

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

Monday, January 26, 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:

*Tim Wagner
Pastor for Cornerstone Community Church*

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, January 12, 2026.
- b. Current Demands #47502 through #48969.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-01
Amending EMERGENCY ORDINANCE #499 Adding Title 9, Section 9.29 Regarding
Regulating Parades and Assemblages *Nick Wells, City Manager*

b. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-02
Authorizing CMFA to Issue Tax-Exempt Bonds *Cynthia Mancha, City Planner*

c. Discussion/Related Action to Adopt RESOLUTION #26-03 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 - *Gustavo Rodriguez*
- f. Public Works Supervisor - *Alex Chavez*

6. Items for Future Meetings:

7. ADJOURNMENT:

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Friday, January 23, 2026.

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

Monday, January 12, 2026

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>1 a</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

The Regular Meeting of the Holtville City Council was held on Monday, January 12, 2026, at 5:00 pm in the Civic Center. Mayor Mike Pacheco was present, as were Council Members Murray Anderson, Mike Goodsell, John Munger, and Vanessa Ramirez. Also present were Police Chief Damian Martinez, Finance Supervisor Chandler Sinclair, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

The Closed Session meeting was called to order at 5:30 PM. by Mayor Mike 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 6:04 PM.

PLEDGE OF ALLEGIANCE: *Ms. Sinclair 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, January 9, 2026.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

GENERAL PUBLIC COMMENTS:

Victor Carrillo, came on behalf of CR&R to remind the Council that they are happy to support the City's needs and be involved in community events by providing trash bins and street cleaning.

Stacy Britschgi (854 Cedar Avenue) informed the Council of the Athletic Booster's Rib Cook-Off on Saturday, January 24 and the Carrot Races on February 7. A QR code has been shared to make race registration simple.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, December 29, 2025.
- b. Current Demands #48862 through #48929

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, Goodsell, Munger, Ramirez, Pacheco*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:

Ms. Rios reported that she attended a meeting for the Carrot Festival Parade that morning.

Mr. Wells reported that as a result of surplus funds for the Ninth Street Improvements, plans are underway to capture the funds by improving the entire street section. He attended a Pre-Bid meeting for the Trestle Bridge Project and checked in with Chief Silva who is in contact with Rubio Medina.

Mrs. Ramirez enjoyed the holidays and is looking forward to upcoming community festivities such as the Rib Cook-Off and Carrot Festival.

Mr. Anderson reported that he attended a Chamber of Commerce Board meeting.

Mr. Munger had nothing to report.

Mr. Goodsell also enjoyed the holidays and reported that this past weekend he provided speech coaching to the Carrot Royalty candidates. He attended an ICTC meeting where the impact to IVT services was discussed.

Chief Martinez reported that he will bring in extra personnel for the community events coming up. The issue of Jeep and vehicle theft is ongoing; 2 Jeeps were stolen from the Dollar General parking lot.

Ms. Sinclair reported that she has an ICTC meeting next week and will participate in the Carrot Races.

Mayor Pacheco had nothing to report.

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. Discussion/Related Action Regarding EMERGENCY ORDINANCE #499,

Regulating Parades and Assemblages

Nick Wells, City Manager

Mr. Wells delineated how when Emergency Ordinance No. 499 was passed last January, the Council discussed revisiting the topic for further review before the next Carrot Festival. Furthermore, concerns have been expressed by businessowners along Fifth Street between Holt and Pine Avenue.

Jennifer Parra, Holtville Chamber of Commerce CEO, expressed support for the businesses that wish to postpone the accepted time for chairs to be placed to 6:00 pm. She read the letter requesting the amendment to the ordinance, signed by HC Tax Service, Parkers Pharmacy, and Wong's Kitchen.

Stephany Rios, HC Tax Service, stressed the impact on sales presented by chairs that are placed during business hours, as well as safety hazards.

Victor Carillo, CR&R, suggested that the City review similar regulations from other valley cities.

The Council discussed various options including delaying the time to the morning of the parade, placing reserved seating in the affected business areas, or setting a caveat to the existing ordinance that would postpone the placement of chairs to the morning of for only the affected areas, or simply granting the requested times of 6:00 or 8:00 pm. Ultimately, the Council directed staff to publicly notify the public of discussion and related action to amend Emergency Ordinance #499 at the following meeting.

b. Discussion/Related Action to Update County/Regional Appointment List

Yvette Rios, City Clerk

Ms. Rios reviewed the existing County/ Regional Appointment List, confirming if the concerning persons were interested in keeping their seats on various boards and committees, making adjustments according to their requests and corresponding shifts that resulted from the board reorganization in December.

