

**PLANNING COMMISSION AGENDA**  
**REGULAR MEETING of THE HOLTVILLE PLANNING COMMISSION**  
**121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA**

**Tuesday, February 17, 2026 - 5:30 PM**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Cindy Pacheco, Chairman       | <input type="checkbox"/> Devron Gray, Commissioner             | <input type="checkbox"/> Steve Walker, Legal Counsel  |
| <input type="checkbox"/> Georgina Camacho, Vice Chair  | <input type="checkbox"/> Ex Officio Member, Murray Anderson    | <input type="checkbox"/> Cynthia Mancha, City Planner |
| <input type="checkbox"/> John Britschgi, Commissioner  | <input type="checkbox"/> Raylene Tapiceria, Building Inspector | <input type="checkbox"/> Nick Wells, City Manager /   |
| <input type="checkbox"/> Stacy Britschgi, Commissioner | <input type="checkbox"/> Yvette Rios, City Clerk               | Executive Officer                                     |

**THIS IS A PUBLIC MEETING**

*The City of Holtville values public input on issues concerning the Planning Commission. If there is an issue on which you wish to be heard, comments will be accepted for items listed on the agenda and for items of general concern. The Chairman reserves the right to place a limit on each person's comments. Individuals are required to provide their name and address for the record. Personal attacks on individuals, comments which are slanderous and/or which may invade an individual's personal privacy are not permitted.*

**MEETING CALLED TO ORDER**

**PLEDGE of ALLEGIANCE:**

**COMMISSION SECRETARY RE: Verification of Posting of the Agenda**

**PUBLIC COMMENTS:** This is time for the public to address the Planning Commission **on any item that does not appear on the agenda for this meeting** within the subject matter jurisdiction of the Commission. If you wish to speak, the Chairman will recognize you.

**1. CONSENT AGENDA:**

*Items on the Consent Agenda are to be approved without comment. Should any Commission Member or member of the public wish to discuss an 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, March 17, 2025.**

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

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

**3. NEW BUSINESS:**

- a. Discussion/Related Action to Adopt RESOLUTION PC #26-01** Recommending the Approval of the City of Holtville Draft 2025 General Plan Annual Progress Report

*Cynthia Mancha, City Planner*

**4. INFORMATION ONLY:**     *None*

**5. STAFF REPORTS**

- a.    **City Manager Report - Nick Wells**
- b.    Legal Counsel Report - *Steve Walker*                      *Not included*
- c.    Planning Report - Cynthia Mancha                      *Not included*
- d.    Building Inspector - *Raylene Tapiceria*
- e.    Fire Prevention Officer - *Francisco Hernandez*                      *Not included*

**6. Items for future meetings**

**7. ADJOURNMENT:**

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website ([www.Holtville.ca.gov](http://www.Holtville.ca.gov)) on Friday, February 13, 2026.

**NOTICE:** *In compliance with the American Disabilities Act (ADA), the City of Holtville will make reasonable efforts to accommodate persons with qualified disabilities. If you require special assistance, please contact the City Clerk's office at (442) 206-0201 at least 48 hours in advance of the meeting. Any writings or documents provided to a majority of the Holtville Planning Commission regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at City Hall, 121 W Fifth Street, during normal business hours.*

# THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE PLANNING COMMISSION

**Monday, March 17, 2025**

MEETING DATE:		2/17/26
ITEM NUMBER		1 a
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

The Regular Meeting of the Holtville Planning Commission was held on Monday, March 17, 2025, at 5:30 PM in the Civic Center. Chairman Cindy Pacheco was present, as were Commissioners Georgina Camacho, Devron Gray, John Britschgi, and Stacy Britschgi. Also present were Ex Officio Member Murray Anderson, Legal Counsel Steve Walker, City Manager/Executive Officer Nick Wells, and City Clerk Yvette Rios.

## PLANNING COMMISSION MEETING CALLED TO ORDER:

*Chairwoman Pacheco called the meeting to order at 5:30 PM.*

**PLEDGE OF ALLEGIANCE:** *Ms. Pacheco led the Pledge of Allegiance.*

## VERIFICATION OF POSTING OF AGENDA:

*Ms. Rios verified that the original agenda was duly posted on Friday, March 14, 2025.*

**PUBLIC COMMENTS:** *None*

### 1. CONSENT AGENDA:

#### a. Approval of the Minutes from the Regular Meeting of Tuesday, February 18, 2025.

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

AYES: *Britschgi, Britschgi, Camacho, Gray, Pacheco*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

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

*OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE had nothing to report.*

### 2. UNFINISHED BUSINESS: *None*

### 3. NEW BUSINESS:

#### a. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION PC #25-02

Approving the Initial Study/Mitigated Negative Declaration for submittal to the State Clearinghouse and public review  
*George Galvan City Planner*

*Melany Amarillas and Francisco Barba, assistant planners, were in attendance on behalf of Mr. Galvan. Ms. Amarillas delineated the submittal and review process as required for state funding received for the Trestle Bridge. Minor comments were submitted and will be corrected.*

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

AYES: *Britschgi, Britschgi, Camacho, Gray, Pacheco*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**4. INFORMATION ONLY:** *None*

**5. STAFF REPORTS:**

- a. **City Manager Report** - *Nick Wells*
- b. **Legal Counsel** - *Steve Walker*
- c. **Planning Report** - *George Galvan*
- d. **Building Inspector** - *Raylene Tapiceria*

**6. Items for Future Meetings:** *None*

**7. ADJOURNMENT:** *There being no further business to come before the Commission, Ms. Pacheco adjourned the meeting at 6:02 PM.*

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**Cindy Pacheco, Chairman**

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Yvette Rios, City Clerk



# City of Holtville Report to Planning Commission

Meeting Date:	February 17, 2026
Item Number:	3 a
<b>Approvals</b>	City Manager _____
	Finance Manager _____
	City Attorney _____

**To:** Nicholas D. Wells, City Manager  
Holtville Planning Commission

**From:** Cynthia Mancha, City Planner

**Prepared By:** Francisco Barba, Associate Planner

**Date:** February 17, 2026

**Project:** City of Holtville Draft 2025 General Plan Annual Progress Report

## SUMMARY:

**Subject of Report:** City of Holtville Draft 2025 General Plan Annual Progress Report

**Project Location:** Citywide

**Recommended Action:** Review the draft 2025 General Plan Annual Progress Report and make a motion to recommend approval of the report to the City Council

**Zoning:** N/A

**General Plan:** N/A

**Environmental:** Exempt – 15061(b)(3) Common Sense Exemption

## BACKGROUND AND HISTORY

California Government Code Section 65300 requires that all cities and counties adopt a comprehensive, long term general plan for the physical development of a city or county. California Government Code Section 65400 further requires that all cities and counties submit an annual progress report on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR), and the Housing and Community Development Department (HCD) each year. The City of Holtville adopted its last comprehensive General Plan update in September of 2017 in compliance with Government Code Section 65300. The draft 2025 General Plan Annual Progress Report (APR) was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400. To assist in the review of the General Plan APR, the report presents the following information:

- Amendments to the General Plan adopted by the City in 2025.
- Actions carried out by the City that further General Plan goals and policies.

- Demographic and development changes in the City's community profile.
- Housing Element implementation programs that have been completed, are in-progress, or are an on-going activity of the City.
- Housing Element implementation programs that have not yet been initiated but are recommended for initiation within the 6<sup>th</sup> Housing Element Cycle, or as resources are available.

The purpose of this item is to provide an overview of the draft 2025 General Plan APR to the Planning Commission where upon reviewing all comments and documentation for the report, a recommendation to approve or not approve the draft 2025 General Plan APR will be made to the City Council.

## ISSUES FOR DISCUSSION

**General Plan Annual Progress Reports.** California Government Code Section 65400 mandates that cities and counties submit an annual progress report on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year. The main purpose of the APR is to provide the City with an update of the progress in implementing its General Plan vision. This annual assessment grants the City an opportunity to adjust or modify its policies or approach to implementation to ensure that it meets its stated vision. A secondary purpose of the APR is to fulfill housing element statutory requirements regarding the City's progress in meeting its share of regional housing needs and its efforts to remove governmental constraints to the development of housing in accordance with Government Code Section 65584.3(c) and 65584.5(b)(5).

The draft 2025 General Plan Annual Progress Report was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400. To effectively conduct an in-depth review of the City of Holtville General Plan, the draft 2025 annual progress report consists of the following information:

1. Status of Adopted General Plan Elements. The City of Holtville General Plan is composed of seven mandatory elements consisting of Land Use, Circulation, Housing, Safety, Noise, Conservation, and Open Space Elements. While the City is actively pursuing ways to further its General Plan goals and objectives, none of the seven General Plan Elements were amended in 2025.

