDICAL SUPPLIES
12/23/2025	48869	BOUNDTREE	86021772	10-22080-4420	496.01	496.01	MEDICAL SUPPLIES
Total 48869:						509.72	
48870							
12/23/2025	48870	CLAIREMONT EQUIP	RA38348-01	10-31150-44300	4,186.18	4,186.18	TELESCOPIC BOOM
Total 48870:						4,186.18	
48871							
12/23/2025	48871	CODE PUBLISHING C	GCI0018449	10-13010-4430	775.50	775.50	ANNUAL WEB FEES 2026
Total 48871:						775.50	
48872							
12/23/2025	48872	DESERT VALLEY PO	3486	10-31158-44300	252.00	252.00	CITY HALL AND YARD INSPECTI
Total 48872:						252.00	
48873							
12/23/2025	48873	EMPIRE SOUTHWES	EMWK41658	11-31510-44200	10,902.63	10,902.63	BACKHOE REPAIRS
Total 48873:						10,902.63	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
12/23/2025	48888	ROBERT S. NELSON	15455	11-31510-44300	109.13	109.13	TRUCK REPAIRS
12/23/2025	48888	ROBERT S. NELSON	15455	11-31530-44300	31.18	31.18	TRUCK REPAIRS
12/23/2025	48888	ROBERT S. NELSON	15455	12-31620-4430	109.13	109.13	TRUCK REPAIRS
		Total 48888:				311.80	
48889							
12/23/2025	48889	ROTO ROOTER	213073	10-22080-4430	140.00	140.00	FIRE DEPT PLUMBING SERVIC
		Total 48889:				140.00	
48890							
12/23/2025	48890	SAND & GRAVEL INN	5919	10-31140-44200	1,623.75	1,623.75	SAND
		Total 48890:				1,623.75	
48891							
12/23/2025	48891	SANDRA MANDUJAN	MILEAGE 12	11-31510-43110	8.96	8.96	LUNCHEON SUPPLIES
12/23/2025	48891	SANDRA MANDUJAN	MILEAGE 12	12-31620-43110	8.96	8.96	LUNCHEON SUPPLIES
		Total 48891:				17.92	
48892							
12/23/2025	48892	SENSUS USA, INC.	ZA82501446	11-31510-44300	4,699.00	4,699.00	AUTOREAD 1YEAR SUPPORT
		Total 48892:				4,699.00	
48893							
12/23/2025	48893	WAXIE SANITARY SU	83685709	10-31158-44200	89.20	89.20	TOILET PAPER
12/23/2025	48893	WAXIE SANITARY SU	83691573	10-31150-44200	228.75	228.75	SOAP
		Total 48893:				317.95	
48894							
12/23/2025	48894	YVETTE RIOS	WM 12/16/25	10-31158-44200	7.43	7.43	LUNCHEON SUPPLIES
12/23/2025	48894	YVETTE RIOS	WM 12/17/25	10-31158-44200	14.82	14.82	LUNCHEON SUPPLIES
		Total 48894:				22.25	
48895							
12/31/2025	48895	ACE HARDWARE	F53541	12-31610-4420	353.24	353.24	SANDPAPER, BOOTS, TAPE, G
12/31/2025	48895	ACE HARDWARE	F53816	12-31610-4420	66.77	66.77	WEED GRASS KILLER
		Total 48895:				420.01	
48896							
12/31/2025	48896	AFLAC TRADITIONAL	259331	10-00000-2023	17.17	17.17	INSURANCE PREMIUM
12/31/2025	48896	AFLAC TRADITIONAL	259331	10-00000-2024	8.08	8.08	INSURANCE PREMIUM
12/31/2025	48896	AFLAC TRADITIONAL	369389	10-00000-2024	8.08	8.08	INSURANCE PREMIUM
12/31/2025	48896	AFLAC TRADITIONAL	369389	10-00000-2023	17.17	17.17	INSURANCE PREMIUM
		Total 48896:				50.50	
48897							
12/31/2025	48897	APPLIED INDUSTRIA	7033583633	12-31610-4420	934.25	934.25	DISCHARGE HOSE
12/31/2025	48897	APPLIED INDUSTRIA	7033583957	12-31610-4420	284.07	284.07	CHEMICAL PUMP
		Total 48897:				1,218.32	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
48898							
12/31/2025	48898	BABCOCK LABORAT	CL50825-227	12-31610-4430	19.81	19.81	COPPER
12/31/2025	48898	BABCOCK LABORAT	CL50826-227	12-31610-4430	65.65	65.65	OIL AND GREASE
12/31/2025	48898	BABCOCK LABORAT	CL50827-227	12-31610-4430	19.81	19.81	AMMONIA
12/31/2025	48898	BABCOCK LABORAT	CL50829-227	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACKAGE
12/31/2025	48898	BABCOCK LABORAT	CL50831-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMA
12/31/2025	48898	BABCOCK LABORAT	CL50938-227	12-31610-4430	19.81	19.81	AMMONIA
12/31/2025	48898	BABCOCK LABORAT	CL51457-227	11-31520-44301	19.81	19.81	ALUMINUM
12/31/2025	48898	BABCOCK LABORAT	CL51462-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMA
12/31/2025	48898	BABCOCK LABORAT	CL51697-227	11-31520-44301	78.04	78.04	BROMATE
12/31/2025	48898	BABCOCK LABORAT	LL50023-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS
12/31/2025	48898	BABCOCK LABORAT	LL50037-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS
12/31/2025	48898	BABCOCK LABORAT	LL50053-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS
Total 48898:						729.53	PW
48899							
12/31/2025	48899	BADGE & WALLET	790582	10-22080-4420	541.95	541.95	BADGES
Total 48899:						541.95	FIRE DEPT
48900							
12/31/2025	48900	BAJA DESERT TIRE	73031	11-31510-44300	50.00	50.00	FLAT REPAIR
12/31/2025	48900	BAJA DESERT TIRE	S21-28559	12-31610-4428	25.00	25.00	FLAT REPAIR
Total 48900:						75.00	PW
48901							
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-13010-4230	666.44	666.44	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-12001-4230	1,999.41	1,999.41	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-14020-4230	1,015.14	1,015.14	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-22080-4230	1,385.31	1,385.31	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-31140-42300	301.84	301.84	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	10-12003-4230	1,197.26	1,197.26	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	11-31530-42300	116.38	116.38	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	11-31510-42300	1,602.05	1,602.05	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	12-31610-4230	742.77	742.77	INSURANCE PREMIUM
12/31/2025	48901	BLUE SHIELD OF CA	2534900101	12-31620-4230	1,718.41	1,718.41	INSURANCE PREMIUM
Total 48901:						10,745.01	ADMIN
48902							
12/31/2025	48902	BORDER TACTICAL	A221544	10-22080-4314	19.00	19.00	PATCH, BADGE
12/31/2025	48902	BORDER TACTICAL	A221661	10-22080-4420	28.04	28.04	SHOE POLISH
Total 48902:						47.04	FIRE DEPT
48903							
12/31/2025	48903	CASELLE, INC.	INV-13798	10-14020-4520	1,974.00	1,974.00	SUPPORT AND MAINTENANCE
Total 48903:						1,974.00	ADMIN
48904							
12/31/2025	48904	DESERT VALLEY PO	3487	12-31610-4430	216.00	216.00	WWTP INSPECTION
Total 48904:						216.00	PW
48905							
12/31/2025	48905	FIRE-ETC	203276	10-22080-4420	2,392.05	2,392.05	HELMETS
Total 48905:						2,392.05	FIRE DEPT