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 7:06 PM.*

Mike Pacheco, Mayor

Yvette Rios, City Clerk

| | |
|-----------------|----------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>1 b</u> |
| CITY MANAGER | _____ |
| FINANCE MANAGER | _____ |
| CITY ATTORNEY | _____ |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | | |
|------------------|--------------|-----------------|----------------|--------------------|----------------|--------------|-------------------------------|-----------------|
| 47502 | | | | | | | | |
| 01/08/2026 | 47502 | NICHOLAS WELLS | NOVEMBER | 10-12001-4429 | 117.59- | 117.59- | NOVEMBER 2024 MILEAGE | VOID |
| Total 47502: | | | | | | 117.59- | | |
| 48562 | | | | | | | | |
| 01/21/2026 | 48562 | SANTOS QUINTERO | FINAL BILL | 11-00000-39620 | 43.74- | 43.74- | FINAL UTILITY BILL | VOID |
| Total 48562: | | | | | | 43.74- | | |
| 48781 | | | | | | | | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-011 | 12-31610-4430 | 375.00- | 375.00- | (116) WWTP UV SYSTEM REPLAC | VOID |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-012 | 22-80043-4430 | 2,325.00- | 2,325.00- | (512) WEST 9TH STREET IMPROV | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-017 | 10-12003-4430 | 317.50- | 317.50- | (047) ADU REVIEWS, ABC LICENS | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-018 | 10-12003-4430 | 1,331.08- | 1,331.08- | (207) BUILDING PERMIT REVIEWS | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-019 | 10-31140-44302 | 740.00- | 740.00- | (335) CALTRANS SAFETY PLANS | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-020 | 22-80043-4430 | 950.00- | 950.00- | (512) WEST 9TH STREET IMPROV | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-021 | 22-80052-4430 | 730.00- | 730.00- | (518) PINE AVE - 4TH AND 5TH | |
| 01/22/2026 | 48781 | HOLT GROUP, THE | 25-09-022 | 22-80051-4430 | 565.00- | 565.00- | (538) COUNTRY CLUB RESIDENTI | |
| Total 48781: | | | | | | 7,333.58- | | |
| 48930 | | | | | | | | |
| 01/14/2026 | 48930 | 8x8, INC. | 5393909 | 10-14020-4425 | 53.68 | 53.68 | TELEPHONE | ADMIN |
| 01/14/2026 | 48930 | 8x8, INC. | 5393909 | 10-12003-4425 | 53.68 | 53.68 | TELEPHONE | |
| 01/14/2026 | 48930 | 8x8, INC. | 5393909 | 10-12001-4425 | 53.69 | 53.69 | TELEPHONE | |
| 01/14/2026 | 48930 | 8x8, INC. | 5393909 | 11-31510-44250 | 53.69 | 53.69 | TELEPHONE | |
| 01/14/2026 | 48930 | 8x8, INC. | 5393909 | 12-31620-4425 | 53.69 | 53.69 | TELEPHONE | |
| Total 48930: | | | | | | 268.43 | | |
| 48931 | | | | | | | | |
| 01/14/2026 | 48931 | ACCUSOURCEHR | 83700 | 10-22080-4430 | 95.43 | 95.43 | PRE-HIRE | FIRE DEPT |
| Total 48931: | | | | | | 95.43 | | |
| 48932 | | | | | | | | |
| 01/14/2026 | 48932 | ACE HARDWARE | F54911 | 10-31140-44200 | 11.30 | 11.30 | OIL | PW FIRE DEPT |
| 01/14/2026 | 48932 | ACE HARDWARE | F54924 | 10-31150-44200 | 25.85 | 25.85 | MOWER LINE | |
| 01/14/2026 | 48932 | ACE HARDWARE | F54953 | 10-31150-44200 | 32.93 | 32.93 | PAINT SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F54960 | 10-12003-4420 | 4.30 | 4.30 | CAR FRESHNER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F55131 | 10-22080-4420 | 47.14 | 47.14 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F55375 | 11-31520-44200 | 47.39 | 47.39 | WEED GRASS KILLER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56143 | 10-31150-44200 | 74.70 | 74.70 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56203 | 10-22080-4420 | 24.75 | 24.75 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56204 | 10-22080-4420 | 8.61- | 8.61- | AUTO DETAILER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56300 | 10-31150-44200 | 165.90 | 165.90 | RYEGRASS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56395 | 10-31140-44200 | 14.20 | 14.20 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56430 | 10-31140-44210 | 46.32 | 46.32 | BIT SOCKETS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56536 | 10-22080-4420 | 18.07 | 18.07 | BOTTLED WATER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56555 | 10-31140-44200 | 9.15 | 9.15 | BATTERIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F56555 | 10-31150-44200 | 9.16 | 9.16 | BATTERIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57071 | 10-22080-4420 | 44.16 | 44.16 | LEATHER CONDITIONER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57206 | 10-31150-44200 | 32.31 | 32.31 | CABLE TIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57236 | 10-22080-4420 | 16.15 | 16.15 | CORD ADAPTER | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57424 | 10-31150-44200 | 80.89 | 80.89 | PAINT SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57467 | 10-31158-44200 | 18.93 | 18.93 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57484 | 10-31158-44200 | 66.78 | 66.78 | TOILET SEATS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57491 | 10-22080-4420 | 69.99 | 69.99 | BATTERIES, KNIFE | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57493 | 11-31520-44200 | 40.92 | 40.92 | WEED GRASS KILLER | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| 01/14/2026 | 48932 | ACE HARDWARE | F57531 | 11-31520-44200 | 76.63 | 76.63 | CLEANING SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57628 | 10-31150-44200 | 230.04 | 230.04 | PAINT SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57692 | 10-31150-44200 | 7.53 | 7.53 | JUG HOSE | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57692 | 11-31510-44200 | 1.08 | 1.08 | JUG HOSE | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57692 | 12-31620-4420 | 2.15 | 2.15 | JUG HOSE | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57725 | 10-31140-44200 | 33.57 | 33.57 | IRRIGATION SUPPLIES | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57730 | 10-31140-44200 | 28.16 | 28.16 | UNIONS, COUPLERS, ELBOWS, A | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57738 | 10-31140-44200 | 35.08 | 35.08 | ADAPTER, UNION, PLUGS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57746 | 10-22080-4420 | .70 | .70 | BOLTS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57813 | 10-31150-44200 | 12.89 | 12.89 | BUSHINGS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57843 | 10-31150-44200 | 377.07 | 377.07 | RYEGRASS | |
| 01/14/2026 | 48932 | ACE HARDWARE | F57845 | 10-31150-44200 | 60.34- | 60.34- | GRASS | |
| Total 48932: | | | | | | 1,637.24 | | |
| 48933 | | | | | | | | |
| 01/14/2026 | 48933 | AKESO OCCUPATION | EM062547 | 10-22080-4430 | 658.90 | 658.90 | PRE EMPLOYMENT PHYSICAL | FIRE DEPT |
| Total 48933: | | | | | | 658.90 | | |
| 48934 | | | | | | | | |
| 01/14/2026 | 48934 | APPLIED INDUSTRIA | 7033630773 | 11-31520-44200 | 130.98 | 130.98 | GLOVES | PW |
| Total 48934: | | | | | | 130.98 | | |
| 48935 | | | | | | | | |
| 01/14/2026 | 48935 | BABCOCK LABORAT | CA60103-22 | 11-31520-44301 | 19.81 | 19.81 | ALUMINUM | PW |
| 01/14/2026 | 48935 | BABCOCK LABORAT | CA60437-22 | 11-31520-44301 | 19.81 | 19.81 | ALUMINUM | |
| 01/14/2026 | 48935 | BABCOCK LABORAT | CA60439-22 | 12-31610-4430 | 131.30 | 131.30 | BIOCHEMICAL OXYGEN DEMAND | |
| 01/14/2026 | 48935 | BABCOCK LABORAT | CL51977-227 | 12-31610-4430 | 183.32 | 183.32 | BIOCHEMICAL OXYGEN DEMAND | |
| 01/14/2026 | 48935 | BABCOCK LABORAT | LA60011-227 | 12-31610-4430 | 33.44 | 33.44 | E.COLI LAB ANALYSIS | |
| Total 48935: | | | | | | 387.68 | | |
| 48936 | | | | | | | | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29049 | 11-31510-44280 | 488.96 | 488.96 | TIRE SERVICE | PW |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29082 | 10-31150-44280 | 549.51 | 549.51 | TIRE SERVICE | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29082 | 11-31510-44280 | 78.50 | 78.50 | TIRE SERVICE | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29082 | 12-31620-4428 | 157.01 | 157.01 | TIRE SERVICE | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29085 | 10-31150-44280 | 140.00 | 140.00 | TRUCK REPAIRS | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29085 | 11-31510-44280 | 20.00 | 20.00 | TRUCK REPAIRS | |
| 01/14/2026 | 48936 | BAJA DESERT TIRE | S21-29085 | 12-31620-4428 | 40.00 | 40.00 | TRUCK REPAIRS | |
| Total 48936: | | | | | | 1,473.98 | | |
| 48937 | | | | | | | | |
| 01/14/2026 | 48937 | BOUNDTREE | 86045456 | 10-22080-4420 | 1,158.49 | 1,158.49 | MEDICAL SUPPLIES | FIRE DEPT |
| 01/14/2026 | 48937 | BOUNDTREE | 86045457 | 10-22080-4420 | 388.06 | 388.06 | MEDICAL SUPPLIES | |
| Total 48937: | | | | | | 1,546.55 | | |
| 48938 | | | | | | | | |
| 01/14/2026 | 48938 | CASELLE, INC. | INV-14870 | 10-14020-4520 | 1,974.00 | 1,974.00 | SUPPORT AND MAINTENANCE | ADMIN |
| Total 48938: | | | | | | 1,974.00 | | |
| 48939 | | | | | | | | |
| 01/14/2026 | 48939 | COUNTY OF SAN DIE | 26HOLTFDN | 10-22080-4433 | 671.00 | 671.00 | FIRE DEPT RADIOS | PW |
| 01/14/2026 | 48939 | COUNTY OF SAN DIE | 26HOLTFDN | 11-31510-44330 | 15.25 | 15.25 | PUBLIC WORKS RADIOS | FIRE DEPT |
| 01/14/2026 | 48939 | COUNTY OF SAN DIE | 26HOLTFDN | 12-31620-4433 | 15.25 | 15.25 | PUBLIC WORKS RADIOS | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| Total 48939: | | | | | | 701.50 | | |
| 48940 | | | | | | | | |
| 01/14/2026 | 48940 | CR&R INCORPORATE | DECEMBER | 13-31710-4430 | 31,353.03 | 31,353.03 | ADJUSTED GROSS | ADMIN |
| 01/14/2026 | 48940 | CR&R INCORPORATE | DECEMBER | 10-00000-3145 | 3,762.36- | 3,762.36- | FRANCHISE FEES | |
| 01/14/2026 | 48940 | CR&R INCORPORATE | DECEMBER | 13-00000-3849 | 1,881.18- | 1,881.18- | ABA 939 | |
| 01/14/2026 | 48940 | CR&R INCORPORATE | DECEMBER | 10-00000-3848 | 1,567.65- | 1,567.65- | VEHICLE IMPACT FEE | |
| Total 48940: | | | | | | 24,141.84 | | |
| 48941 | | | | | | | | |
| 01/14/2026 | 48941 | DEANNA CURRY | FINAL BILL | 11-00000-39610 | 135.80 | 135.80 | FINAL UTILITY BILL] | UTILITIES |
| Total 48941: | | | | | | 135.80 | | |
| 48942 | | | | | | | | |
| 01/14/2026 | 48942 | DRAGON'S EXTERMI | 89256892 | 10-31158-44300 | 250.00 | 250.00 | MONTHLY PEST | PW |
| Total 48942: | | | | | | 250.00 | | |
| 48943 | | | | | | | | |
| 01/14/2026 | 48943 | EMPIRE SOUTHWES | EMWB02071 | 11-31510-44300 | 11,060.81- | 11,060.81- | BACKHOE REPAIRS | PW |
| 01/14/2026 | 48943 | EMPIRE SOUTHWES | EMWK41495 | 11-31510-44300 | 11,060.81 | 11,060.81 | BACKHOE REPAIRS | |
| 01/14/2026 | 48943 | EMPIRE SOUTHWES | EMWK41496 | 11-31510-44300 | 11,060.81 | 11,060.81 | BACKHOE REPAIRS | |
| Total 48943: | | | | | | 11,060.81 | | |
| 48944 | | | | | | | | |
| 01/14/2026 | 48944 | FERNANDO RUIZ, IN | 172363 | 10-31150-43150 | 105.00 | 105.00 | SAFETY SERVICES | PW |
| 01/14/2026 | 48944 | FERNANDO RUIZ, IN | 172363 | 11-31510-43150 | 105.00 | 105.00 | SAFETY SERVICES | |
| 01/14/2026 | 48944 | FERNANDO RUIZ, IN | 172363 | 12-31620-4315 | 105.00 | 105.00 | SAFETY SERVICES | |
| 01/14/2026 | 48944 | FERNANDO RUIZ, IN | 172363 | 11-31520-43150 | 105.00 | 105.00 | SAFETY SERVICES | |
| 01/14/2026 | 48944 | FERNANDO RUIZ, IN | 172363 | 12-31610-4315 | 105.00 | 105.00 | SAFETY SERVICES | |
| Total 48944: | | | | | | 525.00 | | |
| 48945 | | | | | | | | |
| 01/14/2026 | 48945 | HUMANE SOCIETY O | 10/25 - 12/25 | 10-21070-4432 | 600.00 | 600.00 | ANIMAL CARE EXPENSES | ADMIN |
| Total 48945: | | | | | | 600.00 | | |
| 48946 | | | | | | | | |
| 01/14/2026 | 48946 | I.C. SHERIFF'S DEPT | 12302025 | 10-21040-4430 | 78,163.15 | 78,163.15 | SHERIFF SERVICES | ADMIN |
| 01/14/2026 | 48946 | I.C. SHERIFF'S DEPT | 12302025 | 10-21050-4430 | 8,503.75 | 8,503.75 | DISPATCH SERVICES | |
| Total 48946: | | | | | | 86,666.90 | | |
| 48947 | | | | | | | | |
| 01/14/2026 | 48947 | IMPERIAL PRINTERS | 25-3871 | 11-31510-44160 | 1,104.44 | 1,104.44 | REPLY ENVELOPES | PW |
| 01/14/2026 | 48947 | IMPERIAL PRINTERS | 25-3872 | 11-31510-44160 | 1,454.63 | 1,454.63 | WHITE ENVELOPES | FIRE DEPT |
| 01/14/2026 | 48947 | IMPERIAL PRINTERS | 25-3884 | 10-22080-4416 | 194.95 | 194.95 | FIRE DEPT FEE SCHEDULE | |
| 01/14/2026 | 48947 | IMPERIAL PRINTERS | 25-3885 | 10-22080-4416 | 212.84 | 212.84 | INSPECTIONS FORMS | |
| Total 48947: | | | | | | 2,966.86 | | |
| 48948 | | | | | | | | |
| 01/14/2026 | 48948 | JADE SECURITY SYS | 0230624 | 12-31610-4430 | 64.48 | 64.48 | MONITOR SECURITY SYSTEM | PW |
| 01/14/2026 | 48948 | JADE SECURITY SYS | 0230624 | 11-31520-44300 | 64.49 | 64.49 | MONITOR SECURITY SYSTEM | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
|------------------|--------------|--------------------|----------------|--------------------|----------------|--------------|------------------------------|-----------|
| Total 48948: | | | | | | 128.97 | | |
| 48949 | | | | | | | | |
| 01/14/2026 | 48949 | JIM REITER'S LOCKS | 279350 | 10-31140-44300 | 30.41 | 30.41 | LOCK DECODED | PW |
| 01/14/2026 | 48949 | JIM REITER'S LOCKS | 279350 | 10-31150-44300 | 30.42 | 30.42 | LOCK DECODED | |
| Total 48949: | | | | | | 60.83 | | |
| 48950 | | | | | | | | |
| 01/14/2026 | 48950 | K-C WELDING & REN | 222244 | 10-22080-4430 | 336.65 | 336.65 | SAW REPAIRS | FIRE DEPT |
| Total 48950: | | | | | | 336.65 | | |
| 48951 | | | | | | | | |
| 01/14/2026 | 48951 | KLEINFELDER | 1560242 | 22-80050-4430 | 3,445.00 | 3,445.00 | ALAMO RIVER TRAIL TRESTLE SE | ADMIN |
| 01/14/2026 | 48951 | KLEINFELDER | 1564403 | 22-80050-4430 | 1,110.00 | 1,110.00 | ALAMO RIVER TRAIL TRESTLE SE | |
| Total 48951: | | | | | | 4,555.00 | | |
| 48952 | | | | | | | | |
| 01/14/2026 | 48952 | LA BRUCHERIE IRRRI | 317520 | 10-31150-44200 | 938.92 | 938.92 | BALL VALVES | PW |
| Total 48952: | | | | | | 938.92 | | |
| 48953 | | | | | | | | |
| 01/14/2026 | 48953 | LEAGUE OF CA CITIE | INV-45407-L | 10-12001-4312 | 5,135.00 | 5,135.00 | 2026 MEMBERSHIP DUES | ADMIN |
| Total 48953: | | | | | | 5,135.00 | | |
| 48954 | | | | | | | | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-00000-2026 | 2,412.73 | 2,412.73 | RETIREMENT | ADMIN |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-00000-2027 | 634.40 | 634.40 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-12001-4240 | 688.72 | 688.72 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-14020-4240 | 271.79 | 271.79 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-22080-4240 | 351.81 | 351.81 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-12003-4240 | 212.48 | 212.48 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-21070-4240 | 42.86 | 42.86 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-31140-42400 | 145.37 | 145.37 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 10-31150-42400 | 157.72 | 157.72 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 11-31530-42400 | 31.12 | 31.12 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 11-31510-42400 | 498.24 | 498.24 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 11-31520-42400 | 429.20 | 429.20 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 12-31610-4240 | 473.20 | 473.20 | RETIREMENT | |
| 01/14/2026 | 48954 | MISSIONSQUARE | 6837470 | 12-31620-4240 | 583.86 | 583.86 | RETIREMENT | |
| Total 48954: | | | | | | 6,933.50 | | |
| 48955 | | | | | | | | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322141 | 10-31140-44200 | 11.30 | 11.30 | OIL | PW |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322141 | 10-31150-44200 | 11.30 | 11.30 | OIL | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322141 | 11-31510-44200 | 11.31 | 11.31 | OIL | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322141 | 12-31620-4420 | 45.22 | 45.22 | OIL | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322176 | 10-31150-44200 | 453.42 | 453.42 | TRUCK PARTS | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322176 | 11-31610-44200 | 64.77 | 64.77 | TRUCK PARTS | |
| 01/14/2026 | 48955 | NAPA AUTO PARTS | 322176 | 12-31620-4420 | 129.55 | 129.55 | TRUCK REPAIRS | |
| Total 48955: | | | | | | 726.87 | | |