While no amendments were completed in 2025, it is important to note that the City updated the Zoning Ordinance which has certain aspects incorporated into the Land Use Element. The updates consist of textual amendments to the Zoning Ordinance to establish an Accessory Dwelling Unit (ADU) ordinance, update the density bonus ordinance, and alleviate constraints for the development of multi-family developments, emergency shelters, permanent supportive housing, residential care homes, and low barrier navigation centers in all residential and downtown zones. The textual amendments were reviewed and approved by the Planning Commission in December of 2024 and a final adoption of Ordinance No. 500 by the City Council took place in January of 2025. The purpose of the textual amendment was to meet the following Housing Element programs:

- Program No. 29 Accessory Dwelling Units/Second Units - The City will update its Zoning Ordinance to reduce development constraints to encourage the production of ADUs in conformance with the state ADU law.
  - Program No. 30 Density Bonus - The City will update Chapter 17.49 of the Zoning Ordinance to comply with the changes made to the State Density Bonus Law via Senate Bill 728.
  - Program No. 31 Zoning Ordinance Update - The City will update its Zoning Ordinance to alleviate constraints for the production of a variety of housing types which include emergency shelters, permanent supportive housing, residential care homes of seven or more people, and low barrier navigation centers.
  - Program No. 33 Maximum Lot Coverage - The City of Holtville will review the maximum allowed lot density for R-3 (Multi-family) zones and make updates to remove constraints to housing production.
2. General Plan Policies and Objectives Progress. The City of Holtville carried out numerous projects furthering the goals of the Land Use, Circulation, Conservation/Open Space and Housing Element. No notable updates, projects, nor actions were taken in 2025 in relation to the Noise Element. Please refer to Table 1 for additional information.

<b>Table 1</b> <b>City of Holtville General Plan Policies and Objectives Progress</b>	
<b>Goal(s) and Objective(s)*</b>	<b>Progress</b>
<ul style="list-style-type: none"> <li>• LU-1: Develop a balanced land use providing a complete range of housing and employment opportunities.</li> <li>• LU-3: Support and enable downtown mixed-use developments.</li> <li>• LU-7: Maintain and accommodate for the development of mixed land uses to meet the diverse needs of the community.</li> <li>• HE-29: Incorporate an ADU Ordinance to the City Zoning Ordinance.</li> <li>• HE-30: Update the City's Density Bonus Ordinance.</li> <li>• HE-31: Adopt various textual amendments to the Zoning Ordinance to facilitate the development of various housing types.</li> <li>• HE-33: Adopt a textual amendment to the zoning ordinance to increase the maximum lot coverage in R-3 zones.</li> </ul>	<p>Adopted Ordinance No. 500 which facilitates the development of various types of housing across all residential and commercial zones in the city.</p>
<ul style="list-style-type: none"> <li>• C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by</li> </ul>	<p>The IID canal along 9<sup>th</sup> Street between Melon Road and Olive Avenue was</p>

<p>land use context.</p> <ul style="list-style-type: none"> <li>• C-2: Promote active modes of transportation network.</li> <li>• C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.</li> </ul>	<p>underground and the closeout packet for the project was submitted in December 2025.</p>
<ul style="list-style-type: none"> <li>• C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context.</li> <li>• C-2: Promote active modes of transportation network.</li> <li>• C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.</li> </ul>	<p>The 9<sup>th</sup> Street Pedestrian &amp; Bicycle Improvement between Melon Road and Olive Avenue entered the construction phase with an expected project end date of February 2027.</p>
<ul style="list-style-type: none"> <li>• C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context.</li> <li>• C-2: Promote active modes of transportation network.</li> <li>• C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.</li> </ul>	<p>Closeout package for the 9<sup>th</sup> Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed and submitted in October of 2025.</p>
<ul style="list-style-type: none"> <li>• C-1: Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context.</li> <li>• C-2: Promote active modes of transportation network.</li> <li>• C-4: Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.</li> </ul>	<p>Environmental documents for the Pine Avenue Rehabilitation and Pedestrian Improvement project between 4<sup>th</sup> and 5<sup>th</sup> Street were prepared and submitted in December 2025.</p>
<ul style="list-style-type: none"> <li>• C-2: Promote active modes of transportation network.</li> <li>• COS-1: Promote the conservation of natural, historic, cultural, and open space resources.</li> <li>• COS-3: Provide and maintain a variety of parks and recreational opportunities for all segments of the community.</li> </ul>	<p>The final designs for the Alamo River Trail Trestle Bridge project were completed in December 2025. Bidding is expected to begin in early 2026. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail.</p>

<ul style="list-style-type: none"> <li>• S-1: Protect the community from hazards related to hazardous materials, structural fires, ground transportation, and criminal activity.</li> <li>• S-2: Improve the ability of the City to respond effectively to natural and human caused emergencies.</li> </ul>	<p>The City has initiated the process of completing plans and applying for funding from the Community Development Block Grant (CDBG) Program for the Public Safety Center project at 600 Pine Avenue. The project consists of the construction of a new two story building to serve as the City's new fire station.</p>
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\*LU = Land Use Element, HE = Housing Element, C = Circulation Element, COS = Conservation/Open Space Element, S = Safety Element

3. Community Profile Update. Holtville's future is linked to its growth. Long-range planning can ensure continuity between development and the community's vision, goals, and policies. New patterns of development can sustain and enhance Holtville's economic viability and livability. To assist with the General Plan review and analysis, a record of Holtville's growth since the adoption of the General Plan in 2017 was prepared. The data in Tables 2 through 5 are taken from the United States Census Bureau American Community Survey (ACS) 5-Year Estimate Data Profiles, Estimates E-5 and E-8 from the California Department of Finance, and the California Department of Education's Data Quest for school enrollment data. The tables provide statistics for Holtville on population and household, education and employment, and job sector characteristics, respectively.

<b>Table 2</b> <b>City of Holtville Population and Household Characteristics 2017-2024</b>				
<b>Characteristic*</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Population	6,355	6,129	5,606	5,617
Hispanic (%)	83	85	84	86
Non-Hispanic White (%)	16	14	14	11
Non-Hispanic Asian (%)	0	1	1	1
Non-Hispanic African American (%)	1	0	1	1
Non-Hispanic Other Race (%)	0	0	0	1
Median Age	26.5	34.9	37	34
Household Size	3.91	3.81	3.51	3.58
Median Household Income (\$)	43,341	43,765	63,438	65,039
Median Household Income Imperial County (\$)	44,779	46,222	56,393	57,681

\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024

<b>Table 3</b> <b>City of Holtville Housing Characteristics 2017-2024</b>				
<b>Characteristic</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Number of Housing Units*	1,627	1,793	1,841	1,840
Owner Occupied (%)*	56.5	54	87	85.5
Renter Occupied (%)*	43.5	46	13	15.5
Single-Family Units (%)**	71	71	69	69
Multi-Family Units (%)**	19	19	21	21
Mobile Homes (%)**	10	10	10	10
Median Owner-Occupied Home Value (\$)*	160,800	226,100	328,600	347,700
Renters Paying 30% or more of gross monthly income (%)*	58	47	32	40
Homeowners Paying 30% or more of gross monthly income (%)*	22	9	15	18

\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024, \*\*CA Dept. Finance E-5 and E-8 Estimates

<b>Table 4</b> <b>City of Holtville Educational Characteristics 2017-2024</b>				
<b>Characteristic</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Public School Student Enrollment (K-12)*	1,554	1,612	1,582	1,574
High School Graduate or Higher (%)**	58	53	58	57
Bachelor's Degree or Higher (%)**	10	14	15	19
Graduate or Professional Degree (%)**	6	3	2	2

\*Data Quest, \*\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024

<b>Table 5</b> <b>City of Holtville Employment Characteristics 2017-2024</b>				
<b>Sector*</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Employed Population 16 years and over	2,057	2,085	1,949	1,889
Education	17	16	17	25
Retail	9	5	6	9
Recreation	7	11	10	8
Public Administration	9	9	12	11
Construction	5	4	5	2
Transportation	4	6	7	3
Manufacturing	6	3	1	0
Finance	5	1	1	3
Professional	11	7	5	5
Wholesale	3	13	10	10
Information	0	0	0	0
Agriculture	21	25	24	23
Other	3	0	2	1

Drove Alone to Work (%)	77	82	82	85
Mean Travel Time to Work (minutes)	26.2	22.2	23.8	18.4
Median Earnings (\$)	31,022	24,651	31,048	32,539
Unemployment (%)	16.9	15.8	9.6	9.4

\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024

4. Housing Element Progress. State law requires that each jurisdiction in California includes a Housing Element in its General Plan that establishes specific actions, objectives, and timelines for meeting its state mandated Regional Housing Needs Assessment (RHNA) for each income level. The RHNA is provided to jurisdictions in eight-year cycles. The current cycle is Cycle 6, which covers the time period of 2021 through 2029. Every year the City prepares an annual Housing Element Progress Report that it submits to California Housing & Community Development (HCD) and State Office of Planning and Research (OPR).