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48911								
12/31/2025	48911	I.C. PUBLIC HEALTH	25252	11-31520-44301	295.00	295.00	COLIFORM WATER ANALYSIS	PW
		Total 48911:				295.00		
48912								
12/31/2025	48912	IVEDC	2026 SILVER	10-11011-44320	2,500.00	2,500.00	2026 SILVER MEMBERSHIP	ADMIN
		Total 48912:				2,500.00		
48913								
12/31/2025	48913	JADE SECURITY SYS	0229678	11-31520-44300	64.49	64.49	MONITOR SECURITY SYSTEM	PW
12/31/2025	48913	JADE SECURITY SYS	0229678	12-31610-4430	64.48	64.48	MONITOR SECURITY SYSTEM	
		Total 48913:				128.97		
48914								
12/31/2025	48914	JORDAN IMPLEMENT	P38572	12-31610-4420	400.29	400.29	BATTERY, STRUT, ROLLER BEA	PW
		Total 48914:				400.29		
48915								
12/31/2025	48915	LA BRUCHERIE IRRI	316840	10-31150-44200	321.11	321.11	VALVES, PLASTIC RAINBIRD	PW
		Total 48915:				321.11		
48916								
12/31/2025	48916	LAYFIELD USA CORP	E11265	11-31520-44300	10,055.68	10,055.68	POND PATCHING	PW
		Total 48916:				10,055.68		
48917								
12/31/2025	48917	LEAGUE OF CA CITIE	1993	10-11011-43110	315.00	315.00	DINNER MEETING	ADMIN
		Total 48917:				315.00		
48918								
12/31/2025	48918	NAPA AUTO PARTS	321994	12-31610-4420	10.23	10.23	VACTOR SUPPLIES	PW
		Total 48918:				10.23		
48919								
12/31/2025	48919	PEAC SOLUTIONS	41372208	10-12001-4525	101.96	101.96	PRINTER LEASE	ADMIN
12/31/2025	48919	PEAC SOLUTIONS	41372208	10-13010-4525	101.97	101.97	PRINTER LEASE	
12/31/2025	48919	PEAC SOLUTIONS	41372208	10-14020-4525	101.97	101.97	PRINTER LEASE	
12/31/2025	48919	PEAC SOLUTIONS	41372208	11-31510-45250	101.97	101.97	PRINTER LEASE	
12/31/2025	48919	PEAC SOLUTIONS	41372208	12-31620-4525	101.97	101.97	PRINTER LEASE	
		Total 48919:				509.84		
48920								
12/31/2025	48920	PITNEY BOWES GLO	1028681490	10-14020-4525	173.48	173.48	INK AND TAPE STRIPS	ADMIN
12/31/2025	48920	PITNEY BOWES GLO	1028681490	11-31510-45250	173.49	173.49	INK AND TAPE STRIPS	
12/31/2025	48920	PITNEY BOWES GLO	1028681490	12-31620-4525	173.49	173.49	INK AND TAPE STRIPS	
		Total 48920:				520.46		
48921								
12/31/2025	48921	PURCHASE POWER (#9843 DEC 2	10-13010-4417	151.56	151.56	POSTAGE	ADMIN
12/31/2025	48921	PURCHASE POWER (#9843 DEC 2	10-14020-4417	121.41	121.41	POSTAGE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
12/31/2025	48921	PURCHASE POWER (#9843 DEC 2	10-22080-4417	16.75	16.75	POSTAGE
12/31/2025	48921	PURCHASE POWER (#9843 DEC 2	10-12001-4417	14.23	14.23	POSTAGE
12/31/2025	48921	PURCHASE POWER (#9843 DEC 2	11-31510-44170	1,213.30	1,213.30	POSTAGE
Total 48921:						1,517.25	

48922							ADMIN
12/31/2025	48922	QUILL CORPORATIO	46986614	10-14020-4416	10.82	10.82	OFFICE SUPPLIES
12/31/2025	48922	QUILL CORPORATIO	46986614	11-31510-44160	10.83	10.83	OFFICE SUPPLIES
12/31/2025	48922	QUILL CORPORATIO	46986614	12-31620-4416	10.83	10.83	OFFICE SUPPLIES
Total 48922:						32.48	

48923							ADMIN
12/31/2025	48923	RAMON ALEJANDRO	1574	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES
12/31/2025	48923	RAMON ALEJANDRO	1574	10-22080-4520	1,500.00	1,500.00	FIRE DEPT CONSULTING
12/31/2025	48923	RAMON ALEJANDRO	1574	11-31520-45200	600.00	600.00	WTP CONSULTING
12/31/2025	48923	RAMON ALEJANDRO	1574	12-31610-4520	600.00	600.00	WWTP CONSULTING
12/31/2025	48923	RAMON ALEJANDRO	1574	10-31158-45200	150.00	150.00	PW CONSULTING
Total 48923:						3,570.00	

48924							FIRE DEPT
12/31/2025	48924	ROTO ROOTER	212291	10-22080-4430	140.00	140.00	FIRE DEPT PLUMBING SERVIC
Total 48924:						140.00	

48925							ADMIN
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-22080-4230	156.86	156.86	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-21070-4230	42.61	42.61	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-31140-42300	75.33	75.33	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-31150-42300	258.26	258.26	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31530-42300	14.65	14.65	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31510-42300	181.72	181.72	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31520-42300	305.46	305.46	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	12-31610-4230	476.95	476.95	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	12-31620-4230	281.48	281.48	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-22080-4225	19.31	19.31	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-21070-4225	10.78	10.78	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-31140-42250	15.56	15.56	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	10-31150-42250	56.57	56.57	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31530-42250	1.93	1.93	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31510-42250	38.69	38.69	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	11-31520-42250	19.31	19.31	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	12-31610-4225	105.65	105.65	INSURANCE PREMIUM
12/31/2025	48925	SIMNSA HEALTH PLA	145696	12-31620-4225	62.76	62.76	INSURANCE PREMIUM

Total 48925: 2,123.88

48926							PW
12/31/2025	48926	TROJAN TECHNOLO	200/41250	12-31610-4784	9,167.64	9,167.64	UV REPLACEMENT

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	1/12/26
ITEM NUMBER	3 a
Approvals	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

DATE ISSUED: January 9, 2026
FROM: Nick Wells, City Manager
SUBJECT: *Ordinance 499: Restrictions on Parades and Assemblages, Including Early Placement of Chairs Along Parade Routes*

DISCUSSION

The Carrot Festival Parade is a tradition near and dear to Holtvillites. From elementary school children that march the route in costumes, to old timers that fondly recall doing the same decades in the past, this and other Carrot Festival activities are a memory touchstone that binds current and past residents to our great city. Of course, with many past residents returning for the festivities annually, as well as parade entrants and residents from other Valley communities, and winter visitors from around the world, the Saturday of Carrot Festival likely sees the most people physically in the City of Holtville each year.