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| 48956 | | | | | | | | |
| 01/14/2026 | 48956 | NICHOLAS WELLS | NOVEMBER | 10-12001-4429 | 117.59 | 117.59 | NOVEMBER 2024 MILEAGE | ADMIN |
| Total 48956: | | | | | | 117.59 | | |
| 48957 | | | | | | | | |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107587332 | 12-31620-4525 | 146.69 | 146.69 | INSERTING MACHINE LEASE | ADMIN |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107587332 | 11-31510-45250 | 146.69 | 146.69 | INSERTING MACHINE LEASE | |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107587332 | 10-14020-4525 | 146.69 | 146.69 | INSERTING MACHINE LEASE | |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107592911 | 12-31620-4525 | 198.49 | 198.49 | SENDPRO LEASE | |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107592911 | 11-31510-45250 | 198.49 | 198.49 | SENDPRO LEASE | |
| 01/14/2026 | 48957 | PITNEY BOWES GLO | 3107592911 | 10-14020-4525 | 198.48 | 198.48 | SENDPRO LEASE | |
| Total 48957: | | | | | | 1,035.53 | | |
| 48958 | | | | | | | | |
| 01/14/2026 | 48958 | QUILL CORPORATIO | 47115049 | 10-13010-4420 | 20.46 | 20.46 | CALENDAR | ADMIN |
| 01/14/2026 | 48958 | QUILL CORPORATIO | 47122954 | 10-14020-4416 | 7.10 | 7.10 | OFFICE SUPPLIES | |
| 01/14/2026 | 48958 | QUILL CORPORATIO | 47124033 | 10-14020-4416 | 17.78 | 17.78 | FOLDERS | |
| Total 48958: | | | | | | 45.34 | | |
| 48959 | | | | | | | | |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15472 | 12-31620-4428 | 236.67 | 236.67 | TRUCK REPAIRS | PW |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15472 | 11-31510-44280 | 236.67 | 236.67 | TRUCK REPAIRS | |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15472 | 10-31140-44280 | 118.34 | 118.34 | TRUCK REPAIRS | |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15477 | 10-31150-44280 | 24.15 | 24.15 | TRUCK REPAIRS | |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15477 | 11-31510-44280 | 3.45 | 3.45 | TRUCK REPAIRS | |
| 01/14/2026 | 48959 | ROBERT S. NELSON | 15477 | 12-31620-4428 | 6.90 | 6.90 | TRUCK REPAIRS | |
| Total 48959: | | | | | | 626.18 | | |
| 48960 | | | | | | | | |
| 01/14/2026 | 48960 | ROY MCCARTER | FARMERS M | 10-13050-4430 | 95.00 | 95.00 | FARMERS MARKET PERMIT REFU | FARMERS MKT |
| Total 48960: | | | | | | 95.00 | | |
| 48961 | | | | | | | | |
| 01/14/2026 | 48961 | SAM BROWN SHIELD | 8624 | 10-22080-4420 | 310.72 | 310.72 | SHIELDS FOR FIRE DEPT | FIRE DEPT |
| Total 48961: | | | | | | 310.72 | | |
| 48962 | | | | | | | | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48407 | 10-22080-4427 | 1,259.26 | 1,259.26 | FD FUEL | PW |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 10-12003-4427 | 45.81 | 45.81 | PW FUEL | FIRE DEPT |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 10-21070-4427 | 70.99 | 70.99 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 10-31150-44270 | 828.20 | 828.20 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 11-31510-44270 | 157.33 | 157.33 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 11-31530-44270 | 226.49 | 226.49 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 11-31520-44270 | 156.02 | 156.02 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 12-31610-4427 | 160.31 | 160.31 | PW FUEL | |
| 01/14/2026 | 48962 | SELLERS PETROLEU | CL48408 | 12-31620-4427 | 568.36 | 568.36 | PW FUEL | |
| Total 48962: | | | | | | 3,472.77 | | |
| 48963 | | | | | | | | |
| 01/14/2026 | 48963 | SERVICE MASTER | 35773 | 10-31158-44300 | 2,045.60 | 2,045.60 | JANITORIAL SERVICE | PW |
| Total 48963: | | | | | | 2,045.60 | | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| 48964 | | | | | | | | |
| 01/14/2026 | 48964 | TARGETSOLUTIONS | INV133965 | 10-22080-4313 | 214.40 | 214.40 | TRAINING PLATFORM | FIRE DEPT |
| Total 48964: | | | | | | 214.40 | | |
| 48965 | | | | | | | | |
| 01/14/2026 | 48965 | THE CRISCOM COMP | 271643 | 10-11011-44300 | 4,500.00 | 4,500.00 | ADVOCACY GRANT WRITING | ADMIN |
| Total 48965: | | | | | | 4,500.00 | | |
| 48966 | | | | | | | | |
| 01/14/2026 | 48966 | TRACTOR SUPPLY C | 200263165 | 12-31610-4420 | 199.17 | 199.17 | BATTERY CHARGER | PW |
| Total 48966: | | | | | | 199.17 | | |
| 48967 | | | | | | | | |
| 01/14/2026 | 48967 | UNDERGROUND SER | 1220250344 | 10-31140-44300 | 32.00 | 32.00 | DIG ALERT FEES | PW |
| Total 48967: | | | | | | 32.00 | | |
| 48968 | | | | | | | | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 10-31158-44200 | 328.76 | 328.76 | WORKPLACE SUPPLIES | PW |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 12-31610-4314 | 696.57 | 696.57 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 11-31520-43140 | 656.55 | 656.55 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 11-31530-43140 | 152.13 | 152.13 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 10-31150-43140 | 142.62 | 142.62 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 10-31140-43140 | 142.62 | 142.62 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 11-31510-43140 | 256.72 | 256.72 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | #2000 DEC 2 | 12-31620-4314 | 256.72 | 256.72 | UNIFORM CHARGES | |
| 01/14/2026 | 48968 | VESTIS | 27716518 | 10-31150-43140 | 39.40 | 39.40 | JACKET AND EMBROIDERY | |
| 01/14/2026 | 48968 | VESTIS | 27716518 | 11-31510-43140 | 5.63 | 5.63 | JACKET AND EMBROIDERY | |
| 01/14/2026 | 48968 | VESTIS | 27716518 | 12-31620-4314 | 11.25 | 11.25 | JACKET AND EMBROIDERY | |
| Total 48968: | | | | | | 2,688.97 | | |
| 48969 | | | | | | | | |
| 01/14/2026 | 48969 | WALKER & DRISKILL | 15199 | 10-16026-4430 | 2,781.37 | 2,781.37 | ATTORNEY FEES | ADMIN |
| Total 48969: | | | | | | 2,781.37 | | |
| Grand Totals: | | | | | | 164,707.37 | | |

City of Holtville
REPORT TO COUNCIL

| | | |
|----------------------|------------------------|---|
| MEETING DATE: | | <u>01/26/26</u> |
| ITEM NUMBER | | <u>3 a</u> |
| Approvals | CITY MANAGER |  |
| | FINANCE MANAGER | _____ |
| | CITY ATTORNEY | _____ |

DATE ISSUED: January 23, 2026

FROM: Nick Wells, City Manager

SUBJECT: **Resolution 26-01 Adopting Ordinance 499:** *Adding Restrictions on Parades and Assemblages, Including Early Placement of Chairs Along Parade Routes*

ISSUE

Shall the City Council approve an amendment to Ordinance 499 of the Holtville Municipal Code to regulate the timing of placement of spectator chairs along the route of the annual Carrot Festival Parade?

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.

Last year, an ordinance was passed allowing for placement of the chairs the Friday morning prior to the event, but local merchants complained that this measure was not good enough. Discussion was not finalized, but there was some consensus that at least 6pm the night before would be more appropriate, if not later. The revision is presented with the though that it may be amended after discussion with Council and the public.

FISCAL IMPACT

There is no significant fiscal impact.

CITY MANAGER RECOMMENDATION

It is recommended that the City Council approve the emergency ordinance.

ALTERNATIVES

- 1 - Accept the ordinance as written, moving forward passage of all included language
- 2 - Amend the language presented.
- 3 – Take no action, allowing the status quo to remain.

ORDINANCE NO. 499

**AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE, CALIFORNIA,
ADDING SECTION 9.29 ENTITLED “PARADES AND ASSEMBLAGES”
TO CHAPTER 9 ENTITLED “PUBLIC PEACE, MORALS, AND SAFETY”
TO THE HOLTVILLE MUNICIPAL CODE**

A. Recitals

(i) Whereas, the City of Holtville may make and enforce all regulations within the City to further the public health, safety and welfare.

(ii) Whereas, the City Council finds that it furthers the public health, safety and welfare to maintain streets, sidewalks and other areas designated for pedestrian and vehicular access free from obstruction and encroachments.

(iii) Whereas, Government Code Section 36937 empowers cities to adopt, by four-fifths vote, an urgency ordinance which is necessary for the immediate preservation of the public peace, health or safety; and

(iv) Whereas, Parades, Assemblages and spectators occupying sidewalks during same creates a serious hinderance to individuals who rely on unobstructed pedestrian rights-of-way to move about the City;

(v) Whereas, maintaining city streets and sidewalks and other access areas in an unobstructed manner pursuant to this ordinance is necessary as an emergency measure to preserve the public peace, health, safety and welfare.

B. Ordinance

NOW, THEREFORE, the City Council of the City of Holtville does hereby find, determine and ordain as follows:

SECTION 1: The above findings are true and correct and hereby incorporated into this ordinance.

SECTION 2: Section 9.29 “Parades and Assemblages” is hereby added to Title 9, “Public Peace, Morals and Safety” of the Holtville Municipal Code as follows:

9.29 Parades and Assemblages

9.29.010 Permitting Requirements

(a) *No person, group of persons or organization shall conduct or participate in any parade, procession or assemblage upon any street, highway or public ground, or block off any street, highway or public ground area, without first obtaining a permit from the City of Holtville.*

(b) *Applications for such permits shall be made on such forms as may be prescribed and shall contain such information as is reasonably necessary to a fair determination of whether a permit should be issued. Applications shall be filed not less than ten days before the time intended for such parade, procession or assemblage.*

- (c) *The permit shall be issued unless the Police Chief or Fire Chief determines that:*
- (1) *The time, place, size or conduct of the parade, procession or assemblage, including the assembly areas and route of march would unreasonably interfere with the public convenience and safe use of the streets, highways or public grounds.*
 - (2) *The parade, procession or assemblage would require the diversion of so great a Number of police officers to properly police the line of movement, assembly area and areas contiguous thereto so as to deny normal police protection to the City.*
 - (3) *The parade route of march or assembly areas would unreasonably interfere with the movement of police vehicles, firefighting equipment or ambulance service to other areas of the City.*
 - (4) *The parade, procession or assemblage would unreasonably interfere with another parade, procession, or assemblage for which a permit has been issued.*
 - (5) *The information contained in the application is found to be false, misleading or incomplete in any material detail.*
 - (6) *An emergency such as a fire or storm would prevent the proper conduct of the parade, procession or assemblage.*
- (d) *The permit or any order accompanying it may limit or prescribe reasonable conditions, including the hours, the places of assembly and of dispersal, the route of march or travel and the streets, highways, public grounds or portions thereof which may be used or occupied*

9.29.011 Placement of Chairs, Benches, Etc. Along Parade Routes

No type of seating, including but not limited to chairs, benches, and blankets shall be placed upon any sidewalk, public right-of-way or City property adjacent to a parade route prior to 6:00 ~~a.m.~~ p.m. on the day immediately prior to the scheduled parade event. Use of ropes, chains, bars, etc. to “reserve” seating areas is not permitted. (Ord. 299, 2026).