Table 6 shows the City's progress in meeting the current RHNA 6th Cycle (October 15, 2021 to October 15, 2029). The 2025 Housing Element Annual Report also includes newly required data on the number of applications submitted to the City, the production of housing units, the number of applications that were approved by the Planning Commission or City Council, and the number of building permits that were issued. The intention is to monitor whether cities are limiting housing production through their approval processes by comparing the number of housing units applied for to the number of housing units that were constructed. Table 7 shows that 2 residential units have been approved for development and are in the near future construction pipeline.

Table 6 City of Holtville Cycle 6 RHNA Progress (Planning Period 10/15/21 to 10/15/2029)									
Income Level		RHNA Allocation	2021	2022	2023	2024	2025	Total Units to Date	Total Remaining RHNA
Very Low	Deed Restricted	41	-	-	-	-	-	76	-
	Non-Deed Restricted		-	-	32	44	-		
Low	Deed Restricted	33	-	-	-	-	-	9	24
	Non-Deed Restricted		2	-	1	5	1		
Moderate	Deed Restricted	26	-	-	-	-	-	1	25
	Non-Deed Restricted		-	1	-	-	-		
Above Moderate		71	-	-	2	2	1	5	66
Total RHNA		171							
Total Units			2	1	35	51	2	91	115

<b>Table 7</b>	
<b>Submitted Housing Entitlement Applications 2025 Summary</b>	
Total Housing Entitlement Applications	2
Number of Proposed Units in All Applications Received	2
Total Housing Units Approved	2
Total Pending Approval	0

## **ENVIRONMENTAL**

The General Plan Annual Progress Report is exempt from the California Environmental Quality Act (CEQA) via Section 15061(b)(3) of the California Code of Regulations. Under this section, projects that can be seen with certainty to have no potential for causing a significant effect on the environment are not subject to CEQA. The report is a summary of the progress the City has made towards achieving its General Plan goals and objectives in the past year. Therefore, the item does not constitute a “project” as defined by the California Code of Regulations and can be seen with certainty to have no potential for causing a significant effect on the environment.

## **PENDING ACTION**

Upon reviewing and considering all pertinent information, the Planning Commission may motion for either of the following actions:

- Adopt Resolution No. PC 26-01 recommending approval of the draft 2025 General Plan Annual Progress Report to the City Council;
- or
- Adopt Resolution No. PC 26-01 recommending approval of the draft 2025 General Plan Annual Progress Report to the City Council with modifications as deemed necessary by the Planning Commission;
- or
- Not Adopt Resolution No. PC 26-01 and not recommend the approval of the draft 2025 General Plan Annual Progress Report to the City Council.

Attachments:                      Attachment A – Draft 2025 General Plan Annual Progress Report  
    Attachment B – Resolution No. PC 26-01

# **Attachment A – **Draft** 2025 General Plan Annual Progress Report**



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## **CITY OF HOLTVILLE GENERAL PLAN**

# **GENERAL PLAN 2025 ANNUAL PROGRESS REPORT FEBRUARY 2026**

**City of Holtville  
121 West 5<sup>th</sup> Street  
Holtville, CA 92250**



**Prepared by:  
The Holt Group, Inc.**

Engineering and Planning  
1601 North Imperial Avenue  
El Centro, CA 92243  
Office: 760.337.3883  
Fax: 760.337.5997



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## City of Holtville Annual General Plan Progress Report

### **SECTION 1 – INTRODUCTION**

#### **A. Purpose of a General Plan**

California law requires each city to adopt a comprehensive, long-term General Plan to guide the physical development of the incorporated area and land outside municipal boundaries that bear a relationship to its planning activities. In essence, a city's General Plan serves as the blueprint for future growth and development. The General Plan presents a vision for a city's future, and embodies goals, policies, and strategies to turn that vision into a reality. The City of Holtville intends for these policies to facilitate better, faster, and cost-effective implementation tools to build a healthier, equitable, resilient, and economically vibrant future for its citizens.

The General Plan includes seven mandatory elements consisting of Land Use, Circulation, Housing, Noise, Conservation, Open Space, and Safety elements. Each of the elements describes its purpose, its issues and opportunities, the background information and context for the various topics in the element, its goals and policies, and the implementation programs needed to achieve those goals. Incorporated within each element was Holtville's vision for the future to create an economically sound and sustainable community with a diverse economy, expanded economic opportunities, and a balanced approach to business and development while meeting the housing, recreation, and quality of life needs of its residents.

#### **B. Purpose of a General Plan Annual Report**

California Government Code Section 65400 mandates that cities and counties submit an annual progress report (APR) on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year. This document fulfills that mandate and was reviewed by the Planning Commission at its meeting of February 17, 2026, and approved by the City Council at its meeting of March 10, 2026. The previous General Plan Compliance Report submitted to the Governor's Office of Planning and Research (OPR) incorporated data from the period of January 2024 to December 2024. The current report will include a period from January 2025 to December 2025.

The main purpose of the APR is to provide the City Council with an update of the City's progress in implementing its General Plan vision. This annual assessment grants the City an opportunity to adjust or modify its policies or approach to implementation to ensure that the City meets its stated vision. A secondary purpose of the APR is to fulfill housing element statutory requirements regarding the City's progress in meeting its share of regional housing needs and its efforts to remove governmental constraints to the development of housing in accordance with Government Code Section 65584.3(c) and 65584.5(b)(5). These have



City of Holtville Annual General Plan Progress Report

separate reporting requirements and forms, which have been submitted electronically by the city prior to April 1st of each year.

To assist in the review of the General Plan APR, this report presents the following information:

- Amendments to the General Plan adopted by the City in 2025.
- Actions carried out by the City that further General Plan goals and policies.
- Demographic and development changes that update the City’s community profile.
- Housing Element implementation programs that have been completed, are in-progress, or are an on-going activity of the City.
- Housing Element implementation programs that have not yet been initiated but are recommended for initiation within the 6<sup>th</sup> Housing Element Cycle, or as resources are available.

**SECTION 2 – STATUS OF THE ADOPTED ELEMENTS OF THE CITY’S GENERAL PLAN**

As previously mentioned, state law requires that the General Plan includes seven elements. These mandatory elements must cover the following topics: Land Use, Circulation, Housing, Safety, Noise, Conservation, and Open Space. State law allows the cities to adopt any additional general plan elements that it deems necessary. Additionally, the elements of the General Plan may be combined as necessary. The City of Holtville General Plan combines its Conservation and Open Space into a single element. None of the individual Elements were amended in 2025. The following is a breakdown of the City’s General Plan:

Table 1 City of Holtville General Plan Elements	
General Plan Element	Topics Covered
Land Use Element	The Land Use Element is a guide to how land will be used within the City of Holtville and identifies the type and location of future land uses within the city. The element also incorporates aspects of other relevant local and regional plans such as the California Environmental Quality Act (CEQA) and Guidelines, Imperial County Airport Land Use Compatibility Plan, City of Holtville Zoning Ordinance, and the City of Holtville Service Area Plan to name a few.
Circulation Element	The purpose of the Circulation Element is to provide a safe, efficient, and adequate circulation system for the city. To meet this purpose, the Circulation Element addresses the circulation improvements



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	needed to provide adequate capacity with a variety of multimodal options supporting land use policies identifying Holtville's urban (downtown), suburban (neighborhoods), and rural (agriculture) context.
Conservation/Open Space Element	The Conservation/Open Space Element expresses community goals to protect environmental and historic resources and open space. Resources addressed in this element include natural resources and open space, agricultural and soils conservation, parks and recreation, community and historic resources, water supply and quality, air quality, energy conservation, and waste disposal and recycling.
Safety Element	The purpose of the Safety Element is to identify and address those features or characteristics existing in or near Holtville that represent a potential hazard to the community's citizens, sites, structures, public facilities, infrastructure, and wildlife for areas along the Alamo River. The Safety Element establishes policies to minimize the danger to residents, workers, and visitors, while identifying actions needed to manage crisis situations such as earthquakes, fires, and floods.
Noise Element	The purpose of the Noise Element is to identify and appraise existing noise problems in the community, and to provide guidance to avoid noise and land use incompatibility problems in the future. This Element addresses noise sources in the community and identifies ways to reduce existing and potential noise impacts.