Consequently, jockeying for prime positions along the parade route has crept further back into the preceding week as the years progress. Last year, spots were being “saved” as early as Monday evening for the Saturday parade. To insure their “claim,” residents set up chairs, benches, and couches (!!), often chaining and padlocking their seats to adjacent poles. Especially in the area just south of Holt Park, this has disrupted the conduct of business and presents a safety issue for entrance and egress to those establishments. Multiple business owners have lodged repeated complaints on the issue in recent years. Also last year, a substantial wind event on that preceding Thursday blew unsecured chairs onto Fifth Street, obstructing traffic and creating an even more salient public safety concern.

The City of Brawley has been dealing with this issue for many years with the Cattle Call Parade and had developed a policy regarding chair placement several years ago. Basically, chairs are prohibited from being placed along the parade route prior to 6:00 am on the day before the event. Any chairs placed prior to Friday morning are removed by their Public Works Department and residents are permitted to retrieve the chairs at the PW Yard. Staff reviewed multiple similar policies and ordinances from other cities and these regulations seem to be in keeping with standard practice.

Resolution 25-01 Adopting Ordinance 499: Adding Restrictions on Parades and Assemblages, Including Early Placement of Chairs Along Parade Routes, was passed on January 13, 2025. The Council decided to revisit the discussion before the next Carrot Festival Parade.

City of Holtville
REPORT TO COUNCIL

<i>Approvals</i>	MEETING DATE:	01/12/26
	ITEM NUMBER	3 b
	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

DATE ISSUED: January 9, 2025

FROM: Yvette Rios, City Clerk

SUBJECT: *County and Regional Appointment List - Appointments & Selections Needed*

INFORMATION ONLY - NO FORMAL ACTION REQUIRED BY THE COUNCIL

DISCUSSION:

Attached is the County and Regional Appointment List, as recently amended, for review, further amendment and consideration. It is requested that Council review the current/past appointments, make recommendations for any possible changes and give direction to staff to contact any community members requesting service if necessary.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council review, amend and give staff direction.

2026 CITY OF HOLTVILLE

Updated: 01/2025

Standing Appointments

Rotating Appointments

County and Regional Appointment List

AIR POLLUTION ADVISORY COMMITTEE

No regularly scheduled meetings.

Primary: **Mike Pacheco, Mayor Pro Tem**

Alternate: **Vanessa Rmirez, Council Member**

APCD Office • 150 S 9th Street (EC)

Contact: **Belen Leon-Lopez**

Office: (442) 265-1800

belenleon-lopez@co.imperial.ca.us

Airport Land Use Compatibility Plan

Virtual meetings

Primary: **Mike Pacheco, Mayor Pro Tem**

Alternate: **Vanessa Rmirez, Council Member**

1405 N Imperial Avenue, Ste 1 (EC)

Contact: **Kamika Mitchell**

Office: (442) 265-1736

kamikamitchell@co.imperial.ca.us

AIRPORT LAND USE COMMISSION

No regularly scheduled meetings.

Primary: **Mike Goodsell, Council Member**

Alternate: **Steve Walker, City Attorney**

801 Main Street (EC)

Contact: **Michael ?**

Office: (760) 482-4236

AREA AGENCY ON AGING (Appointed by League of CA Cities)

Meetings the 3rd Thursday of the month at 9 am

Primary: **Murray Anderson, Council Member**

District 5 Alternate: **Vanessa Ramirez, Council Member**

778 W State Street (EC)

Contact: **Monica De Leon**

Office: (442) 265-7033

MonicaDeLeon@co.imperial.ca.us

CAMPESINOS UNIDOS

No regularly scheduled meetings.

Primary: **Manuel Rodriguez** (Appointed through April, 2028)

(760) 234-6090

Alternate: **Mike Goodsell, Council Member**

1005 C Street (Brawley)

Executive Director: **Jose M. Lopez**

Office: (760) 370-5100

cui.lopez@yahoo.com

CENTINELA STATE PRISON ADVISORY COMMITTEE

Meetings are held at the prison on the 2nd Tuesday of each month at 9am

Primary: **Devron Grey, Planning Commissioner**

Alternate: **Mike Pacheco, Mayor Pro Tem**

PO Box 731 (Imperial)

Contact: **Ken Phillips**

Office: (760) 337-7900

ext 7640

Kenneth.Phillips@cdcr.ca.gov

(760) 337-7640

IMPERIAL COUNTY DISASTER COUNCIL

Meetings are held as needed, at least once a quarter.

No set date, time or

Primary: **Alex Silva, Fire Chief**

Alternate: **Damian Martinez, Police Chief**

1078 Dogwood Road, Suite 104 (Heber)

Contact: **Rosa Hernandez**

Office: (760) 482-2400

RosaHernandez@co.Imperial.ca.us

2026 CITY OF HOLTVILLE

Updated: 01/2024

Standing Appointments

Rotating Appointments

County and Regional Appointment List

IMPERIAL COUNTY FILM COMMISSION

Primary: **John Munger, Council Member**

1095 S 4th Street (EC)

Contact: **Charla Teeters**

Office: (760) 337-4155

filmimperialcountyca@gmail.com

IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)

Meetings are held monthly every 4th Wednesday at 6:00 pm in the

County Board of Supervisors Chambers (940 W Main Street, 2nd Floor - EC)

Primary: **Mike Goodsell, Council Member**

940 W Main, 2nd Floor (EC)

Alternate: **Mayor Pro Tem Mike Pacheco**

Executive Director: **David Aguirre**

Office: (760) 592-4494

DavidAguirre@ImperialCTC.org

ICTC MANAGEMENT COMMITTEE

Meetings are held every 2nd Wednesday of the month at alternating locations

Primary: **Nick Wells, City Manager**

Contact: **Cristi Lerma**

Alternate: **Chandler Sinclair, Finance Officer**

Office: (760) 592-4494

Mobile: (760) 604-1100

CristiLerma@ImperialCTC.org

ICTC TECHNICAL ADVISORY COMMITTEE (Two votes)

Meetings are held every 4th Thursday of the month at the ICTC Of

Primary: **Chandler Sinclair, Finance Officer**

ICTC Offices • 1405 N Imperial (EC)

Contact: **Virginia Mendoza**

Primary: **Alex Chavez, Public Works Foreman**

Office: (760) 592-4494

Alternate: **George Galvan, City Planner**

Mobile: (760) 604-3605

VirginiaMendoza@ImperialCTC.org

IMPERIAL/MEXICALI BI-NATIONAL ALLIANCE (Advisory Board)

Meetings are held every other month, 2nd Thursday of the month

Primary: **Nick Wells, City Manager**

ICTC Offices • 1405 N Imperial (EC)

Alternate: **Mayor Mike Goodsell**

Contact: **Virginia Mendoza**

Office: (760) 592-4494

Mobile: (760) 604-3605

VirginiaMendoza@ImperialCTC.org

IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION (IVEDC)

Meetings are held on the 2nd Thursday of every other month at 3:30.

No set location.

ICTC Offices • 1405 N Imperial (EC)

Primary: **Nick Wells, City Manager**

Contact: **Tim Kelley**

Alternate: **Mayor Mike Goodsell**

Office: (760) 353-8332

Tim@IVEDC.com

IMPERIAL VALLEY HOUSING AUTHORITY

Meetings are held on the 2nd Thursday of every month at 6:00 p.m.