SECTION 3: Severability. If any provision(s) of this ordinance or the application thereof to any person or circumstances is held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any other provision or application, and to this end, the provisions of this ordinance are declared to be severable. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, even though any one or more sections, subsections, clauses, phrases, parts or portions thereof was declared invalid or unconstitutional.

SECTION 4: The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of law and this Ordinance shall take effect immediately after passage.

INTRODUCED at a regular meeting of the City Council of the City of Holtville held on January 26, 2026.

PASSED, APPROVED AND ADOPTED this 26th day of January, 2026.

Mike Pacheco, Mayor

ATTEST:

Yvette Rios, City Clerk

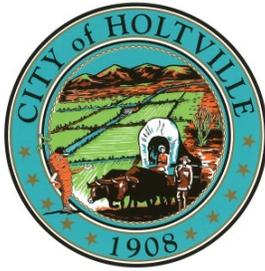
I, Yvette Rios, City Clerk of the City of Holtville, do hereby certify that the foregoing Ordinance was adopted at a regular meeting of the City Council of the City of Holtville, held on the 13th day of January, 2025, by the following vote:

| | |
|----------|-----------------|
| AYES: | Councilmembers: |
| NOES: | Councilmembers: |
| ABSENT: | Councilmembers: |
| ABSTAIN: | Councilmembers: |

Yvette Rios, City Clerk

APPROVED AS TO FORM:

Steven M. Walker, City Attorney



| | |
|---------------|-----------------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>3 b</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: January 21, 2026

Project: **Sunset Rose Senior Apartments TEFRA Hearing and Resolution Authorizing CMFA to Issue Tax-Exempt Bonds**

SUMMARY:

| | |
|---------------------------|--|
| Property Owner: | Holtville Senior Associates |
| Subject of Report: | Sunset Rose Apartments TEFRA Hearing and Resolution Authorizing CMFA to Issue Tax-Exempt Bonds |
| Borrower: | Holtville Senior Associates, a California Limited Partnership |
| Bond Issuer | California Municipal Finance Authority (CMFA) |
| Project Location: | 704 East 3 rd Street, Holtville, CA 92250 (APN 045-330-092) (Attachment A – Project Location Map) |
| Pending Action: | Adopt Resolution 26-02 (Attachment C – Resolution 26-02) authorizing CMFA to issue tax-exempt bonds. |

INTRODUCTION & BACKGROUND

Holtville Senior Associates, a California Limited Partnership is working with California Municipal Finance Authority (CMFA) to secure tax-exempt bonds in an amount not to exceed \$8 million dollars to complete the first phase (32 units) of the 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, please reference **(Attachment A – Project Location Map)**.

On December 22, 2025, the City Council conducted a Tax Equity and Fiscal Responsibility Act (TEFRA) Public Hearing; approved Resolution 25-36 authorizing the City to enter into a Joint Powers Agreement with the California Municipal Finance Authority (CMFA); and authorized CMFA to issue tax-exempt bonds in support of the Sunset Rose Apartments. CMFA Bond Counsel provided notice stating the December 22, 2025, TEFRA Public Hearing Notice did not satisfy the TEFRA requirements.

The purpose of this staff report is to conduct a public hearing pursuant to the Tax Equity and Fiscal Responsibility Act (TEFRA) and approve CMFA to issue tax-exempt bond financing for the project.

DISCUSSION AND REVIEW

Sunset Rose Apartments Tax-Exempt Financing

Holtville Senior Associates, a California Limited Partnership (borrower) is seeking tax-exempt bond financing to complete project construction activities for the Sunset Rose Apartments. 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 is required to consider tax-exempt bond financing. A TEFRA Public Hearing Notice was published in the Holtville Tribune on December 11, 2025, providing notice for the December 22, 2025, TEFRA Hearing. CMFA Bond Counsel determined that the TEFRA Public Hearing Notice published on December 11, 2025, did not satisfy the public notice requirements. To satisfy the TEFRA Public Hearing Notice requirements, CMFA published a Public Hearing Notice on January 15, 2026, providing notice of a TEFRA Hearing to be held on January 26, 2026, please reference (**Attachment B – Public Hearing Notice**).

Fiscal Impact

The city will not have any financial or legal obligations or responsibilities related to the bond financing as described in Section 3., Resolution 26-02.

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 B – Public Hearing Notice**) was published in the Holtville Tribune on January 15, 2026, for the TEFRA Hearing.

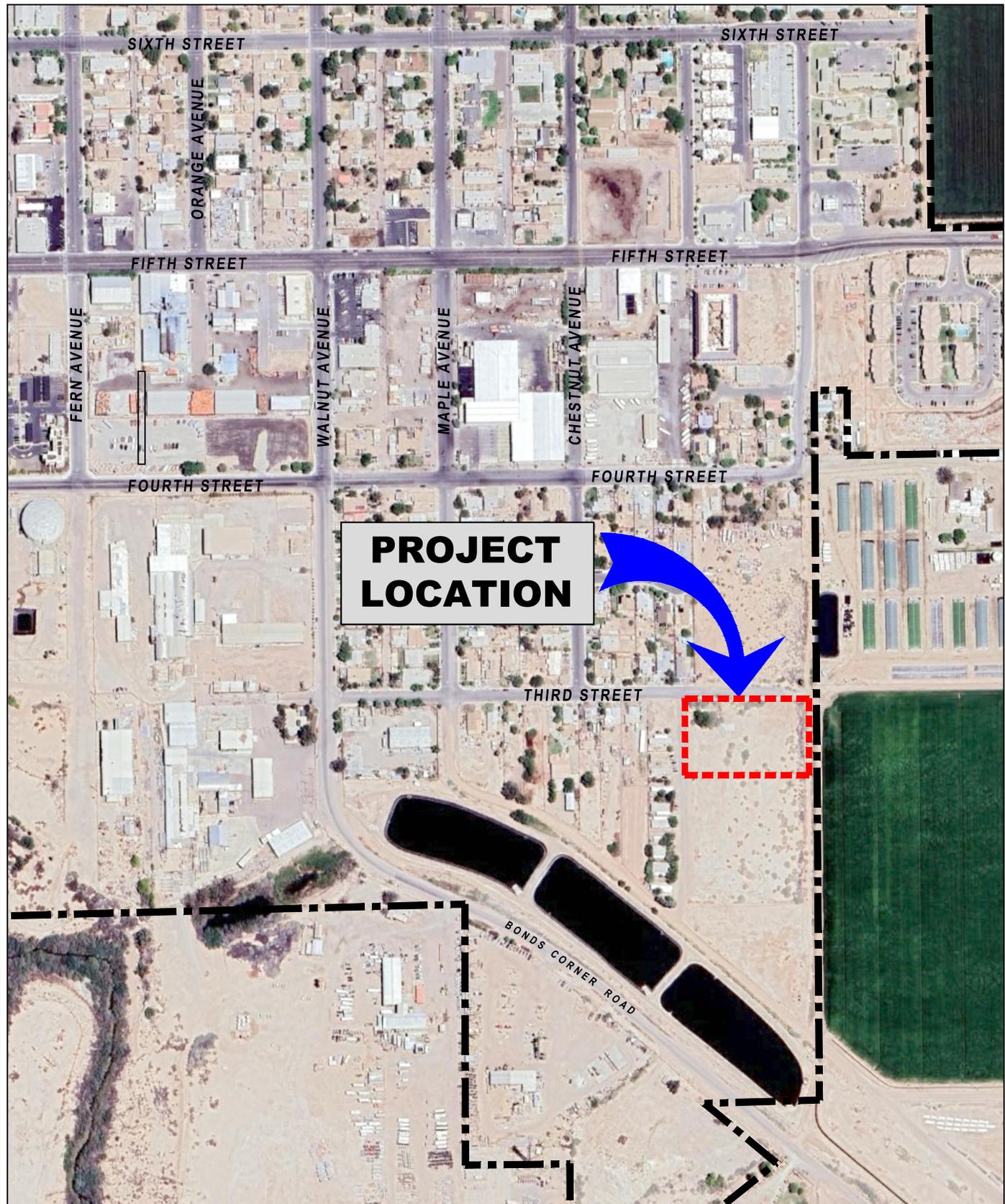
RECOMMENDED ACTIONS

It is recommended that the City Council conduct the public hearing under the requirements of TEFRA and Internal Revenue Code of 1986 and upon listening to testimonies for and against the request, either approve or deny the request. Staff recommends the following actions:

- 1. Adopt Resolution 26-02 (Attachment C – Resolution 26-02)** approving the issuance of the bonds by the CMFA for the benefit of Holtville Senior Associates, a California limited partnership (borrower), to provide for the financing of the project, such adoption is solely for the purposes of satisfying the requirements of TEFRA.

Attachments: Attachment A – Project Location Map
Attachment B – Public Hearing Notice
Attachment C – Resolution 26-02

Attachment A – Project Location Map



LEGEND:

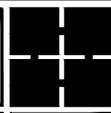


Property Boundary



City Limits

The Holt Group, Inc.
ENGINEERING • PLANNING • SURVEYING



NOT TO SCALE

APN 045-330-092
HOLTVILLE, CALIFORNIA

**PROJECT
LOCATION MAP**

THG Project No. 116.491

Date: 12/18/2025

1601 N. Imperial Ave. El Centro, California 92243

(760)337-3883

Attachment B – Public Hearing Notice

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on January 26, 2026, a public hearing as required by Section 147(f) of the Internal Revenue Code of 1986 (the "Code") will be held with respect to a proposed plan of financing providing for the issuance by the California Municipal Finance Authority (the "Authority") of exempt facility bonds for a qualified residential rental project pursuant to Section 142(a)(7) of 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, in an amount not to exceed \$8,000,000 (the "Bonds"). The proceeds of the Bonds will be used to: (1) finance or refinance the acquisition, construction, improvement and equipping of Sunset Rose Senior Apartments, a senior multifamily rental housing project located at 704 East 3rd Street, Holtville, California; and (2) pay certain expenses incurred in connection with the issuance of the Bonds. The facilities are to be owned by Holtville Senior Associates, a California Limited Partnership (the "Borrower") or a partnership of which Pacific West Communities, Inc. (the "Developer") or a related person to the Developer is the general partner.

The Bonds and the obligation to pay principal of and interest thereon and any redemption premium with respect thereto do not constitute indebtedness or an obligation of the Authority, the State of California or any political subdivision thereof, within the meaning of any constitutional or statutory debt limitation, or a charge against the general credit or taxing powers of any of them. The Bonds shall be a limited obligation of the Authority, payable solely from certain revenues duly pledged therefor and generally representing amounts paid by the Borrower.