### SECTION 3 – GENERAL PLAN AMENDMENTS

State law allows the General Plan to be amended four times annually. This allows the General Plan to remain responsive to the community's needs. Requests for amendments may be submitted by individuals or initiated by the City. Each General Plan Amendment is evaluated to ensure that they are in the public interest, are not detrimental to the public health, safety and welfare, and are deemed consistent with the overall vision, goals, and objectives contained in the General Plan.

None of the City's individual Elements were updated in 2025; however, the City updated the Zoning Ordinance which has certain aspects incorporated into the Land Use Element. The updates consist of textual amendments to the Zoning Ordinance to establish an Accessory Dwelling Unit (ADU) ordinance, update the density bonus ordinance, and alleviate constraints for the development of multi-family developments, emergency shelters, permanent supportive housing, residential care homes, and low barrier navigation centers



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in all residential and downtown zones. The textual amendments were reviewed and approved by the Planning Commission in December of 2024 and a final adoption of Ordinance No. 500 by the City Council took place in January of 2025. The purpose of the textual amendment is to meet the following Housing Element programs:

- Program No. 29 Accessory Dwelling Units/Second Units - The City will update its Zoning Ordinance to reduce development constraints to encourage the production of ADUs in conformance with the state ADU law.
- Program No. 30 Density Bonus - The City will update Chapter 17.49 of the Zoning Ordinance to comply with the changes made to the State Density Bonus Law via Senate Bill 728.
- Program No. 31 Zoning Ordinance Update - The City will update its Zoning Ordinance to alleviate constraints for the production of a variety of housing types which include emergency shelters, permanent supportive housing, residential care homes of seven or more people, and low barrier navigation centers.
- Program No. 33 Maximum Lot Coverage - The City of Holtville will review the maximum allowed lot density for R-3 (Multi-family) zones and make updates to remove constraints to housing production.

## SECTION 4 – GENERAL PLAN POLICIES AND OBJECTIVES PROGRESS

### A. Land Use Element

The Land Use Element is a guide to how land will be used within the City of Holtville and affects many of the issues addressed in the other General Plan elements. It identifies the type and location of future land uses within the city. The specific land uses and their location within the community in turn affect the remaining General Plan elements. For example, the location and type of land uses outlined in the Land Use Element affect the circulation system described in the Circulation Element, and the open space facilities identified in the Land Use Element are directly related to the Conservation Element and Open Space Element policies.

The land uses identified in the Land Use Element also reflect the community's goals for its future form and character by focusing on how vacant land will be allowed to develop, as well as how certain developed land may be redeveloped for other uses. These planning policies and goals are intended to promote more sustainable development patterns that lead to a more socially equitable, environmentally just and economically balanced city. The following table provides a list of the Land Use Element's goals and policies the City has made progress towards achieving in the past year.



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<b>Table 2</b> <b>City of Holtville 2025 Land Use Element Progress</b>		
<b>Goal No.</b>	<b>Objective</b>	<b>Progress</b>
LU-1	Develop a balanced land use pattern that provides a complete range of housing and employment opportunities, from its agricultural industry edge to its mixed-use center, to ensure that revenue generation matches the City's responsibility for provision and maintenance of public services and facilities.	The City of Holtville adopted Ordinance No. 500 which facilitates the development of various types of housing across all residential and commercial zones in the city.
LU-3	Support and enable downtown mixed-use developments that complement economic, housing, and General Plan goals.	The City of Holtville adopted Ordinance No. 500 which facilitates the development of various types of housing across all residential and commercial zones in the city. These development types open the door for more residential options in the downtown zones further expanding the possibility of mixed-use developments. The amendment was finalized in early 2025.
LU-7	Maintain and accommodate for the development of a mix of land uses that meet the diverse needs of residents, businesses, with places to live, work, shop, be culturally enriched, and engage in healthy lifestyles.	The City of Holtville adopted Ordinance No. 500 which facilitates the development of various types of housing across all residential and commercial zones in the city.

### **B. Circulation Element**

The Circulation Element contains goals, policies, and implementation programs to improve the overall circulation in Holtville. For vehicular transportation, a hierarchical roadway network is established with designated roadway types and design standards. The roadway types are linked to anticipated traffic levels, and acceptable levels of service are established to determine when capacity improvements are necessary. These are also linked to the hierarchy of planned development intensity and characteristics, such as downtown streets having more urban characteristics than edge of town roads. Alternative transportation modes are also emphasized in this element. These transit; bicycle and pedestrian facilities,



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are intended to reduce citizen's dependency on the automobile and thereby improve environmental, economic, and social quality.

Holtville has a well-connected circulation system with sufficient network capacity to support vehicle, public transit, bicycle, and pedestrian components. A safe and convenient circulation system supports the variety of land uses in the community. Holtville's stable population, well-connected circulation system, and goals to build towards a more sustainable future are in alignment with Caltrans state and regional goals to preserve transportation corridors for future system improvements. The following table provides a list of the Circulation Element's goals and policies the city has made progress towards achieving in the past year.

<b>Table 3</b>		
<b>City of Holtville 2025 Circulation Element Progress</b>		
<b>Goal No.</b>	<b>Objective</b>	<b>Progress</b>
C-1	Provide and maintain a safe circulation system that facilitates the efficient movement of people and goods by land use context.	<p>The IID canal along 9<sup>th</sup> Street between Melon Road and Olive Avenue was underground and the closeout packet for the project was submitted in December 2025.</p> <p>The 9<sup>th</sup> Street Pedestrian &amp; Bicycle Improvement between Melon Road and Olive Avenue entered the construction phase with an expected project end date of February 2027.</p> <p>Closeout package for the 9<sup>th</sup> Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed and submitted in October of 2025.</p> <p>Environmental documents for the Pine Avenue Rehabilitation and Pedestrian Improvement project between 4<sup>th</sup> and 5<sup>th</sup> Street were prepared and submitted in December 2025.</p>
C-2	Promote active modes of transportation network.	<p>The final designs for the Alamo River Trail Trestle Bridge project were completed in December 2025. Bidding is expected to begin in early</p>



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		<p>2026. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail.</p> <p>The IID canal along 9<sup>th</sup> Street between Melon Road and Olive Avenue was underground and the closeout packet for the project was submitted in December 2025.</p> <p>The 9<sup>th</sup> Street Pedestrian &amp; Bicycle Improvement between Melon Road and Olive Avenue entered the construction phase with an expected project end date of February 2027.</p> <p>Closeout package for the 9<sup>th</sup> Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed and submitted in October of 2025.</p> <p>Environmental documents for the Pine Avenue Rehabilitation and Pedestrian Improvement project between 4<sup>th</sup> and 5<sup>th</sup> Street were prepared and submitted in December 2025.</p>
C-4	Provide additional infrastructure and right-of-way improvements that support an accessible and efficient local circulation system.	<p>The IID canal along 9<sup>th</sup> Street between Melon Road and Olive Avenue was underground and the closeout packet for the project was submitted in December 2025.</p> <p>The 9<sup>th</sup> Street Pedestrian &amp; Bicycle Improvement between Melon Road and Olive Avenue entered the construction phase with an expected project end date of February 2027.</p>



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		<p>Closeout package for the 9<sup>th</sup> Street Pedestrian Improvements between Ash Avenue and Oak Avenue were completed and submitted in October of 2025.</p> <p>Environmental documents for the Pine Avenue Rehabilitation and Pedestrian Improvement project between 4<sup>th</sup> and 5<sup>th</sup> Street were prepared and submitted in December 2025.</p>
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### C. Conservation/Open Space Element

Holtville is surrounded by fertile agricultural land. In addition, there are several parks and open spaces, as well as numerous community and historical resources important to residents of Holtville. The Conservation/Open Space Element focuses on the protection and enhancement of these agricultural, open space, and natural and historic resources to ensure a high-quality living environment in Holtville.