Location alternates between the 1401 D Street, Brawley & the EC office

1690 West Adams Ave (EC)

Delegate: **Ricci Santisteven-Pacheco**

Executive Director: **Kirk Mann**

Office: (760) 337-7500

KMann@IVHA.org

2026 CITY OF HOLTVILLE

Updated: 01/2024

Delegate: **Bryan Vega**

Standing Appointments

Rotating Appointments

County and Regional Appointment List

IMPERIAL VALLEY RESOURCE MANAGEMENT

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board
(ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)

Contact: *(Vacant)*

Office: *(760) 337-4586*

IMPERIAL VALLEY TELECOMMUNICATIONS AUTHORITY (IVTA)

Meetings are held on the 1st Thursday of every month

Primary: **Alex Estrada, IT Consultant**
Alternate: **Nick Wells, City Manager**

1398 Sperber Road (EC)

Contact: *Arlene Mercado*

Office: *(760) 312-6158*

LEAGUE OF CALIFORNIA CITIES

Quarterly meetings at alternating locations

Primary: **Mayor Mike Goodsell**
Alternate: **John Munger, Council Member**

Contact: *Catherine Hill*

Office: *(619) 295-8282*

Mobile: *(619) 733-1751*

CHill@CaCities.org

LOCAL TRANSIT AUTHORITY (LTA)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board
(ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)

Contact: *David Aguirre*

Office: *(760) 592-4494*

DavidAguirre@ImperialCTC.org

OVERALL ECONOMIC DEVELOPMENT COMMISSION (OEDC)

Meetings are held on the 1st Wednesday of every month at 9 am

Primary: **Nick Wells, City Manager**
Alternate: **Mayor Mike Goodsell**

940 W Main Street, Suite 203 (EC)

Contact: *Priscilla A. Lopez*

Office: *(442) 265-1101*

PriscillaLopez@co.Imperial.ca.us

PUBLIC ENTITY RISK MANAGEMENT AUTHORITY (PERMA)

Meetings are held quarterly at rotating locations

36-951 Cook Street, Suite 101 (Palm Desert) (760) 360-4966

Primary: **Chandler Sinclair, Finance Officer**
Alternate: **Haley Dowsey, Personnel Technician**

General Manager: *Beth Lyons*

BLyons@PERMA.dst.ca.us

SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)

Meetings are held as needed, at least once a quarter in conjunction with the ICTC Board
(ICTC Designees)

ICTC Offices • 1405 N Imperial (EC)

Contact: *David Aguirre*

Office: *(442) 265-1818*

SOUTHERN CA ASSOCIATION OF GOVERNMENT (SCAG)

Main Office: 818 West 7th Street, 12th Floor • LA, CA 90017 • (213) 236-1800

Primary: **Mayor Mike Goodsell**

ICTC Offices • 1405 N Imperial (EC)

Reg Affairs Officer: *David Salgado*

Office: *(760) 353-7800*

2026 CITY OF HOLTVILLE

Updated: 01/2024

Alternate: **John Munger, Council Member**

Salgado@SCAG.ca.gov

Standing Appointments

Rotating Appointments

County and Regional Appointment List

Informational Only:

LOCAL AREA FORMATION COMMISSION (LAFCO)

Representative rotates between cities

www.iclafco.com

1122 State Street, Suite D

Contact: **Jurg Heuberger**

Office: **(760) 353-4115**

City of Holtville Appointment List

PLANNING COMMISSION

Re: City Code 2.08.010

Devron Grey	(Term expires 1/15/2026)
Cindy Pacheco	(Term expires 1/15/2026)
John Britschgi	(Term expires 1/15/2028)
Georgina Camacho	(Term expires 1/15/2028)
Stacey Britschgi	(Term expires 1/15/2028)

Murray Anderson, City Council Representative

BECC LOCAL STEERING COMMITTEE

Mayor Mike Goodsell

(Vacant), Planning Commissioner

Nick Wells, City Manager

Alex Chavez, Public Works Foreman

George Galvan, City Planner

CHAMBER OF COMMERCE

Meetings are held as the second Thursday of each month at 6:00 pm

Contact: **Jennifer Parra**
(760) 356-2923

Primary: **Murray Anderson, Council Member**

Alternate: **Vanessa Ramirez, Council Member**

PERSONNEL BOARD

Re: City Code 2.28.040

Matt Hester

Stacey Britschgi

Patricia Salcido

PERSONNEL OFFICER

Nick Wells, City Manager

Re: City Code 2.28.030

PROJECT REVIEW COMMITTEE

Mike Goodsell, Mayor

Alex Silva, Fire Chief

Mike Pacheco, Mayor Pro Tem

Damian Martinez, Police Chief

Nick Wells, City Manager

John Britschgi, Planning Commissioner

George Galvan, City Planner

Cindy Pacheco, Planning Commissioner

SAFETY OFFICER

Alex Silva, Fire Chief

Re: City Code 2.30.030

2026 CITY OF HOLTVILLE

Updated: 01/2024

VEHICLE ABATEMENT

Primary: Alex Silva, Fire Chief

Alternate: Joe Conkey, Police Chief

VEHICLE SAFETY OFFICER

Damian Martinez, Police Chief

Re: City Code 2.30.040

Standing Appointments

Rotating Appointments

Advisory Committee Appointments

EMPLOYEE & PUBLIC SAFETY COMMITTEE

Re: City Code 2.30, Fire

Areas of Advisement: Illness & Injury Protection, Prevention, Health & Sanitation, Animal Control

Mayor Mike Goodsell

Alex Silva, Fire Chief

Nick Wells, City Manager

FINANCE COMMITTEE

Advises on Revenue & Expenditures, Bonds, Purchasing, Accounting, Budget Control

Mayor Mike Goodsell

George Morris, City Treasurer

Vanessa Ramirez, Council Member

Nick Wells, City Manager

PERSONNEL & PUBLIC RELATIONS

Areas of Advisement: Administration & Personnel, Public Relations, Parks & Recreation (Events), Public Policy, Community Volunteers (not related to fire and police), City Licenses & Community Beautification

Mayor Mike Goodsell

Nick Wells, City Manager

Yvette Rios City Clerk

Murray Anderson, Council Member

Haley Dowsey, Personnel Technician

PUBLIC WORKS COMMITTEE

Areas of Advisement: Water & Sewer, Construction, Streets & Sidewalks, Parks & Sports Fields (Maint & Construction)

Primary: Mike Goodsell, Mayor

Alternate: Mayor Pro Tem Mike Pacheco

Jeorge Galvan, City Planner

TECHNICAL ADVISORY COMMITTEE

Nick Wells, City Manager

Jack Holt, City Engineer

Jeorge Galvan, City Planner

Positions

Mike Goodsell

Mayor Mike Goodsell

City Manager

Nick Wells

Mike Pacheco

Mayor Pro Tem

Finance Officer

Chandler Sinclair

Murray Anderson

Council Member

Fire Chief

Alex Silva

John Munger

Council Member

Police Chief

Damian Martinez

Vanessa Ramirez

Council Member

Personnel Technician

Haley Dowsey

George Morris

City Treasurer

City Planner

Jeorge Galvan

City Clerk

Yvette Rios

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: January 9, 2026
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Approvals	Meeting Date	01/12/26
	Item Number	5 a
	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. ***Chief Silva checked in with Mr. Medina early this week and he admitted not much work had been done of late, but would be getting back on it this week.***

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. At a web conference with Caltrans this week, a plan to capture the additional available funds by rehabbing the whole roadway section on Ninth was discussed and was positively received. A formal request is being submitted today for that increased scope

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. **For the Melon Road projects, funding will require ownership, so the process has begun to annex all of that section of Melon Road from the County.**

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 via 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. **A site visit with the design engineer, staff and**

The Holt Group was held recently to iron out some issues and a pre-bid conference was held with potential contractors this 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. ***A pre-submittal meeting with the County has been scheduled for next week to start working toward commencing the project.***

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 with SitelogiQ representatives and City staff in late December.