The hearing will commence at 5:30 p.m. or as soon thereafter as the matter can be heard, and will be held in the Holtville City Hall Council Chambers, 121 West Fifth Street, Holtville, California. Interested persons wishing to express their views on the issuance of the Bonds or on the nature and location of the facilities proposed to be financed or refinanced may attend the public hearing or, prior to the time of the hearing, submit written comments.

Additional information concerning the above matter may be obtained from, and written comments should be addressed to, City Clerk, City of Holtville, 121 West Fifth Street, Holtville, California 92250.

Attachment C – Resolution 26-02

RESOLUTION NO. 26-02

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLVILLE APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY EXEMPT FACILITY BONDS FOR A QUALIFIED RESIDENTIAL RENTAL PROJECT IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$8,000,000 FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION, CONSTRUCTION, IMPROVEMENT AND EQUIPPING OF SUNSET ROSE SENIOR APARTMENTS AND CERTAIN OTHER MATTERS RELATING THERETO

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 3rd Street, Holtville, California (the “Project”); and

WHEREAS, pursuant to Section 147(f) of the Code, the issuance of the Bonds by the Authority must be approved by the City of Holtville (the “City”) because the Project is to be located within the territorial limits of the City; and

WHEREAS, the City Council of the City (the “City Council”) is the elected legislative body of the City and is one of the “applicable elected representatives” required to approve the issuance of the Bonds under Section 147(f) of the Code; 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 Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004 (the “Agreement”), among certain local agencies, including the City; and

WHEREAS, pursuant to Section 147(f) of the Code, the City Council has, following notice duly given, held a public hearing regarding the issuance of the Bonds, and now desires to approve the issuance of the Bonds by the Authority;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Holtville as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. 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 by the Authority, for the purposes of (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is to be located, in accordance with said Section 147(f) and (b) Section 4 of the Agreement.

Section 3. 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 4. 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, installation 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 5. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

Section 6. This resolution shall take effect immediately upon its passage.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Holtville at a regular meeting of the City Council held on the 26th day of January 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mike Pacheco, Mayor

Yvette Rios, City Clerk

City of Holtville
REPORT TO COUNCIL

| | |
|---------------|--|
| MEETING DATE: | <u>01/26/26</u> |
| ITEM NUMBER | <u>3 c</u> |
| Approvals | CITY MANAGER  |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED: January 23, 2026
FROM: Nick Wells, City Manager
SUBJECT: *Resolution No. 26-03 Adopting a Revised 2025-26 Salary Schedule*

ISSUE:

Shall the City Council approve Resolution No. 26-03, Adopting a Revised 2025-26 Salary Schedule?

DISCUSSION:

Although the City's Salary Schedule was formally adopted per standard practice for the current fiscal year prior to its July 1 start, and amended for the recent change in the California Minimum Wage, changes need to still be made pursuant to the Memoranda of Understanding with City employees to implement the agreed upon 2% wage increase.

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

1. All positions at the lower end of the Schedule (Ranges 16 and 17) were previously adjusted upward at Step A to comply with the California Minimum Wage Law change. Steps B-F have now also been amended to reflect the 2% increase
2. Ranges 18 through 54 on the Management/Supervisory and Classified sections have been amended to reflect the 2% increase.

FISCAL IMPACT:

The fiscal impact to the three primary funds was calculated at adoption to be just under \$21,000. Of this, approximately \$8,900 impacts the General Fund, \$5,160 impacts Water, and \$6,830 will impact Sewer.

CITY MANAGER RECOMMENDATION:

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

ALTERNATIVE:

- 1 - Approve the Salary Schedule revisions as presented.
- 2 - Request renegotiation of the Memoranda of Understanding.
- 3 - Make additional compensation changes to the schedule.
- 4 - Give staff other direction to proceed.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 26-03**

**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; 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. Pursuant to the most recent Memoranda of Understanding with City employees, the listed wages for most Ranges and Steps have been recalculated to reflect a two percent (2%) increase from the adopted Salary Schedule which took affect on July 1, 2025.
3. As Step A for the positions at Ranges 10 through 17 had previously been adjusted to reflect the current California Minimum Wage level on the Salary Schedule, only Steps B-F of Ranges 16 and 17 have been amended to reflect the 2% increase.
4. The modified Salary Schedule will take effect immediately upon execution of this Resolution and is recognized to be retroactive to January 1, 2026.
5. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 26th day of January, 2026, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Yvette Rios, City Clerk

Mike Pacheco, Mayor

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

| MANAGEMENT/SUPERVISORY PERSONNEL | | | | | | | | |
|---|--------------|---------|---------------|---------------|---------------|---------------|---------------|---------------|
| POSITION | RANGE | | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F |
| FINANCE MANAGER | 70 | Hourly | 31.78 | 33.37 | 35.04 | 36.79 | 38.63 | 40.56 |
| | | Per Pay | 2,542 | 2,670 | 2,803 | 2,943 | 3,090 | 3,245 |
| | | Annual | 66,102 | 69,408 | 72,878 | 76,522 | 80,348 | 84,365 |
| WTP/WWTP SUPERVISOR | 60 | Hourly | 29.00 | 30.45 | 31.97 | 33.57 | 35.25 | 37.01 |
| | | Per Pay | 2,320 | 2,436 | 2,558 | 2,686 | 2,820 | 2,961 |
| | | Annual | 60,320 | 63,336 | 66,503 | 69,828 | 73,319 | 76,985 |
| PUBLIC WORKS SUPERVISOR AC | 54 | Hourly | 26.76 | 28.10 | 29.50 | 30.98 | 32.53 | 34.15 |
| | | Per Pay | 2,141 | 2,248 | 2,360 | 2,478 | 2,602 | 2,732 |
| | | Annual | 55,661 | 58,444 | 61,366 | 64,434 | 67,656 | 71,039 |
| FIRE CHIEF AS | 53 | Hourly | 26.76 | 28.10 | 29.50 | 30.98 | 32.53 | 34.15 |
| | | Per Pay | 2,141 | 2,248 | 2,360 | 2,478 | 2,602 | 2,732 |
| | | Annual | 55,661 | 58,444 | 61,366 | 64,434 | 67,656 | 71,039 |
| FINANCE SUPERVISOR AA | 50 | Hourly | 25.38 | 26.65 | 27.98 | 29.38 | 30.85 | 32.39 |
| | | Per Pay | 2,030 | 2,132 | 2,239 | 2,350 | 2,468 | 2,591 |
| | | Annual | 52,790 | 55,430 | 58,201 | 61,111 | 64,167 | 67,375 |

| PERMANENT FULL-TIME PERSONNEL (Classified) | | | | | | | | |
|---|--------------|---------|---------------|---------------|---------------|---------------|---------------|---------------|
| POSITION | RANGE | | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F |
| PUBLIC WORKS FOREMAN | 45 | Hourly | 24.99 | 26.24 | 27.55 | 28.93 | 30.38 | 31.89 |
| | | Per Pay | 1,999 | 2,099 | 2,204 | 2,314 | 2,430 | 2,552 |
| | | Annual | 51,979 | 54,578 | 57,307 | 60,172 | 63,181 | 66,340 |
| WTP/WWTP Foreman JLO | 45 | Hourly | 25.49 | 26.76 | 28.10 | 29.51 | 30.98 | 32.53 |
| | | Per Pay | 2,039 | 2,141 | 2,248 | 2,361 | 2,479 | 2,603 |
| | | Annual | 53,019 | 55,670 | 58,454 | 61,376 | 64,445 | 67,667 |
| WTPO III | 45 | Hourly | 25.49 | 26.76 | 28.10 | 29.51 | 30.98 | 32.53 |
| | | Per Pay | 2,039 | 2,141 | 2,248 | 2,361 | 2,479 | 2,603 |
| | | Annual | 53,019 | 55,670 | 58,454 | 61,376 | 64,445 | 67,667 |
| WWTPO II IC | 45 | Hourly | 25.49 | 26.76 | 28.10 | 29.51 | 30.98 | 32.53 |
| | | Per Pay | 2,039 | 2,141 | 2,248 | 2,361 | 2,479 | 2,603 |
| | | Annual | 53,019 | 55,670 | 58,454 | 61,376 | 64,445 | 67,667 |
| Accountant/GL Analyst | 44 | Hourly | 24.36 | 25.58 | 26.86 | 28.20 | 29.61 | 31.09 |
| | | Per Pay | 1,949 | 2,046 | 2,149 | 2,256 | 2,369 | 2,487 |
| | | Annual | 50,669 | 53,202 | 55,862 | 58,655 | 61,588 | 64,668 |
| BUDGET ANALYST | 42 | Hourly | 23.82 | 25.01 | 26.26 | 27.57 | 28.95 | 30.40 |
| | | Per Pay | 1,906 | 2,001 | 2,101 | 2,206 | 2,316 | 2,432 |
| | | Annual | 49,546 | 52,023 | 54,624 | 57,355 | 60,223 | 63,234 |
| PERSONNEL TECH. HD | 42 | Hourly | 23.82 | 25.01 | 26.26 | 27.57 | 28.95 | 30.40 |
| | | Per Pay | 1,906 | 2,001 | 2,101 | 2,206 | 2,316 | 2,432 |
| | | Annual | 49,546 | 52,023 | 54,624 | 57,355 | 60,223 | 63,234 |
| SENIOR ACCOUNT CLERK SM | 42 | Hourly | 23.82 | 25.01 | 26.26 | 27.57 | 28.95 | 30.40 |
| | | Per Pay | 1,906 | 2,001 | 2,101 | 2,206 | 2,316 | 2,432 |
| | | Annual | 49,546 | 52,023 | 54,624 | 57,355 | 60,223 | 63,234 |
| Building Inspector RT | 37 | Hourly | 22.29 | 23.41 | 24.58 | 25.80 | 27.09 | 28.45 |
| | | Per Pay | 1,783 | 1,872 | 1,966 | 2,064 | 2,168 | 2,276 |
| | | Annual | 46,363 | 48,681 | 51,115 | 53,671 | 56,355 | 59,172 |
| WTPO II JO RR | 33 | Hourly | 21.23 | 22.29 | 23.41 | 24.58 | 25.81 | 27.10 |
| | | Per Pay | 1,698 | 1,783 | 1,872 | 1,966 | 2,064 | 2,168 |
| | | Annual | 44,158 | 46,366 | 48,685 | 51,119 | 53,675 | 56,359 |