Holtville contains valuable resources that include agricultural land, wetlands, historic resources, and water supply. Conservation and enhancement of these assets can be accomplished by addressing certain issues affecting the city. Holtville's inherently walkable, bikeable, and transit supported mobility choices built within its development pattern reduce air pollution and energy consumption rates by conserving resources and open space. The following table provides a list of the Conservation/Open Space Element's goals and policies the city has made progress towards achieving in the past year.

<b>Table 4</b>		
<b>City of Holtville 2025 Conservation/Open Space Element Progress</b>		
<b>Goal No.</b>	<b>Objective</b>	<b>Progress</b>
COS-1	Promote the conservation of natural, historic, cultural, and open space resources so that existing and future residents can continue to enjoy the many benefits of these resources.	The final designs for the Alamo River Trail Trestle Bridge project were completed in December 2025. Bidding is expected to begin in early 2026. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail.



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COS-3	Provide and maintain a variety of parks and recreational opportunities for all segments of the community.	The final designs for the Alamo River Trail Trestle Bridge project were completed in December 2025. Bidding is expected to begin in early 2026. The project will repair the damaged trestle bridge and convert it into a pedestrian and bicycle trail. The project will further connect the trestle bridge trail to the existing portions of the Alamo River Trail.
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### D. Safety Element

The purpose of the Safety Element is to identify and address those features or characteristics existing in or near Holtville that represent a potential hazard to the community's citizens, sites, structures, public facilities, infrastructure, and wildlife for areas along the Alamo River. The Safety Element establishes policies to minimize the danger to residents, workers, and visitors, while identifying actions needed to manage crisis situations such as earthquakes, fires, and floods. The Element also focuses on preventing criminal activity and violence before they occur. Additionally, the Safety Element contains specific policies and programs to regulate existing and proposed development in hazard prone areas. Continuing education of city officials and citizens about emergency preparedness are also addressed. The following table provides a list of the Safety Element's goals and policies the city has made progress towards achieving in the past year.

<b>Table 5</b>		
<b>City of Holtville 2025 Safety Element Progress</b>		
<b>Goal No.</b>	<b>Objective</b>	<b>Progress</b>
SG-3	Improve the ability of the City to respond effectively to natural and human caused emergencies.	The City is in the process of completing plans and applying for funding from the Community Development Block Grant (CDBG) Program for the Public Safety Center project at 600 Pine Avenue. The project consists of the construction of a new two story building to serve as the City's new fire station.



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### E. Noise Element

The purpose of the Noise Element is to identify and appraise existing noise problems in the community, and to provide guidance to avoid noise and land use incompatibility problems in the future. This Element addresses noise sources in the community and identifies ways to reduce existing and potential noise impacts. In particular, the Noise Element contains policies and programs to achieve and maintain noise levels compatible with various types of land uses. These policies and programs emphasize the need to control noise through land use regulation, as well as enforcement of city ordinances related to noise. Human activities in the community create noise levels that can affect overall quality of life. No notable updates, projects, or actions were taken in 2025 in relation to the Noise Element.

### F. Housing Element

The Housing Element represents Holtville's commitment to providing housing opportunities to meet the needs of all economic segments of the community. The Housing Element was developed to establish a coordinated and comprehensive strategy for promoting the production of safe, decent, and affordable housing for all current and future residents of Holtville. The 6th-Cycle Housing Element establishes policies that will guide the City's decision-making process and establishes an implementation program to achieve housing goals through the year 2029. Please refer to Section 6 – Housing Element Progress for additional information on the City of Holtville 6<sup>th</sup> Cycle Housing Element.

## SECTION 5 – COMMUNITY PROFILE UPDATE

Holtville's future is linked to its growth. Long-range planning can ensure continuity between development and the community's vision, goals, and policies. New patterns of development can sustain and enhance Holtville's economic viability and livability. To assist decisionmakers in its General Plan review and analysis, this section presents a record of Holtville's growth since 2021. The data in Tables 5 through 8 are taken from the United States Census Bureau American Community Survey (ACS) 5-Year Estimate Data Profiles, Estimates E-5 and E-8 from the California Department of Finance, and the California Department of Education's Data Quest for school enrollment data. The tables provide statistics for Holtville on population and household, education and employment, and job sector characteristics respectively.

<b>Table 6</b>				
<b>City of Holtville Population and Household Characteristics 2017-2024</b>				
<b>Characteristic*</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Population	6,355	6,129	5,606	5,617
Hispanic (%)	83	85	84	86



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Non-Hispanic White (%)	16	14	14	11
Non-Hispanic Asian (%)	0	1	1	1
Non-Hispanic African American (%)	1	0	1	1
Non-Hispanic Other Race (%)	0	0	0	1
Median Age	26.5	34.9	37	34
Household Size	3.91	3.81	3.51	3.58
Median Household Income (\$)	43,341	43,765	63,438	65,039
Median Household Income Imperial County (\$)	44,779	46,222	56,393	57,681

\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024

Table 7 City of Holtville Housing Characteristics 2017-2024				
Characteristic	2017	2020	2023	2024
Number of Housing Units**	1,627	1,793	1,841	1,840
Owner Occupied (%)*	56.5	54	87	85.5
Renter Occupied (%)*	43.5	46	13	15.5
Single-Family Units (%)**	71	71	69	69
Multi-Family Units (%)**	19	19	21	21
Mobile Homes (%)**	10	10	10	10
Median Owner-Occupied Home Value (\$)*	160,800	226,100	328,600	347,700
Renters Paying 30% or more of gross monthly income (%)*	58	47	32	40



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Homeowners Paying 30% or more of gross monthly income (%)*	22	9	15	18
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\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024, \*\*CA Dept. Finance E-5 and E-8 Estimates

<b>Table 8</b>				
<b>City of Holtville Educational Characteristics 2017-2024</b>				
<b>Characteristic</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Public School Student Enrollment (K-12)*	1,554	1,612	1,582	1,574
High School Graduate or Higher (%)**	58	53	58	57
Bachelor's Degree or Higher (%)**	10	14	15	19
Graduate or Professional Degree (%)**	6	3	2	2

\*Data Quest, \*\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024

<b>Table 9</b>				
<b>City of Holtville Employment Characteristics 2017-2024</b>				
<b>Sector*</b>	<b>2017</b>	<b>2020</b>	<b>2023</b>	<b>2024</b>
Population 16 years and over in labor force	2,057	2,085	1,949	1,889
Education (%)	17	16	17	25
Retail (%)	9	5	6	9
Recreation (%)	7	11	10	8
Public Administration (%)	9	9	12	11
Construction (%)	5	4	5	2
Transportation (%)	4	6	7	3
Manufacturing (%)	6	3	1	0
Finance (%)	5	1	1	3
Professional (%)	11	7	5	5
Wholesale (%)	3	13	10	10
Information (%)	0	0	0	0
Agriculture (%)	21	25	24	23
Other (%)	3	0	2	1
Drove Alone to Work (%)	77	82	82	85
Mean Travel Time to Work (minutes)	26.2	22.2	23.8	18.4
Median Earnings (\$)	31,022	24,651	31,048	32,539
Unemployment (%)	16.9	15.8	9.6	9.4

\*ACS 5 Year Estimates 2017, 2020, 2023, & 2024



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### **SECTION 6 – HOUSING ELEMENT PROGRESS**

State law requires that each jurisdiction in California includes a Housing Element in its General Plan that establishes specific actions, objectives, and timelines for meeting its state mandated Regional Housing Needs Assessment (RHNA) for each income level. The RHNA is provided to jurisdictions in eight-year cycles. The current cycle is Cycle 6, which covers the time period of 2021 through 2029. Every year the city prepares an annual Housing Element Progress Report that it submits to California Housing & Community Development (HCD) and State Office of Planning and Research (OPR).

Table 9 on the following page is the City's progress in meeting the current RHNA 6th Cycle (October 15, 2021 to October 15, 2029). Table 12 reports on the city's progress in implementing its housing related programs, taken from the summary of the 2025 Housing Element Annual Report. The 2025 Housing Element Annual Report also includes newly required data on the number of applications submitted to the city, the production of housing units, the number of applications that were approved by the Planning Commission or City Council, and the number of building permits that were issued. The intention is to monitor whether cities are limiting housing production through their approval processes by comparing the number of housing units applied for to the number of housing units that were constructed. Table 10 shows that 2 residential units have been approved for development and are in the near future construction pipeline.