BUILDING DEPT - The City issued **115** 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 was taken to allow for establishing 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 was held in late December wherein an acceptable option was presented. Revised drawings will be submitted.***

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:

· 12/22/25 Department Head Meeting	<i>City Hall</i>
· 12/22/25 Trestle Project Site Visit	<i>Project Site</i>
· 12/22/25 Holtville City Council Meeting	<i>City Hall</i>
· 12/23/25 Pine Crossing Sewer Issue Discussion	<i>Web Conference</i>
· 12/25/25 Christmas Day Observed (<i>City Hall Closed</i>)	
· 12/26/25 Christmas Observed (<i>City Hall Closed</i>)	
· 12/29/25 Department Head Meeting	<i>City Hall</i>
· 12/31/25 NW Vacation Day (<i>Out of the Office</i>)	
· 01/01/26 New Years Day (<i>City Hall Closed</i>)	
· 01/02/26 Community Fellowship Luncheon	<i>BuzzMore Racing HQ</i>
· 01/05/26 Department Head Meeting	<i>City Hall</i>
· 01/08/26 Ninth Street Mid-Construction Review w/ Caltrans	<i>Web Conference</i>
· 01/08/26 Trestle Bridge Project Pre-Bid	
· 01/09/26 Holtville Rotary Club Luncheon	<i>St. Paul's Lutheran Church</i>

UPCOMING EVENTS:

· 01/12/26 Department Head Meeting	<i>City Hall</i>
· 01/12/26 Holtville City Council Reorganization Meeting	<i>City Hall</i>
· 01/12/26 Holtville City Council Meeting	<i>City Hall</i>
· 01/27/26 BOOST Assistance Check-in	<i>Web Conference</i>
· 01/14/26 ICTC Management/CCMA Meetings	<i>ICTC Offices (EC)</i>
· 01/15/26 IV Foreign Trade Zone Meeting	<i>IC Workforce Development (EC)</i>
· 01/16/26 Holtville Rotary Club Luncheon	<i>St. Paul's Lutheran Church</i>
· 01/19/26 MLK Day Observed (<i>City Hall Closed</i>)	
· 01/20/26 Department Head Meeting	<i>City Hall</i>
· 01/20/26 Meeting w/ CrisCom Staff	<i>City Hall</i>
· 01/20/26 Holtville Planning Commission Meeting	<i>City Hall</i>
· 01/23/26 Carrot Royalty Coronation/Citizen of the Year Banquet:	<i>Casa Blanca</i>
· 01/26/26 Department Head Meeting	<i>City Hall</i>
· 01/27/26 Alamo River Trail (Wetlands Spur) Check-in Meeting	<i>Web Conference</i>
· 01/28/26 Team CA Monthly Meeting	<i>Web Conference</i>
· 02/06/26 CA FFA Foundation Board Meeting	<i>Lodi, CA</i>
· 02/06/26 Holtville Carrot Festival Kickoff Concert	<i>Holt Avenue at Fifth Street</i>
· 02/07/26 Holtville Carrot Relays	<i>Holtville</i>
· 02/07/26 Holtville Carrot Festival Parade	<i>Fifth Street</i>
· 02/10/26 BOOST Assistance Check-in	<i>Web Conference</i>
· 02/11 - 02/13/26 CLoC City Managers Conference	<i>Napa, CA</i>
· 02/16/26 President's Day (<i>City Hall Closed</i>)	

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:	1/12/26
ITEM NUMBER	5 b
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: January 08, 2026

FROM: Chandler Sinclair, Finance Supervisor

SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

The Finance Department and City Manager, Nick Wells, have been exclusively working on Bank Reconciliations to prepare for future audits.

The Finance Department participated in a training on January 08, 2026, that went over a new payment feature within Mechanics Bank designed to enhance check tracking and improve payment oversight.

The Finance Supervisor will attend the monthly Market Update provided by Time Value Investments on Friday January 09, 2026. In addition, she is set to meet with Investment Partner following to discuss City of Holtville's portfolio.

The Finance Supervisor and Public Works Supervisor, Alex Chavez, will attend a Dangerous Conditions Best Practice meeting with PERMA (Public Entity Risk Management Authority) on Tuesday January 20, 2026.

The Finance Supervisor will attend the next ICTC TAC meeting on Thursday January 22, 2026.

The Finance Supervisor is working on a Q3 (Mid-Year) Budget update for the General Fund and Enterprise Funds that will be presented in upcoming meetings.

Respectfully submitted,



Chandler Sinclair
Finance Supervisor
City of Holtville



City of Holtville Report to Council

MEETING DATE:	1/12/26
ITEM NUMBER	5 c
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

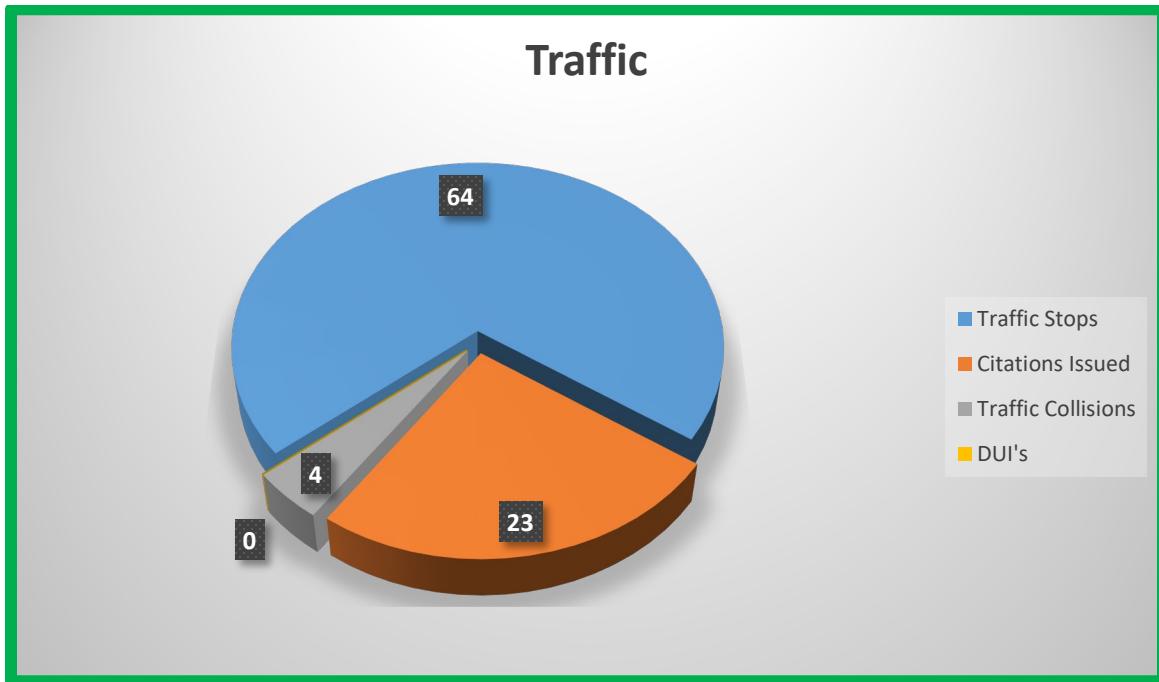
Date Issued: January 7, 2025
From: Sergeant Damian Martinez, Chief of Police
Subject: Holtville Sheriff's Monthly Report – December 2025