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

| PERMANENT FULL- TIME PERSONNEL (Classified) [Continued] | | | | | | | | | |
|--|----------------|--------------|---------|---------------|---------------|---------------|---------------|---------------|---------------|
| POSITION | | RANGE | | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F |
| WWTPO I | JH | 33 | Hourly | 21.23 | 22.29 | 23.41 | 24.58 | 25.81 | 27.10 |
| | | | Per Pay | 1,698 | 1,783 | 1,872 | 1,966 | 2,064 | 2,168 |
| | | | Annual | 44,158 | 46,366 | 48,685 | 51,119 | 53,675 | 56,359 |
| Environmental Compliance Inspector | | 33 | Hourly | 21.23 | 22.29 | 23.41 | 24.58 | 25.81 | 27.10 |
| | | | Per Pay | 1,698 | 1,783 | 1,872 | 1,966 | 2,064 | 2,168 |
| | | | Annual | 44,158 | 46,366 | 48,685 | 51,119 | 53,675 | 56,359 |
| ADMINISTRATIVE ASSIST | GP | 30 | Hourly | 18.83 | 19.77 | 20.76 | 21.80 | 22.89 | 24.03 |
| | | | Per Pay | 1,506 | 1,582 | 1,661 | 1,744 | 1,831 | 1,923 |
| | | | Annual | 39,166 | 41,125 | 43,181 | 45,340 | 47,607 | 49,987 |
| PARK MAINT CREW LEADER | | 24 | Hourly | 18.21 | 19.12 | 20.08 | 21.08 | 22.13 | 23.24 |
| | | | Per Pay | 1,457 | 1,530 | 1,606 | 1,686 | 1,771 | 1,859 |
| | | | Annual | 37,877 | 39,771 | 41,759 | 43,847 | 46,039 | 48,341 |
| WTPO I | | 24 | Hourly | 18.21 | 19.12 | 20.08 | 21.08 | 22.13 | 23.24 |
| | | | Per Pay | 1,457 | 1,530 | 1,606 | 1,686 | 1,771 | 1,859 |
| | | | Annual | 37,877 | 39,771 | 41,759 | 43,847 | 46,039 | 48,341 |
| Dist. Collection OP./Oper. I | TA BM FO | 20 | Hourly | 17.43 | 18.30 | 19.22 | 20.18 | 21.19 | 22.25 |
| | | | Per Pay | 1,394 | 1,464 | 1,537 | 1,614 | 1,695 | 1,780 |
| | | | Annual | 36,254 | 38,067 | 39,970 | 41,969 | 44,067 | 46,271 |
| MWIII | IA | 18 | Hourly | 17.13 | 17.99 | 18.89 | 19.83 | 20.82 | 21.86 |
| | | | Per Pay | 1,370 | 1,439 | 1,511 | 1,586 | 1,666 | 1,749 |
| | | | Annual | 35,630 | 37,412 | 39,283 | 41,247 | 43,309 | 45,474 |
| MWII | | 17 | Hourly | 16.90 | 17.69 | 18.57 | 19.50 | 20.48 | 21.50 |
| | | | Per Pay | 1,352 | 1,415 | 1,486 | 1,560 | 1,638 | 1,720 |
| | | | Annual | 35,152 | 36,795 | 38,635 | 40,567 | 42,595 | 44,725 |
| ADMINISTRATIVE ASSIST | YR | 16 | Hourly | 16.90 | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| | | | Per Pay | 1,352 | 1,382 | 1,451 | 1,523 | 1,599 | 1,679 |
| | | | Annual | 35,152 | 35,922 | 37,718 | 39,604 | 41,584 | 43,663 |
| Dist. Collection OP. OIT/Maint | | 16 | Hourly | 16.90 | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| | | | Per Pay | 1,352 | 1,382 | 1,451 | 1,523 | 1,599 | 1,679 |
| | | | Annual | 35,152 | 35,922 | 37,718 | 39,604 | 41,584 | 43,663 |
| WWTPO IT | | 16 | Hourly | 16.90 | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| | | | Per Pay | 1,352 | 1,382 | 1,451 | 1,523 | 1,599 | 1,679 |
| | | | Annual | 35,152 | 35,922 | 37,718 | 39,604 | 41,584 | 43,663 |
| MWI | AM HT | 16 | Hourly | 16.90 | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| | | | Per Pay | 1,352 | 1,382 | 1,451 | 1,523 | 1,599 | 1,679 |
| | | | Annual | 35,152 | 35,922 | 37,718 | 39,604 | 41,584 | 43,663 |

| PERMANENT FULL-TIME PERSONNEL (Fire) | | | | | | | | | |
|---|---|----|---------|--|--------|--------|--------|--|--|
| FIREFIGHTER - 53hr/wk | 4 | 26 | Hourly | | 16.90 | 16.90 | 16.90 | | |
| | | | Per Pay | | 1,893 | 1,893 | 1,893 | | |
| | | | Annual | | 49,213 | 49,213 | 49,213 | | |

| P/T HOURLY EMPLOYEES (NON-REPRESENTED) | | | | | | | | | |
|---|---|--------------|--------|---------------|---------------|---------------|---------------|---------------|---------------|
| | | RANGE | | STEP A | STEP B | STEP C | STEP D | STEP E | STEP F |
| Firefighter (Part Time) | | 10 | Hourly | 16.90 | | | | | |
| LIFEGUARD - Seasonal | (| 10 | Hourly | 16.90 | | | | | |

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

| | | | | | | | | |
|--------------------------------|----|--------|-------|--|--|--|--|--|
| Swimming Instructor (Seasonal) | 10 | Hourly | 16.90 | | | | | |
|--------------------------------|----|--------|-------|--|--|--|--|--|

| | | | | | | | | |
|--------------------------------------|----|--------|-------|-------|-------|-------|-------|-------|
| Administrative Assistant (Part Time) | 10 | Hourly | 16.90 | 16.90 | 17.25 | 17.50 | 17.75 | 18.00 |
| WWTPO IT (Part Time) | 10 | Hourly | 16.90 | 16.90 | 17.25 | 17.50 | 17.75 | 18.00 |

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: January 23, 2026
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

| | |
|---------------|---|
| Meeting Date | <u>01/26/26</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. Chief Silva checked in with Mr. Medina early this month and he admitted not much work had been done of late, but would be getting back on it. ***He has since sent a list of issues that need to be discussed. Staff will review and respond.***

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. ***Last night, the City received word that the \$2 million Congressional allocation has been approved to help finance this project!***

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. ***A CrisCom rep will be on hand for the Carrot Festival Parade next weekend. We hope to arrange a dinner meeting to further discuss potential additional funding.***

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

Events – *The Carrot Festival is right around the corner and staff have been assisting the Chamber in getting ready for the events. The as-of-yet unsettled issue of parade chair placement is on the current agenda for discussion.*

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 were discussed and reviewed with Caltrans. The current plan will now improve the entire roadway. A conference with THG, the contractor and the CM this morning cleared up some issues and work is expected to begin again next week.*

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. *Discussions have again ramped up. THG is expected to arrange meetings with adjacent property owners to discuss issues and preferences in the next few weeks.*

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 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. A site visit with the design engineer, staff and The Holt Group was held in early January to iron out some issues. ***Bids are due next week, so this should be moving forward soon.***

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 was held recently 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 and 7 permits have been issued for 2026. 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. ***We now await their financing to finalize the project.***

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 :

- 01/12/26 Department Head Meeting *City Hall*
- 01/12/26 Carrot Festival Parade Planning Meeting *City Hall*
- 01/12/26 Holtville City Council Meeting *City Hall*
- 01/14/26 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 01/16/26 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 01/19/26 MLK Day Observed *(City Hall Closed)*
- 01/20/26 Department Head Meeting *City Hall*
- 01/21/26 Imperial Section FFA Speech Contest *Southwest High School (EC)*
- 01/22/26 W Ninth Street Status Meeting *City Hall*
- 01/22/26 ICTC General Assembly *Old Eucalyptus Schoolhouse (EC)*
- 01/23/26 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 01/23/26 Carrot Royalty Coronation/Citizen of the Year Banquet: *Casa Blanca*
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UPCOMING EVENTS :

- 01/26/26 Department Head Meeting *City Hall*
- 01/26/26 Holtville City Council Meeting *City Hall*
- 01/27/26 BOOST Assistance Check-in *Web Conference*
- 01/27/26 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 01/28/26 Team CA Monthly Meeting *Web Conference*
- 01/30/26 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 02/02/26 Department Head Meeting *City Hall*
- 02/06/26 CA FFA Foundation Board Meeting *Lodi, CA / Web Conference*
- 02/06/26 Holtville Rotary Club Luncheon *St. Paul's Lutheran Church*
- 02/06/26 Holtville Carrot Festival Kickoff Concert *Holt Avenue at Fifth Street*
- 02/07/26 Holtville Carrot Festival Relays & Parade *Fifth Street*
- 02/09/26 Holtville City Council Meeting *City Hall*
- 02/10/26 BOOST Assistance Check-in *Web Conference*
- 02/11 - 02/13/26 CLoC City Managers Conference *Napa, CA*
- 02/16/26 President's Day *(City Hall Closed)*
- 02/17/26 Department Head Meeting *City Hall*
- 02/17/26 Holtville Planning Commission Meeting *City Hall*
- 02/18/26 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 02/23/26 Holtville City Council Meeting *City Hall*
- 02/27 - 03/16/26 California Mid-Winter Fair *IV Fairgrounds (Imperial, CA)*
- 03/11/26 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
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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>1/26/26</u> |
| ITEM NUMBER | <u>5 b</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED: January 22, 2026
FROM: Chandler Sinclair, Finance Supervisor
SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

City of Holtville Financial Update – Enterprise Funds

The purpose of the following information is to address the financial health of the City of Holtville’s **Enterprise Funds** through **Q2 FY2026** (as of December 31, 2025).

The Finance Department has examined and evaluated the Enterprise Funds – Water, Sewer, and Trash – making necessary adjustments to ensure all revenues and expenditures have been properly recorded with efforts to establish increased knowledge of current financial standing and to better generate future projections and proposals.

The following report includes a comparison of actual performance against budgeted figures as well as the Year-over-Year (YoY) figures. This report serves as a comprehensive overview of the City’s General Fund through Q2 FY2026 (as of December 31, 2025), which shows areas where the City has outperformed expectations and shows areas that may require improvement. In addition, there are some levels of explanation included for the anomalies observed.

This evaluation will enable the City to frame actionable strategies for the future.

Please note that the financial figures presented in this analysis are preliminary estimates and have not yet been audited or finalized. Final audited results may differ from the amounts shown in this report.

| Acct. Description | 2024-25 | | | | 2025-26 | | | | | YoY Change |
|--------------------------------------|------------------|----------------|------------------|--------------|------------------|----------------|--------------|------------------|--------------|---------------|
| | Budget | Thru Dec | Y/E Actual | % of Bgt | Budget | Thru Dec | % of Bgt | Projected | % of Proj | |
| WATER ENTERPRISE | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Revenue from Use of Money | 17,500 | 5,332 | 49,292 | 30.5% | 40,000 | - | 0.0% | 40,000 | 0.0% | -100.0% |
| Total Current Services | 1,509,000 | 788,350 | 1,252,038 | 52.2% | 1,442,000 | 734,558 | 50.9% | 1,188,287 | 61.8% | -6.8% |
| Total Other Revenue | 53,000 | 47,143 | 69,696 | 88.9% | 53,000 | 28,714 | 54.2% | 48,393 | 59.3% | -39.1% |
| TOTAL REVENUE | 1,579,500 | 840,825 | 1,371,026 | 53.2% | 1,535,000 | 763,272 | 49.7% | 1,276,680 | 59.8% | -9.2% |
| EXPENDITURES | | | | | | | | | | |
| Salaries & Wages | 281,437 | 138,114 | 277,498 | 49.1% | 273,473 | 109,915 | 40.2% | 238,786 | 46.0% | -20.4% |
| Fringe Benefits | 110,899 | 44,115 | 77,277 | 39.8% | 110,840 | 41,128 | 37.1% | 77,458 | 53.1% | -6.8% |
| Personal Expenses | 17,575 | 6,949 | 13,281 | 39.5% | 16,775 | 9,301 | 55.4% | 16,576 | 56.1% | 33.8% |
| Materials, Supplies & Services | 602,850 | 320,355 | 529,659 | 53.1% | 598,600 | 320,752 | 53.6% | 544,398 | 58.9% | 0.1% |
| Data Processing | 19,385 | 9,862 | 14,577 | 50.9% | 22,350 | 12,054 | 53.9% | 17,062 | 70.6% | 22.2% |
| Transfer Out | 125,000 | 62,500 | 125,000 | 50.0% | 125,000 | 62,500 | 50.0% | 125,000 | 50.0% | 0.0% |
| Debt Service | 194,906 | 136,360 | 194,454 | 70.0% | 191,698 | 135,082 | 70.5% | 135,082 | 100.0% | -0.9% |
| Capital Improvements | 296,833 | 45,345 | 118,027 | 15.3% | 279,333 | 33,350 | 11.9% | 100,000 | 33.4% | -26.5% |
| TOTAL EXPENDITURES | 1,648,885 | 763,600 | 1,349,773 | 46.3% | 1,618,069 | 724,082 | 44.7% | 1,254,362 | 57.7% | -5.2% |
| Net Revenue over Expenditures | (69,385) | 77,225 | 21,253 | | (83,069) | 39,190 | | 22,318 | | -49.3% |

[WATER ENTERPRISE]

Revenues

- Revenue Budget for FY2026 is estimated at \$1.535M.
- Revenues through Q2 FY2026 are estimated at \$763.3K.
- Projected Revenues for FY2026 as of Q2 are estimated at \$1.276M.