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<b>Table 10</b> <b>City of Holtville Cycle 6 RHNA Progress (Planning Period 10/15/21 to 10/15/29)</b>													
Income Level		RHNA Allocation	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date	Total Remaining RHNA
<b>Very Low</b>	Deed Restricted	41	-	-	-	-	-					76	-
	Non-Deed Restricted		-	-	32	44	-						
<b>Low</b>	Deed Restricted	33	-	-	-	-	-					9	24
	Non-Deed Restricted		2	-	1	5	1						
<b>Moderate</b>	Deed Restricted	26	-	-	-	-	-					1	25
	Non-Deed Restricted		-	1	-	-	-						
<b>Above Moderate</b>		71	-	-	2	2	1					5	66
Total RHNA		<b>171</b>											
Total Units			<b>2</b>	<b>1</b>	<b>35</b>	<b>51</b>	<b>2</b>					<b>91</b>	<b>115</b>

<b>Table 11</b> <b>Submitted Housing Entitlement Applications 2025 Summary</b>	
Total Housing Entitlement Applications	2
Number of Proposed Units in All Applications Received	2
Total Housing Units Approved	2
Total Pending Approval	0



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**Table 12**

**2025 City of Holtville Housing Development Applications Submitted**

Project Identifier		Proposed Units Affordability by Household Income Level								
APN	Address	Very Low Deed Restricted	Very Low Non-Deed Restricted	Low Deed Restricted	Low Non-Deed Restricted	Moderate Deed Restricted	Moderate Non-Deed Restricted	Above Moderate	Total Proposed Units	Total Approved Units
045-221-038	683 Chestnut Avenue	-	-	-	-	-	-	1	1	1
045-263-001	336 East 6 <sup>th</sup> Street	-	-	-	1	-	-	-	1	1

**Table 13**

**City of Holtville Housing Element Program Implementation**

Name of Program	Objective	Status of Program Implementation	Program Implementation Details
First-Time Homebuyer Program	The City will actively search for and apply for funds every two years in order to continue implementing the First-Time Homebuyer program. The City will also provide pamphlets for the program at City Hall and the local library at the start of 2022. If funds are awarded the City will hold workshops for first-time homebuyers. The City expects to assist a minimum of 68 residents by 2025.	Continuous	The City has been actively searching for funding opportunities but has so far been unsuccessful.
Self-Help Housing Program	The City will continue to contact Campesinos Unidos and any nonprofits outside the region that participate in self-help projects that may be interested in pursuing a local project at least	Continuous	The City has spoken with local developers, but no new self-help projects have been generated. The



# City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

Name of Program	Objective	Status of Program Implementation	Program Implementation Details
	every two years during the planning period. Once interested nonprofit developers are identified, the city will support and assist in the applications for funding.		City has also been actively searching for funding opportunities but has so far been unsuccessful.
RHS Housing and Community Facilities Programs, (Section 502) Direct Loans	When funding is available, the City will work with HCFP administrators to promote the Direct Loan program to local residents and developers in order to increase the homeownership opportunities of lower-income households. The City will work toward a goal of providing home loans through HCFP to five households during the planning period. The City will promote the program by providing brochures at City Hall and the public library.	Continuous	The City has been unsuccessful in acquiring the funding necessary to provide direct loans.
RHS Housing and Community Facilities Programs, (Section 502) Guaranteed Loan	The City will work with HCFP administrators to promote the Guaranteed Loan program to residents and developers in order to increase the homeownership opportunities of lower-income households. Within six months of adoption of this element, the City will meet with HCFP administrators and obtain information program brochures for residents and interested developers that can be distributed through the mail. The City will work toward the goal of	Continuous	The City has been unsuccessful in acquiring the funding necessary to provide guaranteed loans.



# City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

Name of Program	Objective	Status of Program Implementation	Program Implementation Details
	providing home loan guarantees through the HCFP to five households during the planning period. In addition, brochures will be made available at City Hall and the public library. The City will increase its advertising efforts to inform residents of the program's existence. Advertising methods will involve the disbursement of informational pamphlets in public facilities and the inclusion of flyers on the City's website.		
Pursue Key Federal Funding Sources for Affordable Housing	The City will coordinate with developers starting in June 2022 to continue supporting or pursuing additional funding sources for affordable housing developments in the city. It is vital that the City acquire funding for future developments to meet the anticipated demand of all the previously mentioned populations. The City will look to secure funding by the end of 2023. Efforts and successes will be incorporated into the City's annual reports.	Continuous	The City was successful in acquiring Permanent Local Housing Allocation (PLHA) funds to help cover the offsite improvements for the Pine Crossing multi-family project.
Housing for Extremely Low-Income Households	Upon developer interest, the City will apply for funding as Notices of Funding Availability are released and will provide assistance as projects are processed through the Planning	Continuous	The City was successful in acquiring Permanent Local Housing Allocation (PLHA) funds to help cover



## City of Holtville Annual General Plan Progress Report

<b>Table 13</b> <b>City of Holtville Housing Element Program Implementation</b>			
<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	Department. Given the importance of this program, the City will annually reach out to potential developers and search for funding sources starting on June 2022. This process will be repeated on a yearly basis.		the offsite improvements for the Pine Crossing multi-family project. The City also coordinated with the same developers for the Sunset Rose Senior Apartments which will provide 32 residential units for the elderly population.
Provide Assistance for Persons with Developmental Disabilities	The City will develop an outreach program before the end of 2022 to assist persons with development disabilities and annually monitor demand for services within the city. The City will contact potential developers on a yearly basis to discuss possible developments for persons with disabilities and ensure that all development projects are suitable for persons with disabilities. The City will actively seek and apply for funding sources to assist homeowners with retrofitting on a yearly basis. The goal will be to work with local nonprofits to meet the demand for disability services in	Continuous	The city currently provides informational pamphlets from Imperial County Behavioral Health. The city is also actively coordinating with the developers of the Sunset Rose Senior Apartments to construct 32 new residential units for the elderly population.



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	Holtville and have all existing deteriorating homes retrofitted by 2029.		
Provide Assistance for Elderly Housing	While there have been no signs of the developer halting the development of the Sunset Rose Senior Apartments, the City will maintain contact with AMG and Associates and coordinate with them in order to ensure the development of phase two of Sunset Rose. The City will also actively search for grants to help promote the production of additional units throughout the city. The City expects to have the Sunset Rose Senior Apartments completed by the end of 2023. Additional goals will be to work with local nonprofit organizations to help provide assistance to at least 50 percent of elderly households by 2025 and 100 percent by 2029.	In Progress	The city is actively searching for grant opportunities to assist elderly households. The City has successfully issued a building permit for phase one of the Sunset Rose Senior Apartments and construction is underway. Preliminary work on phase 2 is set to begin after construction of phase one is complete.
Large Households	The City will contact developers to gather input on the feasibility of developing multiple large family units. Based on developer input, the City will look at the possibility of offering incentives for the production of these units. Given that over 10 percent of households are overcrowded, and 70 percent of the existing	In Progress	During the 6th Housing Element Cycle, the City of Holtville has approved building permits for two multi-family developments and has approved a Conditional



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

Name of Program	Objective	Status of Program Implementation	Program Implementation Details
	households are family households, it is imperative that the City begin gathering developer input and conduct a full evaluation no later than June 2022 and continue contact through 2029. The City expects to have developers of future multi-family projects agree to make at least 10 percent of all units consist of large units. Through this objective, the number of overcrowded and severely overcrowded households is expected to be eliminated by 2029.		Use Permit for a labor housing project. Each project has more than 10% of their units consist of large units (3 bedrooms or more).
Farmworker Housing	The City will cooperate with local organizations such as Campesinos Unidos to develop a farmworker assistance program. If a suitable program is already in place, the City will work with Campesinos Unidos to modify the program to assist as many farmworkers as possible. The City will contact organizations starting in June 2022 and have a program implemented by the start of 2023.	In Progress	Work on the program is underway, however, the city has been in discussion with a developer and approved a project for a new labor housing project in the city.
Special Needs Households	The City will coordinate with potential developers starting on June 2022 to help address the unique needs of special needs households in future developments. The City	Continuous	The city has communicated with housing developers to discuss potential housing



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	will also pursue funding sources on a yearly basis to help provide nonprofits with the resources needed to assist these households.		projects in the city. The most notable of which are currently developing the Sunset Rose and have completed their Pine Crossing Apartment complexes.
Tax Credit Rental Projects	City of Holtville staff will coordinate with current and prospective developers to pursue tax credits to fund the construction of multi-family rental units in the city as applications are completed. The City plans to have at least one new multi-family project funded through federal funding sources by 2029. An analysis on the program's effectiveness will be conducted on a 4-year basis.	Completed	The City of Holtville has coordinated with the developers of the Fern Crossing Apartments to apply for tax credits for the project. The goal is to have at least one project funded with tax credits during the 6th Housing Element Cycle.
Mixed-Uses Developments	The City will work with developers interested in commercial developments within the Downtown zone on the feasibility of mixed-use developments. Through this cooperation, the City expects to prevent the loss of downtown sites to commercial only developments and increase the affordable housing stock.	Continuous	The City is actively coordinating with developers interested in developing in mixed-use zones within the city. No new non-residential projects have been