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

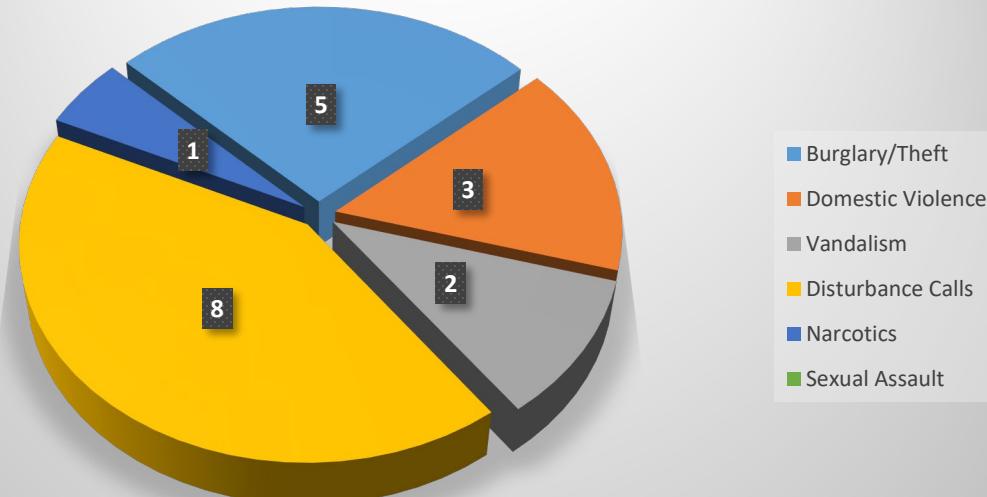
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **December 2025**.

Calls for Service:

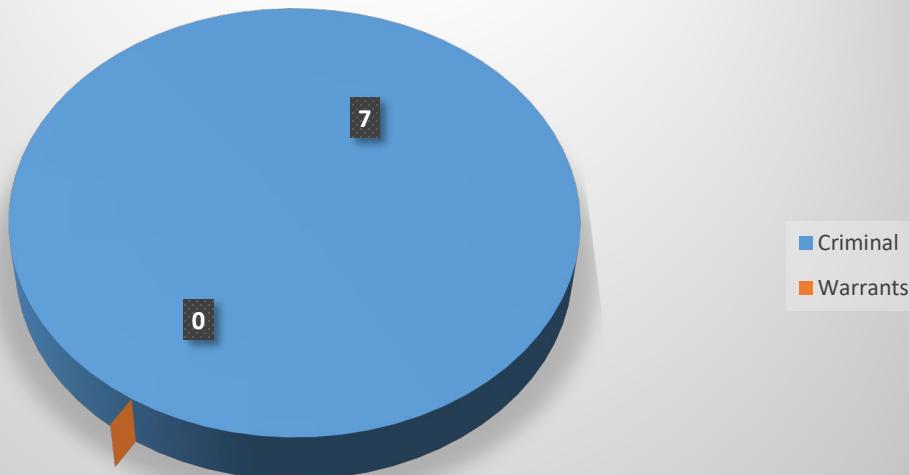
- 312 total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

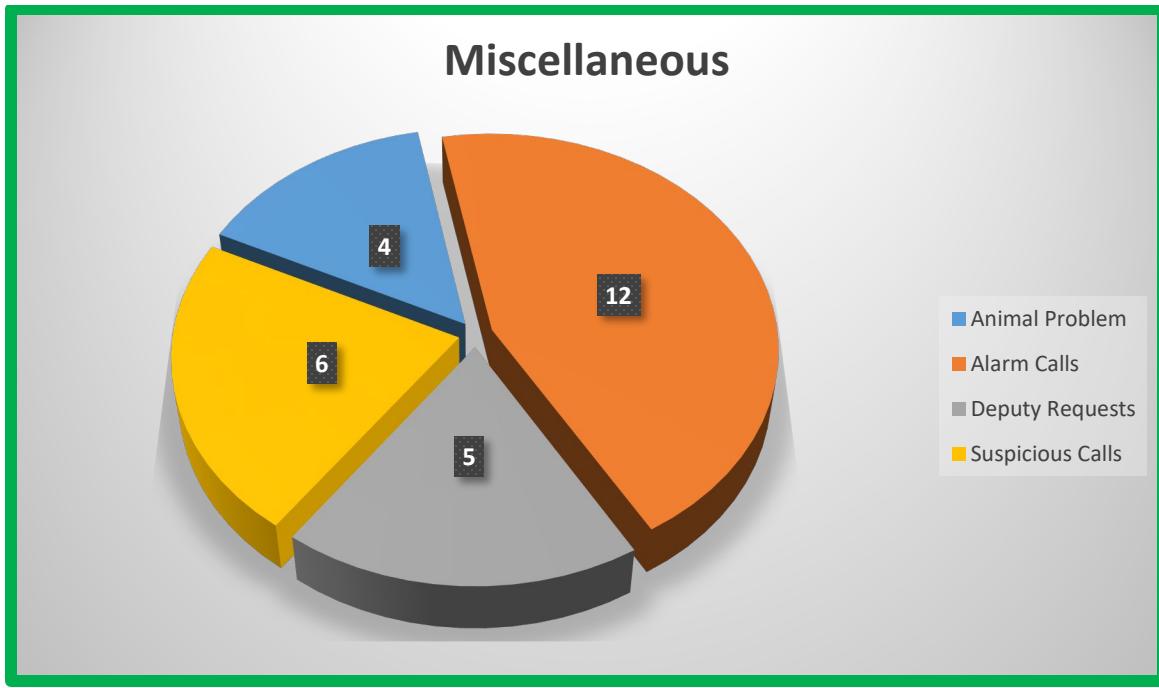


Criminal Activity



Arrests





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

CR# 25-37320 - Bike Stop - Pine Avenue & 7th Street

A bike stop was conducted on a male subject for failure to stop at a stop sign. Male consented to a search and drug paraphernalia was located inside his backpack. Male was cited and released for possession of drug paraphernalia.

CR# 25.37603 - Domestic Violence

RP contacted ICSO in reference to her husband who had been physically abusing her. Upon deputies' arrival, contact was made with female subject who stated her husband became upset due to his tools being left outside at the front lawn. RP stated her husband had strangled her causing her to lose consciousness. RP had visible hand impressions of red marking around her neck. Contact was later made with husband, who refused to provide statements. Male subject was booked into ICJ for Domestic Violence and attempted murder.