Therefore, projected revenues are roughly \$258.3K less than budgeted revenues as of Q2 FY2026.

YoY Change - Revenue

- Revenue from Use of Money shows a decrease YoY because interest earnings have not yet been calculated or posted for Q1 and Q2. This revenue is expected to surpass previous year's figures as well as budgeted. Interest earnings will be calculated and posted by Y/E.
- Total Current Services Revenue shows a decrease of 6.8% YoY (\$53.8K). This is because during FY2025, there were more connection and impact fees being received by the city from the large multi-family housing being developed.
- Overall, TOTAL REVENUES show an increase of 9.2% YoY (\$77.6K).

[WATER ENTERPRISE]

Expenditures

- Expenditures Budget for FY2026 is estimated at \$1.618M.
- Expenditures through Q2 FY2026 are estimated at \$724.1K.
- Projected Expenditures for FY2026 are estimated at \$1.254M.

Therefore, projected expenditures are roughly \$363.7K under budgeted expenditures.

YoY Change - Expenditures

- Salaries & Wages Expense shows a 20.4% decrease YoY (\$28.2K). Part of this decrease is due to an adjustment made in FY2025 where salaries and wages were reallocated to correct funds.
- Most expenditures remain consistent YoY or within a \$2K difference.
- Overall, TOTAL EXPENDITURES show a decrease of 5.2% YoY (\$39.5K).

NET INCOME/LOSS

- The Net Income (NI) as of Q2 FY2026 for the Water Enterprise is \$39.2K, which is a slight regression YoY.
- In addition, the City of Holtville's Water Enterprise projections show that expenditures may outweigh revenues by approximately \$22.3K for the end of FY2026.*

**These projections were developed using conservative input values to ensure a cautious estimate.*

| Acct. Description | 2024-25 | | | | 2025-26 | | | | | YoY Change |
|--------------------------------------|------------------|----------------|------------------|--------------|------------------|----------------|--------------|------------------|--------------|---------------|
| | Budget | Thru Dec | Y/E Actual | % of Bgt | Budget | Thru Dec | % of Bgt | Projected | % of Proj | |
| SEWER ENTERPRISE | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Revenue from Use of Money | 11,500 | 12,184 | 107,106 | 105.9% | 11,500 | - | 0.0% | 50,000 | 0.0% | -100.0% |
| Total Current Services | 1,632,000 | 846,591 | 1,514,564 | 51.9% | 1,682,000 | 737,514 | 43.8% | 1,294,687 | 57.0% | -12.9% |
| Total Other Revenue | 100 | | | 0.0% | 100 | | 0.0% | | | |
| TOTAL REVENUE | 1,643,600 | 858,775 | 1,621,670 | 52.2% | 1,693,600 | 737,514 | 43.5% | 1,344,687 | 54.8% | -14.1% |
| EXPENDITURES | | | | | | | | | | |
| Salaries & Wages | 303,861 | 179,327 | 347,204 | 59.0% | 306,799 | 148,040 | 48.3% | 288,630 | 51.3% | -17.4% |
| Fringe Benefits | 120,470 | 65,043 | 110,857 | 54.0% | 121,208 | 58,721 | 48.4% | 135,314 | 43.4% | -9.7% |
| Personal Expenses | 17,350 | 6,670 | 13,192 | 38.4% | 16,850 | 8,732 | 51.8% | 16,478 | 53.0% | 30.9% |
| Materials, Supplies & Services | 363,150 | 176,815 | 309,494 | 48.7% | 367,827 | 143,569 | 39.0% | 289,899 | 49.5% | -18.8% |
| Data Processing | 26,350 | 17,552 | 22,944 | 66.6% | 31,850 | 15,185 | 47.7% | 21,773 | 69.7% | -13.5% |
| Transfer Out | 125,000 | 62,500 | 125,000 | 50.0% | 125,000 | 62,500 | 50.0% | 125,000 | 50.0% | 0.0% |
| Debt Service | 395,889 | 130,573 | 395,028 | 33.0% | 395,854 | 131,633 | 33.3% | 311,854 | 42.2% | 0.8% |
| Capital Improvements | 162,500 | 80,172 | 319,302 | 49.3% | 162,500 | 175,181 | 107.8% | 175,181 | 100.0% | 118.5% |
| TOTAL EXPENDITURES | 1,514,570 | 718,652 | 1,643,021 | 47.4% | 1,527,888 | 743,561 | 48.7% | 1,364,129 | 54.5% | 3.5% |
| Net Revenue over Expenditures | 129,030 | 140,123 | (21,351) | | 165,712 | (6,047) | | (19,442) | | |

[SEWER ENTERPRISE]

Revenues

- Revenue Budget for FY2026 is estimated at \$1.694M.
- Revenues through Q2 FY2026 are estimated at \$737.5K.
- Projected Revenues for FY2026 as of Q2 are estimated at \$1.345M.

Therefore, projected revenues are roughly \$348.9K under budgeted revenues.

YoY Change - Revenue

- Revenue from Use of Money shows a decrease YoY because interest earnings have not yet been calculated or posted for Q1 and Q2. This revenue is expected to surpass previous year's figures as well as budgeted. Interest earnings will be calculated and posted by Y/E.
- Total Current Services Revenue shows a 12.9% decrease YoY (\$109.1K); specifically observed through a decline in truck disposal services revenue since the sewer plant has been closed for disposal services since September 2025.
- Overall, TOTAL REVENUES show a decrease of 14.1% YoY (\$121.3K). Revenues for FY2026 are expected to increase once interest revenue has been recorded; however, the closure of the sewer plant disposal service will be a major hit on revenues.

[SEWER ENTERPRISE]

Expenditures

- Expenditures Budget for FY2026 is estimated at \$1.528M.
- Expenditures through Q2 FY2026 are estimated at \$743.6K.
- Projected Expenditures for FY2026 as of Q2 are estimated at \$1.364M.

Therefore, projected expenditures are roughly \$163.8K under budgeted expenditures.

YoY Change - Total Expenditures

- Salaries & Wages Expense shows a decrease of 17.4% YoY (\$31.3K). Part of this decrease is due to an adjustment made in FY2025 where salaries and wages were reallocated to correct funds.
- Personal Expenses show an increase of 30.9% YoY (\$2K). This is a very small increase and has little to no impact on total expenses.
- Materials, Supplies & Services Expense shows a decrease of 18.8% YoY (\$33.2K). This decrease is due to a decrease in professional and specialized services used YoY.
- Capital Improvements Expense shows an increase of 118.5% YoY (\$95.0K). \$55.5K of these expenses was related to a Stormwater Installation, and \$63.4K of this was related to submersible pump replacement costs.
- Overall, TOTAL EXPENDITURES show an increase of 3.5% YoY (\$24.9K).

NET INCOME/LOSS

- The Net Loss (NL) as of Q2 FY2026 is estimated at \$6.1K.
- Projected Net Loss is estimated at \$19.4K which is a regression YoY.*

**These projections were developed using conservative input values to ensure a cautious estimate.*

| Acct. Description | 2024-25 | | | | 2025-26 | | | | | YoY Change |
|--------------------------------------|----------------|----------------|-----------------|--------------|----------------|----------------|--------------|------------------|--------------|-------------|
| | Budget | Thru Dec | Y/E Actual | % of Bgt | Budget | Thru Dec | % of Bgt | Projected | % of Proj | |
| TRASH ENTERPRISE | | | | | | | | | | |
| REVENUE | | | | | | | | | | |
| Revenue from Use of Money | 342,500 | 183,721 | 314,074 | 53.6% | 357,500 | 187,660 | 52.5% | 324,918 | 57.8% | 2.1% |
| TOTAL REVENUE | 342,500 | 183,721 | 314,074 | 53.6% | 357,500 | 187,660 | 52.5% | 324,918 | 57.8% | 2.1% |
| EXPENDITURES | | | | | | | | | | |
| Materials, Supplies & Services | 338,000 | 179,866 | 346,003 | 53.2% | 350,500 | 182,839 | 52.2% | 436,335 | 41.9% | 1.7% |
| TOTAL EXPENDITURES | 338,000 | 179,866 | 346,003 | 53.2% | 350,500 | 182,839 | 52.2% | 436,335 | 41.9% | 1.7% |
| Net Revenue over Expenditures | 4,500 | 3,855 | (31,929) | | 7,000 | 4,821 | | (111,417) | | |

Overall, the City of Holtville's financial health of the Enterprise Funds as of Q2 FY2026 (as of December 31, 2025) is in okay condition. The Water Enterprise shows a projection of positive Net Income for the end of FY2026, while the Sewer Enterprise shows a projection of a Net Loss for the end of FY2026, which is mostly attributed to the closure of the Sewer Waste Disposal.

The Finance Department and the City Manager will continue to go over budgets, revenues, expenditures, and more with each Department Head throughout the fiscal year to ensure continuous positive financial health and promote conservative financial decision-making.

Please reach out to the Finance Supervisor with any questions or comments.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Chandler Sinclair", is enclosed in a thin black rectangular border.

Chandler Sinclair
Finance Supervisor
City of Holtville

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>5 c</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

City of Holtville
REPORT TO COUNCIL

DATE ISSUED: January 22, 2026
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for December 2025

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

We ended the year with our annual holiday festivities. We held our “Johnny B The EMT” guardian angel. We had a total of 36 local students receive 46 \$100 Walmart gift cards, we gave out gift cards to students from Finley, Pine and Middle Schools. 24 kids from Finley joined us at the fire station, Santa presented the kids with the cards. We escorted Santa to Finley and Pine Schools along with the ICSO deputies. We also had the great pleasure escorting Santa (with Holtville Car Club) around town, making few stops along the way, spreading cheer.

I am thankful for having another year that we didn’t have any serious injuries to my personnel, engines are in good working conditions. We have an eager group of firefighters that want to learn and give back to the community.