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	Discussions will begin in June 2022 and continue throughout the 6th Housing Element Cycle.		developed nor proposed within mixed-use zones.
Housing Rehabilitation Program	The City will review and amend its Housing Rehabilitation program guidelines by the end of 2021. When funding is available, the City will assist lower-income households over the 2021–2029 planning period. The goal will be accomplished by pursuing aggressively both funds and applicants for the program. The City will apply to the HCD for CDBG and HOME funds through the state’s annual funding cycle as Notices of Funding Availability are released. The City will also improve its advertisement of the program in order to encourage more residents to utilize the program. The goal will be to eliminate half of the households with one of the four housing problems by 2025 and eliminate all households with one of the four housing problems by 2029. An analysis of the time it takes to rehabilitate each home, and the estimated earned value will be made to determine program effectiveness and make modifications as needed. Additional attention	In Progress	The City has been unsuccessful in acquiring funding for the housing rehabilitation program.



# City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	will be placed on the central and northwestern region since that is where most of the older homes are located.		
Mobile Home Park Assistance (Park Owners)	The City will aid mobile home park owners by referring them to the available County mobilehome programs, such as the Owner-Occupied Rehabilitation Program. The City will provide information on the City's website regarding the County's available programs.	Continuous	The City has not received any inquiries from mobile home park owners. Work on a flyer is underway.
Weatherization Program	The City will assist with improving housing affordability through the reduction of energy costs and promote weatherization services. Specifically, the City will continue to advertise the weatherization program utility bills, as well as provide information on the City's web page and at City Hall. The City will require energy-efficient appliances in all city-sponsored housing projects.	Continuous	The City actively informs interested homeowners about the weatherization program and refers them to the Imperial Irrigation District for additional information.
Section 8 Rental Assistance Certificate/Voucher Program	The City of Holtville will work with IVHA to provide regular training for landlords on requirements under fair housing law. The city will also work with IVHA to help conserve and expand the 78 existing rent subsidies for very low-income households in the city, and support	In Progress	The City is in the process of coordinating with IVHA.



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	IVHA's efforts in pursuing additional allocation of Section 8 funds. Support may take the form of providing letters of support to be included in the IVHA's application package to HUD, and the city's commitment to assist IVHA with noticing requirements within 3 years, 12 months, and 6 months of the affordability expiration date per Government Codes 65863.10, 65863.11, and 65863.13. The City expects to begin assisting IVHA by June 2022 to see an increase of at least 10 to 20 vouchers by 2024. The City will also decrease displacement and improve housing mobility by increasing the number of vouchers in Holtville and by helping low-income families, elderly, and disabled persons use housing vouchers to move from low opportunity neighborhoods to neighborhood that are much better resourced.		
Preservation of Publicly Assisted Low-Income Housing	The City will assist the IVHA as needed if conversion of the 42 existing units is initiated.	In Progress	The City is in the process of coordinating with IVHA.
Land Use Plan Update	The City will continue to monitor its sites inventory on an annual basis to ensure there is	Continuous	The city has continuously reviewed its sites inventory as part of its



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	adequate land to meet its Regional Housing Needs Allocation.		Housing Element APR. RHNA goals for Extremely Low and Very Low Income dwelling units have been met with sufficient land available for the remaining Low, Moderate, and Above Moderate Allocations.
Building Code Enforcement	The City will adopt updates to the California Building Code for adoption prior to 2023 and revise as necessary thereafter. The City of Holtville will continue to ensure development standards are met and inspect older properties for damage on a yearly basis. The City will also notify property owners of its Housing Rehabilitation program and of any other potential resources that may be available to assist them in the elimination of any unsafe living conditions resulting from structural deterioration. The City expects to reduce the number of households with severe housing problems from 27 percent to zero by the end of the 6th Housing Element Cycle.	Completed	The City of Holtville Building Department utilized the 2022 building standards code from January 1, 2023, to December 31, 2025. The city now utilizes the 2025 building standards code since it came into effect on January 1, 2026. According to Comprehensive Housing Affordability Strategy ("CHAS") data provided by the U.S. Department of Housing and Urban



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
			Development, the percentage of homes with severe housing problems from 2018 to 2022 dropped to approximately 20% compared to the 27% listed in the City of Holtville's 6th Cycle Housing Element and 2013-2017 CHAS data.
Water and Sewer Priority	The City will establish specific procedures to grant priority water and sewer service to developments with units affordable to lower-income households per Government Code 65589.7. The City will establish and utilize these procedures prior to January of 2022.	Completed	The city updated its internal procedures to grant priority water and sewer service to developments with units affordable to lower-income households.
School Bus Routes	Starting on June 2022, the City will contact the Holtville Unified School District to ensure that the central region in the city has an established bus route. If an adequate bus route is already in place, the City will maintain contact with HUSD to ensure that school bus services are provided for all future developments. The process will be	Continuous	Since adopting its 6th Cycle Housing Element, construction of one multi-family housing project has been completed in the city with two more underway. Holtville Unified School



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	repeated each time a multi-family development is proposed. The main goal will be to increase the education score of the central region to make it on par with the rest of the city. Educational scores will be analyzed each year to ensure the program's effectiveness and make modifications if necessary.		District provides transportation services via established routes and approved bus stops at designated locations. Students utilizing transportation are required to register.
Air Quality	The City of Holtville will work with ICAPCD to develop an awareness program informing residents of the air quality and of the AQI tool that provides residents with the daily air quality.	In Progress	The City is in the process of coordinating with ICAPCD.
Displacement	The City will contact IVHA to work on developing a program to assist and connect lower-income residents with affordable housing opportunities by the end of 2022. Promote the availability of this service and other fair housing information on the City's website by the end of 2023.	In Progress	The City is in the process of coordinating with IVHA.
Fair Housing	The City will continue to refer fair housing complaints to the CRLA or the Civil Rights Division of HUD as appropriate. The City will also look to implement an informational campaign by June 2022 specifically targeting	In Progress	The City did not receive any fair housing complaints in 2025.



## City of Holtville Annual General Plan Progress Report

**Table 13**  
**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
	fair housing complaints within the city. The City will also continue to promote equal housing laws, housing programs, and resources through educational and marketing material attached to building permits, code violations, utility bills, City Hall, city website and the public library. Input from low-income and households with disabilities will also be collected through cooperation with local nonprofits, interviews with stakeholders, and questionnaires. The data will be collected once every 4 years in order to gain an understanding of the needs of lower- income and special needs households. The data will also be utilized to update future iterations of the Housing Element.		
Homelessness Referral Program	The City will continue to participate in the Imperial Valley Regional Task Force on Homelessness and provide volunteer notices to residents for the Imperial Valley Continuum of Care Councils' annual Point in Time Count.	Continuous	The City of Holtville is an active member of the Imperial Valley Continuum of Care Council (IVCCC) Point in Time Committee. IVCCC's goal is to engage individuals and organizations of Imperial



## City of Holtville Annual General Plan Progress Report

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**City of Holtville Housing Element Program Implementation**

<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
			Valley in a community-based process that works to eradicate homelessness in the region, address the underlying causes of homelessness, and lessen the negative impact of homelessness on individuals, families, and the community.
Performance Monitoring Program	The City will monitor program success and shortfalls on an annual basis, starting April 2022. The report's findings will be presented to the Holtville City Council for discussion and action, if necessary.	Continuous	Beginning in 2023, both the City Council and Planning Commission have reviewed the annual housing element and general plan progress reports during their regularly scheduled meetings.
Conditional Use Permit Process	Annually monitor starting June 2022.	Continuous	The city has continuously monitored the processing time for all CUP applications. Since 2022,



## City of Holtville Annual General Plan Progress Report

<b>Table 13</b> <b>City of Holtville Housing Element Program Implementation</b>			
<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
			only two CUP applications were submitted to the city since 2022 which were processed/approved without issue. No CUP applications were received in 2025.
Accessory Dwelling Units/Second Units	Concurrently with the adoption of the Housing Element, the City will evaluate its second unit ordinance for compliance with Government Code Section 65852.2 and make changes as appropriate, including making provisions for converting existing space to second units and revising findings of approval to be ministerial (e.g., neighborhood character) and ongoing technical assistance as projects are processed through the Planning Department. The City plans to implement said changes by February 2023.	Completed	The program was completed via the adoption of Ordinance No. 500 by the City Council on January 27, 2025.
Density Bonus	The City will update its Zoning Ordinance to comply with Senate Bill 728 prior to February of 2023. These changes will be made concurrently with the Zoning Ordinance update listed on Program Number 29.	Completed	The program was completed via the adoption of Ordinance No. 500 by the City Council on January 27, 2025.



## City of Holtville Annual General Plan Progress Report

<b>Table 13 City of Holtville Housing Element Program Implementation</b>			
<b>Name of Program</b>	<b>Objective</b>	<b>Status of Program Implementation</b>	<b>Program Implementation Details</b>
Zoning Ordinance Update	Concurrently with the adoption of the Housing Element, the City will evaluate its Zoning Ordinance for compliance with Government Code Section 65583 and make the changes stated above by February 2023.	Completed	The program was completed via the adoption of Ordinance No. 500 by the City Council on January 27, 2025.
Maximum Allowed Densities	The City of Holtville will review all developer inquiries about higher densities at the end of every year. Once all inquiries are compiled, an analysis on the maximum allowed densities will be conducted and an Ordinance to increase the densities will be adopted if found to be a deterrent to the production of affordable housing. This analysis will be conducted on a yearly basis. If very little inquiries are received, the number will be added to next year's analysis.	Continuous	The City is actively coordinating with and open to receiving inquiries from developers about the maximum allowed densities in the city. No inquiries were received during the 2025 reporting period.
Maximum Lot Coverage	The City of Holtville will review the maximum allowed lot density for R-3 zones and make updates to remove the constraint to housing production.	Completed	The program was completed via the adoption of Ordinance No. 500 by the City Council on January 27, 2025.

## **Attachment B – Resolution No. PC 26-01**

## **RESOLUTION NO. PC 26-01**

### **A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HOLTVILLE RECOMMENDING THE APPROVAL OF THE DRAFT 2025 GENERAL PLAN ANNUAL PROGRESS REPORT TO THE CITY COUNCIL**

**WHEREAS**, California Government Code Section 65400 mandates that cities and counties submit an annual progress report (APR) on the General Plan and progress on its implementation to the City Council, the Governor's Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year; and

**WHEREAS**, the draft 2025 General Plan Annual Progress Report was prepared to ensure the City of Holtville remains in compliance with California Government Code Section 65400; and

**WHEREAS**, the draft 2025 General Plan Annual Progress Report was reviewed by the Planning Commission during a regularly scheduled meeting held on February 17, 2026; and

**WHEREAS**, upon hearing and considering all testimony and arguments, analyzing the information submitted by staff and considering any written and oral comments received, the Planning Commission of the City of Holtville considered all facts relating to the draft 2025 General Plan Annual Progress Report.

**NOW THEREFORE, BE IT RESOLVED** by the Planning Commission of the City of Holtville as follows:

- A) That the foregoing recitations are true and correct; and
- B) That the draft 2025 General Plan Annual Progress Report is exempt from CEQA via Section 15061 (b)(3) of the CEQA Guidelines for Implementation under the California Code of Regulations; and
- C) That the draft 2025 General Plan Annual Progress Report is consistent with the intent of the City of Holtville General Plan; and
- D) That based on the evidence presented at the February 17, 2026, Planning Commission meeting, the Planning Commission hereby recommends adoption of the draft 2025 General Plan Annual Progress Report, to the City Council of the City of Holtville.

**PASSED, APPROVED AND ADOPTED** by Planning Commission of the City of Holtville at a regularly scheduled meeting held on this 17<sup>th</sup> day of February 2026, by the following roll call vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

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Cindy Pacheco, Chairperson

Attest: \_\_\_\_\_  
Yvette Rios, City Clerk

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** February 5, 2026  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>02/17/26</u>
Item Number	<u>5a</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. Recently, the City received word that the \$2 million Congressional allocation has been approved to help finance this project. ***Officially, President Trump signed the Continuing Resolution that funds the project earlier this week!***

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 this weekend. ***We have arranged a dinner meeting for Saturday night to further discuss ongoing work with CrisCom and potential additional funding.***

***Additionally, staff is working to submit an application to HCD for a CDBG Block Grant for additional funding for the project. Although these grants are very competitive, it is hoped that the utility of our project will reflect well on fundability.***

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 this weekend! The Carnival seems to be all ready and we have thus far not had any significant issues regarding the new chair ordinance.***

## **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 entire roadway was approved to be improved and work was mostly completed the past two weeks, with paving completed Monday, 2/2. Cleanup work was being completed today, with minor striping to come.***

**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. ***THG has been meeting with adjacent property owners to discuss issues and preferences this week. The CM discussed issues with the THG staffer prior to these meetings and will be circling back when they are complete for more design input.***

**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. ***Bid opening was late last week. The low bid is being presented for approval on the current agenda.***

**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 has issued **16** building permits thus far in 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 worked with the City Engineer to rectify an elevation miscalculation from their design staff and *rectified the issue in the last few weeks by taking a longer run to a different manhole for connection.*

**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.

**Non-Compliant Downtown B Zone Business** – *there has been quite a bit of recent local chatter regarding a new restaurant on Fifth Street that made several non-compliant modifications very quickly and without consulting City staff. Very soon after these modifications and after quite a bit of community outcry, the business was notified and rectified the most egregious violation by repainting the building. Although several additional issues are yet to be fully addressed, staff worked with the owners to allow them to open provisionally to take advantage of the Carrot Festival crowds this weekend. An inordinate amount of staff time has been spent working on these issues, but we will continue to work with them to modify.*

## **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 :**

- 01/26/26 Department Head Meeting City Hall
- 01/26/26 Holtville City Council Meeting City Hall
- 01/27/26 Alamo River Trail (Wetlands Spur) Check-in Meeting Web Conference
- 01/30/26 Holtville Rotary Club Luncheon St. Paul's Lutheran Church
- 01/30/26 Holtville Trestle Project Bid Opening City Hall
- 02/02/26 Department Head Meeting City Hall
- 02/03/26 Holtville Public Safety Building Project Review The Holt Group Offices (EC)
- 02/04/26 FFA Public Speaking Invitational Holtville High School
- 02/04/26 Meeting w/ Business Owner re: Downtown Code Violations Fifth Street
- 02/04/26 Meeting w/ City Planner re: Downtown Code Violations Phone Conference
- 02/05/26 Conference w/ City Attorney, City Planner re: Various Issues Offices of Walker & Driskill
- 02/05/26 Meeting w/ Business Owner re: Downtown Code Violations City Hall
- 02/06/26 NW Vacation Day (Out of Office)
- 

**UPCOMING EVENTS :**

- 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 Department Head Meeting City Hall
- 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
- 02/12/26 SitelogiQ Progress Meeting Web Conference
- 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
- 02/19/26 ICTC Management/CCMA Meetings ICTC Offices (EC)
- 02/19/26 SitelogiQ Progress Meeting Web Conference
- 02/20/26 Holtville Rotary Club Luncheon St. Paul's Lutheran Church
- 02/23/26 Holtville City Council Meeting City Hall
- 02/24/26 Department Head Meeting City Hall
- 02/24/26 Alamo River Trail (Wetlands Spur) Check-in Meeting Web Conference
- 02/25/26 BOOST Assistance Check-in Web Conference
- 02/27/26 Holtville Rotary Club Luncheon St. Paul's Lutheran Church
- 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)
- 07/27 - 08/03/26 NW Vacation Days (Out of Office)
- 08/13 - 08/14/26 NW Vacation Days (Out of Office)

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

Respectfully submitted,





# City of Holtville

## REPORT TO CITY COUNCIL

MEETING DATE:		<u>02/17/26</u>
ITEM NUMBER		<u>5 d</u>
Approvals	CITY MANAGER	_____
	FINANCE MANAGER	_____
	CITY ATTORNEY	_____

**DATE ISSUED:** January 1st, 2025  
**FROM:** Raylene Tapiceria  
**SUBJECT:** Building Inspections Quarterly Report 10/01/2025 - 12/31/2025

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

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

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

### 31 Permits received Final Inspections

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

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

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

#### **Plan Review / Building Permits**

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

#### **Red Tags:**

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

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

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

Respectfully Submitted,

Building Inspector  
Raylene Tapiceria