CR#: 25-37789 911 (Hot Rods)

Dispatch advised of a 911 hang-up call originating from Hot Rods. A call-back was attempted and received a negative response. Deputy arrived on scene and contacted a bartender who reported that a male subject had been becoming aggressive. Deputy contacted two subjects who both stated they are cousins and had been involved in a verbal altercation with each other. Both parties denied that the incident became physical and declined medical attention. Both agreed to leave the location for the night.

CR#: 25-37845 Traffic Collision VEH V PED (Holt Ave/5th St)

RP advised of a vehicle versus pedestrian collision at the intersection of Holt Ave/5th St. Deputy De arrived on scene and observed an older White male adult, lying south of a white Ford F-150 and

bleeding from the head. Holtville Fire arrived shortly thereafter and rendered medical aid. Deputy contacted the driver of the Ford F-150, who stated he was making a left turn and was temporarily blinded by the sun, causing him not to see the victim. Driver advised that after striking the victim, he exited his vehicle and was subsequently assaulted by a White male adult. AMR arrived on scene, treated the victim, and transported him to ECRMC. Deputy attempted to locate the suspect who had assaulted the driver but was unsuccessful. Suspect was last seen leaving in an older-model red Chevy Malibu. Deputy was able to identify the suspect and located the suspect vehicle at his residence. Suspects wife and daughter were uncooperative and denied knowing the suspects' whereabouts. Follow up will be conducted.

CR# 25-37993 - Theft

RP 14-year-old called 911 advising a Hispanic male last seen wearing white shirt stole his electric scooter from outside the business (Donut Shop). Deputy conducted a patrol check and a passerby stated he saw a Hispanic heavier set, Mid 20's, wearing white shirt, riding an electric scooter heading south on Pine and then turning left (east) on 4th street. As the Deputy was driving around he observed a male who was seen standing by the swings on Holt Park and he asked RP's mother if she could drive by the swings and see if her son could identify the male subject. RP identified the subject as the suspect but now wearing grey and black. Made contact with suspect who confessed to stealing the electric scooter from outside the business and hiding it on the alley of 3rd Street. The electric scooter was recovered and returned to RP. Suspect was transported and booked into ICJ for theft.

CR# 25.38282 - Trespassing

Call for service was generated as counter traffic in regards to RP stating possibly 2 male subject squadding in a private property and are staying at white shed. Holtville deputies later located the 2 male subjects. Both subjects were provided with trespass admonishment. Holtville Deputies later made contact with a member who works for DUHS Commercial, who stated the property belonged to the company and was requesting extra patrol checks.

CR#: 25-38561 Stolen Vehicle - 0315 hours

RP advised her 2021 4 door Jeep Wrangler Rubicon had been stolen from her driveway. Deputy arrived on scene and spoke with RP who advised her father, heard her Jeep start in the driveway and when he walked outside the Jeep was leaving the driveway and headed eastbound on 8th Street. Calexico Police and the Port of Entry (POE) were advised of the vehicle being stolen. POE advised the vehicle had entered Mexicali at 0336 hours. Negative surveillance footage was obtained due to cameras not working. Negative suspect info. Broken glass was located in the driveway of the residence where the Jeep was parked. The Jeep was entered into system and report taken.

CR# 25.38582 – Stolen Vehicle

RP requested a report for a stolen vehicle. RP provided her 2022 Jeep Gladiator, which was taken from her residence last night at unknown time. RP said she last drove and parked the vehicle in front of her residence on Wednesday, 12/10/25 at approximately 2200 hours. RP noticed the vehicle missing at about 0929 when she contacted ICSO. RP was not able to provide suspect information. The vehicle was later entered into the Stolen Vehicle System and a report was taken.

CR# 25-38668 - 415 DV

RP called 911 reporting a verbal argument with ex-boyfriend. Male was attempting to kick out his girlfriend from the residence due to a recent affair. According to both parties the argument got heated and RP slapped boyfriend on the face with an opened hand. Negative medical was needed. RP was ultimately transported and booked into ICJ for Battery on Spouse.

CR#: **25-39422** Refusal to leave

RP advised that her son and his friend were intoxicated and refusing to leave the residence. Deputy arrived on scene and observed two male subjects standing in the street just north of the residence near a pickup truck. The subjects were quickly identified based on prior contact. Deputy exited his patrol vehicle and immediately heard one juvenile yelling profanities. Deputy attempted to verbally de-escalate the situation; however, due to both subjects being heavily intoxicated, they were uncooperative and noncompliant. Deputy moved toward the juvenile in an attempt to place him under arrest. Juvenile began pulling away and resisting. Deputy pushed him against a nearby pickup truck and gained control of juvenile's right arm and wrist using a rear wrist lock. The other subject then wrapped his arms around first one, preventing Deputy from gaining control of juvenile's left arm. Other Deputies arrived on scene and separated both subjects and they were both taken into custody. Both were evaluated by AMR. One was booked into ICJ for violations of resisting arrest and drunk in public. Juvenile was transported to ECRMC for medical clearance prior to being booked into Juvenile Hall for violations of resisting arrest and criminal threats.

CR# 25.39480 911 Hang-ups

Holtville Deputies were dispatched to a 911 hang up with negative answer on call back. On arrival, Deputies spoke to RP, who had dialed 911 later hanging up. RP stated her husband had pushed her utilizing both of his hands causing her to stumble and obtaining a minor scratch on her right foot. Husband later confessed to pushing RP in result to a verbal argument. Husband was later arrested for Battey on spouse and booked into ICJ with no further incident.

CR# 25-39653 – Stolen Vehicle

RP called reporting his Blue 2025 Chevy Silverado with temporary paper plates was last parked on the street at approximately 1940 hours 12/20/2025. Negative suspect information and negative surveillance cameras in the area. Border crossing and flock system was checked, and negative hits were found. Statements were collected. Report taken and entered into system.

CR# 25-39664 - Welfare Check - Fern Avenue/4th Street

RP called requesting a welfare check on a male subject riding a blue bike, acting distraught. A blue bike was located outside of Del Sol Market on Walnut Ave. While waiting to see who the blue biker belonged to, a male walked out of Del Sol Market and picked up the blue bike. As soon as subject noticed the patrol car, he dropped his bike and walked back inside the business. The male was seen dropping something on the floor of the business and walked back outside. The male was detained and after further investigation the male had dropped a bag of raw meat from the meat department that he had not paid for. Manger did not desire prosecution but wanted him to be trespassed from the business for 6 months. Male subject was verbally admonished and sent on his way.

CR# 25-39743 - Burglary

RP called reporting a past occurred theft of tools from his workshop. After further investigation, it was determined that the north side chain-link fence was cut in order to gain access to the property. Surveillance footage captured on 12/21/2025 at 0300 hours, showed 3 male subjects breaking entry and stealing approximately \$3,500.00 worth of power tools and equipment. Fresh tire tracks were located near the entrance point. Surveillance footage was collected from the Holtville Car Wash to determine potential suspect vehicle, pending follow-ups. All other evidence and statements were documented/collected.

CR# 25.39862 - Fraud (General Dollar)

RP contacted ICSO in reference to someone using her Bank of America debit card at the General Dollar in the city of Holtville and attempted to purchase merchandise with the value of \$184 dollars. RP stated she was currently at her residence located in Los Angeles County when she received a mobile notification regarding the transaction. RP also stated she misplaced her debit card approximately 3 weeks ago when she came down to visit Holtville. Surveillance footage was obtained from General Dollar and a heavy-set Hispanic female wearing a purple shirt and black pants utilized the debit card later getting decline. The unknown subject later left the scene leaving all merchandise behind.

Respectfully submitted,

Sergeant Damian Martinez

City of Holtville

REPORT TO CITY COUNCIL

MEETING DATE:	<u>1/12/26</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: January 6th, 2026

FROM: Joshua Osuna
Water Treatment Plant Chief Operator/Supervisor

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 12/17/25 through 1/6/26

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 patching (See attached photos) refilled the pond and put it back into service (19 total patches)
- Cleanwater1 & Control Systems inspected our Aeration system (TTHM System) and concluded that the problem is within the motor and not the wire. We are working on getting its warranty.

Respectfully Submitted,



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



(Aerator #1 with the wires cut for testing)



(2 of 19 of some of the patch work done on pond #3)



These are just a few pictures of the patches done (19 in total)

MEETING DATE:	1/12/26
ITEM NUMBER	5 e
Approvals	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

Date: 01/06/2026

To: Mr. Mike Pacheco - Mayor
Holtville City Council

Re: Notice of Resignation and Appreciation

Dear Mr. Mayor and members of the City Council-

It is with a heavy but grateful heart, that I have to inform the council that after 24 years of service to the City (*21 as a full time Water Operations Supervisors & 3 as a Consultant*), I had to step down from my role as Chief WWTP Operator at the end of December 2025. I had hoped to stay on longer, but due to unforeseen personal circumstances, I had to submit my resignation to the City Manager sooner than I had expected.

I would like to thank Mr. Nick Wells for all his trust and confidence in me during his time as City Manager, as well as all the past and present council members for having given me the opportunity to serve the City in this capacity for so long. I'm truly grateful for the many personal and professional relationships I made during my time with the City, and leave carrying with me many truly fond memories.

You have my assurance that I will assist the new Chief WWTP Operator (Mr. Gustavo Rodriguez) in transitioning into his new role, which I have no doubt he will successfully carry out.

I truly wish you all, as well as my former operations staff, my sincerest best wishes going forward...

Sincerest best wishes and regards,



Frank Cornejo.
(former) Water Operations Supervisor
City of Holtville

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:	1/12/26
ITEM NUMBER	5f
<i>Approvals</i>	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

DATE ISSUED January 9, 2026
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 four dogs.
- Pumped water out of Apple Court retention basin.
- Repaired waterbreak at 600 Blk of Maple Ave.
- Tested 10 backflows.
- Replaced 2 ¾ inch meters.
- Replaced 4 1inch meters.
- Replaced 1 2inch meter.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville

**City of Holtville
REPORT TO CITY COUNCIL**

<p>MEETING DATE:</p> <p>ITEM NUMBER</p> <p>Approvals</p>	<p><i>01/12/26</i></p> <p><i>5 g</i></p> <p>CITY MANAGER</p> <p>FINANCE MANAGER</p> <p>CITY ATTORNEY</p>
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DATE ISSUED: January 1st, 2025

FROM: Raylene Tapiceria

SUBJECT: Building Inspections Quarterly Report 10/01/2025 - 12/31/2025

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

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

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<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>	<u>TYPE</u>	<u>#</u>
Roof Nailing	14	Roofing	7	Replace A/C	0	Windows	7	Gas	0
Water Heater	0	Insulation	1	Electrical	10	Pool Demo	0	Courtesy Inspection	0
Framing	6	Plumbing	5	Lath	2	Roof Collapse	0	Fire Restoration	0
Set Back	4	Rebar	4	Solar Panels	2	Concrete		5 Fence	0
Underlayment Paper	9	Footing	4	Drywall Nail	2	Signs	0	Wall Sheathing	4

31 Permits received Final Inspections

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

- 840 Circle Dr. - Electrical panel upgrade
- 845 Ash Ave. - Reroof
- 567 Figueroa Ave. - Reroof
- 875 Cedar Ave. - Electrical upgrade
- 737 Chestnut Ave. - Final swimming pool
- 769 Cedar Ave. - Reroof
- 669 Maple Ave. - Electrical upgrade
- 390 E. 5th St. - Reroof
- 629 Wooldridge Ave. - Plumbing
- 669 Maple Ave. - Garage
- 560 Figueroa Ave. - Electrical panel upgrade
- 902 Holt Ave. - Dinning hall
- 712 Brentwood Ave. - Reroof
- 336 E. 6th St. - Solar panels

- 530 Palo Verde Ave. - Patio
- 504 E. 10th St. - Solar panels

- 544 Figueroa Ave. - Electrical panel upgrade
- 814 Orange Ave. - Bathroom addition

Plan Review / Building Permits

- 840 Circle Dr. - Electrical panel upgrade
- 940 Orange Ave. - Demo / Reroof
- 738 Orange Ave. - Replace water heater
- 878 Cedar Ave. - Garage
- 875 Cedar Ave. - Electrical panel upgrade
- 390 E. 5th St. - Reroof
- 936 Beale Ave. - Replace water heater
- 410 Pine Ave. - Solar panels / Carports
- 713 Brentwood Ave. - Demo / Reroof
- 769 Cedar Ave. - Demo / Reroof
- 647 Chestnut Ave. - Roof repair
- 544 Figueroa Ave. - Electrical panel upgrade
- 722 E. 6th St. Demo / Reroof
- 620 Walnut Ave. - ADU Reroof
- 552 / 562 Figueroa Ave. - Electrical panel upgrade
- 211 W. 5th St. - Replace electrical sign
- 761 Palm Ave. - Revised solar plans
- 712 Brentwood Ave. - Demo / Reroof
- 822 Cedar Ave. - Replace sewer line
- 317 E. 5th St. - Roof repair
- 568 / 562 Figueroa Ave. - Electrical panel upgrade

- 669 Maple Ave. - Electrical panel upgrade
- 830 E. 8th St. - Asbestos removal
- 431 Holt Ave. - Install catv power supply
- 336 E. 6th St. - ADU / Solar panels
- 861 Circle Dr. - Electrical panel upgrade
- 629 Wooldridge Ave. - Plumbing
- 729 E. 4th St. - Replace A/C
- 730 Fig Ave. - Replace 1 entry door
- 543 Cedar Ave. - Demo / Reroof
- 654 Maple Ave. - Solar panels
- 654 Maple Ave. - Reroof
- 561 Palm Ave. - Electrical panel upgrade
- 560 / 562 Figueroa Ave. - Electrical panel upgrade
- 625 E. 3rd. St. - Demo / Reroof
- 557 Palo Verde Ave. - Demo / Reroof
- 700 Circle Dr. - Demo existing swimming pool
- 654 Maple Ave. - Replace water heater
- 630 Orange Ave. - Demo ADU
- 336 E. 6th St. - Revisions for permit #1198

Red Tags:

- 11/25/2025 - Replacing signs without a building permit.

Respectfully Submitted,

Building Inspector
Raylene Tapiceria