The following is the monthly report for December 2025.

| | |
|-----------------|-----|
| Emergency calls | 46 |
| Training hours | 175 |

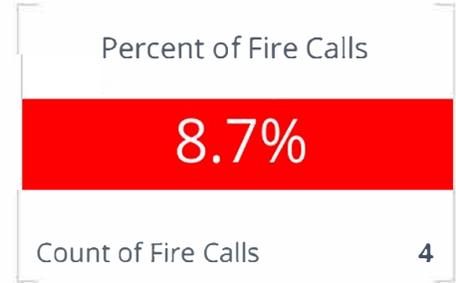
Cordially submitted

Alex Silva
Fire Chief
Holtville Fire Department

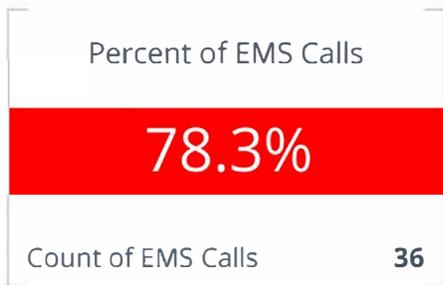
Total Count of Incidents



Fire Calls

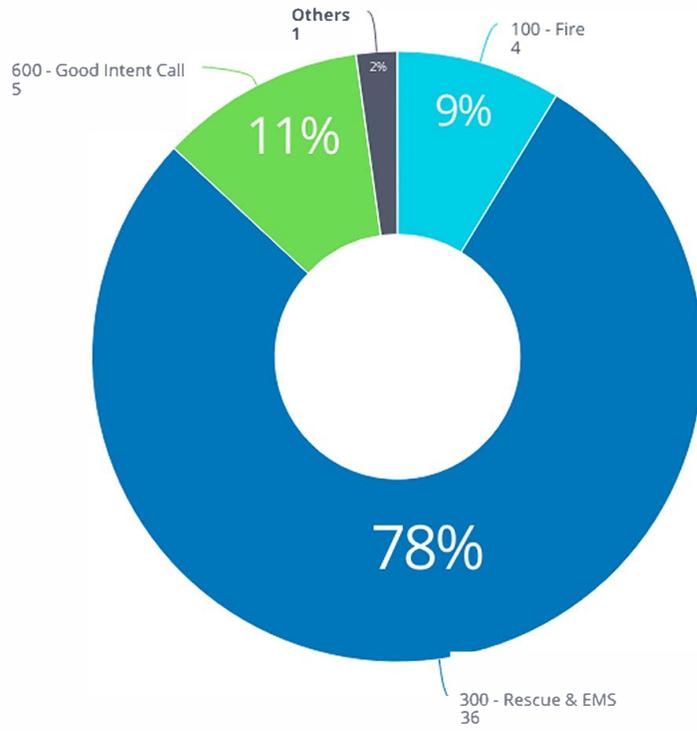


EMS Calls



Other Calls





| Station | Years in Alarm DateTime | Dispatched Times | Count of Incidents |
|--------------------------|-------------------------|------------------|--------------------|
| HOLTVILE FIRE | DECEMBER2025 | 00:00 | 1 |
| | | 01:00 | 3 |
| | | 02:00 | 2 |
| | | 04:00 | 1 |
| | | 06:00 | 1 |
| | | 07:00 | 2 |
| | | 08:00 | 3 |
| | | 09:00 | 4 |
| | | 10:00 | 2 |
| | | 11:00 | 1 |
| | | 12:00 | 1 |
| | | 13:00 | 1 |
| | | 14:00 | 3 |
| | | 15:00 | 7 |
| | | 16:00 | 5 |
| | | 17:00 | 2 |
| | | 20:00 | 1 |
| | | 21:00 | 2 |
| | | 22:00 | 2 |
| | | 23:00 | 2 |

| Time in Alarm DateTime | Station | Incident Type |
|-------------------------------|----------------|---|
| 12/31/2025 01:02:38 | Station 1 | EMS call, excluding vehicle accident... |
| 12/22/2025 22:52:26 | Station 1 | EMS call, excluding vehicle accident... |
| 12/04/2025 06:00:44 | Station 1 | EMS call, excluding vehicle accident... |
| 12/03/2025 10:44:04 | Station 1 | Dispatched & canceled en route |
| 12/15/2025 23:17:02 | Station 1 | EMS call, excluding vehicle accident... |
| 12/03/2025 15:24:50 | Station 1 | EMS call, excluding vehicle accident... |
| 12/08/2025 16:28:31 | Station 1 | EMS call, excluding vehicle accident... |
| 12/03/2025 16:05:34 | Station 1 | EMS call, excluding vehicle accident... |
| 12/06/2025 21:45:47 | Station 1 | Road freight or transport vehicle fire |
| 12/16/2025 04:35:09 | Station 1 | EMS call, excluding vehicle accident... |
| 12/15/2025 22:51:57 | Station 1 | EMS call, excluding vehicle accident... |
| 12/30/2025 16:33:34 | Station 1 | EMS call, excluding vehicle accident... |
| 12/27/2025 15:41:39 | Station 1 | Motor vehicle accident with injuries |
| 12/28/2025 01:59:48 | Station 1 | EMS call, excluding vehicle accident... |
| 12/18/2025 15:26:52 | Station 1 | EMS call, excluding vehicle accident... |
| 12/11/2025 17:57:01 | Station 1 | EMS call, excluding vehicle accident... |
| 12/21/2025 23:21:33 | Station 1 | EMS call, excluding vehicle accident... |
| 12/20/2025 14:47:21 | Station 1 | EMS call, excluding vehicle accident... |
| 12/21/2025 09:32:49 | Station 1 | EMS call, excluding vehicle accident... |
| 12/02/2025 11:27:47 | Station 1 | Outside rubbish, trash or waste fire |
| 12/21/2025 13:50:18 | Station 1 | EMS call, excluding vehicle accident... |
| 12/27/2025 14:12:21 | Station 1 | Public service assistance, other |
| 12/21/2025 21:18:03 | Station 1 | Fire, other |
| 12/30/2025 08:45:16 | Station 1 | EMS call, excluding vehicle accident... |
| 12/30/2025 09:40:09 | Station 1 | EMS call, excluding vehicle accident... |

City of Holtville

REPORT TO CITY COUNCIL

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

DATE ISSUED: January 21st, 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 1/7/26 through 1/21/26

WATER TREATMENT PLANT:

- Daily operations which include daily log numbers, backwashing filters, UV system check, calibration of chemicals, daily ponds inspection, & daily pool inspection.
- The earthquake on 1/15/26 caused a power surge into our Ultraviolet System. That then caused the power supply to fail. We replaced the power supply and returned it to working conditions the next morning. (See attached photo)
- Installed a new brand for our clarifier sludge timers. (see attached)
- Installed a new air compressor head & cleaned both clarifiers for TTHM samples in February.

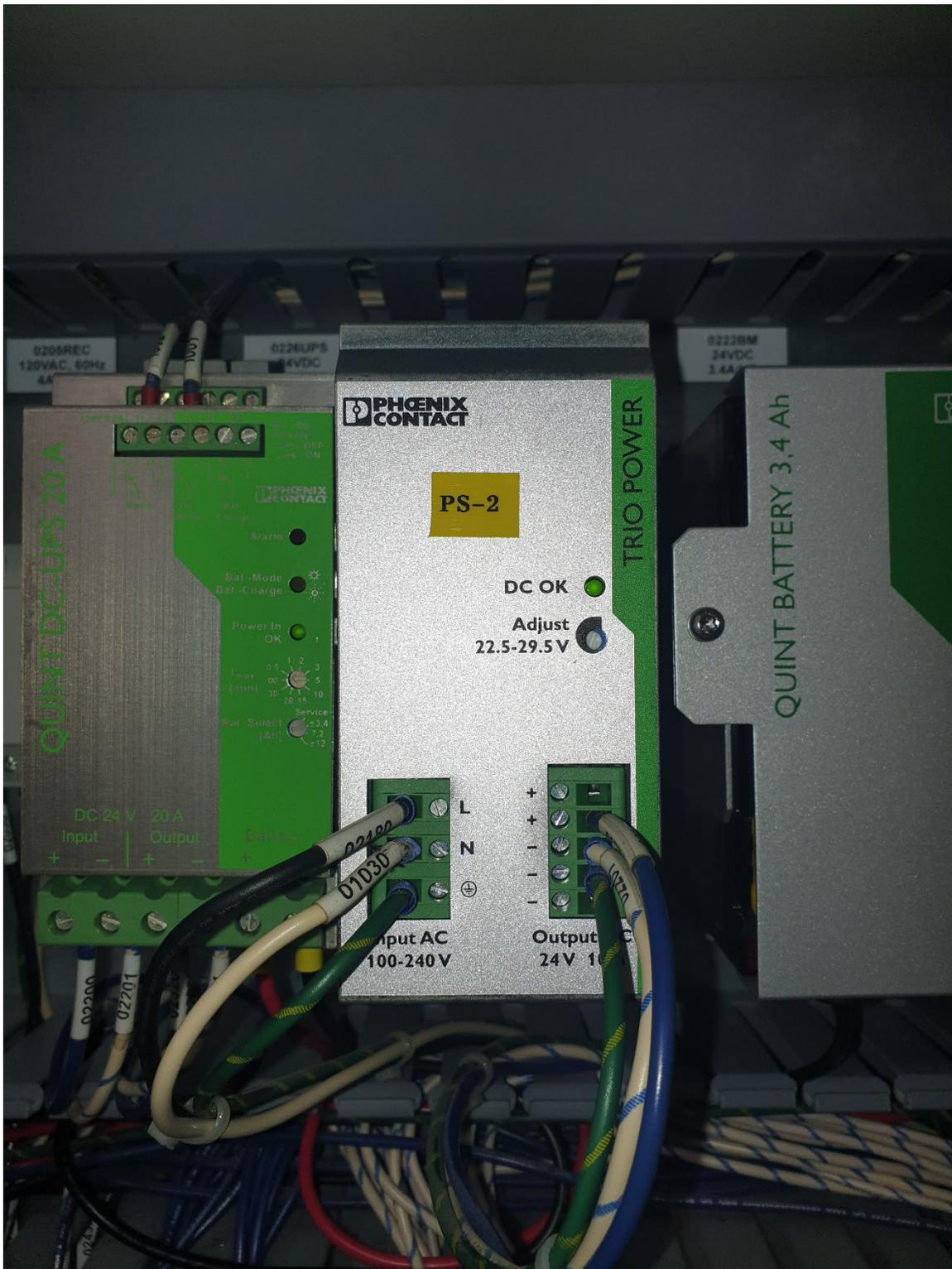
Respectfully Submitted,



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



(New sludge timer brand called automation direct (right timer))



(New power supply for our UV System)

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>5 e</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

City of Holtville

REPORT TO CITY COUNCIL

DATE ISSUED: January 21st, 2026

FROM: Gustavo Rodriguez
Water/Wastewater Operations Supervisor

SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water & Wastewater treatment facilities during the period between 1/08/2026 thru 1/21/2026.

WASTEWATER PLANT:

- During the month of January 2026, the inspection of the wastewater treatment plant and its equipment were thoroughly inspected, confirming no deficiencies. The facility and its condition appear excellent, all equipment shows proper maintenance, and plant operations are running efficiently. Following this report, I am including pictures of the headworks area, aeration basin, the clarifiers, and UV equipment. The personnel operating the plant are performing exceedingly well in operating the facility and maintaining the integrity of the wastewater plant.

Respectfully Submitted,

Gustavo Rodriguez.
Wastewater Chief Plant Operator/Consultant











**City of Holtville
REPORT TO COUNCIL**

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>1/26/26</u> |
| ITEM NUMBER | <u>5f</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED January 23, 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 six dogs.
- Pumped water out of Apple Court retention basin.
- Repaired waterbreak at 700 Blk of Fig Ave.
- Finalized end of the year report for Imperial County air pollution control district.
- Replaced one ¾ inch meters.
- Replaced six 1 inch meters.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville